



Bar Hill Parish Council
Minutes of Annual Parish Council Meeting
Held in The Parish Council Office
at 7.00 pm on Thursday 15 May 2014

ACTION

Present:	B Waters	Chair	(BW)
	S Jenkins	Vice-Chair	(SJ)
	L Baffa	Clerk	(LB)
	R Hall	Councillor	(RH)
	B Howard	Councillor	(BH)
	A Mitchell	Councillor	(AM)
	A Pellew	Councillor	(AP)
	A Saunders	Councillor	(AS)
	J York	Councillor	(JY)

2014

Open Forum

Tesco Store Deputy Manager, Stephen Craig and Sian attended the meeting to discuss the changes that are taking place to the store over the next few months. They gave the Parish Council an overview of the re-fit and there was a question and answer session.

Two new items for the store is a Garden Centre called Dobbies and a restaurant called Giraffe. The launch of the refurbishment is planned for September with the Garden Centre and Restaurant planned launch in November.

They will be creating 60 new jobs and informed the Parish Council they are experiencing difficulties in recruiting and it was suggested that they advertise in the Bar Hill News, this way local people will be aware of the available jobs.

They have already agreed to be visible at the village fete and BW confirmed that Tesco are now doing a lot more within the community and was very pleased that a planned community room is being created in Tesco for groups to meet.

Trolleys and litter were discussed and Stephen confirmed they had no plans to put in coin operated trolleys. However, he gave his email address to the Councillors and said that if they see a stray trolley to let him know by email and he will arrange for it to be retrieved. Also they were asked to put in extra bins at the end of the car park, by the library/school.

38. To nominate Chair and Vice-Chair for the forthcoming year

The Clerk asked for nominations for Chair for the forthcoming year and AM proposed that BW continue as chair for a further year. This was seconded by JY and all were in favour. BW thanked the Parish Council and agreed to stay as Chair. It was agreed that the Clerk would book BW the Chair on a Chairmanship Course with CAPALC.

The Clerk then asked for nominations for Vice- Chair for the forthcoming year and BW proposed that SJ continued as Vice-Chair and this was seconded by RH. All in favour. SJ thanked the Councillors and agreed to stay as Vice-Chair.

39. To receive apologies and declaration of interest

Apologies were received from CF, SM, SS and MP. It was noted that AP would have to leave the meeting early due to other commitments. There were no declarations of interest for this meeting.

40. To Approve Minutes of previous Meetings

The Minutes of the Parish Council Meeting held on 17th April 2014 were read and approved as a true record. Proposed by AM and seconded by AS. All in favour.



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41. Matters for discussion and decisions to be made from previous minutes

41.1 The Willows – update

The Clerk informed the meeting that Thomas Morris has now agreed to pay one month deposit of £1,250, which will be held by the Letting Agent. It was confirmed that they have applied for change of use last week so everything seems to be going well.

41.2 The Farmhouse – update

The Crime Prevention Officer has now met with Francine at the Farmhouse and it was suggested that CCTV be installed along with the fire exit stairs being moved away from the roof. The Clerk has spoken with a contractor and also looked on the Fire Safety website and due to there already being two fire escapes on the ground floor and a large window on the first floor that drops onto a flat roof, they fire exit stairs are not a legal requirement (they were only put in originally because the Farmhouse was used as a Youth Centre).

After a discussion BW asked for a vote for the stairs to be taken down. For=6. Abstained=1. It was agreed that the Clerk would obtain written confirmation that the stairs were not necessary and also to obtain quotations to take down the stairs and possible get a price for the stairs. This will be put on the June agenda for a decision to be made.

C

41.3 Skate Park

AS reported that the skate park committee members have site visited Cottenham and inspected the ramps that have been offered to the Parish Council and it was felt that these would be sufficient as a temporary solution until the new skate park is built as they are in good condition. Once the new skate park is installed these could be used as an addition for the younger children who are beginners.

JY asked about a committee being started by the young people who use the park and their commitment is keeping it maintained and helping with the fundraising. BW said that the skate park is a Parish Council owned amenity and it is for the Parish Council to keep everything maintained and the skate park is just an extension of the other play equipment in the village. RH suggested that negotiations with Cottenham take place to get the ramps for the lowest price.

S Harris was briefly discussed and whether it is worth our while using her expertise in helping with the fundraising of the skate park. It was agreed that she has been very helpful is advice but she does not expect to take on the work of completing the grant application forms.

41.4 Parish Council website - update

In his absence SM has sent an email and has confirmed that from next month he will not stand for re-election as a Parish Councillor. However, he set out what needs to be done to get the website up and running. It was generally felt by Councillors that there is an urgent need for a Parish Council website to be set up and running, as confirmed by the Clerk that it is legally required for Bar Hill to have one. It was agreed that this would be put on the agenda for June with a full debate and decision to be made.

C

41.5 Review of policy for advertising signs and posters

Having looked at the existing policy document and after a short debate BW proposed that the first bullet point be changed to read as follow: “the event advertised must be in Bar Hill or



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community related to Bar Hill (unless national)". This was seconded by AM. All in favour.

C

41.6 Review of policy for charitable donations

After a short discussion it was agreed that charitable donations should be kept within the village therefore the policy document would not change.

