



**Bar Hill Parish Council**  
**Minutes of Monthly Parish Council Meeting**  
**Held in The Parish Council Office**  
**at 7.00 pm on 20 October 2016**

**ACTION**

**Present:**

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

**In attendance:**

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

**Open Forum**

Chair reported that Charles Watson would not be attending the meeting as planned.

1 resident present

Chairman welcomed resident and invited him to speak.

Resident informed the Council he had written a letter to the monthly parish newsletter, Bar Hill News, regarding the lack of facilities for young people following closure of the skatepark. He had visited the site recently and found youngsters there bored and feeling rejected and forgotten. He asked what was happening as it had been nearly 3 years since the skatepark equipment had been removed and the promises of a replacement had not been fulfilled.

Chairman invited Councillors to respond to resident's complaint.

In summary, the Council would welcome a community based committee to approach and work with the Council to progress a new skatepark. A replacement skatepark was still on the Council's agenda but unfortunately after a great deal of work by a team of Councillors the last application for a grant from Amey Cespa had been refused. The Council had recently been focussing on other issues such as flooding but it had not forgotten the needs of youngsters. SJ advised that when the skatepark had been removed users had been invited to attend meetings. The Council had been keen to engage with youngsters and parents to help in the process of design and applying for grants for the proposed skatepark as a community project but unfortunately community interest and support had waned somewhat. MN advised that in summer 2016 a youngster who was very keen to get things moving had been in touch via the website and MN had recommended he try to set up a group to come forward to support the Parish Council in getting a new skatepark but to-date no more action appeared to have taken place.

The resident handed over a list of questions together with some notes on the history of the skatepark from Minutes and asked for a response from the Council. The Chairman advised that the Council would look at his questions and respond.

The resident was thanked and invited to stay on for the meeting which he did.

The business of the meeting commenced at 7.25pm

**165.16**

**To receive apologies for absence**

Apologies for absence were received from JD

Noted that RH would be a little late

Noted that LH would be a little late due to attendance at another Council meeting



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**166.16 Declarations of Interests:** SJ – Item 169.16 – Personal  
FC – Any item regarding The Farmhouse - personal

**167.16 County and District Councillors' Reports**

**Resolved** to defer this item until the County Councillor arrived. Proposed by Chair and agreed unanimously.

**168.16 Minutes and agendas of the meetings held on 15 September 2016 and 5 October 2016**

**Resolved** that the Minutes of the Council meeting of 15 September 2016 and the extra-ordinary meeting of the 5 October 2016 be approved and signed as a true record, and that the agendas of the same meetings be signed by the Chair as confirmation of the business transacted at that meeting. Proposed by MP, seconded by AM

**169.16 Matters for discussion and decisions to be made from Previous Minutes**

**169.1.16 Up-date on Progress of Sale of The Willows**

Chair advised that the documents had been signed and the sale was scheduled for completion on 21 October 2016 at £230,000 less estate agent and solicitor fees of £4240 and £9386.69 respectively. Breakdown statement awaited but she asked for acceptance of the fees so that the proceeds of the sale could be paid into the Council's bank account on 21 October 2016.

**Resolved** that the Council accept the estate agent fees of £4240 and solicitor fees of £9386.69 inclusive of VAT which would be deducted from the proceeds of the sale before being paid into the Council's bank account. Breakdown statement to be received for next meeting. Proposed by AM, seconded by AS. SJ abstained. **Clerk**

**169.2.16 BT Phone Box Consultation (Minute 157.16)**

SCDC draft decision for response to BT on consultation for removal of BT telephone boxes across the district, including Gladeside and Pheasant Rise in Bar Hill, noted. MN confirmed he had included a note on the website but had had no response from members of the public. Councillors agreed that they would concur with SCDC on the removal of the Phone Boxes. (11 for, 1 against)

**170.16 Minutes of Meeting of Committee**

**170.1.16** AS presented Minutes of Environment and Amenities Committee of 5 October 2016.

**Resolved** that the Minutes of the Environment and Amenities Committee of 5 October 2016 as printed and attached to these Minutes be accepted and all recommendations with the exception of 117.2.16 day rate contractor and 117.3.16 review and prioritisation of trees, shrub and green works - engagement of contractor on day-rate, be adopted. Proposed by SJ, seconded by AM.

