

Babraham Parish Council

Draft Minutes of the Babraham Parish Meeting

Held at Babraham Primary School

On Thursday 12 July at 7:30 pm

Meeting commenced at 19.30

Present	Chair: Stuart Laurie Councillors: Robert Attwood, Jane Goody, Charlotte Rogers, Gareth Walker; County Councillor and Sawston Parish Councillor Kevin Cuffley; District Councillor Peter McDonald (left at 20.40) Clerk: Don Powell Three members of the public, plus fourth from 19.40
0718/01	TO RECEIVE ANY APOLOGIES FOR ABSENCE None was received.
0718/02	TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA None was received.
0718/03	TO SIGN AND APPROVE MINUTES OF MEETING DATED 14 June 2018 The Minutes were approved unanimously by those present and signed.
0718/04	EXCLUSION OF THE PUBLIC No private matters were to be discussed.
0718/05	PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED Chair welcomed Cllr Cuffley and expressed the pleasure of all the Committee at his excellent recovery from a recent heart problem. A member of the public contacted KWA planning regarding H1/b and H1/c development, who confirmed the developers Hill had meeting with Highways in July. Parking will comply with SCDC guidance. The site will deliver 10% renewable energy. The member asked about ownership of the site: Cllr McDonald confirmed that the H1/b site was owned by Waterbeach Instruments, whose officers include residents of Sawston, including Cambridge City FC Chair. Cllr Cuffley reported that Sawston Parish Council had made representations against development in the green belt, including reasons for separation between two successful and distinct Parishes. A fourth member of the public joined at 19.40. Cllr Attwood raised the issue of increased traffic through Babraham. Cllr Cuffley agreed with these concerns: the site has 44 dwellings per hectare (maximum allowable is 45): road structure for four exits to Babraham Road; original plans for 80 dwellings, now 164, plus two sets of flats. A further concern is the lack of access or availability for cycleways other than crossing Babraham Road. In addition, the new Distribution Centre is estimated to produce 87 vehicle movements per day. Cllr Attwood asked about the bypass originally proposed. Cllr Cuffley reported that these arguments had been made: he and Cllr Laurie, Clerk and Sawston Parish Council had attended a meeting on Thursday 12 July at

	<p>10.00 with representation from Highways and SCDC to discuss boundary change, which included discussion on traffic movement and road issues. Cllr Cuffley will try to arrange a further meeting to explore this with County, SCDC, the Mayor and Parishes to develop consistent and acceptable solutions.</p> <p>Lay Minister, St Mary's, Sawston and St Peter's, Babraham, commenting for Revd Partridge discussed commemoration of the centenary of World War I. Revd Partridge has outlined a Babraham School commemoration on the evening of Thursday 8 November, with readings from pupils of German and English soldiers' letters, followed by lighting a candle for each serving Parishioner who died. Cllr Laurie asked how the Parish Council might contribute.</p> <p>Cllr Cuffley added background from a presentation by Revd Partridge to Sawston Parish Council. St Mary's, Sawston Free Church and Our Lady of Lourdes Catholic Church in Sawston are working together: one proposal is to light beacons in the evening, with the Sawston beacon slated for Puckeridge Hill. Babraham might do something similar. Revd Partridge was concerned about support beyond schools. Sawston Parish Council is supporting schools and church activities, including on Remembrance Day.</p> <p>The Lay Minister reported that a Sunday morning activity is difficult because of Revd Partridge's Sawston role.</p> <p>Cllr Laurie suggested a beacon, probably as a bonfire, would be a suitable contribution from the Parish Council, perhaps on Signal Hill. The cost of bespoke beacon might range from £200-2000. The suggested date is Wednesday 7 November.</p> <p>Public participation closed 19.50</p>
0718/06	<p>REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald See Appendix 1: the report raised no questions</p>
0718/07	<p>REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley See Appendix 2: the report raised no questions</p>
0718/08	<p>REPORT FROM Babraham Research Campus (BRC) representative No report received</p>
	<p><u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u></p>
0718/09	<p>Clerk's Report Clerk has identified training (New Clerks) to be held on 13 and 20 September, at a cost of £200. Cllrs agreed the spend. Clerk to check his availability. Cllr Walker has posted the summary of Brookfield Maintenance contract on website. Clerk has discussed with Cllr Attwood and update to the 'Welcome to Babraham' leaflet: they will progress and report at next meeting.</p>
0718/10	<p>Site H1/b Planning and KWA Architects Cllr Attwood and others reported that the meeting at Spicers on KWA and Hill proposals for H1/b had shown little movement since the presentation to Council and others at the APM. Cllr Laurie and Clerk attended a meeting at Sawston PC on proposed Parish Boundary review.</p>

