

# Babraham Parish Council: Agenda 13<sup>th</sup> February 2025

To members of the Council

You are hereby summoned to attend the meeting of Babraham Parish Council to be held on **Thursday 13<sup>th</sup> February 2025 at 19:30 at Babraham School** for the purpose of considering and resolving the business as set out below.

Please could Councillors ensure they read the agenda notes and any supporting documents circulated 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**

|                |   |
|----------------|---|
|                | <b>Part I: Non-Confidential Information</b>   |
| <b>2502/01</b> | <b>To receive and approve apologies for absence</b>   |
| <b>2502/02</b> | <b>To receive members' declaration of interest for items on this agenda</b>   |
| <b>2502/03</b> | <b>To sign and approve minutes of meeting dated 9<sup>th</sup> January 2025</b>   |
| <b>2502/04</b> | <b>Exclusion of the public</b><br>To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded  |
| <b>2502/05</b> | <b>Report from South Cambridgeshire District Councillor P McDonald</b>  |
| <b>2502/06</b> | <b>Report from Cambridgeshire County Councillors Brian Milnes and Maria King</b>  |
| <b>2502/07</b> | <b>Report from Babraham Research Campus (BRC) representative</b>  |
| <b>2502/08</b> | <b>Public participation time – 15 minutes allowed</b>   |
| <b>2502/09</b> | <b>CSET- updates and Objection</b>  |
| <b>2502/10</b> | <b>Village Hall- update</b>   |
| <b>2502/11</b> | <b>Forest Garden Project. Update</b>  |
| <b>2502/12</b> | <b>Neighbourhood Plan- update</b>   |
| <b>2502/13</b> | <b>Updates from last meeting.</b><br>Highways problems <ul style="list-style-type: none"> <li>• Speed bumps problems This has been reported to the Contractor by Cllr Brian Milnes</li> <li>• Archive storage- Possible siting of container for storage, Clerk has asked Planning dept to see if permission needed</li> </ul> |
| <b>2502/14</b> | <b>General Village Matters and new items for discussion:</b><br><br><b>Renewal of Contract for grass cutting and bin emptying- May 2025</b><br><br><b>FINANCE</b>   |
| <b>2502/15</b> | <b>Receipts and Transfers (as of 9<sup>th</sup> Feb 2025)</b><br><br><b>HMRC VAT refund £1204.30</b><br><b>Unity Trust Bank Interest £941.05</b>  |