**170.2.16** In the absence of the Chairman of the Finance and Policy Working Party, the Vice-Chairman gave a verbal report of the meeting held the previous afternoon. Minutes to be included for adoption at the November Full Council meeting.

RH arrived and confirmed report

**171.16 Planning**

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



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Application for Street Trading Licence M&M Kebab Van Mon-Fri 9am – 6pm 1 Trafalgar Way

**Resolved** that the Council had concerns regarding

- a) potential litter problems
  - b) unclear from the application exactly where the van is intended to be parked. Could they confirm it would be on road.
  - c) there is an old SCDC document which is a blanket ban of street traders in Bar Hill - SCDC to be asked to enforce this ban
- Proposed by AM, seconded by SJ (3 against) **Clerk**

S/1633/16/FL 23 Field View Demolition of detached garage; construction of attached 2-storey extension to form garage, utility, cloak bedroom and store room; minor associated alterations to existing house; minor associated alterations to drainage and external pavings – No objection  
2/2023/16/FL 156 Pheasant Rise Front Porch extension and replace flat roof and pitched roof – No objection

To note following SCDC Consents

S/1910/16/FL Domino House Trafalgar Way CHP unit for powering the building  
S/1919/16/FL 46 Watermead 2-storey side extension

**172.16 Matters Arising from Minutes of Committees**

Environment and Amenities Committee of 5 October 2016:

119.16 Dam Brook/Hollytrees Stream.

Noted B Heffernan had advised that the Flood Advisory Exhibition at Tesco carpark had been cancelled.

125.16 Items for information.

Noted that the Japanese Knotweed had been removed from the garden of the property and chippings from garden vegetation had been removed from adjoining Council land as requested by the Parish Council to the contractor.

**173.16 Clerk's Report**

Clerk reported that the new photocopier had been installed and reminded Councillors that there was some areas of the village for which she was awaiting photos and confirmation of location on the map for assets register.

**174.16** Chair proposed that this item be moved to later in the agenda and this was agreed.

**175.16 Tree Survey 2016-19**

The Tree survey report by Haydens had been previously circulated. Clerk also presented large scale maps and MP was thanked for his work of summarising the 1st, 2nd, 3rd priority lists by location/street on a spreadsheet.

Chair of E&A Committee reported that she was impressed with the report; there was a lot of work to be done over the next three years, the most urgent being to take steps to prevent strimmer damage to trees on village green by spinepath.

**Resolved** that the Council form a working group comprising AS, SS, MP and BH to steer the works programme. Proposed by AM, seconded by AS. (This would report back through the E&A Committee) **AS, SS, MP, BH**



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**176.16 A14 Cambridge to Huntingdon Improvement Scheme**

Chair circulated map of proposed upgrade for Bar Hill interchange and invited reports from Councillors who had attended the Highways England public exhibition meeting at the Village Hall on 1 October 2016. There was some concern regarding the proposals for the Bar Hill interchange and access for surrounding villages.

**Resolved** to ask Highways England to attend an extra-ordinary meeting of the Council to discuss further. Proposed by SJ, seconded by AM **Clerk**

A14 Highways England Notice and location map regarding temporary access on Parish Council land had been previously circulated and it was noted that Highways England contractors would be moving on to a number of the identified areas of Parish Council owned land on 24 October 2016.

**Resolved** that the Clerk should contact Cheffins to enquire about them becoming the land agent and acting on behalf of the Council regarding temporary access and potential compulsory purchase of some of the Council's land. It was understood Highways England would pay reasonable costs. Proposed by AM, seconded by AS **Clerk**

**177.16 CCC Local Highway Improvement Scheme 2017/18**

Clerk advised that she was awaiting a quote from CCC following the enquiries the County Councillor had made on the Council's behalf. Closing date for applications to the scheme was 30 November 2016.

Agreed to defer until County Councillor arrived to give an up-date

**178.16 Community Gritting Scheme**

Details of the invitation for the Council to participate in the 2016/17 CCC Community Gritting Scheme for volunteers to keep key footpaths gritted, previously circulated, were received and noted. No action.

