

Draft Minutes of the Babraham Parish Council Annual General Meeting

Held at Babraham Primary School
On Thursday 10th August 2017 at 7.30pm

Meeting commenced at 7.30 pm.

	Present	<p>Chair: Stuart Laurie Councillors: Robert Attwood, Gareth Walker, Jane Goody. Clerk: Sam Bramley County Cllr Cuffley Members of the public: 2</p>
0817/01	Apologies	Cllr Rogers, District Cllr T Orgee, Chris Chapman
0817/02	Members Declaration of Interests	None.
0817/03	Minutes of meeting held 13.07.17	Approved unanimously by those present at meeting and signed.
0817/04	Public participation	<p>UK Power Networks held a drop in session concerning the installation of a power cable from Sawston Primary substation, through the villages of Sawston and Babraham, to a connection point located adjacent to the A1307. It was felt by the public that some of the information received wasn't clear and Cllr Cuffley will endeavour to get more information to clarify certain points.</p> <p>An enquiry was made as to what the Council might do with the grass cutting equipment as it currently isn't being used. The Council currently have no plans.</p>
0817/05	D Cllr report.	None.
0817/06	C Cllr report.	<p>County Councillor report is attached below.</p> <p>Cllr Cuffley reported back that Highways had responded that the blind spot identified by many, at the north end of the Babraham institute where there is a roundabout, wasn't seen as an issue. Highways had been asked if a tractor sign might be erected, letting all cyclists and road users know farm vehicles are in the area. It was suggested that a letter from the Council with signatories may be the best way forward and the Chairman agreed to draft this.</p> <p>Cllr Cuffley reported that the new CEO of SCDC had started and had been shown around Babraham.</p>
0817/07	BBT report Chris Chapman.	None.
0817/08	LHI Funding Bid.	No update. This is on hold now until Greater Cambridge Partnership decides on changes to be made to the junction.

0817/09	Village Hall	No update.
0817/10	Babraham Brick Wall	No update from BI despite enquiries made to secure a date for completion of works. Clerk to hasten.
0817/11	Clerk's report.	<p>Cllr Walker reported fly tipping in the village and Clerk received a confirmation email today that it had been dealt with.</p> <p>Correspondence from The North Uttlesford Garden Village Action Group opposing the North Uttlesford Garden Village. They would like to spread awareness of their group who are meeting at 8pm Monday at Great Chestertford Community Centre. More information can be found here: www.stopnugv.org.uk The NUGVAG will be placed on the September agenda to discuss all correspondence received and possible actions.</p> <p>St Mary's Church in Sawston was broken into yesterday and villagers are asked to be vigilant in case a gang is in operation. Cllr Walker agreed to post info about this onto the website.</p> <p>Clerk reported she is making progress with studying for the CiLCA award but will have a short break during August until the next course starts in Sept.</p>
0817/12	Joint Neighbourhood Plan.	<p>Cllr Walker to email residents about setting up a working party of volunteers.</p> <p>A meeting has been arranged by Sawston PC to update on the Neighbourhood Plan, the current situation and how to move it forward. Monday 21st August – 10am at Sawston PC office. Chairman to attend along with a parishioner.</p>
0817/13	LLF/ A1307, Three Campuses to Cambridge.	<p>It was agreed that Cllr's Attwood and Goody will attend a concluding workshop on the A1307, Three Campuses to Cambridge on 6 September, 6-8pm at Linton Village College. Please note the workshop is by invitation only and not open to the public.</p> <p>A final meeting will take place on Tuesday, 26 September, 6-8pm at Sawston Village College.</p>
0817/14	Speeding Traffic.	<p>Cllr Walker is still trying to collect any evidence we can to help back up our case for funding various speed control systems in the village. The speed sign has been repaired and it is hoped the data stored within it can be accessed to identify speeding issues.</p> <p>Cllr Cuffley came out with an officer to discuss speed calming possibilities and these will be discussed with the Council in due course.</p> <p>Clerk has received correspondence from Highways about possibly extending the 30mph limit through Babraham. It would need to be applied for through the LHI process or funded by another source; the current extension being implemented was paid for by a third party (developers) to ensure safety. It was resolved that the Council will apply using the LHI process and will discuss details of it at the next meeting.</p>
0817/15	Electric Line Through Babraham.	The works will take approximately 6 months to complete, and will be carried out on UKPN's behalf by McNicholas. The project should have no impact on the electricity supply. More information is available on the parish website.
0817/16	White lining.	Highways have put this on hold until the cabling/electric line has been completed. Council can see no good reason why the SLOW sign near the school cannot be renewed now the planned cable works have identified where the road will be dug up. Chairman to contact Highways in conjunction with CC Cuffley to request it be done.
0817/17	Grass Cutting	New contract commenced 1 st Aug '17. Cllr Rogers met with a representative for the company to identify what needs to be done. Clerk to contact in relation to a couple of