41.7 Road weight restriction on HCV's

This has not progressed any further as AM has not received any more information. Due to holidays this will be put on the July agenda. A file will be created for all correspondence, which relates to haulage companies about their drivers parking in Viking Way.

C

42. Clerks Financial and Procedural Report

42.1 Approval of works by the Parish Council – No works to be approved at this meeting. It was agreed that any work that the Parish Council may have will be put on the SCDC website for contractors to tender for.

C

42.2 Skate Park

a) Purchase of Cottenham ramps, if agreed, £2500 to come from skate park budget.

AS proposed, that in principle, the Parish Council purchases the skate park ramps from Cottenham Parish Council and the price to include the dismantling, transport and re-assemble at Bar Hill at a total cost of no more than £2,500 to come from the current year's financial budget. This was seconded by SJ. All in favour.

C

b) Fundraising activities to start for the skate park with donations being ring fenced.

AM proposed that an account be opened at the Post Office for donations only for the skate park. This was seconded by AS. All in favour. AM mentioned that he has acquired several watches that can be raffled at the village fete. Also perhaps companies in the village could be approached for donations for a raffle prize.

C

42.3 Nectar points collected by Parish Council to be donated to charity – Nectar points received by the Parish Council would be used to purchase a raffle prize for the village fete to help fundraise for the skate park.

C

42.4 Approval of final accounts for annual return to auditors – The Parish Council went through the annual return for the financial year ended 31st March 2014 after having received the year end accounts prior to the meeting. The annual governance statement for 2013/14 was read out and approved by the Parish Council.

42.5 Approval of accounts and payment of cheques for May - The Parish Council inspected the accounts for May and these were approved as a true record. Proposed by AM and seconded and SJ. All in favour. The cheques to be paid in May were looked at and approved. Proposed by AM and seconded by BW. All in favour.



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The Clerk requested that the bank accounts be put on the June agenda as she would like to transfer funds from the precept account into the Cambridge Building Society account as interest is earned from this. **C**

The Clerk confirmed that she has been unable to employ a cleaner for the Parish Council office and SJ asked for a poster to be put on the noticeboard advertising for a cleaner. **C**

43. Correspondence Received

- 43.1 RADSOC – banner to advertise events and shows–** Now that it has been agreed for the policy document to be changed, the Clerk will write to RADSOC to inform them that they may now put a banner up when they wish to advertise any forthcoming show/event.
- 43.2 Summer Reading Challenge –** A thank you letter has been received from the County Council for the £100 donation towards the Summer Reading Challenge at Bar Hill Library.
- 43.3 Holiday At Home –** A thank you letter has been received from Sue Kenchington for the £100 donation towards this year's Holiday At Home event.
- 43.4 SCDC – Community infrastructure levy draft charging schedule consultation –** BW confirmed that this consultation would not affect Bar Hill so the contents were noted and filed.
- 43.5 Highways Agency –** This was noted and filed.

44. Chairs Report

- 44.1 Bill Norton Prize –** BW will be attending a School Governor's meeting in the next couple of weeks and bring up this subject then.

45. Committee Reports

a) Planning Committee

Viking Way was discussed at length and after much debate it was agreed that the Parish Council would look in to ways of deterring HCV's using this road as an overnight stop-off point. Investigations would be undertaken in to having signs put up stating that overnight parking would be charged.

C

An application for certificate of lawful proposed development for a proposed single storey domestic extension was received for 12 Hillcrest, Bar Hill (S.0235/14/LD). This was for information only and the documents were noted and filed.

b) Environment

Committee

May Environment Meeting - the minutes of the May Meeting have already been distributed to the Council so there was nothing further to report.

Email from Rob Mongovan of SCDC – this was read out with regard to the balancing pond and the lack of response from contractors to do the work. This will now be retendered at the end of the summer.

Tesco Refurbishment – already discussed under Open Forum.



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46. Other Reports

- a) **South Cambridgeshire District Council** – RH confirmed nothing further to report due to the local elections next week.
- b) **Cambridgeshire County Council** – JR did not attend this month's meeting so no report was given although his monthly report was emailed to all Councillors before the meeting.

47. ITEMS FOR INFORMATION

47.1 Bar Hill Village Fete – It was agreed that the Parish Council would have a stall at this year's fete. This item would be put on the agenda for June so a rota can be made of Councillors who can man the stand during the course of the afternoon. Also what would be on the stall in the way of information. A raffle would be included, as previously agreed, for the skate park fund.

C

47.2 National Grid works at Pheasant Rise – The Clerk informed the meeting of what has been happening in Pheasant Rise and that it was agreed at last week's Environment Meeting that a letter would be sent to the National Grid, which has been done and was read out to the meeting.

47.3 Golden Jubilee – RH informed the meeting that on 1st April 2016 we will be celebrating 50 years as a village and RH will be proposing to the Residents Association that a member of the Royal Family be invited to a formal ceremony to celebrate this. After a short debate it was agreed that the Parish Council would be happy to support this as long as no precept money is spent on the event.

Next Meeting - There being no further business the meeting closed at 9.55pm. The next full Parish Council Meeting will take place on Thursday 19th June 2014 at 7.00pm in the Parish Council Office.

Signed(Chair)