Cllr Laurie reported that a Boundary review can be triggered by 7.5% of combined electorates in favour of such a review, clearly favouring the views of the much bigger Sawston Parish.

Cllr Laurie also reported that S106 monies would go to Sawston and none to Babraham PC: he had protested strongly at the meeting and asked at the Parish Council meeting that Cllr McDonald pick up Babraham PC concerns.

Cllr Cuffley explained that siting the development of H1/b and H1/c by SCDC across three Parish boundaries almost inevitably raises boundary questions: he understood the review would take place after the development was occupied. Highways is County, not been invited to discuss these issues. Cllr Cuffley agreed that S106 distribution was a major flaw because monies are assigned solely to Sawston.

Cllr Cuffley suggested he would seek a meeting to include Highways, Greater Cambridge Partnership (GCP), local MP and Mayor Palmer with representatives from Babraham, Stapleford, Shelford and Sawston. Cllr Cuffley has asked for a meeting with Education to discuss.

Cllr Attwood reported he had met Cllr Milnes: from that conversation Cllr Attwood felt it was a done deal that the boundary will change.

Cllr Cuffley feels there will be a boundary review and the land currently in Babraham Parish in H1/b and H1/c will be assumed by Sawston Parish through a SCDC decision. H1/c lies in Babraham, Sawston and Pampisford.

Cllr Cuffley is keen to avoid the position that the current local plan is signed off by inspectorate then future demands arise from the following five-year plan leading, perhaps, to a requirement for a further 500 houses.

Cllr McDonald explained that any boundary review would be considered at SCDC Civic Affairs Committee. It has been the previous administration's stance to not conduct a review should either Parish Council not support. So, if Sawston decided not to support it would either not go ahead or be referred to a Poll. Civic Affairs Committee (CAC: <http://scambsmodern.gov.co.uk/mgCommitteeDetails.aspx?ID=1029>). He

Subsequent to the PC Meeting, Cllr McDonald met with Cllrs Milne and Delderfield and would propose several things:

1. PC Chairman and Cllr McDonald meets with SCDC officers (James Fisher) ref 106 and Shiobhan ref Boundary review process.
2. This would enable Babraham to be fully in the picture on both.
3. If the Boundary remained within Babraham the potential occupants (c.600) would mean a re-configuration of the PC as there would be 2x the current parishioners.
4. Anyone may ask for a Boundary review and in such a situation the Officers may well recommend to Civic Affairs to re draw within Sawston. However, by meeting and discussing with officers Babraham will be well informed in advance.

Cllr Laurie remarked that, if we retain the current boundary, Babraham Parish acquires an additional 600 houses, more than the current Parish stock such that much of lies adjacent to Sawston. However, his main concern was the lamentable and inexcusable lack of engagement and information from all the leading agencies involved throughout the process on such a significant potential change to the character of our community. He felt that Babraham PC had been pushed into a corner and would receive no benefit from the development, the loss of Parish land of the increase in traffic from precept or S106 contribution.

