



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
Held in The Parish Council Office
at 7.00 pm on Thursday 16th April 2015

ACTION

Present:

B Waters Chair (BW)
S Jenkins Vice-Chair (SJ)
D Marshall Acting Clerk (DM)

B Howard Councillor (BH) from 7:10pm
A Mitchell Councillor (AM)
M Nelson Councillor (MN) from 7:15pm
M Pope Councillor (MP)
R Hall Councillor (RH) from 7:20pm
B Burrage (BB)
J York (JY) from 7:07pm
J Doland (JD)

County Cllr Lynda Harwood

Apologies: A Saunders Councillor (AS)

2015

Open Forum

No members of the public were present.

27. To receive apologies for absence and any declaration of interest

Apologies were received from Anna Saunders. Sandra Spence was recorded absent.

28. Approval of minutes

Copies of the minutes of the Parish Council meeting held on the 16th April 2015 were distributed and the following corrections made:

Addition of Cllrs Brian Burrage (BB) and John Dolland (JD) to list of those Cllrs present.

Agenda item 25: A1 route corrected to 1A. Whippet bus Company corrected to Stagecoach

Thereafter the minutes were approved as a true record. Proposed by SJ seconded by BB. All in favour. BW requested that as the draft minutes were sent via email to all Cllrs in good time before the meeting and to reduce paper waste hard copies would no longer be provided at meetings.

29. Matters for discussion and decisions to be made from Previous Minutes

29.1 The Willows – update

BW and SJ indicated that there had been electrical issues at the property and repairs undertaken with associated costs during the month to make it suitable for renting purposes. BW reported that Jonathan Lager had indicated via email that to date no enquiries had been received but that in general terms this was not unusual given the demand for commercial properties out of the city centres was currently low. AM suggested that if not already actioned by the Agents that the property should be advertised on a number of relevant internet sites. BB agreed to investigate whether the adjacent hotel Menzies would be interested in renting the property.

Unauthorised parking had been observed during the month at the Willows but it was considered currently not to represent a security issue requiring action.

Action: BB BW

29.2 Farmhouse – update and issues with rendering

BW reported that areas of external rendering was coming away and that she had requested a quote from D Reynolds for repairs. Council approved that the work was a priority and must be undertaken as soon as possible. Proposed by JD seconded by BB. All in favour. BW reported that finalisation



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and signing of the lease had been delayed due to the tenants' solicitors being on holiday.

Action: BW

29.3 Skate park – update

SJ indicated that there was no update to report. Members noted with interest the recent local news reports identifying that a youth group, in conjunction with Cambourne parish council, had spearheaded the successful funding, and installation, of the skate park there. BW suggested that a site visit and meeting with this community group/parish council might be useful in assisting the council with its own project.

Action: SJ BW

29.4 Village Hall – update

BB reported that the solar panels were now in place and the savings relative to last year's consumption would now be monitored. Bookings were up and should this positive trend continue there would be a need to increase infrastructure support (employment of a caretaker).

29.5 Rubbish in Woods

SS was due to report to council but this matter was deferred due to her absence. BW agreed to look into this issue in the meantime.

29.6 DPPO vs PSPO

BW considered that the DPPO remained a beneficial measure. Alternative Power for the PSPO to deal with antisocial activities (dog fouling, illegal parking on parish council land, antisocial behaviours at the proposed skate park area, trolley nuisance issues). It was noted that police presence in the village had diminished over the years and despite being invited by the council, there was rarely representatives sent to attended or reported at meetings. BW and SJ reported that when they attended Police Panel Meetings recently they had been informed that police presence was now reactive (when crimes were being committed in an area) rather than being proactive.

29.7 John Doland - Sign for Robin Close, parking at other areas

BW had asked Steve Lawlor to provide two quotes for the installation of wooden posts to deter parking and the damage that this causes to the grassed areas at Gladeside and Robin Close. BW indicated she would mention this issue in her report at the upcoming annual parish meeting. Due to excessive cost and the need to undertake similar works around the village council considered the perhaps initially a more cost effective measure might be installation of A2 signs in these areas stating 'Parish Council Land. It is prohibited to park on the grass'. Clerk to investigate and information to be brought to next meeting.

Action: DM

29.8 New Clerk/ RFO – update

SJ declared a DPI and left the meeting during consideration of this agenda item.

