GREAT ABINGTON Council

Clerk: Mrs. PM Harper

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**A meeting of Great Abington Parish Council was held in the main hall at Abington Institute on Monday 18th July 2022**

**Meeting started at 7.24pm**

**Present: Jane Bowen, Louise Patten, Mak** **Makwana, County and District Councillor Henry Batchelor and District Councillor John Batchelor, two members of the public and the Clerk.**

**Councillors unanimously agreed Jane Bowen should chair the meeting, in the absence of the Chairman and vice -Chair.**

**28. OPEN FORUM –** A Chalky Road resident updated the council on the planning situation concerning barn/land next to 16 Chalky Road. He explained that the District Council had issued a notice stating that no planning permission had been granted for the new structure and that it needed to be demolished. His update is included with the minutes of this meeting. The Chalky Road resident explained that he was asking the District Council to ensure that there was full compliance to the planning conditions and that the building be adjusted to the measurements on the plans, but that he did not want it to be demolished.

The Chalky Road resident asked the Parish Council to request that the District Council (SCDC) withdraw the demolition order and ask SCDC to request that the building be reduced in size to comply with the plans and apply the permission conditions. He said the SCD Councillors were aware of the problem but were not going on public record concerning this planning application. The neighbouring property owner had not been kept informed by SCDC and had found the appeal, but was unclear on what the appeal was about.

The District Councillors commented that process for the Appeal had not been followed and that time allowed should be extended to give all parties time to comment on the appeal. This request needed to be addressed to the Planning Inspectorate**. Action Jane Bowen** to draft a letter requesting more time for all parties to comment , which both local residents would be copied into.

**The members of the public left the meeting.**

**29. APOLOGIES** received from Tony Orgee, Emma Pery and Jill Carter.

**30.DECLARATION OF INTEREST IN ITEMS TO BE DISCUSSED-** Mak declared an interest in the post office item under correspondence.

**31. APPROVAL OF THE MINUTES FOR THE LAST MEETINGS** **–the circulated minutes for the meeting held on 6th May and 13th June 2022 were unanimously approved by the council and signed by Jane Bowen.**

**32**. **Parish Nurse Scheme update from Keith Day and Kim Cox.** The Parish Nurse Scheme representatives were unable to attend as unfortunately Kim was unwell. Councillors had agreed that they should attend the September meeting.

**33. REPORT FROM COUNCILLOR HENRY BATCHELOR –****their monthly report had been circulated.**

The Greater Cambridgeshire Partnership (GCP) had agreed to review the possible Pampisford Road route for the greenway by doing a cost benefit analysis. Councillors highlighted that the GCP should include the impact of the problems that would arise from the Linton Road route which would include narrowing the road outside the school, which would have a major impact on deliveries to the shop and delivering and collecting children to the school. Jane Bowen suggested that the council contact the GCP to highlight the positive and negative impact of the two routes form the locals’ perspective.

The Park and Ride site on the Babraham side of the Ak11 would be considered by the SCDC Planning Committee next month, and was the only site under consideration. This would go ahead without further public consultation; the only way to influence decisions would be to lobby the decision-makers. An extension would be made to the existing Babraham P &R site.

Applications for the LHI funds would open in September, so needed to be considered at this councils September meeting.

The combined authorities Transport plan was out for consultation and was worth looking at as it includes major infrastructure. Henry to forward the link.

Census data had been released and Cambridgeshire was in the top quarter of cities for growth and was the city with the 5th largest growth in the last 10 years in the UK.

The mayor has offered to meet with village councils and Henry was arranging this.

**34. REPORT FROM COUNCILLOR JOHN BATCHELOR – their monthly report had been circulated**

The Local Plan was at the third stage having been out for consultation. Thirty new sites had been proposed and 180 suggested sites were to be revisited, including locally, Grange Farm which proposed the building of 6-7,000 houses. John felt that the newly proposed sites were unlikely to happen as they were unlikely to meet the SCDC requirements. As part of the Local Plan legal process the sites were required to go through the same analysis as other proposed sites; this process would delay the Local Plan by a year and the Plan should be completed by the end of 2024.

Local covid infections were at 456 per 100,000 , which was an increase of 65% on last week. There were 129 people hospitalised as a result of covid illnesses.

Jane Bowen said that there had been no reply from the Trees Officer, and Henry agreed to send her another officers email address.

**35. HIGHWAY ISSUES**

a) Pot holes on High Street and Pampisford Road. **Action Clerk** to arrange a site meeting with Highway Officer Bradley Southwell.

b) Update from Planning Enforcement on highlighted irregularities. Jane Bowen had forwarded an update to councillors.

c) Pampisford Road and Cutting Road signs have fallen down. There had been no reply from CCC officer Diane Duncan.

d) The footpath outside Morefield on the Pampisford is breaking up. **Action Clerk** to arrange a site meeting with Highway Officer Bradley Southwell.