	<p>Cllr McDonald was also not aware of discussions on road networks at CCC: with Evan Laughlin leaving his post, the position at CCC was fluid. Cllr McDonald supports Babraham PC arguments for a review of traffic mitigation and the GCP discussions on 19th is part of this.</p> <p>Cllr Cuffley reported feedback from an unfinished public review suggesting that Sawston residents don't seem to want a Parish Boundary review and seek to keep their village as it is. Sawston has brownfield areas to develop. Boundary issues also affect the industrial developments near and in Pampisford Parish. There is a complex suite of separate developments, all of which feed into boundary and traffic issues. Discussion at the Sawston PC meeting on the morning of 12 July suggested that Babraham High Street and the Wych road would be examined. The precept for 300 houses in Babraham Parish is a significant amount. For H1/c, a consequence could be that two Parishes share responsibility for green spaces and, perhaps, new dwellings might span the current boundary.</p> <p>Cllr McDonald asked whether a majority on Sawston PC would oppose a Boundary Review. Cllr Cuffley believed that, while Cllr Milnes is the most vocal for a review, he believed the majority would oppose.</p> <p>Cllr McDonald stated that, if Sawston PC is against a Boundary Review, then it would not be considered by SCDC.</p>
<p>0718/11</p>	<p>Neighbourhood Plan</p> <p>Cllr Attwood updated the meeting, including a letter confirming designation and that the groups can now move on to next stage. They will hold meetings over the next few weeks. He reported that our designated area includes the H1 developments.</p> <p>Cllr Attwood was invited to a meeting on the Village Design Statement: this appears to be a less-robust version of his groups' work on our Neighbourhood Plan and did not attend.</p>
<p>0718/12</p>	<p>Speeding Traffic and Calming Measures</p> <p>Chair to arrange meeting with Highways Officer Evan Laughlin on site and to invite others to include Cllrs Cuffley and McDonald: the priority is to arrange swiftly.</p>
<p>0718/13</p>	<p>Highways Improvement Funding</p> <p>Cllr Attwood reported that Alistair Munro at GCP wants to meet to discuss Babraham PC needs. Cllr Attwood and colleagues have drafted a proposal for improvements to the junction: Cllr Attwood will provide a copy to Cllrs. Cllr Attwood has received initial feedback from Munro, to be followed by a meeting on 19 July at 18.15 in The George. Cllrs Cuffley and McDonald will attend if available, Cllr McDonald left at 20.40</p> <p>Cllr Laurie to submit LHI for speed control measures.</p>
<p>0718/14</p>	<p>Babraham's coordinated traffic plan</p> <p>Council discussed how to coordinate applications for funding opportunities, H1/b development, GCP proposals and visits by Mr Laughlin and Mr Munro.</p> <p>No action at this time.</p>
<p>0718/15</p>	<p>Pocket Park Lease</p> <p>No update from Clerk.</p>
<p>0718/16</p>	<p>Leasing of Babraham Sports Field</p>

	No update from Clerk.
0718/17	Dog fouling signage No further action required.
0718/18	Sparse funding Clerk to present at August meeting.
0718/19	GDPR (General Data Protection Regulations) Cllr Walker has received no reply from CALPAC on shared Data Protection Officer (DPO).
0718/20	Dog Bin Purchase Cllr Rogers will arrange resiting: maintenance will require code for access to Rowley Lane.
0718/21	External Audit Clerk has sent forms to PKF Littlejohn. Fee of £200 to pay. In discussion, PKF queried representative queried why Babraham PC had not excluded itself since it met the criterion of turnover of less than £25K: Clerk explained that this was the cautious approach taken by the Council. Cllr Walker has posted the return on website. Clerk posted required pages on the noticeboard.
0718/22	Register of Interests Form Cllrs were reminded to complete the new Register of Interests form for return.
0718/23	Dog walking Clerk to present proposed communication to Dog-walking company at August meeting.
0718/24	Annual Parish Meeting, 17 May 2018 No action required
	<u>TO CONSIDER OTHER MATTERS</u>
0718/25	Antivirus software Council approved Clerk proposal to purchase one-year subscription to Avast software to provide additional security at an estimated cost of £19.99.
0718/26	Parking near Babraham School Cllr Laurie reported Parishioner concerns that the Vicarage entrance is blocked at school times: Cllr Laurie to explore solutions with Evan Laughlin during his visit, such as double yellow lines to create gap and extra passing place. A member of the public noted that the existing yellow lines are often not visible because they are covered with debris.
0718/27	Defibrillator Clerk had contacted Community Heartbeat Trust (https://www.communityheartbeat.org.uk/), the provider used by Sawston PC, to explore options and costs. Their representative explained the system and packages

