



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
held in The Parish Council Meeting Room
on Thursday 17 September at 7.00 pm

Present:

- B Waters Chair (BW)
- S Jenkins Vice-Chair (SJ)
- B Burrage Councillor (BB)
- J Doland Councillor (JD)
- R Hall Councillor (RH)
- B Howard Councillor (BH)
- A Mitchell Councillor (AM)
- M Nelson Councillor (MN)
- M Pope Councillor (MP)
- A Saunders Councillor (AS)
- S Spence Councillor (SS)

In attendance: S J Bell (Clerk)

Open Forum There were no members of the public present

72. To receive apologies for absence

Apologies were received from JY and County Councillor L Harford

73. Declarations of Interests: JD: Anything to do with Tesco
BH: Item 83

74. Approval of minutes

Resolved that the minutes of the Parish Council meeting held on 16 July 2015 and the extra-ordinary meetings of 15 July and 12 August 2015, all of which had been previously circulated, be approved and signed as a true record.

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

75.1 Farmhouse BW reported on the meeting with the solicitors on 4 September 2015. An invoice for approximately £4000 was expected, and the signing of the lease had been discussed and was being progressed. Community Amenities Committee to review with RFO and provide report on projected income and costs for next few years. All the parish assets should be reviewed as part of the budget and precept setting exercise for 2016/17
RFO/Community Amenities Committee

75.2 The Willows BW reported on the meeting with the solicitors on 4 September 2015 and advised there would be an invoice for £3124.26 in respect of work to-date regarding leases.

Chairman reported that there was no longer anyone interested in renting the property.

Resolved that The Willows should be placed on the market subject to the provisions as outlined in the preliminary investigations.

Proposed by RH, seconded by AM. (10 for, 1 abstention)

Resolved that the Chair and Vice-Chair or Clerk should meet and discuss proposals for sale with the adjacent neighbour, the hotel.

Public notice was discussed and drafted subject to confirmation by Clerk regarding statutory content and timescales for consultation. Copy to be published in next Bar Hill Newsletter, the website and the Cambridge Evening News:



Bar Hill Parish Council Minutes of Monthly Parish Council Meeting held in The Parish Council Meeting Room on Thursday 17 September at 7.00 pm

This is an asset the Parish Council has held since 1976. The Parish Council had sought tenants but none had been forthcoming so there was no option but to place the property on the market. **Clerk**

76. Committee Reports

76.1 To receive the Report and Recommendations from the Community Amenities Committee Meeting held on 2 September 2015

The draft minutes of the meeting of 2 September 2015 together with recommendations were presented by the Chair elected for the meeting. Noted that the attendance list showed membership of the Committee and that BH, AM and AS were not present. Clerk to amend.

76.1.1 **Noted CAC Minute 4 Consultation on CCC Street Lighting Energy Savings** – referred to full Council (item 78).

76.1.2 **Noted CAC Minute 5 Highways England Survey Fees Infiltration Basin - £1200 received in respect of soil sampling around Infiltration Basin for A14 works.** This item had been deferred to the next Community Amenities Committee meeting for consideration of ideas on projects for this money. Maintenance work on Viking Way road to be considered. Clerk to contact BT regarding condition of tarmac by the BT site following their works earlier in the year. Noted the pothole outside Bar Hill Motors had been temporarily repaired.
Community Amenities Committee/Clerk

76.1.3 **Noted CAC Minute 6 Litter bins.** AS reported that she had asked for two black bins to be located outside the library. SJ advised there was one bin outside the library with another just a little further a long. The open top bin outside the library was due to be removed by the Grounds contractor.

76.1.4 **Resolved (CAC Minute 7 Skatepark Recommendation)** that the Council inform the weekly inspector of the play equipment that the Council would not be making arrangements to power wash the safety surfaces as according to the annual inspection and Councillor recommendations this did not require to be done at the present time. Some repairs were necessary and approval was given for SJ to purchase 2 new swing seats, and obtain quotes for repairs to seesaw tyres and safety surfacing for next meeting. Proposed by SJ, seconded by AM and unanimously agreed.
Clerk/SJ

The Community Amenities Committee was requested to review budgets to identify what provisions were available for future schemes and maintenance.
Community Amenities Committee

76.2 To receive the Report and Recommendations from the Environment Committee Meeting held on 2 September 2015

The draft minutes together with recommendations of the meeting of 2 September 2015 were presented by the Chair elected for the meeting.