**36. PLANNING**

a) Feedback on Planning Committee meeting on 16th June. Tony had attended the meeting and spoken on behalf of the council about the concerns raised about the planning application for a new landmark building at Granta Park, but the application was approved by a margin of one vote..

b) Planning application considered since last meeting on separate sheet

c) The planning decision from the Parish Council and District Council are on a separate sheet.

**37. FINANCE**

a) Authorisation of the payments in the table below. **Mak proposed and Jane and Louise supported the authorisation of the payments in the table below**.

**Payment to be authorised by Councillors:**

|  |  |  |  |
| --- | --- | --- | --- |
| Bank transfer | Glen Broad | Churchyard grass cut & verge – 12/07/22 | £199.00 |
| Bank transfer | Paula Harper | Pay for June and July and back pay increase from 1 April 2021- 0.19p/hr. | £674.66 |
| Bank transfer | HMRC | Tax for June and July | £168.60 |
| Bank transfer | Glenn Broad Brookfield | churchyard inv dated 15/06/22 | £59.00 |
| Bank transfer | Mike Gutteridge | Internal Auditor | £338.00 |
| Bank transfer | Abington Institute | Hall rental -April-June | £107.00 |
| Bank transfer | Glen Broad | Churchyard grass cut – 2 cuts | £59.00 |
| Bank transfer | Dr RF & Mrs G Smith | Bal of Jubilee expenses | £45.49 |
| Bank transfer | UK Fireworks | Jubilee fireworks | £495.00 |

b) The council’s laptop stopped working the options were to fit a SSD hard drive at a cost of £185 (plus £28.00 investigation cost paid by Clerk) or buy a new lap topf. Does the council want to do this or purchase a new laptop? **Jane proposed that the Clerk get an SSD installed which was seconded by Louise and Mak**. The files could be backed up using the Google or Amazon Clouds. It was suggested that a new lap top be included in the next budget.

c) Income : £47,500 British cycling grant, £45,659.97 section 106 funds and £3,031.16 Hill Residential land maintenance donations for Moorefield Close. **Action : Jane and Clerk** to email Tony to ask what the council should be doing about the additional funds British Cycling had transferred to Abington Recreation Ground Committee, which had then been transferred to this council.

d) Backpay from 1 April 2021for Clerk resulting from the recently announce pay increase has been included in the June July pay ; a detailed breakdown of how the backpay figures were arrived out was sent to councillors.

e) Completion of the bank mandate to add Jane Bowen &remove two retired councillors. The Clerk did not have the mandate and would ask Tony again, if he had the paperwork.

**Barclays Bank balances at:**

Community Account - £475.38 (statement 31/03/2022)

Business Interest - £22,205.83 (statement 30/06/2022)

Active Saver Account (s106 funds) – £64,255.03 (statement 31/03/2022)

**Unity current account:**

Balance - £105,007.97 from statement dated 30/06/2022

**38. TRANSFER OF OPEN SPACE AT LARKFIELD,LINTON ROAD**

a) Does the Council wish to authorise a councillor to sign the transfer documents on behalf of the Parish Council? **As there were still several matters still outstanding, councillors voted not to sign the transfer documents; this was proposed by Jane and seconded by Mak and Louise.** **Action: Clerk** to follow up requests that the outstanding actions be sorted out by Hill Construction.

b) Outstanding matters concerning this development are: replacement of the dead trees at Larkfield, request for the agreed fruit trees to be planted and for more information about the water pipe that remains on site, the removal of the light at the entrance to the development and a full RoSPA report for the play equipment.

**39. ACTIONS FROM THE LAST MEETING**

**a) Update on the transfer of the Moorefield play area - a maintenance contribution of £3031.16 has been received. The open space and the 2 paring bay were now the council’s responsibility and the Clerk had contacted the council’s insurer to have these assets added to the policy.**

b) Update on improving broadband in local villages. Jane updated the meeting explaining that there had been no further response to her emails, including the Tree Officer at Cambs. County Council concerning installing the cabling along the road side. The last update from Gigaclear was that they were trying to meet with the Land Settlement Management group.

c) Update about contacting landowners in Mortlock Gardens about the wall and field maple. Only the maple tree and the patch of land it is on is owned by housing company, who were cutting it back/down. The wall and garage area is jointly owned by the householders with garages. Councillors agreed that this item could be removed from the agenda.

d) Install memorial benches on Linton Road opposite the junction of Meadow Walk and Linton Road. **Action : Clerk** to email Alan Cooke directly about an update on installing the benches.

e)Creating a disabled parking bay on the High Street outside the Institute. **Action : Clerk** to follow up, despite possible changes should the Greenway go ahead along this route.

f) Update on change in the route of the footpath by Moorefield by fencing contractor. Tony Orgee advised the Clerk that the County Council officer had no concerns about the change to the footpath location.

**40. INTERNAL AUDIT AND YEAR END**

a) The Internal Auditor report has been circulated to all councillors.

b) Actions required by council suggested by Internal Auditor. The Clerk will print payslips from the HMRC RTI system but highlighted they do not include total net and gross pay and tax for the year. **Action Clerk** to add Moorefield Open space and two parking bays to the asset register and ensure inspection reports are included.

c) All year end documents were added to the PC website and the year-end documents were sent to the External Auditor before 1st July. **Action : Clerk** to ask Stephen to give all councillors editing rights to the new website.