	<p>they offer and will send a booklet explaining in full.</p> <p>In outline, the package(s) require power and need to be sited somewhere accessible at all times. The indicative costs (to be confirmed) are from £1650—2500 capital spend, plus consumables (batteries about £200 every four years, pads about £50 every two years). Siting must be examined to ensure it is reachable for activation by the ambulance services (currently 1600 m in the East of England), who provide a code to access the cabinet in response to an emergency call. The apparatus requires online (through WebNos) reporting and examination and maintenance.</p> <p>Cllr Cuffley suggested the Council contact Babraham Cricket and Football Clubs, who use the Sports Field, to see if they might be able to obtain funding through their sports support schemes. Expressing his gratitude to the service provided during his recent heart problem, Cllr Cuffley also suggested two defibrillators for Babraham.</p> <p>A member of the public with experience in emergency care suggested the Council might apply to British Heart Foundation for defibrillator(s). Their system also provides an audit trail and governance.</p> <p>Cllr Cuffley will let Babraham PC know if CPR and defibrillator training currently planned for Sawston might be shared.</p> <p>Council agreed to explore two sites, such as Babraham School and The George Inn, and examine providers.</p> <p>Cllrs Rogers and Walker will lead: they will report on options and begin discussion with possible sites.</p>						
	<p><u>FINANCE</u></p>						
0718/28	<p>Receipts Interest received on Instant Access Account: £30.18</p>						
0718/29	<p>Payments Payments circulated at meeting. CALPAC subscription: £153.76 Came & Co., insurance: £893.36 Brookfield Maintenance (covering April, May, June: £1080 (two cheques)</p>						
	<p>Balances And Bank Reconciliation at 30 June 2018 Balances held</p> <table border="1" data-bbox="400 1512 1173 1624"> <tr> <td>Unity Current A/C balance</td> <td>£20,094.44</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£60,547.20</td> </tr> <tr> <td>Total</td> <td>£80,641.64</td> </tr> </table>	Unity Current A/C balance	£20,094.44	Unity Savings A/C balance	£60,547.20	Total	£80,641.64
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0718/30	<p><u>PLANNING</u></p>						
	<p>Planning Applications</p>						
0718/31	<p>Application Ref: S/2297/18/FL Proposal: Single storey rear extension and porch Location: Church Farm Cottage, 49, Sawston Road, Babraham No comment</p>						
0718/32	<p>Application Ref: S/2297/18/FL</p>						

	<p>Proposal: Single storey rear extension and porch Location: Church Farm Cottage, 49, Sawston Road, Babraham No comment</p> <p>0718/33 Planning decisions None received.</p> <p>0718/34 <u>Correspondence</u> Training Clerk noted CAPALC training courses and will complete first parts of Clerk Training at earliest opportunity. Cllr Laurie to do Chair Training, Part 3 No other needs were identified.</p> <p>Clerk forwarded the proposals about the Energy Grid at Babraham Park & Ride.</p> <p>Items to report and inclusion in the next meeting Progress on defibrillator provision (Cllrs Rogers and Walker) LHI application for speeding control (Cllr Laurie) Funding from Sparse.org (Clerk) Draft email to dog-walking company (Clerk) Meeting with Highways Office Evan Laughlin (Cllr Laurie) Meeting with GCP representative Alistair Munro (Cllr Attwood) Welcome to Babraham leaflet (Cllr Attwood, Clerk)</p> <p>Date of next meeting: 9 August 2018, time to be confirmed.</p> <p>PART II – CONFIDENTIAL INFORMATION</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>Meeting closed at 21.45</p> <p>Signature: <i>Don Powell</i>, 16 July 2018 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>
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[Appendix 1: Report from SCDC Cllr McDonald](#)

Councillor Peter McDonald Duxford Ward:

Parishes of Duxford, Hinxtton, Ickleton, Babraham, Pampisford

Contact Details: E mail: cllr.mcdonald@scamb.gov.uk or telephone 07912 669092

Report for Parish Councils – July 2018

Community Chest

New criteria have been drafted and the well-used Community Chest grant will re-open in September for community groups. I will update you as soon as the new link becomes live

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

Local Highways Improvement Scheme

As discussed the closing date for applications is Tuesday 31st July. You can download the forms here - <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roadsand-pathways/improving-your-local-highway/local-highway-improvement-funding/>

Parklife

The annual South Cambs free family fun day took place July 1st. There were about 5,000 visitors.

