

# Babraham Parish Council: Minutes of Meeting held 10<sup>th</sup> July 2025

**Stuart Laurie: Chair**

**Denise Dear: Vice Chair**

**Rob Attwood**

**Anne Charteris: Clerk**

**District Councillor Peter McDonald**

**Members of the Public: 1**

	<p><b>Part I: Non-Confidential Information</b></p>
2507/01	<p><b>To receive and approve apologies for absence</b> Tim Jones, Chris Chapman</p>
2507/02	<p><b>To receive members' declaration of interest for items on this agenda</b> None</p>
2507/03	<p><b>To sign and approve minutes of meeting dated 12<sup>th</sup> June 2025</b> Minutes were approved and signed</p>
2507/04	<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>
2507/05	<p><b>Report from South Cambridgeshire District Councillor P McDonald</b> Available in full on the BPC website, but in brief: <b><u>Local Government Reform update</u></b> Last year the government declared its intention to reform all two-tier local authorities (those with County and District Councils) into unitary authorities during the present parliament. The local authorities in Cambridgeshire and Peterborough have been asked to present proposals for implementation on a timescale of approximately two years. Council leaders have now presented three preferred options for new unitary councils, all of which would divide the region into two unitary authorities: Proposals</p> <ul style="list-style-type: none"> <li>• A: NW/SE split Peterborough, Hunts, Fenland</li> <li>• B: N/S split Cambridge, East Cambs, South Cambs Peterborough, East Cambs, Fenland, Hunts Cambridge, South Cambs</li> <li>• C: E/W split Peterborough, East Cambs, Fenland Cambridge, South Cambs, Hunts</li> </ul> <p>Business cases for all three options are currently being developed. A survey has also been launched to gather feedback on key information related to the reforms. The survey is open to all residents and closes on 20 July</p> <p><b>Grants available for active lifestyle initiatives</b> A new grant scheme is available to offer grants of up to £500 to create or expand physical activity sessions, sports clubs or fitness classes. The focus is on bringing new activities to rural settings with limited existing provision. The scheme is designed to build on last year's similar scheme, which gave over £9000 in grants across the district. <a href="https://www.scambs.gov.uk/health-and-wellbeing/lets-get-south-cambridgeshire-active-grant">https://www.scambs.gov.uk/health-and-wellbeing/lets-get-south-cambridgeshire-active-grant</a></p> <p><b>Planning award for the shared planning service</b> The Greater Cambridge Shared Planning Service, run jointly between South Cambridgeshire District Council and Cambridge City Council, has been named Planning</p>

2507/06	<p>Authority of the Year – East of England at the Royal Town Planning Institute Awards for Planning Excellence.</p> <p><b>Expiry of postal votes</b> Following a change to the law as part of the Elections Act, postal votes no longer apply indefinitely. They now expire after a period of three years. Due to the timing of the reapplication legislation, around 15,000 South Cambridgeshire postal votes are due to expire at the end of January 2026. The South Cambs Elections Team has just started the process of contacting those residents whose postal vote will be expiring. They will explain to those voters that in order to keep their postal vote in place they will need to make a fresh application. Affected electors who do not make a fresh application will have their postal votes removed when they expire at the end of January 2026. If you have any questions, please email the elections team at <a href="mailto:elections@scambs.gov.uk">elections@scambs.gov.uk</a></p> <p><b>Contact Centre tested in Mystery Shopper exercise</b> The council recently commissioned another independent Mystery Shopper exercise to assess the quality of its Customer Contact Centre, which handles telephone calls to the council. The average customer satisfaction score was 81%, which compares well with a benchmark of 68% for other councils.</p> <p><b>Draft account publication now up to date</b> Congratulations to the Finance team for publishing the District Council’s draft accounts for 2024/25 in June. The team has spent several years gradually reducing the backlog in account auditing inherited from the previous administration, and this work is now complete</p> <p>Call for sites: Grange Farm and Cheveley developments are back in the frame, decisions due in the autumn.</p> <p><b>Report from Cambridgeshire County Councillors Peter Fane</b> No report received at the time of writing this. This is from Peter McDonalds County report:</p> <p><b><u>Highways Survey</u></b></p> <p>Cambridgeshire residents are being asked for their views on Cambridgeshire County Council’s highways and transport services in the National Highways and Transport (NHT) Public Satisfaction survey. In this annual survey residents will have the opportunity to comment on everything from the condition of roads and footpaths to public transport and the quality of cycling facilities in Cambridgeshire. This month, a questionnaire is being sent to a random sample of at least 3,300 Cambridgeshire residents, followed by a reminder. Since the survey is based on a sample, residents who receive a copy are being urged to take part. They can do so either by post or online. The survey, which is being run for the 18th year, is the largest collaboration between councils, offering the opportunity to compare results, share in best practice and identify further opportunities to work together. Last results can be found here: <a href="https://www.nhtnetwork.co.uk/isolated/page/793">https://www.nhtnetwork.co.uk/isolated/page/793</a></p> <p><b>Highways Transparency</b></p> <p>Cambridgeshire County Council has responded to a request by the Department for Transport (DfT) for local highway authorities to produce detailed transparency reports on maintenance activities to secure additional funding.</p>
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Under the new requirements, 25% of the £500 million additional maintenance funding from Government for 2025-26 is contingent on authorities publishing reports by the end of June 2025 demonstrating compliance with best practice criteria.

The council's report was published today and is available on our website at:

<https://www.cambridgeshire.gov.uk/highways-transparency>

**Key highlights from the report show:**

Since 2023-24, the amount of capital funding we spend on highway maintenance has increased by £35m, from £24m to £59m.

