

# Babraham Parish Council:

## Minutes of meeting held 8<sup>th</sup> Sep 2022 at 7.30

Present:

Denise Dear; Chair

Jane Goody

Richard Bandy

Clerk: Anne Charteris

Members of the Public:

Shortly before the meeting, we received the very sad news that Her Majesty Queen Elizabeth II had died peacefully at Balmoral. It was decided to continue with the meeting as it was too short notice to cancel and the Council needed to discuss plans for the Condolence book etc.

Everyone in attendance expressed their shock and sadness on hearing this news.

	<p><b>Part I: Non-Confidential Information</b></p>
2209/01	<p><b>To receive and approve apologies for absence</b> Apologies received from Damon Stanwell-Smith, Chris Chapman, Cllr Peter McDonald,</p>
2209/02	<p><b>To receive members' declaration of interest for items on this agenda</b> None</p>
2209/03	<p><b>To sign and approve minutes of meeting dated 14<sup>th</sup> July 2021</b> Minutes approved and signed</p>
2209/04	<p><b>Co-option of new Parish Councillor.</b> This was deferred until the next meeting, due to not having enough members to vote as one Councillor expressed an interest as she was married to one of the applicants.</p> <p><b>Exclusion of the public</b> To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.</p>
2209/05	<p><b>Report from South Cambridgeshire District Councillor P McDonald</b> This had been sent round in advance of the meeting.</p> <p><b>Main Points, full report on the Parish Council website</b></p> <p><b><u>South Cambs District Council</u></b></p> <p><b><u>Local Plan &amp; Call for Sites</u></b>The on-going process continues with an update planned at end of 2022 /Jan 2023</p> <p><b><u>Cost of living support</u></b></p> <p>A reminder of all the information available on Cost of Living Support. This will be regularly updated.</p> <p><a href="https://www.scambs.gov.uk/cost-of-living-support/">https://www.scambs.gov.uk/cost-of-living-support/</a></p> <p><b><u>Wellcome Genome Campus</u></b></p> <p>Draft proposals on environmental aspects, traffic management and road access, bridges over the A1301 etc have been published. There will be updates on Sep 7<sup>th</sup> at the Campus, Hinxton PC TBC and at Ickleton parish Council Sep 21<sup>st</sup>.</p> <p><a href="https://applications.greatercambridgeplanning.org/online-applications/files/88A06843E1CAEAB4597BA76A9FA8B530/pdf/21_05384_COND14-CONSTRUCTION_ENVIRONMENTAL_MANAGEMENT_PLAN-6019357.pdf">https://applications.greatercambridgeplanning.org/online-applications/files/88A06843E1CAEAB4597BA76A9FA8B530/pdf/21_05384_COND14-CONSTRUCTION_ENVIRONMENTAL_MANAGEMENT_PLAN-6019357.pdf</a></p>

**Four Day Week Trial**

A three-month trial of a four-day week could begin in January for desk-based staff at South Cambridgeshire District Council – as a similar pilot of over 3,300 staff continues at more than 70 UK organisations.

As part of the trial, the Council would also look to extend the hours that it is open to the public via a soon-to-be-launched webchat service or Teams / Zoom meetings.

The proposals that will be discussed at the Council's Cabinet meeting on Monday 12 September 2022 recommend that a three-month trial for desk-based staff takes place between January and March 2023. There are around 470 staff at the Council who would be able to take part. There would be a three-month planning period beforehand. If successful, a trial of the Council's blue-collar workers, such as bin collection crews, would follow later next year.

**ZCC Grants** Twelve exciting community projects in South Cambridgeshire, aimed at reducing carbon emissions and engaging communities on climate change, are set to receive grant funding totalling £120,544 from the District Council. The Zero Carbon Communities grants, awarded by South Cambridgeshire District Council, are part of its vision to help the district become net zero carbon by 2050, to create a greener future for local people. This is the fourth round of grants since they were established in May 2019. More than £400,000 has been allocated to 61 different grass roots projects including campaigns and awareness-raising around reducing carbon emissions, tree planting, energy efficient heating and lighting, food production and distribution, and waste reduction  
Grants awarded are here:

<https://www.scams.gov.uk/zero-carbon-communities-grant-funds-12-community-groups-as-part-of-the-council-s-green-vision/>

**Cambridgeshire County Report**

Cost of living Support. This mirrors the South Cambs information and also to be updated regularly.

<https://www.cambridgeshire.gov.uk/council/communities-localism/support-with-the-cost-of-living>

**GCP Proposals for Bus Services Improvement & Congestion Charge**

The GCP has published their proposals for enhanced bus service and a Cambridge congestion charge. It includes bus improvements (hourly services in our villages where they don't exist) and £1 & £2 fares and a congestion charge of £5 in 2025 in peak hours and a 7am to 7pm charge in 2026/27 to pay for this.

<https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1857/Committee/36/Default.aspx>

**Great Chesterford Hardcore Site : ESS/20/22/UTT**

This was eventually refused by officers and Enforcement Action is being taken.

**Highways IT system**

The Council will tender for a new Insight system which includes the Highways reporting tool.

**Businesses Sought for Home Energy Improvements**

Businesses specialising in home energy improvements are being invited to apply to join a new bank of council-endorsed traders.

Those who are successful will be called upon to carry out energy retrofit works in homes across Cambridgeshire using government funding. Example of the works include improving energy efficiency and/or replacing older or inefficient heating systems with new low carbon heating options such as air source heat pumps.

It will enable all members of the partnership to call on a bank of endorsed traders when government funding is secured to carry out energy efficiency improvements including insulation, solar PV, heat pumps and double/triple glazing to people's homes.

2209/  
06

**Report from Cambridgeshire County Councillors Brian Milnes and Maria King  
Report in full on website, in brief:**

**East West Rail Drop-in session postponed**

EWR drop-in session in Haslingfield has been postponed for the second time, this time due to passing of Her Majesty the Queen the day before. New dates have not yet been announced.

*South Cambridgeshire East hub* latest meeting notes are here: [Agenda, Meeting Notes & Supporting Materials | Welcome to the South Cambridgeshire East Local Representatives Groups page | East West Rail Community Hub](#)

*Cambridge and surrounding areas hub* Parishes have been asked to state their preferred time for their next virtual engagement – 11 or 13 October at 6pm. We encourage everyone to respond. Deadline for responding is 14 September.

**Streetworks:**

- 21-23 September 64-66 New Road, Sawston footpath closed for water supply works for newbuilds
- 20-24 October High Street, Little Shelford closed for traffic between number 68 and Hall Farm, diversion will be in place via Whittlesford Road - Church Street - High Street
- 25-27 October 64-66 New Road, Sawston, no through traffic, diversion will be in place via Mill Lane - High Street – Hillside
- 7-10 November 9.30-15.30 A1301 Cambridge Road, Gt Shelford, cycle lane will be suspended opposite JW Davey crescent

2209/  
07

**Report from Babraham Research Campus (BRC) representative**

Campus Development

- B960 development; main contractor SDC Builders have started their mobilisation and have put in place their site cabins and fencing. Construction activities for the building due to start within the next two to three weeks with an expected completion end of September 2023.

Estate

- Fencing put in place on the estate south of the river alongside areas covered by the Countryside Stewardship Scheme, whereby under the terms of the scheme we are required to protect these areas as conservation zones must prevent use as pedestrian or vehicular routes. Apologies to everyone for the appearance of the fencing and we only intend putting up the fences where we must protect conservation areas.
- We have received correspondence highlighting concern for accessibility through gates at crossing points along the main public footpath running through the estate. It is our intention to replace, where necessary, gate latches with a 2 way easy latch (with trombone handle) as recommended for accessibility <http://disabledramblers.co.uk/contact-us-new/> . Hopefully this will restore full access through gates to all users of the public footpath.
- The estate team have a continuous programme of Himalayan Balsam removal for this invasive species along the length of the river through the estate. We have had a number of enquiries from the general public to alert us of its presence and have reassured all that we are undertaking its removal and under the guidance of the EA to ensure we use methods that are fully compliant with their guidance.
- The dog bins for the multi user path will be installed before the October BPC Meeting, my apologies for not implementing this earlier.

2209/  
08

**Cheveley Park Development Plans**

Steve Mumford of Cheveley Park Farms and Colin Noble from Chess Engage attended the meeting and the Chair invited them to make a presentation and to then take questions from the Parish Council. Steve Mumford introduced himself as the Farm Manager and reminded the Parish Council that he had previously presented in January and left the Council with a copy of the long term vision document that the farm had commissioned in anticipation of future possible submission relating to the farm. Mr. Mumford said we are not developers nor land promoters we are farmers and whilst the farm was

purchased in 2018 and maybe one day land might come forward for housing, it was first and foremost a farm.

Mr. Mumford said that things had moved quicker than he thought when the vision was originally drafted and there was now a real opportunity to deliver a sustainable community around the CSET, so people could live within walking or cycling distance to the CSET to travel onwards into Cambridge for their work. and so the farm has submitted the initial vision document to the South Cambridgeshire DC Local Plan process but really keen to work with the Council and the community on how to shape the vision going forward.

Colin Noble introduced himself and said as well as being an associate of Chess Engage he was also the former Leader of Suffolk County Council and a current County and District Councillor and works closely with eight parish councils in his patch. He said that the farm has asked Chess Engage to discuss the plans with the local councils, councillors and the community so that knew what was happening and how they could influence the vision.

