



**Bar Hill Parish Council**  
**Minutes of Monthly Parish Council Meeting**  
**Held in The Parish Council Office**  
**at 7.00 pm on Thursday 19<sup>th</sup> March 2015**

**ACTION**

**Present:**

B Waters Chair (BW)  
S Jenkins Vice-Chair (SJ)  
J Hoyle Clerk (JH)

B Howard Councillor (BH)  
A Mitchell Councillor (AM)  
M Nelson Councillor (MN)  
M Pope Councillor (MP)  
A Saunders Councillor (AS)  
S Spence Councillor (SS)  
J York Councillor (JY)  
J Doland (JD)  
B Burrage (BB)

**Apologies:** R Hall Councillor (RH)

**2015**

**Open Forum**

No members of the public were present. BW welcomed Dianne Marshall (DEM) who will act as consultant temporary Clerk to Bar Hill Parish Council (see agenda item 21.9).

**19. To receive apologies for absence and any declaration of interest**

There were apologies received from RH. AS declared an interest in correspondence to be read out under agenda item 26 (Items for information).

**20. To approve minutes of previous meeting.**

The minutes of the Parish Council meeting held on the 19<sup>th</sup> February 2015 were read out and the following corrections made. Under agenda items:

12.3 – SJ clarified that the expected lifespan of 5 years related to the skate parks' surface.

13.3 - AM had volunteered to act as Cllr Responsible for Financial matters when the Council's Responsible Financial Officer was appointed.

14.4 - The request by Circus Tyanna to use the field this year had been made with stipulations which included discussions with the cricket and football teams.

Thereafter the minutes were approved as a true record. Proposed by BW seconded by SJ. All in favour.

**Matters arising from the minutes**

Under agenda item 13.2 BH raised the matter of the financial queries and JH confirmed that this had been a minor error in the VAT reporting that had subsequently been resolved/ corrected by LGS.

Under agenda item 14.4 BW reported that the cricket team had been made aware of the situation (Paul Stimpson).

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

**21.1 The Willows-update**

The council acknowledged that it remained a matter of urgency to find tenants for this building. BW continued to have discussions with Jonathan Lager of Robinson Layer whilst SJ reported she had met with alternate representatives, Barker Storey Matthews. After debate council approved that Jonathan Lager of Robinson Layer be appointed as the sole agent currently for this matter but that this was subject to and dependent on them finding tenants quickly. Proposed by MP seconded by



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AM. All in favour.

**ACTION: BW, DEM**

**21.2 The Farmhouse – update**

BW reported there were still issues with the lease and that the solicitors acting for the current tenant needed to repeat priority searches to progress matters. BW reported that the current tenant has raised some accessibility issues but irrespective continues to pay the rent.

**21.3 Skate park-update**

SJ reported that there was no update as the last meeting had been postponed. It was noted that there was rubbish including a sofa dumped in this area and council approved that SCDC Environmental Health should be contacted to remove it. Steve Lawlor had reported a den had been created on ground near the A14 flyover/bridleway. SJ indicated she would contact the Neighbourhood Watch Co-ordinator to look into this matter and also into any other potential issues that might arise with the policing of the skate park area. It was agreed that the results of this should be reported at a subsequent council meeting. BB raised concerns about the length of time taken and potential costs of the project. SJ responded that the requirements for grant submissions were complicated but that matters are progressing. Council confirmed its commitment to provide £10 000 for this project.

**ACTION: DEM, SJ, BW**

**21.4 Village Hall-update**

There were no updates to report as a meeting is scheduled to occur after this parish council meeting.

**21.5 Rubbish in woods**

There were no updates to report. JH had informed Chris Bradley (SCDC) who had visited the site.

**21.6 DPPO vs PSPO**

BW reported that the PSPO provided more Powers to the council in dealing with antisocial behaviours and activities than a DPPO but it remained important to ensure it retained at the very least DPPO status. BW indicated that she would continue to liaise with Mark Rabel and council requested that the local area police sergeant is invited to a subsequent council meeting to discuss this and other policing matters and concerns.

**ACTION: BW, DEM**

**21.7 John Doland-Sign for Robin Close, parking at other areas.**

JD reported that the parking on the grass continues to be an issue but the van parking at Gladeside had not returned. Council approved that quotes should be obtained for the installation of some wooden post/rails to deter parking in this area.

**ACTION: DEM, SL**

**21.8 A14**

MN indicated he had registered his personal interest on the Public Inspectorate website. ([portalhttp://infrastructure.planningportal.gov.uk/projects/eastern/a14-cambridge-to-huntingdon-improvement-scheme/](http://portalhttp://infrastructure.planningportal.gov.uk/projects/eastern/a14-cambridge-to-huntingdon-improvement-scheme/)). BW stated that it was important for Cllrs not to miss the opportunity to go to meetings and to voice any comments or concerns on this matter as it will affect Bar Hill residents but noted that the council as a body had not registered an interest before the deadline.

**21.9 New Clerk/RFO**

BB raised concerns and JH agreed that 16h/pw was insufficient time to provide adequate clerk services more so when there was a need to learn about the role and duties and/or undertake training. BW indicated that advice had been sought from CAPALC. Concerns were raised about Cllrs acting and taking responsibility for decisions without a trained Clerk. After debate council



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approved that it would retain the experienced Clerk for up to 10 hours per week at a rate of £15.69 plus mileage at a rate of 45p/mile (where possible to be proportioned between Bar Hill and Milton Parish Council) until June when the contract with LGS would finish and at which point there would be an expectation that DEM would assume position of RFO (subject to mutual agreement).

