



**Bar Hill Parish Council**  
**Minutes of Monthly Parish Council Meeting**  
**Held in The Parish Council Office**  
**at 7.10 pm on Thursday 19 January 2017**

**ACTION**

**Present:**

- B Waters Chair (BW)
- S Jenkins Vice-Chair (SJ)
- F Cox Councillor (FC)
- P Dawson Councillor (PD)
- J Doland Councillor (JD)
- R Hall Councillor (RH)
- B Howard Councillor (BH)
- A Mitchell Councillor (AM)
- M Nelson Councillor (MN)
- M Pope Councillor (MP)
- R Sadler Councillor (RS)
- A Saunders Councillor (AS)
- S Spence Councillor (SS)

**In attendance:**

- S J Bell (Clerk)
- County Councillor L Harford (LH) Item 003.17

The meeting was late starting due to a meeting with SCDC officer and Parish Council representatives to receive update on progress with Dam Brook/Hollytrees stream stabilisation works which had run on a little longer than expected. (reported under item 019.17)

**Public Forum**

2 members of the public present

Chair welcomed two residents and invited them to speak. Both confirmed that they did not wish to comment on any issues and were in attendance to observe the meeting.

**001.17**

**To receive apologies for absence**

There were none. Chair advised that the County Councillor had advised she would be a little late due to attending another meeting.

**002.17 Declarations of Interest:**

- FC – Item 016.17 Pecuniary (tenant)
- PD – Item 17.17 Personal

**003.17 County and District Councillors' Reports**

**Resolved** that this item be deferred until arrival of the County Councillor. Proposed by Chair and unanimously agreed

**004.17 Minutes and agenda of the meeting held on 15 December 2016**

**Resolved** that the Minutes of the Council meeting of 15 December 2016 be approved and signed as a true record by the Chair, and agenda of the same date signed by the Chair as confirmation of the business transacted at that meeting. Proposed by MP, seconded by SJ.

**005.17 Matters Arising**

**224.16 A14 Cambridge to Huntingdon Improvement Scheme** BW advised that Cheffins had confirmed the contents of their letter regarding fees and these fees would be reimbursed by Highways England to the Parish Council. Costs for any extra work requested of Cheffins would have to be met by the Council. Noted that this was an agenda item – see 011.2.17.

**225.16 Leap and Learn** AM noted the response from Leap and Learn and Clerk confirmed this would be on the next F&P Working Party agenda as decided at the previous full council meeting.



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**006.17 Minutes of Meetings of Committees**

006.1.17 AS presented Minutes of Environment and Amenities Committee of 4 January 2017

**Resolved** that the Minutes of the Environment and Amenities Committee meeting of 4 January 2017 as printed and attached to these Minutes be accepted and the recommendations be adopted. Proposed by AS, seconded by RH. AM abstained.

**007.17 Planning**

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

S/3508/16/FL Bar Hill Sports and Social Club Village Hall Erection of 2 external flues to roof to serve new kitchen facility.

**Resolved** that the Council supported the application. Proposed by BW, seconded by AM **Clerk**

S/3477/16/RM BDW Eastern Counties Parcel H2 Phase 1 Northstowe application for approval of appearance, landscaping, access, layout and scale for 135 dwellings – for information only

To note the following SCDC consent:

S/3174/16/RM Bovis Homes Parcel H4 Phase 1 Northstowe Application for approval of reserved matters (Access, appearance, landscaping, layout and scale) for erection 84 new build dwellings with associate parking, landscaping and infrastructure following outline planning approval S/0388/OL - Approved

**008.17 Matters Arising from Minutes of Committees**

Environment and Amenities Committee 4 January 2017  
There were none

**009.17 Residents' letters**

AM reminded Councillors of the need for confidentiality. BW turned to the two members of the public present who were the authors of the two letters. They both verbally consented to their letters being discussed in each others presence rather than under a resolution of exclusion of the public.

009.1.17 Further letter from resident requesting information about closure of skatepark and arrangements for new one was received.

009.2.17 Letter from resident regarding untidy area at The Brambles and future of the skatepark was received.

The Chair took 009.2.17 first. MP reported that as part of the clearance/maintenance of the spine paths of Chestnut Rise/Hillcrest/The Brambles, the area in question had been included and contractors (day-rate) were expected to be on site in the next month or two. With regard to skatepark, it was confirmed that the Council had not discussed this as a regular item on the agenda in recent months. Also noted that Highways England had issued notice of compulsory purchase and compulsory temporary use of Parish Council owned land in this area of the village and final details/impact had not yet been received. Clerk to write to resident accordingly. **Clerk**

With regard to the letter requesting information (009.1.17) Chair invited Councillors to comment and discuss. Councillors were concerned about the tone of all the letters received from this resident. Chair reported that she and the Vice-Chair had undertaken some preparatory work in identifying documents required and costs. Clerk advised that the Council could engage with the local