Mr. Noble said there is no magic or black arts involved, this is about open and honest dialogue. He said that the Parish Council could chose not to engage with Chess and simply object or they could engage and help shape what would be put before South Cambridgeshire District Council. With the sort of community gains coming at the start and not the end of the development process from shops, a medical centre, schools and community sports facilities alongside such important things as where will the allotments go that seem so missing from some of the new developments around Cambridge.

Mr. Noble said that the Farm were keen to hear the Parish Council's views together with the neighbourhood plan team and the wider community, working on how everyone can help shape the submission and importantly how it will compliment the existing village centre's character and provide new homes across all housing types and tenures to take advantage of the CSET coming to Babraham.

A number of questions were asked by members of the Parish Council.

A question was asked about why Babraham?

Steve Mumford said that it's about the opportunity the CSET presents and the Farm wraps around the village.

If granted, what stops it being a series of estates and not community improvements?

Colin Noble said that the Farm and its owners were keen to see a real community not just a series of different developers housing types. Sure the builders will build their houses but the overall vision and community facilities would be delivered by the farm owners.

The Chair agreed to put Mr. Noble in touch with the Neighbourhood Plan team.

Mr Noble left his business card and said anyone can contact him at any time about any aspect of the vision or if they have any questions.

**2209/09 Greater Cambridge Partnership (GCP) Cambridge South East Transport ( CSET)**

To review updates, discussions and actions by GCP with regard to CSET and to resolve on any actions. Nothing to report this month, representatives from GCP and Better Than Busway will attend next months meeting

**2209/10 Public participation time – 15 minutes allowed**

10

**2209/11 Forest Garden Project.** To hear and comment on updates from Hannah Thomas.

11

[Progress on activities since the last report \(July\)](#)

**1. Irrigation system**

At the end of July, Cheveley Park Farms donated three used IBCs, each with 1000 litre capacity. These were thoroughly washed out and transported to the Forest Garden. Railway sleepers were purchased, cut in half and used to make three raised level platforms for the IBCs. Conversion valves were fitted to allow for hosepipes to be fitted. GA Groundworks and Landscaping Ltd provided their water pump for hire together with a service for filling. Having an on-site water source makes a huge difference to watering sessions, as hosepipes can be attached and more trees watered in any given time period. However, once the tank is less than ¼ full, the gravity effect is not strong enough to provide sufficient flow rate from the hosepipes over 25m and an alternative method for increasing the flow rate (e.g. wider hose, smaller portable pump) will be explored for next season.

**2. Forest garden progress**

Since the last progress report (July 10<sup>th</sup>) we have held six watering sessions and three IBC fillings. The hedge trees are really struggling and about half appear to be dormant or have died, though we will need to wait until the spring to see if there is any sign of life. The forest garden plants, however, are surviving well and several have put out berries, flowers and fruit! Now we are in Autumn and the rains have arrived, we will be able to reduce the reliance on watering sessions.

In the unusual summer heat, the pedestrian gate warped so much that the bolt no longer reached the latch and the gate could not be locked. The latch positioning has been moved to ensure the gate can now be locked.

Jane Goody helped to install the new Queen's Jubilee bench that was kindly provided by the Parish Council. It's a fabulous addition to the forest garden and will be promoted on the Forest Garden Facebook site.

**3. Seeking additional funds – Repeat Zero Carbon Communities Grant**

Unfortunately, the grant submission for a 'How To' guide for Forest Garden progress was not successful. Additional sources of funding will continue to be explored.

**4. Green Impact Awards**

The Babraham Research Institute has won a 'Green Impact Award' for its actions towards sustainability and climate change mitigation. Jo Durgan, leading the Institute's Green Impact activities, has invited the Forest Garden to present a poster at the award ceremony on Friday 15<sup>th</sup> September, to highlight the community work that the Institute has supported and to raise awareness of the Forest Garden. HT is designing and printing a poster for display, but unfortunately cannot attend the ceremony so a Parish Council representative will hopefully be able to attend instead.

2209/  
12

**Neighbourhood Plan**

Activities undertaken April - August 2022

- **Neighbourhood Plan (NP) Phase 2 grant support**

Phase 2 was completed at the end of March 2022 and the new grant proposal submitted to Locality for Phase 2 was successfully approved in July. Phase 2 will involve:

- The commissioning of 1) a Landscape Appraisal; 2) Working with the BRC on their Masterplan for The Close redevelopment; and 3) Design Codes for the entire Parish
- A local drop-in event to seek community feedback on the Landscape Appraisal, Masterplan, Design Codes and NP progress (likely end of October)
- The development of a consultation draft NP and a consultation period
- Development of a final NP for submission to the Local Planning Authority.

- **Landscape Appraisal**

At the June Parish Council, the business case for a Landscape Appraisal was reviewed and the preferred consultant – Alison Farmer Associates – was agreed. The Landscape Appraisal kick-off meeting was held with Alison Farmer on 27<sup>th</sup> July and included agreement on the scope of work, timings and a 2-hour tour of the village.

- **Masterplanning and Design Codes Technical Support Packages**

The application by the NPWG to Locality for technical support packages was approved in April. An initial pre-kick-off call was held with Ben Castell from AECOM on 20<sup>th</sup> June. A formal meeting with Ben and his team was hosted by Chris Chapman at the Research Campus on 10<sup>th</sup> August and included a full tour of the village and Campus area.

**Next Steps**

- NPWG will be providing an update on Phase 2 to the community and engaging with the School, The George and Copley Hill Business Park to understand their plans for development in the future

- NPWG will continue to work with Alison Farmer and AECOM to progress the commissioned work.

**2209/13 Roads & Traffic**

Information received:  
National Highways will be doing work to resurface the A11 between Babraham and Six Mile Bottom early next year. This will involve some overnight closures of the A11 between these locations and then contraflow and a reduced speed limit over five months

**2209/14 General Village Matters and new items for discussion**

To discuss any other village matters.

**HM Queen Elizabeth’s death.**

A Condolence book will be available to be signed at the Church between 9am and 5pm, Clerk and Chair to get this set up. The bell to be rung 96 times-Chair to action.

**FINANCE**

**2209/15 Receipts (as of 3<sup>rd</sup> Sept 2022)  
Neighbourhood Plan grant £9870.00**

**VAT claim submitted for £2480.60- awaiting payment.**

**2209/16 Payments (as of 3<sup>rd</sup> Sept 2022)**

**2209/17 Paid**

Clerk	Salary/Tax/Expenses- x 2 months	<b>£956</b>
Hugo Fox	Website provider x2	<b>£71.98</b>
Brookfield	Bins/grasscutting 4/7/22 & 15/8/22	<b>£648</b>
Ionos	Email subs x2	<b>£45.60</b>
Hannah Thomas	Forest Garden x 2	<b>£300.00</b>
Hannah Thomas	Forest Garden-water tank etc	<b>£338.49</b>
Hannah Thomas	Neighbourhood Plan	<b>£882.00</b>
Denise Dear	Tankards -presentation for Cllrs	<b>£79.90</b>
CAPALC	Training	<b>£125</b>
KWA Architects	Village Hall planning	<b>£7115.56</b>
<b>To pay</b>		
<b>Practical Ecology</b>	<b>Report-Village Hall</b>	<b>£1,848.00</b>
<b>Haydens</b>	<b>Impact Assessment</b>	<b>£964.68</b>
Transfer	From Savings to Current acc	<b>£10,000</b>

- A full list of payments was circulated, approved and signed off.

**2209/18 Balances and Bank Reconciliation at 3<sup>rd</sup> Sept 2022**

Unity Current A/C balance	£13,907.46
Unity Savings A/C balance	£51,332.73
Cambridge Building Society	£80,038.58

**PLANNING**

**2209/19 Planning Applications**

	<p>Application to divert a public footpath and replace it with a bridleway and two footpath connections in Sawston, Cambridgeshire. The application has been made by Redrow Homes under S.257 of the Town and Country Planning Act 1990 and is associated with planning permission to build 280 houses on land south of Babraham Road in Sawston. Any comments you wish to make on the proposals to be sent by <b>30<sup>th</sup> September 2022</b>.</p> <p><b>No objections</b></p>
<p><b>2209/ 20</b></p>	<p><b>Pending-information only</b></p> <p>Local Planning Authority: South Cambridgeshire District Council          Proposal: T1 Maple - Reduce height to 4m and shorten lateral branches by 2-2.5m          Site address: 30 Brick Row High Street Babraham          Reference: 22/0731/TTCA          Public Access link: <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/22/0731/TTCA">https://applications.greatercambridgeplanning.org/online-applications/PLAN/22/0731/TTCA</a></p> <p><b>Planning decisions (as of 3<sup>rd</sup> Sept 2022)</b></p>
<p><b>2209/ 21</b></p>	<p>None received</p> <p><b>Correspondence.</b></p>
<p><b>2209/ 22</b></p>	<p><b>Items for inclusion in the next meeting</b></p>
<p><b>2209/ 23</b></p>	<p><b>Date of next meeting:</b> Thursday 13<sup>th</sup> Oct 2022 at 7:30pm</p>
<p><b>2209/ 24</b></p>	<p><b>Part II: Confidential Information</b></p> <p>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.</p> <p>Signature: <i>Anne Charteris</i>      <b>15<sup>th</sup> Sept 2022</b>          10 Duxford Road, Hinxton, Saffron Walden, Essex CB10 1RB          01799 531827</p>