76.2.1 **Noted EC Minute 3/3.4 Hallmark Hotel (formerly Menzies) –Trees along the perimeter road.** BW advised the trees held a Tree Preservation Order. SCDC Tree Officer had advised Highways would be responsible for dealing with problem if causing problems to highway users. Branches broken, trees hanging over the road and 2 street lights covered by tree foliage. Councillors to check location of latest broken branches/trees and inform Clerk so she can write to SCDC again.
Clerk



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
held in The Parish Council Meeting Room
on Thursday 17 September at 7.00 pm

76.2.2 **Noted EC Minute 6 Flooding/Drainage Works: A14 Infiltration Basin, Saxon Way Ditch and Hollytrees Stream** . BW advised that MN had undertaken a lot of work on the flooding issues including liaising with Anglian Water regarding Hanover Close/Saxon Way Ditch, and works linked with A14 up-grade. He was trying to get proposal to include Robin Close and Gladeside drainage to go into infiltration basin as part of A14 upgrade works and would be attending the A14 meeting on 12 October, 2015. MN was thanked for all his work on these issues.

Resolved that MN request that Robin Close and Gladeside be linked into the infiltration basin when the A14 upgrade is done to save going into Dam Brook. He should raise this at the meeting regarding the A14 on 12 October. Proposed by MP, seconded by RH and unanimously agreed

MN

76.2.3 **Resolved (EC Minute 6 Flooding/Drainage Works: A14 Infiltration Basin, Saxon Way Ditch and Hollytrees Stream Recommendation)** that initially the Council should get expert advice from ADC, R Mungovan and B Heffernan on what the Council can do in terms of managing the areas in the future. The Council should then inform ADC, R Mungovan and B Heffernan on what the Council decides it can do and obtain their recommendations so that a costed programme could be put together for say a 5 year period. Proposed by BW, seconded by AM and unanimously agreed

Clerk

76.2.4 **Resolved (EC Minute 7 Village Grass Cutting Contract 2013/15 Recommendation)** that the Council arrange for quotes for a 3 year contract to be obtained from a selection of grasscutting contractors using existing maps subject to any further input from Councillors following some site checks. Proposed by MP, seconded by BB and unanimously agreed.

Clerk

Noted that the contractor was not cutting an area of grass around trees/shrubs at the back of Hanover in front of perimeter road. BW advised that this was one of the issues raised with the contractor at their meeting on 27 August 2015.

76.2.5 **Resolved (EC Minute 8 Annual Tree Inspection and Management Programme Recommendation)** that the Council arrange for quotes to be obtained for a new 3 year contract for annual tree and hedge risk assessment inspection and recommendation report. Proposed by MP, seconded by AM and unanimously agreed. Also confirmed that the contractor would carry out the assessment and make recommendations which the Council would prioritise and obtain quotes for each piece of work as a separate exercise.

Clerk

76.3 To receive the Report and Recommendations from the Finance and Policy Committee Meeting held on 17 September 2015

The Chairman, AM, gave a verbal report and the recommendations of the Finance and Policy Committee meeting held earlier in the evening.

76.3.1.1 RFO Financial Report and Recommendations

Resolved to accept total payments, July to September, of £30540.67, and income £5887.85 including 2 VAT reclaims. Proposed by BW, seconded by MP and unanimously agreed.

76.3.1.2 (Item 5) **Resolved** that 2 outstanding invoices Atlas £348.00 be approved for payment subject to final checks by RFO before release of cheque. Proposed by BW, seconded by MP and unanimously agreed.



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
held in The Parish Council Meeting Room
on Thursday 17 September at 7.00 pm

RFO

76.3.1.3 AM advised that the Finance and Policy Committee had discussed the Willows and it would be carrying out

- a long term review of budgets, capital expenditure, planning for precept
- review of the Council's assets
- preparation of a financial plan together with a viable budget

RFO/Finance and Policy Committee

76.3.2 **Resolved** that the accounts and payment of cheques for August and September 2015 be approved. Proposed by AM, seconded by BB and agreed unanimously.

RFO

To receive the Report and Recommendations from the lead Councillor for Planning

MP presented report and recommendations for comments on the following planning applications and SCDC decisions. The recommendations for response to SCDC were agreed.

Reference	Address	Detail
S/1595/15/FL	85 Hollytrees	Single storey extension linking garage to house No objection
S/1117/15/FL	21 Oatlands Avenue	Single storey rear extension No objection
S/1714/15/FL	Childerley	Solar Farm development No objection
S/1904/15/FL	28 Hollytrees	Single storey rear extension No objection
S/1622/15/FL	Cambridge Fluid Systems, Trafalgar Way	Storage Tanks No objection
S/2015/15/FL	17 Hillcrest	Part single/part double front ext No objection
S/1654/15/FL	56 Field View	2storey rear extension No objection



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
held in The Parish Council Meeting Room
on Thursday 17 September at 7.00 pm

Clerk

S/1528/15/FL	27 Acorn Avenue	Part single and Part two storey rear extension Consent granted by SCDC
S/0720/15/AD	9 Trafalgar Way	Signs 1(a) illuminated, 1(b) and 1(c) subject to conditions (5 years) Consent granted by SCDC Double sided totem sign Refused by SCDC

77. County and District Councillors' Reports

County Cllr Harford's report had been previously circulated.

