



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
Held in The Parish Council Office
at 7.00 pm on 21 April 2016

ACTION

Present:

- B Waters Chair (BW)
- S Jenkins Vice-Chair (SJ)
- B Howard (BH)
- J Doland Councillor (JD)
- R Hall (RH)
- 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)
- County Cllr L Harford

The Chairman opened the meeting and invited members to stay on at the end for a Toast to celebrate the Queen's 90th birthday, which was today. This was accepted.

Open Forum

There were no members of the public present

58.16 To receive apologies for absence

Noted that RH was expected but would be a little late.

59.16 Declarations of Interests:

- SJ – Item 67.16 Personal Interest (neighbour consultee) & Item 62.1.16 Personal Interest
- BW – Item 67.16 Personal Interest (neighbour consultee and District Councillor)
- RH – Item 67.16 Personal Interest (District Councillor)

60.16 County and District Councillors' Reports

The report from the County Councillor had been circulated. LH advised that the County Council was trialling a new electronic system for reporting complaints called 'Report It'. MP praised the SCDC reporting system. AM asked if there was any increase in use of the Park and Ride and LH advised that levels had remained fairly consistent.

LH left the meeting at 7.09pm

61.16 Minutes and agenda of the meeting held on 17 March 2016

Resolved that the minutes of the meeting of 17 March 2016 be approved and signed as a true record. Proposed by SJ, seconded by AM (BH abstained)

Resolved that the agenda of the meeting of 17 March 2016 be signed by the Chairman as confirmation of the business transacted at that meeting. Proposed by JD, seconded by AM. (BH abstained)

RH arrived at 7.20pm



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62.16 Matters for discussion and decisions to be made from Previous Minutes

SJ declared a personal interest in 62.1.16

62.1.16 Up-date on Sale of The Willows

Noted that SCDC had advised that an application for change of use from offices (Class B1(a) to two 1-bedroom residential units (Class C3) did not require prior approval of the local planning authority.

There was no further information to report on the sale other than that the Chairman was progressing completion of the CPSE form. **BW**

63.16 Minutes of Meetings of Committee

Resolved that the Minutes of the following Committees as printed and attached to these Minutes be accepted and any recommendations contained be adopted. Proposed by AM, seconded by AS

63.1.16 Environment and Amenities Committee 6 April 2016

63.2.16 Finance and Policy Committee 14 April 2016

subject to:

- a) Clerk advised that there was a correction to the 3 February 2016 Environment and Amenities Committee meeting which she would have recorded on signing the March Minutes. Namely Item 16.16 agenda of 21 January 2016 to be amended to 13 January 2016.
- b) Noted that Item 55.16 of the Environment and Amenities Committee had been deferred and BW was seeking advice from solicitors regarding a number of issues in respect of leaseholds. Cheque to be held and not banked at present. **BW**
- c) The proposed Policy for Litterpicking drafted by AS was reviewed.

Resolved to adopt the Litterpicking Policy as presented with immediate effect. Proposed by SJ, seconded by RH. 1 against (AM)

Noted that SCDC supported community litterpicks and were able to lend litterpick tools and provide bags

- d) Draft F&P Committee Minutes 42.15 Matters Arising item 31.16 MP sought clarification on 'Agreed to hold off investigating disposal of metal shelters'. On discussion it was confirmed this was work in progress and this sentence should be deleted from the draft. **Clerk/AM**
- e) AM advised that the Council was not eligible for business account with BT as it was limited to charities or those registered for VAT. He confirmed the second telephone line had been removed. He would confirm difference in costs now the line had been removed. **AM**
- f) F&P Committee, Item 44.16 Recommendation regarding insurance valuation service.

Resolved that this item be referred back to the F&P Committee for further discussion. Proposed by MP, seconded by AS **F&P Committee**



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64.16 Planning

Lead Councillor for Planning, MP, presented report and recommendations for comments on the following planning applications:

- S/0553/16/FL 108 Appletrees 2 storey side and single rear extension – no objections
- S/0541/16/FL 72 Pheasant Rise Replacing existing orangery to rear – no objections
- S/0585/16/FL 53 Stonefield Entrance porch plus single storey side/rear extension – no objections
- S/0469/16/NM 9 The Fairway Amendment to previous application for 2storey side ext (S/2137/10) – no objection

In addition he reported on an application **S/0565/16/FL Unit 13 The Mall**, alterations to rear elevation of unit to create new rear access door and change of use of area to the front of shop to create external seating area which required a response by 11 May 2016. The plans were examined which included seating outdoors.

Resolved that Bar Hill Parish Council is concerned that the proposals

- a) extend into the pedestrian area significantly by 3m, resulting in considerable loss of sheltered walkway
- b) there is an existing issue of food scraps not being cleared away by Fish'N' Chick'N' overnight and this would exacerbate the problem and encourage vermin.
- c) Bar Hill Parish Council recommends refusal by the planning authority.

Proposed by MP, seconded by AM **Clerk**

The following SCDC decisions were noted:

S/0368/16/FL 8 Otter Gardens 2storey side extension - Refused

65.16 Matters Arising from Minutes of Committees

There were none other than those reported under item 63.16 (Items b), d) and e))

66.16 Parish Councillor Vacancies (3)

Two applications were received and considered.

Resolved that Francine Cox and Paul Dawson be co-opted to the Council to fill two of the vacancies. Proposed by BW, seconded by MP.

Clerk

Clerk to re-advertise to fill remaining vacancy.

Clerk

67.16 Hallmark Hotel – Residential Development Proposals

A copy of the planning application had been received on 18 April 2016 and was available on the SCDC planning portal.

The application was reviewed and fully discussed.