The Council has allocated more than £73m for highways maintenance in 2025/26 inclusive of revenue funding. Over the last five years, we have repaired an average of 55,400 individual potholes each year.

In 2024/25 we:

- Spent more than £30m improving over 145 kilometres of roads county-wide.
- Reconstructed or resurfaced 166 roads.
- Spent more than £4.5m repairing 52,229 potholes across the county.
- Received 16,371 potholes reports from our residents.
- Spent more than £5m improving over 120km of key walking and cycling routes county-wide.
- Reconstructed or repaired 241 footpaths.
- Emptied and cleaned more than 35,000 drains.
- Upgraded 31 traffic signals.
- Recycled 41,000 tonnes of material and saved over 735 tonnes carbon dioxide equivalent, through various sustainability and carbon reduction processes.

In 2025/26, we have planned the following improvements:

- 259 schemes to repair 135km of road (with over 60% being preventative treatment work).
- 253 schemes to repair key walking and cycling routes county-wide.
- 5 bridges will be upgraded.
- 20 traffic signals will be replaced/upgraded.

**Local Government Re Organisation**

Communities across Cambridgeshire and Peterborough are being given an opportunity to have their say on a once in a generation opportunity to shape the future of local government.

An engagement survey has launched Thursday 19 June and focus groups are being run in June and July so people can help inform the biggest shake-up of local government since the 1970s.

The survey will run from Thursday 19 June to the end of the day on Sunday 20 July.

Complete the survey: <https://can-campaigns.co.uk/local-councils-in-cambridgeshire-and-peterborough-are-changing/>

2507/07

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

No report received

2507/08	<p><b>Public participation time – 15 minutes allowed</b></p> <p>Question was regarding expansion at the BRC, what was happening? The campus intends to submit an Outline planning application for future development of the campus. The application will look to develop further R and D facilities, including redevelopment of the central campus, to redevelop The Close to both increase and improve existing housing provision together with the provision of community amenities (Pre-School Nursery, Shop, Gym and Café). Also a multi storey carpark will be built.</p> <p>It was then discussed whether compulsory purchase would be used to buy land in the area for building, would land be bought at arable process and then sold at building land price.</p>
2507/09	<p><b>CSET- the period for the public enquiry has now been extended.</b></p>
2507/10	<p><b>Village Hall- update.</b> Invitations for tender to build the new Hall and the extension will be put on the Government website. Architects KWA intend for work to start before December.</p>
2507/11	<p>Forest Garden Project. Update. No meeting of the steering group has been held yet, trying to arrange a date in the next 2 weeks.</p> <p>Items to discuss: Signage, Terms of Reference and future running of the Garden</p>
2507/12	<p><b>Neighbourhood Plan-</b> nothing to report until after the Local Plan has been completed.</p>
2507/13	<p><b>Updates from last meeting.</b></p> <p>Highways problems</p> <ul style="list-style-type: none"> <li>• Speed bumps problems: Teams meeting to be held 17<sup>th</sup> July.</li> </ul>
2507/14	<p><b>General Village Matters and new items for discussion:</b></p> <ul style="list-style-type: none"> <li>• EV Charging points in the village- defer until next meeting</li> <li>• Benches installed along cycle path within the campus- ask Chris Chapman if BRC would pay for one bench and the PC to buy a second to put along the cycle path within the Campus.</li> <li>• Forest Garden Terms of reference</li> </ul> <ul style="list-style-type: none"> <li>• Sec 106 money to be awarded to the PC for maintenance of bus shelters.</li> </ul>
<b>FINANCE</b>	
2507/15	<p><b>Receipts and Transfers (as of 6<sup>th</sup> June 2025)</b></p> <p style="text-align: right;">30<sup>th</sup> June 2025 Interest Unity bank £1375.38</p>
2507/16	<p><b>Payments (as of 4<sup>th</sup> July 2025)</b></p>

	Clerk	Salary/Tax/Expenses-	<b>confidential</b>																						
	Hugo Fox	Website provider	<b>£35.99</b>																						
	Unity Trust bank	Bank charges	<b>£7.35</b>																						
	Avast	IT protection	<b>£84.99</b>																						
	CloudNext	Emails and domain	<b>£179.98</b>																						
	Amazon (R Attwood)	Suction Hose	<b>£17.96</b>																						
	Machine Mart (Attwood)	Hosepipe	<b>£21.99</b>																						
	R Attwood	Petrol	<b>£24.94</b>																						
	Alison Morris	Church breakfast	<b>£92.76</b>																						
	CGM	Grass cutting and bins	<b>£320.00</b>																						
	<b>A full list of payments was circulated and approved at the meeting</b>																								
<b>2507/17</b>	<b>Balances and Bank Reconciliation at 4<sup>th</sup> July 2025</b>																								
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	<b>PLANNING</b>																								
<b>2507/18</b>	Applications received: None																								
<b>2507/19</b>	Planning decisions: none																								
<b>2507/20</b>	Correspondence.																								
<b>2507/21</b>	<b>Items for inclusion in the next meeting</b> EV Charging points Speed bumps  <b>Date of next meetings at 7.30pm :</b> No meeting in August Thursday 11 <sup>th</sup> Sept 2025																								
	<b>Part II: Confidential Information</b>																								
<b>2507/23</b>	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.																								
	Signature: <i>Anne Charteris</i> <b>19<sup>th</sup> July 2025</b> 10 Duxford Road, Hinxton, Saffron Walden, Essex, CB10 1RB 01799 531827																								