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Association of Local Councils. AM advised that the Facebook page was not the Parish Council's and the page did indicate that it was not an official site. MN said he would work with BW and SJ to put an article on the Council's website giving a timeline of events – problems experienced and what drove the Council to have to take down the skatepark, options for the future and create the potential for moving forward. **MN/BW/SJ**

The two residents left the meeting

**Resolved** that the Council should contact Cambridgeshire and Peterborough Association of Local Councils. Proposed by RS, seconded by MP **Clerk**

**Resolved** that the Clerk should write to the resident to acknowledge the request for information and to advise the Council was seeking advice from the Cambridgeshire and Peterborough Association of Local Councils, and the Council would correspond thereafter. Proposed by AM, seconded by AS **Clerk**

**010.17 Precept Payments**

Clerk confirmed the precept request had been submitted to SCDC and it was noted that payments were scheduled to be made on 21 April 2017 and 22 September 2017

**011.17 A14 Cambridge to Huntingdon Improvement Scheme**

011.1.17 Highways England Bulletins had been circulated and it was noted that The Avenue at Madingley would be closed 20 February to 1 March 2017. Also noted that trees had been removed from around the infiltration pond but further details regarding what Highways England intended to do with other areas of land under notice of possible compulsory purchase and temporary use, and impact around entrance to village, had not yet been ascertained.

011.2.17 Chair confirmed she had contacted Cheffins for clarification of costs, as previously reported under Matters Arising above.

**Resolved** that having received confirmation of fee rates and arrangements for reimbursement by Highways England, the Council would engage Cheffins as agent for dealing with Highways England for the compulsory purchase and temporary use of Parish Council owned lands. Proposed by MP and seconded by AM. **Clerk**

**012.17 Clerk's Report**

County Councillor L Harford arrived during this item at 8.30pm

The Clerk's report was received. She confirmed the Internal Auditor had attended and a report would follow. RH advised he had met the Internal Auditor and discussed work on the review of Policies. An Archive policy was also required.

Chair proposed that the meeting return to item 003.17 County and District Councillor reports and this was agreed. (8.40pm)

**003/17 County and District Councillors' Reports**

A copy of the reports from the District Councillors and the County Councillor had been circulated prior to the meeting and were noted.

AM asked if County Councillor would support the MP's 'Public Transport Feedback' and she confirmed she would.

MP said there was a number of roads in the village that needed improvement works and asked if a schedule of planned works could be provided. LH confirmed she would look into this.



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In response to a question about the County's budget setting, the County Councillor advised the political groups were discussing this and included a possible rise in Council Tax (2%) and also Social Care (3%). She asked the Councillors how they felt about rise in Council Tax of 1% and 2% for Social Care. Councillors generally felt this would likely be agreeable.

County Councillor L Harford left the meeting at 8.50pm

**013.17 Buckingham Palace Garden Party**

Nominations were invited for submission to Cambridgeshire and Peterborough Association of Local Councils as a representative from Cambridgeshire.

Chair nominated SJ, Vice Chair, and this was discussed. There were no other nominations.

**Resolved** that SJ be nominated for selection as a representative of Cambridgeshire for the Buckingham Palace Garden Party on 23 May 2017. Proposed by RH, seconded by AM. **Clerk**

**014.17 Community Awards**

Nominations were invited for submission to SCDC for a Community Award

RH was nominated and there were no other nominations.

**Resolved** that RH be nominated for Village Hero Community Award and AM to make the submission on line on 20 January 2017. Proposed by JD, seconded by SJ **AM**

**015.17 Bar Hill Golden Jubilee Celebrations**

RH advised that HRH The Duke of Gloucester would be visiting the village on Thursday 2 February and Councillors were invited to attend a reception at the Bar Hill Church Centre, 2pm for 2.30pm to mark the 50<sup>th</sup> anniversary of the arrival of Bar Hill's first residents and the foundation of Bar Hill Church. **All**

8.57pm FC had declared a pecuniary interest in the following item and withdrew while the issue was discussed.

**016.17 The Farmhouse**

A request from the tenant to erect a stud wall with insulation across room on first floor to create two separate areas was received and discussed.

**Resolved** that the Council consented to the internal works as detailed on the request subject to the tenant removing the wall at their own cost and make good at the end of the tenancy if the Council so desired at that time. Proposed by BW, seconded by SJ. **Clerk**

9.05pm FC was called back into the room to rejoin the meeting.

**017.17 Consultation Documents: Public Transport Feedback – H Allen MP**

The local MP had advised she had received a number of complaints about public transport failings on local buses and trains in South Cambs and the Council was invited to submit comments.

PD declared personal interest and withdrew.

Other than issues raised by some Councillors in previous Council meetings the Clerk confirmed she had received no complaints from members of the public. AM confirmed he had himself responded on-line with recommendations.



