

# Babraham Parish Council

## Draft Minutes of the Babraham Parish Meeting

Held at Babraham Primary School

On Thursday 9 August 2018

Meeting commenced at 19.33

<b>Present</b>	<b>Chair:</b> Stuart Laurie <b>Councillors:</b> Robert Attwood, Charlotte Rogers, Gareth Walker; District Councillor Peter McDonald (from 19.35, left at 20.05) Clerk: Don Powell One member of the public
<b>0818/01</b>	<b>TO RECEIVE ANY APOLOGIES FOR ABSENCE</b> Apologies were received from BRC representative Chris Chapman.
<b>0818/02</b>	<b>TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA</b> None was received.
<b>0818/03</b>	<b>TO SIGN AND APPROVE MINUTES OF MEETING DATED 12 July 2018</b> The Minutes were approved unanimously by those present and signed.
<b>0818/04</b>	<b>EXCLUSION OF THE PUBLIC</b>
<b>0818/05</b>	<b>PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED</b> A member of the public raised the issue of the parking near the school: even in school holiday, access to houses is very difficult. Cllrs have been in touch with Highways, but meetings are still to be planned (discussed in items below). Cllrs discussed the general problem of large vehicles and heavy traffic. Cllr Laurie will make request to Highways for double yellow lines on both sides near school and will explain the need to include awareness of blue-badge holders.
<b>0818/06</b>	<b>REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald</b> Report received: see Appendix 1 Cllr McDonald had been in touch with CCC Highways: he explained that officers from Highways Department offered to visit a local office and discuss all options. A full evaluation will cost £500, to include indicative costing and timings. Cllr Laurie asked what would happen if all proposals were refused : the fee is lost. Cllr McDonald had met with BRC, who face transport problems for staff: Cllr McDonald will speak to Granta Park, who operate a shuttle bus that could perhaps serve both campuses. Cllr McDonald reported that North Uttlesford village action group feels their opposition to local development is progressing well. Cllr McDonald suggested Babraham PC might speak to SCDC Development Officer, Siobhan Mellon about Parish Boundary review. Babraham PC's views will inform any view taken by the Civic Amenities Committee (CAC). Precedent suggests that, if a Parish Council opposes a review, the CAC does not progress the application. However,

	<p>a developer might request a review and CAC will be required to review. Given that development H1/b (housing north of Babraham Road, near Sawston, but in Babraham PC), Cllr McDonald suggested that Babraham PC speak to James Fisher, SCDC S106 officer about Babraham PC's claims to S106 monies from H1/b and H1/c developments.</p>
<b>0818/07</b>	<p><b>REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford</b> No report received.</p>
<b>0818/08</b>	<p><b>REPORT FROM Babraham Research Campus (BRC) representative</b> No report received</p>
	<p><b><u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u></b></p>
<b>0818/09</b>	<p><b>Clerk's Report</b> Clerk reported on funding opportunities under 0818/16. Cllr Laurie and Clerk met with Steve Mumford, Manager for Cheveley Park. Cllr Laurie explained they are a farming company and the farm will remain much as it is. The company and the owners are focused on conservation and ecology. They also have a charitable fund, run by the Thomson family. Cllr Attwood asked if worth including Mr Mumford in Neighbourhood Plan discussions: Cllr Laurie suggested that it would be valuable for Cllr Attwood to speak to Mr Mumford.</p>
<b>0818/10</b>	<p><b>Site H1/b Planning and KWA Architects</b> Cllr Laurie and Cllr Cuffley met Robert Lewis, CCC Area Education Officer about use of S106 monies from H1/b and H1/c for Babraham benefit. Cllr Laurie clarified that H1/b and H1/c developments were in Babraham CP and explained hopes for expansion of Babraham school expansion (currently oversubscribed) and other measures to improve access. Cllr Attwood raised consideration for creating a new Village Hall on the school site. KWA will present a Q&amp;A session on 15 August in School Hall at 19.00. Clerk to send email invitation text to Cllr Walker.</p>
<b>0818/11</b>	<p><b>Neighbourhood Plan</b> Cllr Attwood has had discussions with the 'village' group (there are four Neighbourhood Plan groups). The team will meet with Alison Talkington, SCDC Senior Planning Policy Officer, in September. Cllr Laurie asked if the A1307 junction and traffic are included in their work. Cllr Attwood explained that, though these issues form part of their work, the Neighbourhood Plan is more ambitious and forward-looking in scope. Cllr Attwood had discussed the Babraham PC plan for the A1307 Junction Plan with GCP representatives (see Appendix 2). There was no adverse comment at the meeting: Cllr McDonald reported that funding is agreed for the improvements. In response to a question from a member of public, Cllr Attwood stated that the proposal is to prevent right turn onto the A1307 for all vehicles</p>
<b>0818/12</b>	<p><b>Speeding Traffic and Calming Measures</b> Babraham PC had received forwarded email from a member of the Parish about speeding in the village. These matters will be addressed in future meetings and assessment with CCC Highways (see 0818/06).</p>