District Councillors' report had been previously circulated. RH noted that SCDC All Out Elections was to be discussed under item 79.

78. Consultation: CCC Part-night Street Lighting

78.1 To receive and consider comments from Councillors regarding proposals by Cambridgeshire County Council to turn off street lights across the village between midnight and 6am each day, and extend period of dimming of lights

Councillors had been around the village to see which lights were to be turned off by the County Council during the period midnight to 6am each day.

Clerk had made enquiries with the County Council to ascertain if individuals or groups could pay to have specific lamp(s) left on and been advised this was not an option the County Council was considering but they would welcome this suggestion to be included in any submission from the Parish Council. It was also noted that at the moment the street lights for part-night lighting was limited to areas covered by the central management system. Only Cambridge city, market towns and larger villages would be affected by the proposals as these streetlights were being replaced with Telensa equipment (80% of the County Council's street lights) Exclusions included sites where there was a large number of conflicting traffic movements, eg roundabouts on significant routes, sites where lights had been installed as a result of accident remedial measures, sites where police could demonstrate there would likely be an increase in crime if the lights were switched off, subways and where there is a



Bar Hill Parish Council Minutes of Monthly Parish Council Meeting held in The Parish Council Meeting Room on Thursday 17 September at 7.00 pm

statutory requirement to provide lighting. It appeared the proposals to turn off lights from midnight to 6am affected 550 street lamps in Bar Hill. Councillors were very concerned about these proposals and Hanover Housing had also expressed concerns.

78.2 To discuss costs/liability and decisions to be made

Resolved that the Parish Council will pay to keep all lights on between midnight and 6am from the precept. Proposed by BB, seconded by SJ. (9 for, 2 against)

Further additional proposal by AM that the Parish Council ask the County Council to reconsider the proposal to include the switching off between midnight and 6am of the street lighting at Saxon Way and Crafts Way as the Parish Council considers that this is the only route for residents and businesses to access their premises, and therefore should be classified as a through route and kept on throughout the night. Seconded by RH and unanimously resolved.

Clerk

79. Consultation: SCDC All Out Elections

To consider making response to South Cambs District Council All Out Elections Consultation

RH advised that an extra-ordinary meeting of SCDC was taking place the following week to discuss further. Reducing the number of Councillors from 57 to 45 would result in savings and would be coterminous with the County Council review. People were asked to complete the online survey.

All

80. To receive and consider request from Bar Hill Colts to remove pieces of wooden trim trail in order to extend and re-mark football pitches

BW advised this involved removing some pieces by the spine path which were in a poor state.

Resolved that Bar Hill Colts be permitted to remove the pieces of wooden trim trail by the spine path in order to extend and re-mark football pitches. Proposed by AM, seconded by BW and unanimously agreed.

Clerk

81. To receive and consider request for use of land adj. 12 Appletrees for Halloween Display for fundraising event for Addenbrooke's Hospital

Resolved that permission be given for use of land opposite 12 Appletrees for Halloween display for fundraising event for Addenbrooke's Hospital subject to site being cleared up after use and appropriate safety measures including no fireworks, paper lanterns. Proposed by JD, seconded by RH. (10 for, 1 abstention)

Clerk

82. To progress purchase and installation of bench – T Flanagan (dec)

SJ reminded Councillors that £1000 had been received from the family of T Flanagan with a request that the Parish Council plant a tree/install a seat to commemorate his work in the village.

Resolved that SJ should progress the purchase and installation of a seat fitting for the proposed site, by the Church. Proposed by MP, seconded by RH and unanimously agreed.

SJ

83. To receive request for Financial Support for World Guide Centre Volunteer

Clerk to advise applicant that regrettably the Council was unable to make a financial contribution and



Bar Hill Parish Council Minutes of Monthly Parish Council Meeting held in The Parish Council Meeting Room on Thursday 17 September at 7.00 pm

suggested that the Resident's Association might be able to help.

Clerk

84. Clerks Financial and Procedural Report

Clerk presented her report

84.1 Approval of works by the Parish Council

Resolved that the Clerk be given approval to

- obtain quotes for tree works at red roundabout near Little Meadow.
- accept quotes from Atlas for removal of Poplar tree at 87 Pheasant Rise £300 and raise, thin and reduce large Ash tree at 17 Appletrees £250
- progress works from 2015 Tree Survey for Fergusons to clear spine path near 65 Hillcrest of vegetation and foliage £60 and elder suckers at Pheasant Rise £30
- arrange for Grounds contractor to raise crown on large Cherry tree and cut brambles at play area near Foxhollow, removal basal shoots (16) trees around Otter gardens, remove cuttings Partridge Drive, raise crowns on 6 trees at Robin Close
- obtain day rate quotes for spine path, patch behind Hollytrees and Hollytrees perimeter road with assistance from AS

It was noted that Grounds contractor had recently cut back vegetation to clear paths at various locations including Otter Gardens, cut back shrubs at Acorn Avenue, pruned willows at The Willows, installed no parking signs at Gladeside and undertaken temporary repair of pothole at Viking Way.

Proposed by MP, seconded by AM and unanimously agreed.

Clerk

The Council also received reports that the pile of garden waste etc near the Farmhouse was growing

84.2 Posts for Street Numbering signs

Clerk reported that there was a number of street numbering signs which required installing but there were no posts. She presented quotes and recommended purchasing 10 pairs together with fixings.

Resolved that the Clerk should purchase 10 pairs of posts together with fixings from Algar Signcraft at £462 plus VAT and arrange for Grounds contractor to re-install the signs as appropriate, including obtaining consents where necessary. Proposed by AM, seconded by BW and unanimously agreed.

Clerk

85. Child and Vulnerable Adults Protection and Safeguarding Policy

AS presented the revised policy which was required to support the application to Amey for grant aid for the Skatepark. The policy was reviewed and some amendments made.

Resolved to adopt the amended policy and appoint BW as Child Protection Councillor. Proposed by SJ, seconded by AM and unanimously agreed.

Clerk

86. To receive and note general correspondence

86.1 A14 Cambridge to Huntingdon Improvement Scheme: Proposed changes (Ellington junction), details of hearings for September and Examining Authority Questions



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
held in The Parish Council Meeting Room
on Thursday 17 September at 7.00 pm

- 86.2 SCDC Cambridge Local Plan and South Cambridgeshire Local Plan (emailed 2.9.15)
- 86.3 SCDC Notes of workshop meeting of 27.8.15 – Electoral Boundary Review and District and Parish communications (emailed 2.9.15)
- 86.4 CCC parish e-bulletin Issue 1 (emailed 2.9.15)
- 86.5 Cambridgeshire Constabulary Anti-Slavery Day 17 October 10am-1pm Council Chambers SCDC (emailed 20.8.15)
- 86.6 SCDC District Councillor Barton Ward, F Burkitt, Consultation for bus/cycleways between Cambourne and Cambridge www.cambridgebold.org (emailed 10.9.15)
- 86.7 Viking Way – DM email to CCC re-adoption of Viking Way
- 86.8 Draft Cambridgeshire Flood and Water Supplementary Planning Document (for October Environmental Committee meeting) (emailed 8.9.15)
- 86.9 CCC Highways Open Day 17.9.15 and Local Highway Improvement Scheme applications (emailed 14.9.15)

87. Other Reports

The following reports were received:

- 87.1 Cambridgeshire Constabulary Histon Sector meeting of 5.8.15
Suggestion regarding Parish Councils being able to hire a PCSO on overtime, eg grant of £1000 for 42 hours to deal with parking issues was noted.
- 87.2 Village Hall Quarterly Income and Expenditure Report was noted

88. Items of information

The following items were received:

- 88.1 Village Litter Pick – scheduled for Saturday 10 October 2015. Clerk to order bags from SCDC
It was also noted that the school had requested to borrow the litterpickers so that the children could participate in the autumn litterpick.
Clerk to advise the school that the autumn litterpick would take place on 10 October, and the Council welcomed the input from the youngsters and would lend the litterpickers to the school.
- 88.2 CAPALC Up-date Day for Clerks and Chairmen Friday 2nd October 2015 9.30am – 3.30pm
Clerk to attend
- 88.3 JD asked if the Parish Council would do anything about the pond that was part of the flooding episode last year and it was confirmed this was in private ownership
- 88.4 BB reported that trees were growing out of the brickwork on the roundabout at Hatton Way (other side of the A14) and he was advised to report on the MyStreet website.
- 88.5 SJ suggested the Council should consider booking a date for collection of old electrical equipment eg Dec/Jan
- 88.6 BW reported request to remove wall at 2 Almond Grove. Parish Council unable to give consent.

The next full Parish Council Meeting will take place on Thursday 15 October 2015 at 7:00pm in the Parish Council Office.

There being no further business the meeting closed at 10.35pm.

Signed: Chairman of the Parish Council

Date: