

Babraham Parish Council.

To members of the Council.

You are hereby summoned to attend the meeting of Babraham Parish Council at **The George Inn Back Restaurant** on **13th July 2017** at **7.30pm** for the purpose of transacting the following business.

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

0717/01	TO RECEIVE ANY APOLOGIES FOR ABSENCE
0717/02	TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA
0717/03	TO SIGN & APPROVE MINUTES OF MEETING DATED 1st June 2017 Copy circulated via email for information.
0717/04	PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED
0717/05	REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR A G ORGEE
0717/06	REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford
0717/07	REPORT FROM CHRIS CHAPMAN Babraham Bioscience Technologies Ltd (BBT) In conjunction with Biomed Realty representative Orestis Tzortzoglou,(BioMed Director of Development)
	<u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u>
0717/08	Local Highways Improvement Funding Bid 2017/18 for Babraham High Street/A1307 Intersection Stephen McGee, the appointed lead officer, has been in contact. 'Greater Cambridge Partnership (formerly, City Deal) propose significant changes to this junction, including a potential roundabout. Any work carried out may therefore be abortive should these proposals move forward to implementation. They also mentioned that, should the option at Babraham be selected, the parish will have input in making improvements and that they would pick up other necessary changes at their cost'. He proposes that the LHI is kept temporarily halted until a decision is made.
0717/09	Village Hall. Update, debate and actions.
0717/10	Babraham Brick Wall. We've been advised that the damage which occurred after Storm Doris has been made safe. The Institute will submit a business case to BBSRC, who are the landlords and own the site, detailing how the wall can be maintained on an ongoing basis and will report back in due course. Chris Chapman (BBT) has kindly requested BBRSC give this issue priority. Further update if available.
0717/11	Clerk's Report. An update.

0717/12	<p>Tree Report. Branches have been cleared.</p>
0717/13	<p>Grass Cutting Of The Central Reservation. Update.</p>
0717/14	<p>Joint Neighbourhood Plan. Update, debate and actions.</p>
0717/15	<p>Speeding Traffic. To receive update from Cllr Walker. Update from County Cllr Cuffley re. Highways visiting Babraham to discuss the calming possibilities and find the best solution to the problem. Clerk has contacted Sawston PC about the prospect of supporting Babraham extending a 30mph limit and they will discuss this at their July PC meeting.</p>
0717/16	<p>Highway Concerns To Report. Any issues and their location to report to County Councillor Hickford.</p>
0717/17	<p>Improvements To White Lining And Renewing The 'Slow' Sign. An order was put in with Peter Taylor at Highways to refresh the signs. Update.</p>
0717/18	<p>Electric Line Through Village From Sawston To Granta Park. Update from Cllr Walker.</p>
0717/19	<p>Local Liaison Forum. Report from Cllr Goody, Attwood and Rogers.</p>
0717/20	<p>Grass Cutting Contract. Clerk sent out the invitation to tender to seven companies. To discuss quotations received and make a decision on which company to offer the contract to. The council are not obliged to accept the lowest quote.</p>
0717/21	<p>Internal Audit 2016/2017 Update On Action Points. Points met so far: R1, R2, R5, R6, R7 (YTB can see no reason to suggest that BPC owe money to HMRC regarding tax payments for the clerk before the previous clerk; we are currently in credit with HMRC), and R8. R3- currently reviewing standing orders. R4- currently gathering all information to comply with the Transparency Code for Smaller Authorities. Cllr Walker has updated the website with The Annual Reports for 2015-16 and 2016-17, Items of Expenditure over £100 for 2016-17, Explanation of Variances 2016-17, Bank reconciliation 2016-17, and List of Councillor Responsibilities. Missing 'Location of Public Land and Building Assets'. Please can council confirm whether or not there is any?</p>
0717/22	<p>External Audit Arrangements And Period Of Inspection. The statutory inspection period ends Friday 14th July. The notice is displayed on the parish noticeboard and website along with signed copies of Section One and Two of the Annual Return.</p>