0818/13	<p><b>Highways Improvement Funding</b></p> <p>Cllrs agreed that the PC approach will wait until after meetings and assessments with Highways and costed examples. Cllr Rogers suggested alternative routes using local contractors might be cost effective, once we have authorisation/approval.</p> <p>Cllr Laurie proposed that we meet to discuss with Highways as soon as possible and the approach and <b>expenditure of £500 was approved unanimously.</b></p> <p>Cllrs discussed alternative parking sites near the school, including reviewing parking on the lane to St Peter's.</p> <p>Clerk suggested that future Agenda items bring together the road and traffic items in 0818/10, 11, 12, and 13 into a single item: Transport and Traffic. Approved.</p>
0818/14	<p><b>Pocket Park Lease</b></p> <p>Clerk met with Chris Chapman (BRC) who explained the need to contact UKRI (United Kingdom Research and Innovation, successor to BBSRC): he expected UKRI to be keen to renew, although they have a heavy workload since the transfer of BBSRC estate to UKRI. Cllr Laurie has emailed Dana Warboys at UKRI to review the position and is waiting for a reply.</p>
0818/15	<p><b>Leasing of Babraham Sports Field</b></p> <p>The Sports Field tenancy is more complex than the Pocket Park and will require prior discussion with Sawston &amp; Babraham Cricket Club (S&amp;BCC). Cllr Laurie to contact S&amp;BCC.</p>
0818/16	<p><b>Sparse funding</b></p> <p>Clerk had sent selected funding schemes collated by Rural Services Network (<a href="http://www.rsnonline.org.uk/funding-digest-august-2018">http://www.rsnonline.org.uk/funding-digest-august-2018</a>).</p>
0818/17	<p><b>GDPR (General Data Protection Regulations)</b></p> <p>Cllr Walker reported no decision on CALPAC discussion for shared Data Protection Officer (DPO).</p>
0818/18	<p><b>Dog Bin Purchase</b></p> <p>The new bin has been installed: Clerk provided access code to Brookfield Contracting on 20 July.</p>
0818/19	<p><b>External Audit</b></p> <p>No feedback received external auditors PKF Littlejohn.</p>
0818/20	<p><b>Register of Interests Form</b></p> <p>Clerk to resend form to Councillors to complete and return.</p>
0818/21	<p><b>Dog walking</b></p> <p>Cllrs approved draft email with minor changes. Clerk to send.</p>
0818/22	<p><b>Defibrillator</b></p> <p>Cllrs Rogers has a brochure from Community Heartbeat, contact with a Parishioner experienced in systems and spoke to The George Management: they would need to speak to Greene King. Parish Council will offer training and guidance to the community.</p> <p>Cllrs Rogers and Walker will develop proposals and costings for next PC meeting for review.</p>