BW reported that there had been four enquires to the recent advertisement for the post of Clerk in the Bar Hill News/noticeboard and although applications had been sent out none had been returned. A number of possible other places to advertise the post was suggested and BW agreed that she would follow up the enquiries to ascertain whether there were any reasons why those interested had not replied. It was agreed that until the post could be filled on a permanent basis that an offer would be made to a person who had shown some initial interest but on the basis of the offer being a temporary placement and at minimum wage (£6.50/h) for 15 hours a week (mornings Mon-Fri 3 hours) plus additional meeting time allocation. It was agreed that this arrangement if accepted would be reviewed on a month to month basis. BW would be the Cllr responsible in HR for direct line management. Proposed by MP seconded by BB. Agreed by majority, AM and BH wanted it recorded that whilst they agreed with the action they disagreed with the starting wage that should be set at



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the higher working wage level.

Action: DM BW

Thereafter SJ returned to the meeting.

29.9 Tree felled in error -14 Hollytrees

There was some debate as to whether the complaint related to a tree at the Holly- or Apple- trees area but irrespective of location the council considered that any decision to fell and/or replace trees on council-owned land remained solely under its discretion and direction.

It was agreed that current tree works list should be reviewed to update matters and to assist in this activity the Clerk was requested to send copies of the schedules via email to all the Cllrs responsible for the designated village areas.

BW reported on the state of the willow trees behind Otter Close and provided council with a comprehensive list of works and quote from Mike Watson. It was agreed that 2 more quotes would be requested but due to the imminent danger posed by these trees that if the work could be undertaken for less than £2000 the contract would be awarded to the council's preferred supplier (Mike Watson). Proposed by AM seconded by MP. All in favour.

BW reported on a potential claim in respect of subsidence caused allegedly by council owned trees at 107 The Brambles Bar Hill and that this had been passed to the council's Insurers.

29.10 Letter The Brook –Structural problems with wall

The letter and content was noted. BW indicated that a meeting had been arranged on the 27th April 2015 between CCC and ADS Drainage together with other relevant stakeholders to look at various matters arising from the balancing pond and stream. Concerns were raised that any work related to the stream might have a detrimental environmental and/or ecological impact.

BW reported that an independent Contractor was due to undertake a survey in the next 1-3 weeks regarding the proposed changes to the A14 and the impact to the ecology.

29.11 Hedgerow issues- The Spinney

BB reported that he was still not satisfied with the work undertaken at the Spinney and provided the council with a number of photos in evidence. Council agreed that the contractor who undertook this work should be contacted with a view to attending an on-site meeting (29th April 2015) to resolve matters and to which other Cllrs might wish to attend. As such the matter was considered as ongoing.

Action: DM BB

At 8:50pm

District Cllr Lynda Harford reported that due to the imminent central and local elections there were no updates or reports although she did indicate that the decision to use the Central Library's 3rd floor as an enterprise zone had been overturned due to the audit report determining that the initial decision to go ahead was flawed and biased. The current consultation, now advertised on the website, has a deadline of the 10th May 2015 for receipt of comments

30. Clerks Financial and Procedural Report

30.1 Approval of works by the Parish Council

MP and JH declared a personal interest in the letter received from the Cricket Club concerning ground and pitch works and council agreed that the request for a donation must be received on the appropriate forms for its consideration at the next meeting.



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BW reported that the annual ground rent for the Tennis Club (£12.10) and a cheque for £2.10 in favour of a garage rent had been received recently.

30.2 LGS Financial Report

Council noted that as this was year-end this information would be delayed

30.3 Approval of accounts and payment of cheques for March/ April 2015

AM queried the number of monthly/quarterly payments that appeared in the schedule provided by LG Services for electricity and telephone expenditure. Thereafter the council approved the payments Proposed by MP seconded by AM. All in favour.

30.5 Auto-enrolment of Council employees by 1 April 2016/nominated contact details by May 2015

Council noted the requirements and agreed that LG Services be nominated as a contact for auto enrolment purposes.

30.6 CAPALC annual subscription fee (£574.09)

Proposed by SJ seconded by AM. All in favour

30.8 Expenditure breakdown 2013-14 for PC (BB) (for information Bar Hill Fete July 4th 2015)

BB provided a handout of expenses incurred by the parish council in the financial year (FY) ending 31st March 2014 (last FY) and it was agreed that this should be included in the Chairman's report at The upcoming Annual Parish Meeting with copies placed on the website, on the noticeboard, in the Bar Hill News and made available at the annual fete. AM indicated that he would be running a stall this year but would require additional assistance if he was to represent the council, fundraise for the skate park and also sell electrical items.