	Contract.	questions/queries the Council have including the dog bin being very full.
0817/18	Overgrowth of Honeysuckle Lane.	Babraham Farms have been in contact with the Council to help identify who is responsible for the overgrowth. Cllr Attwood will pass on the information received to those it might affect.
0817/19	New Highways Issues.	Cllr Goody reported that overgrowth at the end of Chalk Pit Road, where it joins the fly-over to the A11, was causing a concern for vehicles passing. Chairman to report the relevant details to CCllr Cuffley and these will be passed onto Highways.
0817/20	External Audit.	The Annual Return has been returned with no matters arising from the review. The certified Annual Return will be published on the website and noticeboard for the public to view along with a notice informing the public of the rights of inspection. A charge of £8 will be enforced if a paper copy is requested.
0817/21	Standing Orders.	Standing Orders were reviewed by the Council and changes were unanimously agreed. This document will be formally adopted at the September meeting.
0817/22	Bank Report.	It was unanimously resolved to move banking arrangements from Barclays to Unity Trust Bank. This will include the use of internet banking, where electronic payments will be available. The Clerk will start the process immediately.
0817/23	Transparency Fund Application.	It was unanimously resolved that the Council will make a Transparency Fund Application to help aid costs complying with the Transparency Code. The Clerk will apply for all funding the Council is eligible for.
0817/24	Community Gathering.	It was unanimously agreed to put the gathering on hold until next year. Discussions will commence at the September meeting.
0817/25	Litter and River Pick.	Cllr Walker to organise the River Pick. Risk assessment to be sent to Clerk in advance in order for the EA and Came and Co to be informed. Cllr Attwood to organise Litter Pick. Suggested date 3 rd September. Risk assessment to be sent to Clerk in advance in order for Came and Co to be informed. SCDC will provide gloves, refuse sacks, litter pickers (will arrange delivery to the organisers home) and will arrange a pick up point to collect the refuse the day after the litter pick. SCDC need at least a week's notice before the litter pick is due to happen. Able volunteers taking part in the Council's organised river or litter pick will be automatically insured under the Council's policy.
0817/26	PC Email Addresses.	It was unanimously resolved to provide Councillors with parish council email addresses. Cllr Walker to set up.
0817/27	Uttlesford Local Plan.	It was resolved to make no comment.
0817/28	Great Abington Neighbourhood Plan.	Neighbourhood Plan Pre-Submission consultation period has begun and will end on September 18th at 5pm. There will be a consultation event on Friday 8th September from 2.30 until 7.30pm at Abington Village Institute when you can come along to share your thoughts and ask questions of members of the Working Group. Members resolved to make no comment on the plan.
0817/29	General Data	It was resolved that the Council authorises the Clerk and Cllr Walker to take part in a webinar to gather information in order for the Council to be compliant with the new