|                                       |  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
|---------------------------------------|--|---------------------------|----------------------|---------------------------|-------------|----------------------------|---------------|------------------|--------------------|---------------------------------------|-------|------------------------------|--------------|-------------------|--------------|-------------------|------------|----------------------|----------------|-----------------------|-------------------|-------------------------------|-------------------|----------|-------------|--------|---------------------|---------------|-------------|------------------|--------------|
| <b>2502/16</b>                        | <p><b>Payments (as of 9<sup>th</sup> Feb 2025)</b></p> <table border="0"> <tr> <td>Clerk</td> <td>Salary/Tax/Expenses-</td> <td style="text-align: right;"><b>confidential</b></td> </tr> <tr> <td>Hugo Fox</td> <td>Website provider</td> <td style="text-align: right;"><b>£35.99</b></td> </tr> <tr> <td>Unity Trust bank</td> <td>Bank charges</td> <td style="text-align: right;"><b>£6.45</b></td> </tr> <tr> <td>Clerk</td> <td>Diary</td> <td style="text-align: right;"><b>£3.85</b></td> </tr> <tr> <td>MSM Consulting</td> <td>Village Hall</td> <td style="text-align: right;"><b>£360.00</b></td> </tr> <tr> <td>Roadware</td> <td>Grit Bin</td> <td style="text-align: right;"><b>£110.34</b></td> </tr> <tr> <td>Brookfield</td> <td>Grass and Bins</td> <td style="text-align: right;"><b>£1215.00</b></td> </tr> <tr> <td>Better Busway</td> <td>Donation</td> <td style="text-align: right;"><b>£100</b></td> </tr> <tr> <td>Altone</td> <td>Printing newsletter</td> <td style="text-align: right;"><b>£65.00</b></td> </tr> <tr> <td>Rob Attwood</td> <td>Mower/petrol/oil</td> <td style="text-align: right;"><b>62.55</b></td> </tr> </table> <p><b>A full list of payments will be circulated and reviewed at the meeting</b></p> | Clerk                     | Salary/Tax/Expenses- | <b>confidential</b>       | Hugo Fox    | Website provider           | <b>£35.99</b> | Unity Trust bank | Bank charges       | <b>£6.45</b>                          | Clerk | Diary                        | <b>£3.85</b> | MSM Consulting    | Village Hall | <b>£360.00</b>    | Roadware   | Grit Bin             | <b>£110.34</b> | Brookfield            | Grass and Bins    | <b>£1215.00</b>               | Better Busway     | Donation | <b>£100</b> | Altone | Printing newsletter | <b>£65.00</b> | Rob Attwood | Mower/petrol/oil | <b>62.55</b> |
| Clerk                                 | Salary/Tax/Expenses-   | <b>confidential</b>       |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Hugo Fox                              | Website provider   | <b>£35.99</b>             |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Unity Trust bank                      | Bank charges   | <b>£6.45</b>              |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Clerk                                 | Diary  | <b>£3.85</b>              |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| MSM Consulting                        | Village Hall   | <b>£360.00</b>            |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Roadware                              | Grit Bin   | <b>£110.34</b>            |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Brookfield                            | Grass and Bins   | <b>£1215.00</b>           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Better Busway                         | Donation   | <b>£100</b>               |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Altone                                | Printing newsletter  | <b>£65.00</b>             |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Rob Attwood                           | Mower/petrol/oil   | <b>62.55</b>              |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>2502/17</b>                        | <p><b>Balances and Bank Reconciliation at 9<sup>th</sup> Feb 2025</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Unity Current A/C balance</td> <td style="text-align: right;">£2765.78</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td style="text-align: right;">£141,453.62</td> </tr> <tr> <td>Cambridge Building Society</td> <td style="text-align: right;">£81,900.13</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>£226,119.53</b></td> </tr> <tr> <td colspan="2"><b>Above total includes Reserves:</b></td> </tr> <tr> <td>  <b>Sec 106/ Village Hall</b></td> <td style="text-align: right;">£142819.24</td> </tr> <tr> <td>  <b>Public Art</b></td> <td style="text-align: right;">£ 18,207.55</td> </tr> <tr> <td>  <b>Playground</b></td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td>  <b>Forest Garden</b></td> <td style="text-align: right;">£1778.00</td> </tr> <tr> <td>  <b>Total Reserved</b></td> <td style="text-align: right;"><b>£187804.79</b></td> </tr> <tr> <td>  <b>Total remaining for PC</b></td> <td style="text-align: right;"><b>£38,314.74</b></td> </tr> </table> <p><b>PLANNING</b></p>               | Unity Current A/C balance | £2765.78             | Unity Savings A/C balance | £141,453.62 | Cambridge Building Society | £81,900.13    | <b>TOTAL</b>     | <b>£226,119.53</b> | <b>Above total includes Reserves:</b> |       | <b>Sec 106/ Village Hall</b> | £142819.24   | <b>Public Art</b> | £ 18,207.55  | <b>Playground</b> | £25,000.00 | <b>Forest Garden</b> | £1778.00       | <b>Total Reserved</b> | <b>£187804.79</b> | <b>Total remaining for PC</b> | <b>£38,314.74</b> |          |             |        |                     |               |             |                  |              |
| Unity Current A/C balance             | £2765.78   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Unity Savings A/C balance             | £141,453.62  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| Cambridge Building Society            | £81,900.13   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>TOTAL</b>                          | <b>£226,119.53</b>   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Above total includes Reserves:</b> |  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Sec 106/ Village Hall</b>          | £142819.24   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Public Art</b>                     | £ 18,207.55  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Playground</b>                     | £25,000.00   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Forest Garden</b>                  | £1778.00   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Total Reserved</b>                 | <b>£187804.79</b>  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>Total remaining for PC</b>         | <b>£38,314.74</b>  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>2502/18</b>                        | <p>Applications received:<br/>         Local Planning Authority: South Cambridgeshire District Council<br/>         Proposal: Conversion and renovation of the existing outbuildings and courtyard at Chalk Farm into 12 No. short stay lettable accommodation and the installation of air source heat pumps together with hard and soft landscaping.<br/>         Site address: Chalk Farm High Street Babraham<br/>         Reference: 24/03873/FUL<br/>         Public Access Link: <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/24/03873/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/24/03873/FUL</a></p>   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>2502/19</b>                        | <b>Planning decisions: none</b>  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>2502/20</b>                        | <b>Correspondence.</b>   |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |
| <b>2502/21</b>                        | <p><b>Items for inclusion in the next meeting</b></p> <p><b>Date of next meetings:</b> Thursday 13<sup>th</sup> March 2025 at 7.30pm<br/>         Thursday 10<sup>th</sup> April 2025</p> <p><b>Part II: Confidential Information</b></p>  |                           |                      |                           |             |                            |               |                  |                    |                                       |       |                              |              |                   |              |                   |            |                      |                |                       |                   |                               |                   |          |             |        |                     |               |             |                  |              |

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| <b>2502/22</b> | <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>9<sup>th</sup> Feb 2025</b><br/>10 Duxford Road, Hinxton, Saffron Walden, Essex, CB10 1RB<br/>01799 531827</p> |
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