	<p><u>To consider other matters.</u></p>
0717/23	<p>To Adopt The Model Parish Code Of Conduct Do Councillors resolve to adopt the Model Parish Code of Conduct? Document circulated to members before meeting. This document needs to be published on the parish website when adopted.</p>
0717/24	<p>To Review Standing Orders. Clerk has circulated a copy to members before the meeting which detail changes proposed. Members to review.</p>
0717/25	<p>Confirming Meeting Dates With Babraham Primary School We have confirmed bookings with the school for the August 10th meeting. Confirm meeting dates up to the new year. Website lists: September 14th October 12th, November 9th. Decision required.</p>
0717/26	<p>Unity Trust Bank Report. Clerk to circulate report before the meeting. Councillors to decide whether to act on this report or continue to bank solely with Barclays Bank.</p>
0717/27	<p>Uttlesford Local Plan. Sawston PC have asked us to consider submitting a request to ask UDC to extend the Local Submission Plan deadline over the summer as many councils do not meet. The 'garden community' proposals are likely to have an impact for surrounding villages such as Babraham. Decision required.</p>
0717/28	<p>Overgrowth of Honeysuckle Lane. Cllr Rogers to report.</p> <p><u>Finance.</u></p>
0717/29	<p>Clerk's Overtime. To agree and sign Clerk's overtime in June.</p>
0717/30	<p>Mileage For Chairman Training Sessions. Approve mileage claims.</p>
0717/31	<p>Barclays Bank. Clerk now has access to the accounts and online banking should be accessible by the time of the meeting. Cheques were delayed until access was granted and money transferred; all have now been sent.</p>
0717/32	<p>Receipts. HMRC VAT repayment of £555.06.</p>
0717/33	<p>Payments. Please can members authorise payments? A full schedule will be circulated at the meeting. Please can both signatories sign each invoice as per the auditor's recommendation?</p>
0717/34	

0717/35	<p>Balances And Bank Reconciliation. Balances held will be presented at the meeting if bank statements arrive at the correct address.</p> <p>Quarterly Budget Performance Report. Report detailing payments from April 1st to June 30th. Circulated via email to councillors before the meeting.</p> <p><u>Planning.</u></p>
0717/36	<p>Planning Applications.</p> <p>S/2239/13/FL Erection of football ground for Cambridge City Football Club and creation of new community recreational space at Land to the North of Deal Grove, Babraham Road, Sawston, Cambridgeshire by Mr Len Satchell. Application dated 14.06.17. Extension given to comment until 20.07.17.</p>
0717/37	<p>S/1960/17/TC Tree works to remove 2 yews, remove 2 elders, reduce 1/2 yew and clearance work application by Ms Sara Merritt at Chalk Farmhouse HIGH STREET, CB22 3AG. Application dated 6.06.17. No comment required.</p>
0717/38	<p>Planning decisions.</p> <p>S/0907/17/FL Improvements to campus entrance including extended staff vehicular entrance lane and additional vehicular exit lane together with associated works to cycleway / footpath, lighting and surface water drainage at Research Campus on the edge of the villa, Babraham Research Campus, Babraham, Cambridge, CB22 3AT. Permission granted.</p>
0717/39	<p>S/1003/17/VC Variation of Conditions 11, 12, 14 and 20 of S/1676/14/OL at Babraham Bioscience Technologies, Babraham Research Campus, BABRAHAM, CB22 3AT for Babraham Bioscience Technologies. Permission granted.</p>
0717/40	<p>S/1670/17/VC Variation of Condition 3 (materials) of planning permission S/3523/16/FL at 17, The Close, Babraham, Cambridge, Cambridgeshire, CB22 3AQ by Mr Adrian Bath. Permission granted.</p>
0717/41	<p><u>Correspondence.</u></p> <p>CPRE Cambridgeshire and Peterborough is pleased to invite you to a workshop for Parish Councils, "Understanding the Planning System and responding to planning applications". The workshop takes place on Thursday 2nd November, 9am – 1pm, at St Ives Corn Exchange. £25 for up to two delegates (CPRE members), £40 for up to two delegates (not CPRE members).</p>
0717/42	<p>Items to report and inclusion in the next meeting.</p> <p>Date of next meeting. 10th August 2017 at 7:30pm.</p>