Councillors to check grit bins on their streets to ensure full for the winter and report back to Clerk so that she could make any relevant requests for refill to CCC. **All Councillors**

**179.16 Bar Hill Sports and Social Club**

Noted that the Bar Hill Sports and Social Club was having a new kitchen and would be serving hot food.

**180.16 Leap and Learn (formerly SPARC)**

Report received from Chair and Vice-Chair regarding visit to Leap and Learn earlier in the day in respect of the Lease.

LH arrived at 8.40pm

Noted that the Council would need to seek solicitors advice once Leap and Learn management had forwarded documents to the Council.

**181.16 Royal British Legion - Poppy Wreath Donation**

Request received from the Royal British Legion for a Poppy Wreath donation.



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**Resolved** that the Council in accordance with its powers under Section 137 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. To contribute £25.00 for poppy wreath. Proposed by RS, seconded by SJ **RFO**

Chair welcomed County Councillor L Harford and proposed that the Council move to Item 167.16 on the agenda which was agreed.

**167.16 County and District Councillors' Reports**

A copy of the report from the District Councillors and the County Councillor had been circulated prior to the meeting. The Chair invited Councillors to ask questions of the County Councillor:

AS asked if funds for the Highways Improvement Scheme were still available. LH confirmed funding was still available. Closing date for receipt of applications was 30 November 2016, and should the Council decide to go ahead with a bid she would help complete the application. It was noted that the quote for the proposed re-tarmac of the red areas by the walls marking the residential area was awaited and LH said she would speak to the Highways Officer. **LH**

AM raised concerns about the cutting of Sunday services on the Cambridge to Huntingdon route (including St Ives, Huntingdon and also Wyton; this affected people connecting with trains - airmen, students, workers etc). LH undertook to check that appropriate procedures for reducing services had been properly carried out. **LH**

RH asked about responsibilities for village paths. RH and LH to check with District and County Council for up-to-date listing. **RH/LH**

MN referred to letter sent to him on the website regarding concerns of a resident in respect of the cutting of the Sunday service by Whippet. BW advised that the resident had advised her that at the times he travelled the bus between Huntingdon and Cambridge was packed, with 5-6 using the Bar Hill stop. BW to forward details to LH. **BW**

BH complained about poor service in answering the telephone at the Council when he tried to report that something had been dumped in Pheasant Rise. LH confirmed that there had been problems with the service. **LH**

LH was asked if all parishes paid for the emptying of village litter bins. Chair advised that she was awaiting a response from the District Council on this. SJ advised that sometimes litter bins were not being emptied when domestic bins were out causing an obstruction for access to the litter bins. **BW**

MP reported that some roads in the village had been resurfaced and enquired when the remainder would be done. LH advised that there was a schedule which the contractors would be working to.

LH left the meeting at 9.10pm

**182.16 Finance**

182.1.16 Payment of Accounts and Statement of balances for October had been previously circulated.

RH had checked the October schedules of income and expenditure together with invoices and cheques, and recommended approval for payment. Noted that income for period 16 September to 20 October 2016 was £63,326 including Precept and bank interest, expenditure £8944.30, giving a balance of £123,668.12. Clerk requested payment of late invoice: Alas £940 plus VAT £190, total £1140.00.

**Resolved** to approve payment of cheques as per October schedule plus Atlas £1140 and to accept the October Accounts. Proposed by AM, seconded by RH



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- 182.2.16 The Annual Return including External Auditor's report had been previously circulated and the Clerk confirmed copies had been posted on noticeboard and website with notice of completion of audit

**Resolved** that the Council accepted the External Auditor's report and noted that  
a) the date box had been signed in error on page 3;  
b) no longer reducing income and expenditure by capital amount owed on PWLB;  
c) reduce section 9 - total assets box to reflect the current insurance asset value acknowledging that approximately £1.2m would be removed from the Annual Return submission made on 31 March 2017.

Proposed by AM, seconded by AS. **RFO**

- 182.3.16 The RFO's report on Open and Green Space Management was received, considered and discussed.

**Resolved** that item be prepared from this document by RH, with Pi chart from MN, to go in next Bar Hill News on coloured paper. Draft to be circulated to Councillors prior to release to the Bar Hill News. Proposed by Chair, seconded by RH. **MN/RH**

- 182.4.16 Renewal of Eon gas energy contract for office.

**Resolved** that the Council renew the Eon gas energy contract for one year at 2.7p per day standing charge and 3.3p per kWh for a further year. Proposed by MP, seconded by RS. AM and FC against

- 182.5.16 Drafting 2017/18 budget for Precept (as requested by RFO from heads of Committees/Working party)

Chair asked Councillors for suggestions for projects and items of expenditure over and above normal expenditure. Provision was requested for play equipment, skatepark, and that allocated reserves be set up for repairs of Viking Way, footways, The Farmhouse, and stream maintenance. MN suggested consideration of putting seats in the bus shelter. AM requested that SJ provide details of how much had been spent on play equipment in the current year. **SJ and RFO**

**183.16 General Correspondence**

The following items were received and noted:

Came and Co Autumn Newsletter – Clerk drew attention to items regarding guidelines on use of volunteers (page 3) and snow, ice and gritting (page 5)  
SCDC Local Plan Hearings Programme  
New PCSO/contact – Noted that Bujar Mani would no longer be PCSO covering Bar Hill. Clerk to write to him to thank him for all his help in the past. Noted that **new contact was PCSO Tony Martin**. Also noted that the Histon sector Police Panel meeting was being held this evening – apologies had been sent from the Council. Chair advised that she had briefed the Neighbourhood Watch Village Co-ordinator.  
ACRE new County Voluntary and Community service for voluntary groups  
A14 updates  
Changes to Local Bus Services (Whippet - Cambridge and Huntingdon areas)  
Youth Networking and Information Event 8 November, Milton Country Park 5pm – 7pm – details to be forwarded to village youth groups and RS would attend for the Parish Council.  
CCC Changes to Advocacy Service  
Camquit – promotional material posted up  
Cambridgeshire Parish Council Conference 18 Nov, 9 -1, St Ives – BW and AM to attend on behalf of the Council



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Older Peoples Partnership Boards – disseminated to Bar Hill News and website. Council unable to provide other help at present.

CCC Consolidated Definitive Map and Statement of Public Rights of Way – Bar Hill Devolution – FAQs – Parish Devolution seminars

**184.16 Other Reports**

Bar Hill Village Management meeting 6.10.16 noted  
Parish Planning Forum 10.10.16 - no representative had attended

**EXCLUSION OF THE PRESS AND PUBLIC**

The resident left the meeting at 10.00pm

**Resolved** 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 174.16 namely Charles Watson, land at Saxon Way; 185.16, Solicitors correspondence regarding leases, 186.16, up-date from insurance Company, 187.16 Clerk's Appraisal, 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. Proposed by Chair

**174.16 Charles Watson - Saxon Way**

**Resolved** that the Clerk arrange extra-ordinary Council meeting to meet Mr Watson in December. Proposed by AM, seconded by RS **Clerk**

**185.16 Solicitors report on Leases and meeting with Councillors on 14 July 2016**

Letter from solicitor received.

**Resolved** to refer this item to the next Environment and Amenities Committee meeting. **Clerk**

**186.16 Up-date Report from Insurance Company**

**Resolved** that Clerk confirm 3 trees to be removed and to obtain quotes and arrange for execution of works to a maximum of £1000. Proposed by AM, seconded by RS. RH against.

**187.16 Clerk's Appraisal**

The Clerk left the room

Clerk returned to the room at 10.40pm

The meeting was re-opened to the press and public - there were no members of the press or public present

**188.16 Items of Information/Next Agenda**

SCDC Planning Policy Monthly update  
Noted that the Neighbourhood Watch had a new street co-ordinator  
BH asked that in view of how late meetings ran, could two full council meetings be held a month. This was declined.  
RH reported that the back of 26 Almond Grove had been cut back



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**189.16 Date of Next Meeting**

The next full Parish Council Meeting will take place on Thursday 17 November 2016 at 7:00pm in the Parish Council Office.

There being no further business the meeting closed at 10.50 pm

**Signed: Chair of the Parish Council**

**Date:**