<b>0818/23</b>	<p><b>Parking near Babraham School</b> Discussed above under 0818/05.</p>						
<b>0818/24</b>	<p><b>Welcome to Babraham leaflet</b> Cllr Attwood has begun to update the leaflet: Clerk to draft some welcome text, suggest additions and proofread and Cllr Attwood to check contact details.</p>						
	<p><b><u>TO CONSIDER OTHER MATTERS</u></b></p>						
<b>0818/25</b>	<p><b>Tree works</b> Cllr Rogers had received a quote from Adam Lewis for works on the tree obscuring the Jonas Webb statue: to remove loose branches and to lift the crown above head. Cllr Rogers suggested it is PC responsibility to keep the statue face visible: Cllr Rogers will check Tree Preservation Order conditions that might apply. Cllr Laurie sought quote from Brookfield. Cllrs agreed to proceed with Adam Lewis quote of £80, subject to TPO findings.</p>						
	<p><b><u>FINANCE</u></b></p>						
<b>0818/26</b>	<p><b>Receipts</b> No receipts in this period.</p>						
<b>0818/27</b>	<p><b>Payments</b> Payments to be circulated at meeting. Brookfield Contracting: £216.00 Babraham CofE School Hire: £28.50 Clerk expenses (training, CAPALC memberships, antivirus, stationery) and salary (June and July): £856.64</p>						
<b>0818/28</b>	<p><b>Balances And Bank Reconciliation at 30 June 2018</b> Balances held</p> <table border="1" data-bbox="363 1339 1137 1451"> <tr> <td>Unity Current A/C balance</td> <td>£17545.44</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£60547.20</td> </tr> <tr> <td>Total</td> <td>£78092.64</td> </tr> </table>	Unity Current A/C balance	£17545.44	Unity Savings A/C balance	£60547.20	Total	£78092.64
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<b>0818/29</b>	<p><b><u>PLANNING</u></b></p> <p><b>Planning Applications</b></p>						
<b>0818/30</b>	<p><b>Application Ref: S/2051/18/LB</b> Application for new leaded windows for St Peter’s was withdrawn.</p> <p><b>Application Ref: S/2986/18/TC</b> Reduce height of Cedar, Prunus and Sycamore trees near and at Wyndham House on Babraham High Street (TPO): no comment</p>						
<b>0818/31</b>	<p><b>Planning decisions</b> None received.</p>						
<b>0818/32</b>	<p><b><u>Correspondence</u></b></p>						

Updates to Electoral roll were received.

**Items to report and inclusion in the next meeting**

**Date of next meeting: 13 September 2018, 19.30**

**PART II – CONFIDENTIAL INFORMATION**

**Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.**

Meeting closed 20.54

Signature: *Don Powell*, 2 August 2018

Don Powell, 68 Woodland Road, Sawston, CB22 3DU

## Appendix 1: Report from Councillor Peter McDonald

Duxford Ward: Parishes of Duxford, Hinxton, Ickleton, Babraham, Pampisford

Contact Details: E mail: [cllr.mcdonald@scamb.gov.uk](mailto:cllr.mcdonald@scamb.gov.uk) or telephone 07912 669092

### Report for Parish Councils – August 2018

#### Community Chest

New criteria have been drafted and the well-used Community Chest grant will re-open in September for community groups. Previous year funding c.£85k. Existing fund will be similar or even greater. However, where a Parish council scheme alone is proposed which can be precepted, it may be rejected and should be done with a Community organisation to gain support. I will update you as soon as the new link becomes live.

<https://www.scamb.gov.uk/communitychest>

#### Local Developments: Latest Status:

**Genome Campus:** Currently quiet here.

**North Uttlesford Garden Village:** The final SCDC response to UDC has been published after Cabinet July 26<sup>th</sup>. The 29-page document is here:

<http://scamb.moderngov.co.uk/documents/s106793/Uttlesford%20Local%20Plan%20Reg19%20responseCabinet.pdf>

There was also a supplement with more specific comments issued on August 3<sup>rd</sup>.

<http://scamb.moderngov.co.uk/documents/s106933/Uttlesford%20Local%20Plan%20Reg19%20response%20-%20Cabinet%20supplement.pdf>

I also attended a round table with Parishes organised by Hinxton on August 6<sup>th</sup>.

**Agri Tech:** Currently quiet here but Smithson Hill very active on social media and I would fully expect an appeal to be forthcoming.

**Babraham Research Campus:** Meeting on August 2<sup>nd</sup> was productive regarding on going willingness to co-operate with the PC and village.

#### Local Headline Issues

**Babraham:** Proposed to meet with Stuart [Laurie] and Siobhan [Mellon] at SCDC ref potential boundary reviews. Met with PC and CCC Engineer/Mott McDonald ref CGP plans for A 1307/High St junction.

**Duxford:** Greater Cambridge Partnership Whittlesford Travel Hub document has been drafted. I've lobbied hard for the Welch's access to be included.

SCDC have agreed to manage the trees at Parsonage Close/Rectory. Estimated work will be c £5k.

**Hinxton:** See above on NUGC.

**Ickleton:** retrospective planning submitted for Ickleton Lion marquee/beer garden. I have received and aggregated resident complaints. SCDC does wish to promote businesses but keeping residents concerns in mind with regard to noise and parking which are serious issues here. The £1,000 application to the Community Chest by the Ickleton Society for the WW1 Commemoration was approved.

**Pampisford:** the A505/Town Lane white access lines to the village has been logged by CCC and should be done soon.

Peter McDonald  
August 6<sup>th</sup> 2018

## Appendix 2: Proposed Junction Plan



