



Bar Hill Parish Council
Minutes of Monthly Parish Council Meeting
Held in The Parish Council Office
at 7.00 pm on Thursday 17 April 2014

ACTION

Present:	B Waters	Chair	(BW)
	S Jenkins	Vice-Chair	(SJ)
	L Baffa	Clerk	(LB)
	C Foley	Councillor	(CF)
	R Hall	Councillor	(RH)
	A Mitchell	Councillor	(AM)
	A Pellew	Councillor	(AP)
	M Pope	Councillor	(MP)
	A Saunders	Councillor	(AS)
	S Spence	Councillor	(SS)
	J York	Councillor	(JY)

2014

Open Forum

There were no visitors to the meeting.

29. To receive apologies and declaration of interest

Apologies were received from BH. It was noted that RH and SM would be arriving later. There were no declarations of interest for this meeting.

30. To Approve Minutes of previous Meetings

The Minutes of the Parish Council Meeting held on 20th March 2014 were read and approved as a true record. Proposed by AP and seconded by AM. All in favour.

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

31.1 The Willows – update

At the Special Meeting held on Wednesday 9th April the Parish Council agreed that Thomas Morris would be offered the tenancy of The Willows. The Clerk has contacted Robinson Layer but as yet has no further information.

31.2 The Farmhouse – update

The Clerk has asked two contractors about installing a wrought iron gate at the bottom of the fire escape, along with obtaining prices for a gate. It was agreed that this be deferred until the Crime Prevention Officer had visited Francine at The Farmhouse to see what can be done about the anti-social behaviour. Also a letter has been received today from the Parish Council Solicitor asking about the insurance premium for the property, who is responsible for the exterior repairs and maintenance and the problem with young people kicking their footballs at the building and it was agreed that the Clerk would reply accordingly.

31.3 Skate Park

It was reported that the Consultation Event went well with only a few of the users of the skate park attending. Several adults attended and gave their views. SJ encouraged the young people there to write down on paper what they would like to see at the new skate park.

We have had an offer from Cottenham Parish Council, who is updating their Skate Park facility, to purchase some of their old ramps at a price of £1500.



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There was much discussion regarding this, some Councillors suggested that with removal and installation, it may take away some of the funding the Parish Council already have for the new skate park. Others suggested going to look at the equipment at Cottenham. Having looked at the photos they seem to be in very good condition and it was agreed that a couple of the committee members would site visit and inspect before the Parish Council made any decision.

MP emphasised that the young people should be involved in the committee and SJ confirmed that Jake Curry would be coming to their next meeting.

31.4 Parish Council website - update

SM confirmed that he has set up the website but at present is using the domain name of the Residents Association. This will need to be changed at some stage. He has requested input from all Councillors on news items to be included. The Clerk has already sent some agendas and minutes for inclusion and he is working on links to different sites. As soon as these details are finalised he will inform the Council. It was agreed that our list of charitable donations would be put on the website plus monthly accounts.

31.5 Kerbside Collection

The Clerk confirmed that the next kerbside collection has been organised for Thursday 12th June. Posters will be put up prior to the collection and the Clerk will put a piece in the next Bar Hill News to inform the residents.

C

31.6 Traffic Report - update

AP has now received the traffic report that he requested from JR but feels the information was not very clear. JR will be asked for further information.

31.7 Siting of the basketball post

JY felt that the concrete square on the village green (that used to be used by the Cricket Club) would be an ideal place. After a short debate MP proposed that the village green would be the best place, after the Clerk had confirmed with the Cricket Club that they no longer use this area and this was seconded by SJ. All in favour. It was therefore agreed that the post would be installed at the rear of the village green, initially for the summer and see how successful it is.

C

31.8 Bill Norton Memorial Prize - update

BW confirmed that this had not been discussed at the last School Governors meeting, so this will be deferred to the next meeting.

C

32. Clerks Financial and Procedural Report

32.1 Approval of works by the Parish Council – Mel Pooley has once again quoted for the verti-drain work on the village green at a cost of £625.00. This is to be done twice a year and it was agreed to pay this amount. Proposed by AM and seconded by RH. All in favour. Therefore the Clerk will inform Mr Pooley to go ahead.

C

32.2 CAPALC Membership – The Clerk has now had clarification from CAPALC that the Chair and Clerk cannot be the only members on behalf of the Parish Council, as this is a corporate membership. It was therefore agreed that we would pay the full amount but as this is not due until the end of June, we will wait until after the May elections, so the Clerk can ask CAPALC for all Councillors to be logged on to their system so they can access information.

C



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32.3 Community Car Scheme – Now the donation request form has been completed, MP proposed that we contribute £200 towards this new scheme, to be taken from this year's budget. This was seconded by AP. All in favour. C

32.4 Installation of Defibrillator at the Parish Council office – The Clerk informed the meeting that the scheme for a defibrillator to be installed free of charge was no longer available and to purchase one would cost £1,945 + VAT. She contacted Tesco, as they have a defibrillator on site, and they confirmed that only their appointed first aider could use the equipment and it could not be taken off the premises. Also the Health Centre has one but they are only open at certain hours and not at all over the weekend.

Some Councillors thought it a good idea for the Parish Council to have it situated outside the office but others felt that residents may not feel confident in using the item in an emergency, so it would not be of benefit. SM stated that no training is needed to use the equipment, and once you have obtained the code number from the emergency services and unlocked the item, then clear instructions are given on how to use it.

SJ felt that a price could not be put on a person's life but felt that perhaps it may be more beneficial to be located on the Village Hall wall. It was agreed that JY would speak with the Cardiac Department at Addenbrooke's Hospital to seek their advice. AM also suggested that we ask for a donation towards this piece of equipment from a heart charity and also the Village Hall or Social Club. JY

Lastly, it was agreed that the Clerk would write to The Health Centre and Tesco to suggest they investigate an external installation for a defibrillator, and to obtain the information of the First responders so this can be put in the Bar Hill News. C

32.5 Mel Pooley – This was already discussed under 32.1

32.6 Domino Donation of £1000 given to FOOTPATH Committee – The Clerk informed the meeting that she had a telephone conversation with Sharon Harrower, who has been in contact with Sharon Vicchers of Domino with regard to giving back the £1000 they donated towards the Skate Park. Domino are still very keen to see this donation used and Sharon thought that perhaps the Parish Council could contact Domino and suggest that this money be put towards another piece of play equipment and a bench or two around the perimeter road.

As already discussed under 31.3 we have been offered some second hand ramps for the skate park and it was suggested this donation be put towards the purchase of this equipment. Therefore AM proposed that we contact Domino with the suggestion that this donation be put towards the equipment and this was seconded by AP. For=6. Against=3. Abstained=2. C
Therefore the motion was carried.

32.7 New office telephone – BW informed the meeting that the existing telephone in the Parish Council office was getting old and was not fit for purpose. At present it has a fax, that the Clerk has never used, and also it cannot be taken out of position, therefore it was agreed that a new (free standing) telephone be purchased. AM confirmed that he would visit Argos over the weekend and purchase one with an answering machine at the cost of £22.49p C



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- 32.8 Approval of accounts and payment of cheques for April** - The Parish Council inspected the accounts for April and these were approved as a true record. Proposed by AM and seconded and JY. All in favour. The cheques to be paid in April were looked at and approved. Proposed by AM and seconded by AP. All in favour.

The Clerk confirmed that Cambridge Building Society do not have a current account with cheques. It was debated that the Parish Council could use the Post Office as they now have current accounts and this will be investigated.

C

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

33. Correspondence Received

- 33.1 Domino Printing Services** – an email was received informing the Parish Council of their intentions to now go ahead with the proposed new building to the rear of the existing company. There is some preliminary work to be done but the main build will probably be during the winter of 2014. This was noted and filed.

- 33.2 A14 Improvements** – Meeting notes from 20th March which was sent prior to the meeting. It was agreed that Rob Mongovan would be contacted and asked if he could look over the plans for the A14 improvements as it was felt that there could be a conflict where our wildlife was concerned i.e. the water vole.

C

- 33.3 SCDC** – Parish E-Bulletin for March (sent prior to the meeting). Noted and filed.

- 33.4 SCDC** – Planning Policy Monthly Update for April (sent prior to the meeting). Noted and filed.

- 33.5 Invitation to join a rural sounding board** – This was noted and filed although AM would be interested in joining so the Clerk will send him the relevant information.

C

- 33.6 Cambridge Open Centre** – a request has been sent for the use of the Parish Council meeting room for exams during June. After a short discussion RH proposed that we charge £10 per half day and £20 per day and this was seconded by AM. All in favour.

C

34. Chairs Report

- 34.1 Cycle Day** – BW informed the meeting that there is to be a Cycle Day on Saturday 8th June for people to cycle from Bar Hill, through Dry Drayton, to Madingley and if people still feel able to finish up at Coton. This has been organised by Madingley Parish Council but they are still in need of Marshals to stand along the route. Also a possible donation may be asked for but BW has had no formal proposal as yet.

- 34.2 Policy for putting up posters** – This was briefly discussed and it was felt that our current policy might need to be revisited, therefore this will be put on as a main agenda item for the May Parish Council meeting.

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35. Committee Reports

a) Planning Committee

An amended planning application has been received for 5 Thruffle Way for information only. Two plans have also been received from Tesco Stores Ltd.

S/0707/14/FL - Proposed new/replacement wooden trolley bays in place of existing metal framed ones, new timber slat wall cladding to both sides of lobby entrance and re-location of existing fire exit door to sider elevation.

S/0758/14/AD – Proposed new/replacement gantry and totem signs, car park signage with new vinyl and building signage applied and new signage applied to petrol filling station.

Both plans were inspected by the Parish Council and there were no objections.

b) Environment Committee

There was no Environment Meeting this month but the next meeting will be held on Wednesday 7th May 2014 at 7.30pm.

36. Other Reports

a) South Cambridgeshire District Council – RH reported briefly on the City Deal with two lots of £100 million to be given by 2020 to continue the improvements of the county.

Although Councillors at Cambourne were against the Local Plan it was approved by 3 votes.

The green bin collection will be suspended during December, January and February as this will make savings for SCDC as most residents do not use their green bins during the winter months. Over the winter period residents will be asked to put their food waste in the black bins.

b) Cambridgeshire County Council – JR attended the meeting and confirmed that he had answered most of the queries AP had put to him i.e. the £5 million for the city deal, the broadband project, highways capital projects, the website address and street lighting. AP also suggested that perhaps we could have the electronic passenger information set up at Tesco bus shelter.

Traffic flow was briefly discussed and AP told JR of his disappointment from the results he had already received. JR said that he would get a more detailed spreadsheet to him for discussion at the next meeting.

AM asked about the £2 billion train investment and JR knew nothing about this subject but thought it was a project benefitting the entire east of England.

MP mentioned the recent road resurfacing and wanted it minuted that the majority of residents were very good as far as moving their cars off the road prior to the work and the road workers were very appreciative of this. However the Clerk had a complaint from a resident about the road surface and how the road was about an inch higher than the drain covers. It was confirmed that with road usage the tarmac would settle and should take about a month to do this.

Also the Clerk mentioned the newly resurfaced footpath close to Hollytrees and lots of weeds are already starting to come through. JR said it was unfortunate but the workers can only use the normal herbicides to kill the weeds and this is obviously the result.



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- c) **Police Report on crime data from 17th March to 17th April 2014**
There have been 67 calls for services resulting in 4 crime complaints. On 26th March there was a theft from a dwelling in Pheasant Rise. On 27th March there was a theft from a hotel room at Menzies Hotel. On 2nd April there was an attempted burglary in Foxhollow and on 13th April there was a burglary from a garage in Robin Close. These 4 crime complaints remain undetected.

The majority of other calls for service relate to, Highways, suspicious circumstances, observation messages, concerns for person(s), animals, road traffic collusion etcetera.

The skate park was discussed briefly and it was reiterated that the Police would favour the conifer trees being cut right back once a new park has been installed.

37. ITEMS FOR INFORMATION

- 37.1 Tom Flanagan Donation** – The Clerk has now heard back from the family of Tom Flanagan and they would be very happy to have a bench purchased from this donation, along with a couple of small trees. It was therefore agreed that the Clerk would look in to purchasing a bench with this donation in the next few months. C

- 37.2 Road Weight Limit** – AM confirmed there has been no further information as yet so this will be placed on the next agenda for the May Parish Council Meeting. C

- 37.3 Road Closure in Bar Hill** – A letter was received 3 days before road works commenced in Bar Hill informing us of the road resurfacing. JR confirmed earlier in the meeting that he has asked the company to give Councils more notice. However they said they had an opening in their schedule for Hillcrest, Brambles and Chestnut Rise and it was impossible to notify people at such short notice.

- 37.4 CAPALC** – Summer Training Course – This will be deferred until after the May election. C

- 37.5 Litter** – AS informed the meeting that at the Litter Picking Day last week, the area on the village green, by the tennis courts and all weather pitch was very bad. She would like a big lidded bin to be placed in this area. The Clerk confirmed that the large square bin was in the schedule to be done but she will ask Steve Lawlor to do this as a matter of urgency. C

Also the area between the Farmhouse and SPARC building is very badly littered with dead leaves and looks very unsightly. The Clerk will ask Steve Lawlor to clear this area and will put this on his maintenance jobs for our commercial properties. C

AS asked if the hire of a cleaning machine could be put on the agenda for the next Environment Meeting to clear up large areas in the village. Also ask Steve Lawlor if a mesh lid could be put on the drain by the Farmhouse. C

SS reported that there are several bags of used drinks cans along the roadside by The Spinney. The Clerk will have these removed. C

- 37.6 Donations** – AM asked if a donation of nectar points could be made to Oxfam and for this item to be put on the main agenda for the next meeting. C



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37.7 Tree Maintenance – BW has asked that copies of any outstanding purchase orders for works to be done in the village be sent to the Councillor who is responsible for that area. Once the work has been completed the Councillor can then report back on whether the work has been completed satisfactorily.

C

Next Meeting - There being no further business the meeting closed at 10.05pm. The next full Parish Council Meeting will take place on Thursday 15th May 2014 at 7.00pm in the Parish Council Office.

Signed(Chair)