	Protection Regulation (GDPR)	General Data Protection Regulation (GDPR).																								
0817/30	Interim Grass Cut.	It was resolved to authorise payment for the additional grass cut in July.																								
0817/32	Mileage.	All mileage claims were approved.																								
0817/33	Receipts.	None.																								
0817/34	Payments.	Members authorised payments. Schedule circulated at the meeting detailed below. Both signatories signed each invoice as per the auditor's recommendation. <table border="1" data-bbox="402 552 1239 884"> <thead> <tr> <th>Paid</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>CAPALC</td> <td>LCE Book</td> <td>15.00</td> </tr> <tr> <td>Chris Morris</td> <td>Grass cutting and bins</td> <td>125.00</td> </tr> <tr> <td>Samantha Bramley</td> <td>Salary and overtime</td> <td>394.38</td> </tr> <tr> <td>Yorkshire Tax Bureau Ltd</td> <td>Payroll fees</td> <td>144.00</td> </tr> <tr> <td>PKF Littlejohn LLP</td> <td>External audit fee</td> <td>120.00</td> </tr> <tr> <td>Robert Attwood</td> <td>Mileage</td> <td>67.50</td> </tr> <tr> <td>Gareth Walker</td> <td>Mileage</td> <td>54.00</td> </tr> </tbody> </table>	Paid	Details	Amount	CAPALC	LCE Book	15.00	Chris Morris	Grass cutting and bins	125.00	Samantha Bramley	Salary and overtime	394.38	Yorkshire Tax Bureau Ltd	Payroll fees	144.00	PKF Littlejohn LLP	External audit fee	120.00	Robert Attwood	Mileage	67.50	Gareth Walker	Mileage	54.00
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0817/35	Balances and reconciliation	Clerk presented balances and bank reconciliation to the council. Balances held as of 31.07.2017 <table border="1" data-bbox="402 978 1547 1100"> <tbody> <tr> <td>Current A/c Balance</td> <td>£3,405.84</td> </tr> <tr> <td>Business Prem A/c Balance</td> <td>£74, 295.25</td> </tr> <tr> <td>Total</td> <td>£77,701.09</td> </tr> </tbody> </table>	Current A/c Balance	£3,405.84	Business Prem A/c Balance	£74, 295.25	Total	£77,701.09																		
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0817/36	Initial Precept Discussion.	This was agreed to be discussed at the September meeting.																								
0817/37	Planning application.	None.																								
0817/38	Planning decision.	None.																								
0817/39	Correspondance.	Letter from Keith Warth Managing Director of KWA Architects addressing the concerns raised by the Council in relation to the proposed new Cambridge City Football Club Stadium planning application S/2239/13/FUL.																								
0817/40	Items to report/next agenda.	Financial regulations review. Community gathering.																								
	Date of next meeting	14th September 2017 at 7.30pm.																								

Meeting closed to the general public: 9:25pm

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.

0817/31	Overtime.	A detailed overtime sheet was presented to the council and it was agreed to authorise overtime of 10 hours for the Clerk. Clerk to continue detailing hours and overtime will be reviewed accordingly.
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S Bramley Clerk 11th August 17. Meeting closed at 9:30pm

**County Council Report for Parish Councils
August 2017
Cllr Roger Hickford & Cllr Kevin Cuffley**

Financial Impact

It is common knowledge that the County Council has less money than it did, but just how much less?

Ans: The County Council had to cut its spending by £300m over eight years.

To put it into perspective, the overall budget is around £1 billion, but nearly half of this is ring fenced for schools etc. So in broad terms, our target was to save £300m from the £550m we spent on Adult Social Care, Vulnerable children and the maintenance of our roads, to name a few. The £300m was money we would no longer receive from central government, and is being phased out over the eight years, ending in 2020.

To date, we have cut our spending by £210m, and we are on target to reduce this by the other £90m by 2020. We have achieved this through restructuring, income generation and transformation, while still providing the front line services that are so needed, and we are committed to continue to do so.

Major Development

A “North Uttlesford Garden Community” of up to 5,000 dwellings is being proposed at Great Chesterford in the Uttlesford draft submission local plan. This was a very late addition by Uttlesford DC, but it has got through the initial phase for submission and is now a very real potential development. The proposed site is right on the border of South Cambs and Uttlesford, and with other proposals already being looked at in South Cambs, it could mean development all the way from Sawston to Uttlesford.

Other developments affecting the County.... A proposed “strategic expansion” of St. Neots by 3,820 dwellings on land east of Love’s Farm and at Wintringham Park is included in the Huntingdonshire draft local plan (though Wyton is off the agenda for the time being). A new town of about 7,000 dwellings at Tempsford, and around 3,000 dwellings in four new “linked villages” between Biggleswade, Sutton and Dunton feature in the Central Bedfordshire draft local plan. There is also a proposal for another cluster of villages (about 5,000 dwellings) proposed in Marston Vale, which although further away will put more pressure on the A421/A428, Oxford Cambridge railway/expressway corridor.

A1307 LLF.... Workshops

The final workshops will take place 6th September 6-8pm at Linton Village college. All PC’s will have been contacted and are urged to send representation.

City Dealnow Greater Cambridge Partnership

The City Deal has rebranded itself as the Greater Cambridge Partnership. Cllr Francis Burkitt took over the chair of the Executive Board from Lewis Herbert.