30.9 Local Government Transparency Code 2014 (precepts greater than £25,000 Publication date is not later than July 2105 emailed for information)

Council noted the requirements and agreed that MN should create the necessary area on the Website to advertise expenditure based on copy of the schedule of payments made on a monthly basis. MP raised concerns about stating personal and confidential materials that included individual's salary payments. Clerk to advise.

30.10 Donation request (Bar Hill Church Knit and Natter)

BH declared a personal interest in this matter and abstained from the vote. Council approved a £100 donation. Proposed by BB seconded by RH. All in favour.

30.11 Donation request (Summer Reading Challenge)

Council approved a £50 donation. Proposed by AM seconded by SJ. All in favour.

31. General Correspondence Received

31.1 SCDC – Planning Policy Monthly Update for March (emailed, information only)
31.2 RoSPA Annual Play Area Inspection (The Play Inspection Co Ltd/RoSPA)
Council noted that this work will be performed this year by The Play Inspection Co Ltd.

31.4 CAPALC training course April-July 2015 (Emailed for information)
31.5 Quarterly stakeholder update on the A14 Cambridge to Huntingdon Scheme (Highways emailed for information)
31.6 Letter South Cambridgeshire Conservative PPC (emailed for information)
31.7 March Micro Asphalt works (2014, no programmed plans for works 2015-16)



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Council agreed that BW should contact County Council to highlight the poor state of repair of the road at Otter Close.

32. Committee Reports

a. Planning Committee (MP)

Appeal ref APP/W0530/A/14/2228514 Land South of Longstanton Park and Ride and adjacent to B1050 at Station Rd, Longstanton and Hattons Rd., Longstanton CB24 3DS (Appeal Upheld emailed for information)

S/1888/14/OL Land South of Huntingdon Rd Dry Drayton Cambridge CB23 8HD –Outline application redevelopment of existing to provide new garden centre building and others, creation of a balancing lake, access and parking alterations and associated ancillary activities (all matters reserved).- No issues or comments by council

S/0720/15/AD Munro House, 9 Trafalgar Way, Bar Hill, 1 x internally illuminated double sided totem sign, 1 x internally illuminated fascia sign and 1 x non-illuminated fascia sign- No issues or comments by council

Request for Certificate of Compliance (Restrictions to be complied with) 19 Otter Close Bar Hill Cambridge CB23 8EA (For information only)

MP indicated that another planning application had been received post issue of the agenda for 15 Appletrees (side extension for dependent's use) but there appeared no issues or comments

b. Environment Committee (BW)

There was no action or updates reported.

33. Other Reports

a) South Cambridgeshire District Council (BW/RH)

There were no reports.

b) Any other reports

BW reported and RH confirmed that the collection recovery rate by the Billing Authority (SCDC) for rate demands was greater than 99%.

34. Items for Information

Village litter bin collection service - BW provided a quote from an independent service Contractor which demonstrated that SCDC, although there were issues concerning reliability, provided currently the cheapest option for refuse collection currently. AM indicated that he had undertaken some preliminary research for service providers and council requested that he bring any information to a subsequent meeting for consideration.

Tesco Trolley issues - BB reported that these had now been moved.

Road sign at 43-46 Fox Hollow – BB reported as this as still missing Steve Lawlor to investigate

Litter Picking – BH confirmed that the community litter pick was on 25th April 2015.

LGBT Bar Hill Group – AM reported noticing damage by an all-terrain vehicle to grassed area nr Otter Close. There were 25 members and that he would be making a report at the APM.

Defibrillator and website – MN reported that he was still waiting for the replacement parts for the defibrillator but that this didn't affect the operational use. The website had now had 4500 hits and for information there was a link to the Bar Hill Fete. He agreed to advertise APM details on the site.

Next Meetings - There being no further business the meeting closed at 10:10 pm. The Annual Parish Meeting will take place on Thursday 23rd April 2015, 7:30pm at the Octagon The next full Parish Council Meeting will take place on Thursday May 21st 2015 at 7:00pm in the Parish Council Office.

Signed: Chairman of the Parish Council

Date: 21st May 2015