**41.GRASS CUTTING**

a)Any comments on the way the verges and village grass is being cut? Councillors were aware that the regularity and quality of the grass cutting should be checked frequently.

**42. RISK ASSESSMENT OF THE LAND AT MOOREFIELD CLOSE AND GRASS CUTTING.**

**Action: Clerk and Jane** to check the location quarterly. The first check would be done on 2nd August.

**43. TO CONSIDER ACTIONS REQUIRED DUE TO THE PANDEMIC.**

a) Any action required to assist people/volunteer groups? No actions required.

**44. REPORT FROM THE RECREATION GROUND COMMITTEE**

a) Conservefor have put the official marks and signs up on the pump track. Due to the extreme draught seed has no germinated, so more seed will be sown again. The area outside the church would be reseeded in the autumn and the Churchwardens informed. The RoSPA report recommendations would be undertaken, and there were no serious matters raised.

ARG Committee were planning to upgrade the play area using section 106 funds. The committee would make an official request to both parish councils for a paid clerk to be funded by the councils. The overall condition of the recreation ground was poor due to the draught.

**45. CORRESPONDENCE**

a) **Abington History Group –** request for donation towards to move their archive and equipment to a the portacabin with racking and shelving, and purchase some sealable boxes to store the material(£850 required). **Councillors unanimously agreed to donate £100 to help fund the new storage for the archives. Action Clerk** to advise the History Group.

b) Request for donation from Abington Church Council to maintain the churchyard. The Clerk informed the council that CAPALC had advised that councils should not make donations to authorities such as the church that were funded by other authorities; councils only had responsibilities for closed churchyards, not open churchyards. **Action Clerk**: to advise Tony Ogree in his capacity as PCC member.

c) Clerk had received an email and call about the lack of grass cutting in Larkfield. **Action Clerk**: to advise Hill of this situation as per item 38.

d) Correspondence about the state of footpaths in the High Street. Dealt earlier in meeting under item 35a.

**Mak declared an interest in this item and did not participate but explained the status of the Post Office when asked.**

e) Request from the village Post Office for support becoming a Community Post Office.

Mak explained the Post Office has a local plus status and was not classified as a full Post Office. If the Post Office was to become a community Post Office it would be able to received grants from the Post Office, and offer the community extra services (pay pensions, id verification service, Amazon drop-off point), which would make the future of the business more secure. **Mak had sent the letter explaining the request to Tony Orgee, councillors unanimously recommended that Tony, write a letter of support from the council.**

**46. NEXT MEETING’S AGENDA on 19th September 2022 -** Holiday dates? Update returning the additional funds from British Cycling.Representatives of the Parish Nurse scheme to attend the September meeting. Applications for the LHI funds to be considered at this councils September meeting. .Update on. Amendments to the AGAR (2).

**Meeting closed at 8.53pm**

**Planning applications/appeals considered by the Parish Council and decisions made by the District Council**

**Parish Council decisions**

22/02329/PRIOR – 6 Magna Close  – Single storey rear extension

Parish Council made no recommendation on 13/06/2022

22/01556/S73 **- S**trawberry Farm 3 Pampisford Road **-** S73 to vary condition 1 of ref: S/3387/RM Approval of matters reserved for appearance landscaping layout & scale following outline planning permission S/1433/16/OL for residential development comprising 8 dwellings including affordable housing provision landscaping and associated infrastructure) to amend the design of Plot 6, alter the boundary layout of Plots 2, 3 and 4.

Parish Council recommended refusal on 23/05/2022

22/01602/HFUL – 86 High Street - Energy refurbishment of Hall Farmhouse including internal insulation of the link and barn, replacement render and windows, and upgrading of building services to include an Air Source Heat Pump (ASHP), Mechanical Ventilation and Heat Recovery (MVHR) systems and PV arrays to barn, garage and pool house

Parish Council recommended approval on 23/05/2022

**District Council decisions**

22/00797/FUL - 2 Pampisford Road -  Construction of a two storey dwelling -Land adjacent to

District Council recommended approval on 08/07/2022

22/02329/PRIOR – 6 Magna Close  – Single storey rear extension

Parish Council made no recommendation on 13/06/2022

District Council decided that prior approval was not required for this application on 27/06/2022.

22/ 01757/HFUL - 4 Linton Road - Replace the existing flat roof canopy and conversion of garage

District Council recommended approval on 20/06/2022

22/01573/HFUL - 15 Pampisford Road - Single storey side extension and alteration of the existing brickwork to timber cladding and render.

District Council recommended approval on 16/06/2022

22/01471/HFUL- 141 High Street – Single storey rear extension to replace conservatory and single storey front porch extension.

District Council recommended approval on 31/05/2022

22/01230/HFUL – 131 High Street - Demolition of single storey garage with replacement of two storey extension. Alterations and velux window to south elevation.

Application withdrawn on 03/05/2022