

Babraham Parish Council

To members of the Council

You are hereby summoned to attend the meeting of Babraham Parish Council at **Babraham Primary School** on **13 June 2019** at **19:30** for the purpose of considering and resolving the business as set out below.

Please could Councillors ensure they read the agenda notes and supporting documents via email prior to the meeting.

Members of the public and press are invited to address the Council at this meeting during the Public Participation Time.

Members: 5 Quorum: 3

	PART I – NON-CONFIDENTIAL INFORMATION
1906/01	TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE
1906/02	TO RECEIVE MEMBERS’ DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA
1906/03	TO SIGN AND APPROVE MINUTES OF MEETING DATED 9 MAY 2019 Copy circulated via email for information.
1906/04	EXCLUSION OF THE PUBLIC To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.
1906/05	PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED
1906/06	REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald
1906/07	REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford
1906/08	REPORT FROM Babraham Research Campus (BRC) representative TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES
1906/09	Clerk’s Report
1906/10	Auditor Report and Year End Cllrs to review report from Auditor and Council Audit Ltd. Cllrs to resolve action on updated Budget.
1906/11	Annual Governance and Accountability Report (AGAR) Cllrs to review and approve, if agreed, the AGAR including requirements to publish.
1906/12	Corporate Governance return Cllrs to note the completed Corporate Governance return.

1906/13	<p>Clerk appraisal and salary Cllrs to note appraisal form based on Parish Council standards provided and to review salary paid for 18—19 and 19—20 based on NALC Salary Scales. Cllrs to agree on actions for appraisal and salary payments for 18—19 and 19—20.</p>
1906/14	<p>PFHI Cllrs to note meeting with Josh Rutherford on costs and need for lighting, with intention to include Tam Parry, Principal Transport Officer, Transport Assessment Team, Cambridgeshire County Council and to resolve to take any agreed actions.</p>
1906/15	<p>Meeting on GCP proposals with representatives from GCP and Mott Macdonald Cllrs to note proposals and process outlined in meeting with Andrew Munro (GCP) and Joe Hitchcock (Mott Macdonald) on Park&Ride sites, CAM Metro routes and A1307/High Street junction update. Cllrs to resolve to take any agreed actions.</p>
1906/16	<p>Wych Road Cllrs to note any discussions with Tam Parry, Principal Transport Officer, on improvements to the Wych Road and to resolve to take any agreed actions.</p>
1906/17	<p>Other traffic and transport In absence of Cllr Walker, Clerk to present traffic data from the speed sign. Cllrs to discuss traffic and transport information and to resolve to take any agreed actions. Street Sweeping: Clerk to update on actions since receiving apology from John O'Brien on delay (22 May) and Cllrs to resolve to take any agreed actions.</p>
1906/18	<p>A1307 Central reservation grass Cllrs to note completed grass cutting and schedule provided by Dennis Vacher.</p>
1906/19	<p>S.106 Cllrs to discuss S.106 contributions.</p>
1906/20	<p>H/1:b Cllrs to note actions to call in H/1:b and to discuss, and resolve on response or actions.</p>
1906/21	<p>Huawei Clerk to update on contact for Parish Council to discuss development.</p>
1906/22	<p>New developments Cllrs to note recently proposed developments, to discuss, and to resolve on response or actions.</p>
1906/23	<p>Parish Boundary Review Cllr Laurie to report on developments following SCDC Civic Affairs Committee (CAC) review on 4 June.</p>
1906/24	<p>Defibrillator Cllrs to note delay in payment to Heartsafe and re-sent cheque. Clerk to report on response from Planning, Heritage and Listed Buildings at SCDC and to update on legal agreement from Greene King. Cllrs to consider list of electrical contractors.</p>