Resolved that Bar Hill Parish Council comments as follows

- a) Concerns regarding visual impact of 2 apartment blocks; detrimental to streetscape
- b) Concerns at provision of a zebra crossing within 40mph speed limit



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- c) Concerns about the amount of the bunding to be retained and the amount of trees to be retained on that site

No objections

Proposed by MP, seconded by JD (7 for, 1 against)

Resolved that the Clerk, subject to their consent, attach a copy of the letters/emails received from residents to the Council's response to SCDC. Proposed by MP, seconded by SJ

A further letter of objection from a member of the public was received and the Clerk was instructed to acknowledge and advise that it should be sent to SCDC direct. **Clerk**

Bellenden had proposed a meeting with members of the Council at the Hallmark Hotel on 28 April 2016.

Resolved that the Clerk inform Bellenden that the Council declined the offer of a meeting. The Council had received and considered the application and would make comments to SCDC.

Proposed by AS, seconded by AM **Clerk**

68.16 2016 Annual Parish Meeting – 12 May 2016

Draft agenda agreed, and to include item regarding development of 40 homes adj Hallmark Hotel. All village organisations had been invited to attend to give a report.

69.16. Play Inspection Reports

SJ reported that the new cradle seats and chains had been installed on the equipment at the Village Green. She had arranged for grounds contractor to carry out minor repairs to fencing.

SJ was awaiting further information on some pieces of equipment from the technical department at Wicksteed **SJ**

The Tom Flanagan seat had been installed at the village green adj the Church

AM commended SJ on all her efforts on these projects. Seconded by JD and agreed unanimously.

70.16 Finance

70.1.16 Payment of Accounts and Statement of Balances for April 2016 had been circulated. AM had checked the schedule of income and expenditure, together with invoices and cheques and recommended approval for payment.

Noted from the reports that income to 21 April 2016 was £63,380.60, including first half of the Precept. Expenditure £4179.84 giving a balance of £105,692.10 including all reserves.

Resolved to approve payment of cheques as per April schedule including 3 late invoices – Grounds contractor (2) and Wicksteed (1), and accept the April accounts. Proposed by AM, seconded by RH.

70.2.16 RFO Financial Reports and Recommendations

The report from the RFO had been previously circulated (email)

Resolved that as recommended by the F&P Committee, the 3 invoices for payment in 2015/16 financial year be approved. Proposed by MP, seconded by AM



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The 2015/16 Year End Accounts including year-end adjustments, bank reconciliation, VAT to be reclaimed for the last quarter, variance report, summary of the 2014/15 and 2015/16 Income and Expenditure Account and Balance sheet, together with the draft Section 2 Accounting Statements had been previously circulated.

AM confirmed he had met with the RFO to go through the accounts and recorded appreciation for all the work she had carried out.

Receipts for the year were £108588.25, payments £111410.52, VAT to be reclaimed £2630.40. Balance to carry forward at 1.4.16 was £49121.74, comprising £47,282.35 general reserves, £276.89 earmarked reserves – donation, and £1562.50 rent deposit.

Resolved that the draft 2015/16 year end accounts, including year end adjustments on pages 1 and 2 be approved. Proposed by AM, seconded by BW.

SLCC Membership renewal 1 May 2016.

Resolved to approve contribution towards 2016/17 SLCC membership of £100 (a total of £167pa) Proposed by SJ, seconded by MP

70.3.16 Electricity supplies for disused skatepark

Clerk reported that EON had advised the account could not be closed down as there was a live supply to the site but they had offered a package with Nil standing charge tariff until the site was in use again which she had accepted.

70.4.16 Review of RFO arrangements

It was noted that the RFO had indicated that she did not expect to be able to continue in role. AM proposed a vote of thanks for all her help over the last year. This was seconded by BW and agreed. CAPALC to be contacted for advice.

71.16. General Correspondence

The following had been previously circulated and were received and noted:

SCDC Mental Health Awareness in South Cambs – 16-23 April 2016 (emailed 6.4.16)
SCDC Northstowe – updates and Community Forum meeting 20.4.16 (emailed 13.4.16)
SCDC Funding Opportunities (emailed 13.4.16)
SCDC South Cambs Local Plan Modifications (emailed 4.4.16)
Area Crime up-date (emailed 4.4.16)
A428 – works up-dates (emailed 4.4.16)
Highways England A14 updates (emailed 4.4.16)
CCC Cambridgeshire Future Transport – bus service review (emailed 13.4.16)
CAPALC/NALC DIS Extra (emailed 7.4.16)
Village Hall – notice of plumbing works
Bar Hill Scout group – leaking roof on Scout Hut – BW confirmed she had directed the Scout leader to sources of funding including the Residents' Association
Came & Co newsletters Spring 2016 (emailed 4.4.16) and December 2014 (emailed 20.4.16) - advice on using volunteers eg litterpicks, winter gritting, risk assessments etc)

72.16 Other Reports

There were none



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73.16 Items of Information/Next Agenda

SCDC Planning Policy Monthly update April 2016

AM advised he had been looking at costs for a replacement printer. The Clerk had also received a quote and AM requested details

Branches/garden rubbish still to be cleared from near 77 Pheasant Rise. Clerk to pursue with grounds contractor urgently.

BW reported that the resident had been to the office again regarding cuttings to be removed at The Brambles and SCDC had been contacted but clearance was not deemed urgent

SJ reported that sadly Di Palmer, a former Parish Councillor, had passed away

74.16 Date of Next Meeting

The next full Parish Council Meeting will take place on Thursday 19 May 2016 at 7:00pm in the Parish Council Office.

There being no further business the meeting closed at 9.55pm

Signed: Chairman of the Parish Council

Date: