



**Bar Hill Parish Council**  
**Minutes of Monthly Parish Council Meeting**  
**Held in The Parish Council Office**  
**at 7.00 pm on Thursday 16 October 2014**

**ACTION**

<b>Present:</b>	B Waters	Chair	(BW)
	S Jenkins	Vice-Chair	(SJ)
	L Baffa	Clerk	(LB)
	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)
	J York	Councillor	(JY)

**2014**

**Open Forum**

**75. To receive apologies and declaration of interest**

There were no apologies and no declarations of interest made.

**76. To Approve Minutes of previous Meetings**

The Minutes of the Parish Council Meeting held on 18<sup>th</sup> September 2014 were read and approved as a true record. Proposed by JY and seconded by AS. All in favour.

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

**77.1 The Willows – update**

An email was received from Woodfines stating that they are “nearly there”. However, they have since come back and queried the water supply. The Clerk sent the invoice that proves that the Parish Council had a separate water supply piped in to the premises.

**77.2 The Farmhouse – update**

No further information with regard to the lease.

**77.3 Skate Park – update**

SJ reported that we are now at the stage to recommend a contractor for the installation of the new skate park. It was suggested that one more contractor, Rob Steele, be asked to quote before a final decision is made. MP asked about annual maintenance charges and also about the warranty on the skate park. SJ replied that due to the ramps being metal framed, there should not be any maintenance for the first couple of years. The ramps themselves will be constructed of wood and these will need to be repaired/replaced from time to time. Most contractors give a 12 month warranty on all works.

**77.4 Village Hall - update**

It was reported that there was good attendance for the Village Hall AGM. Di Chapman, the Secretary has now resigned and Gill Wells has taken her place. There are now some new members and a fundraiser has now been taken on. The Treasurer is still pursuing ideas for solar panels. It was confirmed that the minutes from their meetings are still not being received by the Parish Council.



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**77.5 Bar Hill Emergency Plan - update**

BW reported that she had a meeting with Mike Nelson and John Fuller and the Emergency Plan has now been updated and finalised. SCDC will hold the documents on behalf of the Parish Council and these will be sent to them in the next few days. There will be a Co-ordinator for Bar Hill and one person to become a First Responder.

**77.6 Website - update**

The website is up and running and MN will be updating new information on Friday. He has been approached by Boxworth Parish Council and he will be contacting them in due course to help them with their website.

**77.7 Viking Way - update**

BW was pleased to announce the pothole in Viking Way has now been filled in by Tesco. It was reported that AA Pharmaceuticals are now having up to 8 vans on their premises and some are parking on the street. AM again brought up the subject of charging HCV's for parking in Viking Way and this would be at no cost to the Parish Council. However it was felt that if charges are made to the companies, then they would assume it would be OK to park in Viking Way and this would therefore not act as a deterrent.

After a discussion it was agreed that the Parish Council would investigate new signage with different wording. AD proposed the normal highways signs in red and white, prohibiting vehicles over 7.5t to be put on the street columns along Viking Way and this was seconded by BW. All in favour. Therefore the Clerk will investigate the costs for these signs. JD proposed that the two large signs be changed to white writing on a blue background as this certainly worked in Gladeside some years ago. The wording would be "HCV parking is strictly prohibited at any time, except for access". This was seconded by BW. All in favour. It was agreed that 3 large signs and 6 round signs be ordered.

**77.8 Bar Hill Scout Group**

MP has now been in contact with Robert Stocker and he will be meeting with him on Tuesday evening 21<sup>st</sup> October to discuss the front area of the Scout Hut. It is his understanding that they are hoping to put staging over the existing concrete steps to give disabled access.

**77.9 Stream - update**

Under the Freedom of Information Act, AM contacted the County Council requesting information on the ownership of the stream and several drains located close the Bridleway and the reply he received was that the drains and culverts were the responsibility of the County Council. However, a letter received this week indicated that the Parish Council; had riparian responsibility to the culverts in the stream. The Clerk has already asked a contractor to give a price the cleaning out the culverts (he has already informed her there are no blockages at present) and this will be done as soon as possible, along with the clearing of any debris left from the recent floods.

**77.10 Public Spaces Protection Orders - AM**

This was briefly discussed at the last meeting when AM reported that the PSPO order could be used against Tesco with regard to their trolleys, litter and lack of lidded bins. He indicated that if a PSPO was put in place against Tesco then this could be enforced by the Police or alternatively we could engage a Council "Ranger" to enforce the order.



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The Parish Council was not willing to investigate putting a PSPO in place and it was agreed that other measures could be looked at. BW reported that the Fish 'n' Chicken were happy to install lidded bins but didn't know where to purchase them. The Clerk will send them a copy of the brochure for their information. Also the magnetic strips, that keep the trolleys within the car park area, are again not working properly so it was agreed that a letter be sent to Tesco indicating that now their refurbishment work has been completed could they please advise when the magnetic strips would be reinstated.

**C**

**78. Clerks Financial and Procedural Report**

- 78.1 Approval of works by the Parish Council** – Since completing the repairs on the Pheasant Rise bus shelter, Craig Hinchliffe has taken a look at all the bus shelters in the village and has sent a quotation for further repairs. Repairs to the bus shelters at Acorn Avenue, Appletrees, Hillcrest and Hollytrees at a cost of £185.78. It was agreed that this quotation would be accepted and a Purchase Order will be sent.

Atlas Tree Surgery sent in a quotation for the further works to the rear of 21 The Brambles at a cost of £740. Three quotes have now been received and it was agreed that Atlas Trees Surgery would be accepted.

**Wetland Project** - It was agreed that Andrew Pepper would be contracted as Site Engineer at a cost of £1,175.00. It was also agreed that the clause in the Works Contract, stipulating any damage to ground be reinstated within 6 months of the works being completed, will be taken out as it was felt that this was unnecessary due to the type of work being undertaken. Also the pre-ordering of the materials was acceptable to the Parish Council

**78.2 Decision on recommendation to employ Ramp Mental to build Skate Park**

This will be deferred until the November meeting when we would have had time to obtain a further quotation from Rob Steele.

**78.3 NALC – Councils' Powers to discharge their functions**

This was for information only. Noted and filed.

- 78.4 Approval of accounts and payment of cheques for October 2014** - The Parish Council inspected the accounts for October and these were approved and proposed as a true record by BH and seconded and AM. All in favour. The cheques to be paid in October were looked at and approved. Proposed by MP and seconded by JY. All in favour.

It was generally felt that Fergusons (our Grass Cutters) have not been doing a very good job this season. They run over the grass too fast, which means the grass is not cut at all, but just bounces back so when they have finished there are patches that have not been cut at all.

**The correspondence and accounts are available to view  
in the Parish Council Office, Hanover Close, Off Viking Way, Bar Hill**

**79. Correspondence Received**

- 79.1 Drainage in Bar Hill - Letter to the County Council** – This has already been discussed under



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agenda item 77.9.

- 79.2 SCDC – September Bulletin** (Information only). The contents were noted and filed.
- 79.3 SCDC – Neighbourhood Planning and South Cambridgeshire** – The Parish Council had no comments to make. Noted and filed.
- 79.4 Donation request for contribution to picnic bench** – A letter has been received at the start of tonight's meeting requesting a contribution towards a picnic bench to be located outside the Library for the weekly Coffee Stop. It was agreed that a donation request be sent and this will be put on the agenda for November. C

**80. Chairs Report**

**80.1 Police Panel Meeting** – We now have a new Inspector, Mark Rabel, who lives in the village. He believes if you don't want to be burgled, get a burglar alarm. If anyone wishes to know about any crimes in the area they can log on to [www.police.uk](http://www.police.uk) and you then put in your post code.

**Dobbies Garden Centre** – It has come to the attention of the Parish Council that Dobbies is selling alcohol. The Parish Council has not been informed of this as a licence is necessary to sell alcohol on their premises. Tesco does have a licence but this company is not under the Tesco umbrella. RH will investigate and report back.

**81. Committee Reports**

**a) Planning Committee**

Planning Application S/2067/14/NM – Amendment to Dobbies (information only)  
Planning Application S/2173/14/FL – Rear single storey extension – 73 The Brambles  
Planning Application (S/2044/14/AD – Signage at Dobbies Garden Centre  
Planning Application S/2204/14/FL – Single storey lean-to front extension – 44 Pheasant Rise  
Planning Application (S/2051/14/FL- Creation of Garden Centre (retrospective)  
Planning Decision S1131/14/RM – Land south of Longstanton (SCDC granted permission)  
Planning Decision S1831/14/FL – 68 Stonefield (SCDC granted permission)

All planning application were inspected and approved by the Parish Council of Bar Hill on 16<sup>th</sup> October 2014.

**b) Environment Committee**

The minutes from the Environment Meeting had already been circulated to the Parish Council and comments were made as follows:

BB had a meeting with the Hotel Manager and he assured BB that work would be carried out this week. This has not been done so it was agreed that a letter be sent reminding them of their duty to keep the perimeter road clear and the street lights unobstructed.

The Clerk has had difficulty in finding a contractor to remove the rubbish along the perimeter road and at the rear of the Bridleway, where the young people have created dens. It was agreed that she contact SCDC and ask them to clear the rubbish as soon as possible.



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**82. Other Reports**

- a) **Cambridgeshire County Council** – JR was absent due to holidays, so no report was given.
  
- b) **South Cambridgeshire District Council** –
  
- c) **Cambridgeshire Police** – A report was received from Mani as follows - There has been an increase in dwelling burglaries in South Cambridgeshire but there have been no burglary reports in Bar Hill over the last month.

There have been 2 crime reports suitable for disclosure over the past month as follows – A theft took place on 8<sup>th</sup> October, at Tesco Bar Hill. Suspect filled up her trolley with goods to the value of £685 and attempted to leave the store without paying. Suspect was caught and dealt with.

Between 17/18 September an attempted break in took place at Whale of a Time, Viking Way. The perpetrator(s) used an unknown object to gain entry in to the building via the rear door but were unsuccessful.

I have been spending a significant amount of time on high visibility patrols in the past few weeks on foot and vehicle. The areas I have mostly paid attention to have been the Skate Park, wooded areas and empty houses that were flooded back in August. All areas have been in order.

**83. ITEMS FOR INFORMATION**

- 83.1 Poop Patrols** – Having seen patrols of this nature successfully done in other villages, AM would like to ask for volunteers to pick up dog poop in Bar Hill. After a short debate where most Councillors felt that if volunteers were doing this job, then dog owners may well feel it was not their responsibility to do so. However it was agreed that this would be put on the agenda for November once AM has had the time to find out costings etc.
  
- 83.2 Recommendations for the role of Parish Clerk** – At this point the Parish Clerk was asked to leave the room as this discussion was confidential.

**Next Meeting** - There being no further business the meeting closed at 10.45pm. The next full Parish Council Meeting will take place on Thursday 20<sup>th</sup> November 2014 at 7.00pm in the Parish Council Office.

Signed .....(Chair)