Local Developments

I hardly need tell the PC's that the local developments are significant.

Latest Status:

Genome Campus: A meeting took place with some of the new Cabinet, myself, SCDC officers at the GC on Monday June 30th. I have reported this in notes to the PC Chairs. Meanwhile Willy has responded together with other PC's to the Scoping Document.

North Uttlesford Garden Village: As I updated the PC Chairs the draft SCDC response to UDC has been published and will be reviewed at the July 12th Scrutiny Committee before Cabinet of July 26th. The 29-page document is here:

<http://scambs.moderngov.co.uk/documents/s106470/Uttlesford%20Local%20Plan%20Reg19%20response%20Final%20Scrutiny.pdf>

I have already some feedback on this namely reading the aquafers and school provision. One of my colleagues acknowledged 'the vigour and rigour' of the village opposition.

Agri Tech: I met with Cambridge Enterprise (part of the University) June 18th to discuss their Agri Tech plans. My feedback from them concurs with Willy's feedback that the Agri Tech development isn't part of their thinking.

Babraham Research Campus: Meeting on July 18th to discuss any future plans.

Local Headline Issues

Babraham: We finally managed to get the grass cutting on the A1307 junction brought forward. Thanks to CCC. Schedule can be found here. <https://ccclive.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/travel-roadsand-parking/Villages%20cut%20%2020062018.pdf?inline=true>

Councillor Peter McDonald Duxford Ward:

Parishes of Duxford, Hinxton, Ickleton, Babraham, Pampisford

Contact Details: E mail: cllr.mcdonald@scambs.gov.uk or telephone 07912 669092

Duxford: On-going discussion ref the S106 monies from Greenacres development. The Grange Rd/Hunts junction has now been re surfaced. I attended the Greater Cambridge Partnership meeting ref the Whittlesford Travel Hub and our group selected the Welch's potential access as one of the 5 quick wins here. Presentation can be found here. <https://www.greatercambridge.org.uk/download/6252/Whittlesford%20Workshop%20Presentation%20>

Hinxton: See above on NUGC

Ickleton: I have followed up with Nicola from Highways on the road/parking/speed review with Simon. It is on Nicola's work slate.

Pampisford: the A505 white access lines to the village need re-painting which I will now chase with Peter and CCC.

Peter McDonald

July 9th 2018

Appendix 2: Report from County Council from Cllrs Hickford and Cuffley

County Council Report for Parish Council

July 2018

Cllrs Roger Hickford and Kevin Cuffley

County Council to move to Alconbury

A contentious item on the most recent agenda for full Council was the proposal to relocate its headquarters to Alconbury but at the end of a very long debate the recommendation from Commercial & Investment Committee was approved. Arguments against the recommendation included

- Will the County Council even exist by the time the building is built?
- The desire not to move and maintain the status quo (although this had been ruled out at the previous Council meeting in March)
- Discomfort with the basis upon which the decision had been taken (the fact that a report by an outside consultant had confused Newmarket, Suffolk with Newmarket, Canada had raised questions about the competence of the authors).

What became apparent was the fact that not all members who opposed the move were actually aware of the Council's desire to move to a "hub and spokes" model which will mean only about 300 staff will move to the new HQ, with everyone else working within the community either directly or from other buildings.

Commercialisation

Commercial & Investment Committee has approved the outline business cases for two smart energy grids at the park and ride sites at Trumpington and Babraham. This proposal builds on development work for a smart energy grid at the St Ives Park & Ride site, the objective being to generate income over the medium to long term. The St Ives smart energy grid is scheduled for construction to start this year 2018 once grant from Government is secured. It will act as a demonstrator/pilot project identifying a new business model for local energy projects in areas where access to the local distribution network (grid) is heavily constrained. In agreeing the outline business cases members also approved a budget of £150,000 for each site to fund the development costs to the first stage of an investment grade proposal.