1906/25	<p>Leases with UKRI on Pocket Park and Sports Field Cllr Laurie to report on meeting with Dana Warboys, Head of Property and representatives of BBSRC and BRC on leases.</p>																						
1906/26	<p>Brookfield contract Cllrs to note proposal sent by Clerk and to resolve on response or actions.</p>																						
1906/27	<p>Neighbourhood Plan Update from Cllr Attwood.</p>																						
1906/28	<p>Welcome to Babraham leaflet Update from Clerk.</p>																						
1906/29	<p>Rubbish near bus stop at BRC Cllrs to note prompt action by BRC to clear rubbish left behind wall and to note suggestion for bigger or more bins, or more frequent emptying to cope with the load. Cllrs to resolve on response or actions.</p>																						
1906/30	<p>Vegetation on verge Cllrs to note that Cllr Goody's request for clearing near the bridge was carried out.</p>																						
1906/31	<p>Street light out Cllr Laurie to report on action to seek repair.</p>																						
1906/32	<p>Frimstone traffic Clerk to report on response from Frimstone on OGV traffic in village.</p>																						
	<p>TO CONSIDER OTHER MATTERS</p>																						
1906/33	<p>FINANCE</p>																						
1906/34	<p>Receipts (as of 5 June 2019) No payments were received as of the above date.</p>																						
1906/35	<p>Payments due (as of 5 June 2019)</p> <table data-bbox="400 1413 1423 2004"> <tr> <td>Brookfield</td> <td>£345.00</td> </tr> <tr> <td>Cllr Laurie (APM refreshments)</td> <td>£40.00</td> </tr> <tr> <td>HMRC: PAYE May 19</td> <td>£46.20</td> </tr> <tr> <td colspan="2"><i>Clerk</i></td> </tr> <tr> <td> <i>Pay Nett May 2019</i></td> <td> £184.44</td> </tr> <tr> <td> <i>HP Printer cartridge</i></td> <td> £85.20</td> </tr> <tr> <td> <i>Folders</i></td> <td> £13.97</td> </tr> <tr> <td> <i>Travel 15.2 miles</i></td> <td> £6.84</td> </tr> <tr> <td>Clerk: Total</td> <td>£290.45</td> </tr> <tr> <td>Babraham School: Hall Hire</td> <td>£14.25</td> </tr> <tr> <td>Meeting Total (as of 5 June 2019)</td> <td>£735.90</td> </tr> </table> <p>Cllrs to note new cheque in favour of AED Locator Ltd for defibrillator of £2,518.90 to replace refused cheque.</p>	Brookfield	£345.00	Cllr Laurie (APM refreshments)	£40.00	HMRC: PAYE May 19	£46.20	<i>Clerk</i>		<i>Pay Nett May 2019</i>	£184.44	<i>HP Printer cartridge</i>	£85.20	<i>Folders</i>	£13.97	<i>Travel 15.2 miles</i>	£6.84	Clerk: Total	£290.45	Babraham School: Hall Hire	£14.25	Meeting Total (as of 5 June 2019)	£735.90
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1906/36	<p>Balances and Bank Reconciliation at 31 May 2019</p> <p>Balances held</p> <table border="1"> <tr> <td>Unity Current A/C balance</td> <td>£ 19,538.41</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£ 60,937.05</td> </tr> <tr> <td>Total</td> <td>£80,475.46</td> </tr> </table>	Unity Current A/C balance	£ 19,538.41	Unity Savings A/C balance	£ 60,937.05	Total	£80,475.46
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1906/37	<p>Zero-carbon funding</p> <p>Cllrs to note report provided in advance by Clerk. Cllrs to resolve on further research, response or actions.</p>						
1906/38	<p>Unity Bank</p> <p>Clerk had informed Cllrs about need to renew signatories: Cllrs to respond.</p>						
1906/39	<p>VAT Report</p> <p>Response on VAT reclaim for 2017-18 from HMRC.</p> <p>PLANNING</p> <p>Planning Applications (as of 7 June 2019)</p>						
1906/40	<p>Cllrs to note objections and comments reviewed by email and receiving a majority in support on S/1583/19/FL, Hard-standing at The George Inn and S/4329/18/OL, Wellcome outline planning permission. Cllrs to note no recommendation on S/1520/19/AD, sign at The George Inn with correction of errors in Application.</p>						
1906/41	<p>Planning decisions</p> <p>None was received as of 5 June 2019.</p>						
1906/42	<p>Correspondence</p>						
1906/43	<p>Items to report and inclusion in the next meeting</p> <p>Date of next meeting (please note change of date): Tuesday 9 July 2019 at 7:30pm</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>Signature: <i>Don Powell</i>, 7 June 2019</p> <p>Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>						