Children’s Centres

A consultation on Children’s Centres opened on 19 July and closes on 22 September. You can take part here: <https://www.cambridgeshire.gov.uk/residents/children-andfamilies/children-s->

centres/children-s-centres-consultation/ The proposed changes will help the service with maintenance and running costs of under-used or over-used buildings, thereby saving a million pounds a year, and focus on improving the actual service to young people and their families. The proposal is for future provision by outreach to surrounding villages. Many good community spaces are available to host such sessions. Those interested in meeting and talking to officers leading these changes can attend events in August, including one in South Cambridgeshire... 15th August 2017 13.00pm to 15.00pm
Waterbeach Children's Centre Waterbeach Community Primary School Site High Street, Waterbeach, Cambridge, CB25 9JU

In Sawston the proposal is moving to a different building in the community to create Child and Family Zones. In this case the existing Children's Centre building would be available for re-purposing

Local Highway Improvement Scheme

Local Highway Improvement Scheme applicants will now be contacted by highways officers following the initial application deadline, to carry out further work in developing the feasibility and cost of solutions that meet their objectives. An updated application incorporating the outcome of this work will then be included in the information presented to the LHS assessment panels. This initial deadline is scheduled for 30th September 2017, followed by further development with officers and local communities throughout October, November and December. The budget for projects will now be required to include the cost of officer resources necessary to deliver them. This will be estimated by officers during the feasibility assessment stage outlined above.

Multiple applications will now be accepted from Town Councils, limited to the number of County Council divisions in their authority area.

Combined Authority

The Combined Authority is jointly commissioning with Greater Cambridge Partnership a strategic options appraisal of rapid mass transit in Cambridge and South Cambridgeshire (and wider afield). Having knitted together the existing Cambridgeshire and Peterborough Local Transport Plans, the next step is launching the process leading to a new Local Transport Plan to 2031/36, aligned with constituent local plans. The Combined Authority successfully secured £100million from the Government to deliver 2,000 "affordable homes" across Cambridgeshire and Peterborough as part of the devolution deal. £4.56million is to be drawn down to provide the first 253 "affordable homes", of which 95 are in Peterborough, 48 each in Huntingdonshire and South, 36 in Fenland and 26 in East Cambridgeshire. (Cambridge City has its own five-year £70million housing grant to administer.) The Combined Authority will be writing its own Housing Strategy, envisaging 100,000 dwellings by 2037.
New Community and Partnership Committee

Communities and Partnerships is one of two new committees to be given full service committee status this year (the other is the Commercial & Investment Committee). Terms of Reference were agreed at its first meeting. A report featuring results of town and parish council surveys acknowledged the importance of meaningful and successful working with town and parish councils as they have some of the closest relationships with local communities. The county council realises that these relationships are key to supporting efforts particularly to helping people stay independent and healthy for longer. The Localism Act 2011 and the Cities and Local Government Devolution Act 2016 give town and parish councils new opportunities. The first countywide Parish Council Conference, led by Cambridgeshire Acre, had been held in November 2016 to explore how all tiers of government and the voluntary sector could work better together in a stakeholder partnership for the good of Cambridgeshire residents. A suggested Improvement Plan includes: improving training for parish councillors in respect of their powers and duties; reviewing job descriptions of parish clerks to ensure their relevance with current requirements/expectations of the role and improving training provided for them in this respect; considering how support can be provided to younger parish councillors to retain their enthusiasm and

commitment; encouraging parishes to become involved with volunteer and service provider locality networks.

Withdrawal of Bus Services

After three generations of family ownership, Whippet became part of the Tower Transit Group in November 2014. Whippet has given notice of withdrawing services 1, 1A, 2, 5, 7A, 8, 9, 12, 15, 16, 18, 21, 45/45A, 114 and 117 from 2 September 2017. The Council is looking to see if there is a possibility to keep any of these services running.

Police & Crime Commissioner bids to take over the Fire Service

The Police and Crime Commissioner is keen to take over governance of the Fire & Rescue Service. The bid is being strongly resisted by the Cambridgeshire and Peterborough Fire Authority, whose stance has been supported at Full Council of the County Council. We also suggested that instead of the PCC taking over the Fire service, rather the Fire service and the Ambulance Service would make a better fit.

Other news...

- Cambridgeshire County Council received £453,000 from the first year of the pilot business rates retention scheme to which all seven councils signed up a couple of years ago. The General Purposes Committee has directed this additional income towards care for vulnerable children and adults.
- The 12MegaWatt Soham Solar Farm will generate £1million revenue a year from an initial investment of £9million. St Ives Park & Ride is set to become a solar carport, supplying a smart energy grid.
- Cambridgeshire County Council's Community and Cultural Services have been awarded funding from Arts Council England for a four-year programme of arts events and activities in libraries, beginning in 2018, called 'The Library Presents'. Libraries are a trusted "brand", and generally regarded as safe, welcoming and helpful places.
- A new £34million a year highway services contract, initially for ten years with the option to extend for a further five, has been awarded to Skanska, including management and maintenance of 2,800 miles of carriageway, 1,400 miles of footways and cycleways and 1,276 structures.