In the May meeting of the Commercial & Investment Committee a report was received summarising progress of sales of County Council owned land to the Council's development company, This Land. All land identified in the business plan has now been transferred.

Highways

The backlog of pot hole repairs has reduced significantly and as previously reported the County is investigating ways in which we can better address the situation should we get another severe prolonged winter. The two new dragon patcher machines will both be in use by the end of July.

Health

The scrutiny items on the Health Committee's May agenda included a briefing for members on the Cambridgeshire & Peterborough Clinical Commissioning Group's [CCG] 2017/18 financial position and its planning for 2018/19. The Acting Interim Accountable Officer and the Chief Clinical Officer attended the meeting and the recommendation to committee was to note the update on financial performance and the challenging yet achievable plan for this year. In agreeing to note the recommendation members also requested that the CCG supply written clarification of the apparent discrepancy of £21m in figures quoted in the 2018/19 Financial Plan and attend the committee's meeting in six months to provide a further update particularly on the budget and improvement plan.

Children & Young People

At a time when the number of children being taken into care is increasing a report was made to Children & Young People Committee reviewing progress on the Children's Change programme which in 2016/17 introduced a number of changes to the way in which children's services are organised in Cambridgeshire. Some of the changes have been positive but there are also learning points from three external reviews. One carried out by Oxford Brookes included feedback from staff. The second was a focused visit made in March by Ofsted and the third was a peer review.

Whilst the report set out proposals to make some quite significant changes to the way in which services are delivered, there were many strengths identified in the outcomes of all of the external reviews. These particularly related to the skills, competency and knowledge of staff and managers. The changes proposed seek to build on the strengths identified and members were asked to endorse the eight recommendations and agree that a progress report on implementation be made to committee at its September meeting.

The number of children being taken into care remains a concern. This is a "demand led" service and therefore the County can only try and best estimate the budget required for the coming year. Many factors are involved, including the ever growing population, but we are above our comparable neighbours in terms of numbers, and officers have been tasked with investigating this.

Other information

Schools and pre-schools are just two of the beneficiaries of a social enterprise scheme in which the County Council partnered with Cambridgeshire Community Reuse and Recycling Network [CCORRN] on a scheme called **Cambridgeshire Community Repaint**. The scheme facilitates the reuse of waste paint. Cambridgeshire residents can take unused, unwanted paint to one of six household recycling centres in the county from which it is then collected by CCORRN. Following appropriate sorting and treatment the paint is distributed either on a nominal charge basis or through a monthly award programme. To date 159 charities, community groups, support workers, schools and pre-schools as well as low income households have benefitted from accessing this resource to provide improvements to the environments and facilities of around 21,000 people.

Additionally the scheme has provided work experience, volunteering opportunities and community payback placements for over 70 individuals. This creative way of disposing of waste paint has also seen the cost of the service to the Council reduce by some 42% over the six years of its existence and the decision has now been taken to extend the arrangement for another two years. For anyone wanting to use the service to dispose of

unwanted paint, Milton is the nearest Household Recycling Centre and details of the types of paint that are accepted can be found at: <http://www.cornn.org.uk/community-repaint>

The Council's **Community Protection** Team has been acknowledged by the National Trading Standards Scams Team for its work in delivering Friends Against Scams training. Sixteen sessions have been delivered across the county since January providing knowledge for over 150 'friends' to use in helping to protect their communities against this ever increasing and evolving crime. June was the national Scams Awareness Month. Following the success of last year's campaign, the aim this year was to reduce the stigma around reporting scams.

A word of warning to anyone driving to Cambridge station to drop someone off: bus lane cameras went live at Cambridge railway station on 01 June. Similar enforcement equipment has already been installed to replace the out of date rising bollards at Emmanuel Road, Bridge Street and Regent Street/St Andrews Street. Described as 'bus gates' they restrict unauthorised traffic through the use of automatic number plate recognition cameras.