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**Resolved** that the Parish Council did not feel it should comment but could agree to put an item in the Bar Hill News for village residents to be able to comment if information was provided by the 15<sup>th</sup> of the month preceding the month of publication. Proposed by MP, seconded by RH **Clerk**

PD re-joined the meeting.

**018.17 Finance**

018.1.17 Payment of Accounts and Statement of balances report for January 2017 previously circulated. Income £2396.10, expenditure £8780.66, balance of £325,099.49.

RH had checked the January schedules of income and expenditure together with invoices and cheques, and subject to amendment on the payments schedule of cheque no. 5158 nett figure should read £45, gross £54, recommended approval for payment.

**Resolved** to approve payment of cheques as per January schedule subject to amendment in respect of cheque no. 5158 on the schedule of payments. Proposed by RH, seconded by AM. **RFO**

018.2.17 RFO Report. The Clerk advised that there was nothing else to report from the RFO.

Chair advised that she had received a telephone call from SCDC today confirming that they were looking into the Council's enquiry about fees for emptying litter bins within the parish and she would keep Councillors informed of the outcome. Also noted that it had cost £330 to get sheets of wood and pallets etc removed from the old skatepark site over Christmas but that this week further flytipping - a picnic table and chair and assortment of litter was back on site. **BW** –

MP reminded Councillors that some of the budget for tree works would need to be put forward as earmarked reserves for the next year as not all the work and corresponding invoices would be in by the end of this financial year. This had been flagged with the RFO. **RFO**

Noted that the next F&P Working Party meeting was scheduled for Wednesday 15 February 2017. Policy review, lease review, end of financial year arrangements, asset register and interim internal audit report to be included on agenda **RH/RFO**

**019.17 Dam Brook/Hollytrees Stream**

MP reported on the meeting with R Mungovan earlier in the evening to discuss options for progressing major works on stabilisation of the banks.

**Resolved** that following discussion with R Mungovan to discuss a way forward with works for the stabilisation of the banks, AS (Chair E&A Committee), and MP would meet with R Mungovan in the near future to discuss options to proceed and report back to the E&A Committee for the March agenda. Further, that RS would act on behalf of the Council to seek opportunities for grant funding for some of this work. Proposed by BW, seconded by AS.

**020.17 General Correspondence**

The following items were received and noted:

Northstowe Community Forum meeting 18 January 2017 – no one had been able to attend  
Healthwatch Briefing 20 February 2017 – Swavesey – no one available to attend  
CCC Gritting routes – reinstated - from 30% of network to 44%  
Highways England Road Projects – access to information



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CAPALC Bulletins December and January – of note more parish conferences were planned, advice for Councils as owners and custodians of land, website and IT security, Council written communications including emails, training events and funding opportunities including Cambridgeshire Communities Innovation Fund  
CAPALC Referendum Principles – Referendums deferred for Parish Precepts  
CAPALC DIS 898 and Grants and Funding Bulletins  
Cambridgeshire Adult Care and Support Services Guide  
SCDC Proposed new service to Parish Councils – Tree, and Health and Safety Surveys. MP advised that he would discuss this at the proposed site meeting with the SCDC Tree Officer in a few days.  
SCDC Local Plan – Hearings Programme update. 28 March – 6 April 2017 – Waterbeach New Town, Northstowe Extension and Bourn Airfield New Village

**021.17 Other Reports**

There were none

**022.17 Items of Information/Next Agenda**

SCDC Planning Policy Monthly update  
Chris Grayling, Secretary of State for Transport was pressing ahead for the Cambridge to Oxford rail link  
Appointments at GP surgery – AM advised the Patient Participation Group had been disbanded and there was no forum for patients to raise concerns about lack of availability of appointments. He confirmed he would write to the Resident's Association for support to get a group re-established.  
Environment Agency had inspected outfall near Brookdale and confirmed they had no concerns regarding discharge. County Council would be dealing with the cracks in the footbridges.  
RH reported that he had picked up dumped Christmas tree for sale boards – SJ confirmed she had taken down these boards over the lead up to Christmas in accordance with the Council's policy for no flyposting.  
Parking issues around the village still ongoing and Clerk confirmed she hoped to get letters out next week following decisions and recommendations made at the last E&A meeting.  
Clerk reported that a resident had suggested having a Community Christmas tree next year in the area in front of the Council offices. This was thought to be a lovely idea and would be discussed at the early Autumn E&A Committee meeting. Clerk

**023.17 Date of Next Meeting**

The next full Parish Council Meeting will take place on Thursday 16 February 2017 at 7:00pm in the Parish Council Office.

**024.17 EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved** that in accordance with section 1(2) of the Public Bodies (admission to meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at agenda items 025.17, 026.17, 027.17 and 028.17 namely [minutes](#), [meetings](#) and [solicitor](#) advice it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

There were no members of the public present.

There being no further business the meeting closed at 9.45 pm

**Signed: Chair of the Parish Council**

**Date:**