In the interim council approved that it would advertise in the Bar Hill News to appoint an Assistant Clerk for 20 h/pw (suitable pay scale to be determined). Proposed by BW seconded by AS. All in favour.

**ACTION: BW**

**21.10 Cleaner & Payments**

Council received the information sheet from LGS concerning employed vs self employed status. After discussion it was agreed that the cleaner was self employed and should submit invoices for payment that may be remitted by the Clerk from the office petty cash. Council also approved that it would replace for the council offices' old vacuum cleaner up to a maximum of £100 and that this could be used by the cleaner should she wish to assist her in her duties.

**ACTION: DEM, BW**

At 8:29pm BW requested and members agreed to vary the order of the agenda

**25. Other Reports- SCDC Planning Policy Monthly Update**

District Cllr Lynda Harford provided an update in regards to the issues with the balancing pond. Council confirmed that it had not been served with an enforcement notice and opinion remained that CCC and Anglian Water were also stakeholders in resolving this matter along with the council. Council observed that currently it does not have the technical knowledge that CCC and Anglian Water would reasonably be expected to retain to adequately provide a specification for quoting purposes.

AM noted his disappointment that many residents had remained unaware of the consultations that had taken place prior to the now imposed changes to the 1A route as well as the overall reduced bus services to and from Bar Hill. LH indicated that the necessity to reduce services and consider charging for parking at Park and Rides was as consequence of a number of factors including cuts in public funding and the contractual obligations imposed on the council by Stagecoach. Cllr Harford agreed that she would bring the concerns in respect of lack of consultation up at the next SC Planning Policy meeting.

At 9:48pm BW reverted to the original order.

**22. Clerks Financial and Procedural Report.**

**22.1 Approval of works by the Parish Council.**

JH reported that the toner cartridge in the printer needed replacing and AM volunteered to be responsible for undertaking this activity. AM noted that should any further repairs be required to the photocopier it might be more cost effective, given the repair costs to date, to purchase a newer type of multi function printer. Proposed by AM seconded by JY. All in favour.

**22.2 LGS Financial Report**

Council approved the financial report. Proposed by AM seconded by BB. All in favour.

**22.3 Approval of accounts and payments of cheques for February/March 2015**

BW indicated that the Contractors who had undertaken the tree works at the Spinney had submitted their invoice for payment but that this matter did not appear on the payments list. BB was not



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satisfied that this work had been undertaken to the council's specification specifically in relation to reduction of the trees to 7 foot in height. Council approved that subject to BB's satisfaction that this invoice be paid with the others listed. Proposed by AM seconded by SP. All in favour.

**ACTION: BB, DEM**

**23. General Correspondence Received.**

**23.1 SCDC -Planning Policy Monthly Update for March** (Emailed, information only)

**23.2. RoSPA Play area Inspection**

Council noted the RoSPA letter indicating that the annual inspection was due in April and requested that a review of this matter be undertaken for re-listing on next month's agenda.

**24. Committee Reports**

a) Planning Committee (MP)

S/0353/15/FL 59 Little Meadow-No issues or comments.

MP indicated that he would be unable to attend next months' Parish Planning Training Event at Swavesey and that details should any other Cllr wished to attend in his place could be obtained from either MP or BW who was expected to attend the event.

b) Environment Committee.

There was no action or updates reported.

**25. Other Reports.**

a) South Cambridge District Council (BW/RH) Village Pubs.

There were no reports.

b) Any other Reports.

MN provided an update to the recent incident in which the defibrillator was potentially needed and voiced concerns to the lack of or lax procedures operated by The East Anglian Ambulance Service in accountability, access, security and use of this item. SJ noted that she had had difficulty in locating the unit after it had been taken for emergency purposes. MN registered his dismay that as the responsible Cllr for this item he remained unaware of the situation either during or after the event. The council approved that MN should gather all pertinent information with a view of sending a letter of complaint to the Trust.

**ACTION: MN**

**26. Items for Information.**

**Tesco Collection Trolley-** BB reported that this seems to have taken up residence near Hills Motors/Urban Cars. Action - BW will email the Tesco Representative.

**The Fox Pub** – BB reported that this was now under new ownership.

**Stream issues** -AS read out a letter. BW requested this be added to next months agenda Action: DEM

**Litter issues** – BH to report issues to Clerk to pass to Steve Lawlor

**Community Police Presence-**AM questioned whether it was possible for the local police to attend meetings more often

**Rubbish Pheasant Rise-** AM reported issues here. Action- to be reported to Chris Bradley SCDC.



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**LGBT Bar Hill Group** – AM reported that the website is now up and running.

**APM date** - SS confirmed that the APM was set for 23<sup>rd</sup> April 2015

**Community Litter pick** – SS confirmed the litter pick date was 25<sup>th</sup> April 2015.

**Website** – MN reported that there was now 4186 hits from last month and that he would welcome input such as local adverts/lost pets requests.

**Dobbies** -SJ had previously reported that Dobbies would donate some plants but was pleased to report that they would now plant, in conjunction with their 'Little Seedlings Club' activities, the council's tubs/ and baskets at the PC offices, along Spine Path and outside the library. The council noted with thanks this generous gesture.

**Tyanna Circus** -JH had e-mailed the circus to arrange a site visit but had not received a response.

**Advertising** – A request had been made to put up notices advertising the market to encourage customers. RH objected as the council had a strict policy on posting notices around Bar Hill. AS requested that this matter be discussed at the next council meeting.

**Next Meeting** - There being no further business the meeting closed at 9:53pm. The next full Parish Council Meeting will take place on Thursday April 16<sup>th</sup> 2015 at 7:00pm in the Parish Council Office.

Signed .....(Chair)