



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

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) (from Minute 121.16)
B Howard Councillor (BH)
A Mitchell Councillor (AM)
M Nelson Councillor (MN) (until 8.10pm/Minute 128.16)
M Pope Councillor (MP)
A Saunders Councillor (AS)
R Sadler Councillor (RS)
S Spence Councillor (SS)

In attendance:

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

Open Forum

There were no members of the public present

118.16 Welcome to New Councillor

The Chair said the Council was delighted to welcome Mr R Sadler to his first meeting. The Clerk confirmed that the Notification of Financial and Other Interests and the Declaration of Acceptance of Office and Code of Conduct forms had been completed. Mr Sadler thanked members and said he was delighted to be serving on the Council.

119.16

To receive apologies for absence

There were no apologies for absence

120.16 Declarations of Interests:

AM – Any item about Bar Hill Scouts - Personal Interest
AS – Item 136.16 – Personal Interest
SJ – Item 123.16 – Personal Interest
BW – Item 138.3.16 – Personal Interest

121.16 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. Items arising from the report of the County Councillor were:

AM – Cambridge City Deal – Could Parish Council and the public respond. LH confirmed there was a survey to complete on the CCC website.

LH reported on her visit to CCC Highways at Whittlesford where she had discussed lorry parking problems experienced at Viking Way and Trafalgar Way. Although CCC sympathised with the problems at Viking Way they could offer no further assistance other than to urge caution in displacing the lorries around the industrial sites as that could move them into residential areas. BW and LH would be meeting the Highways Strategic Manager who would be speaking to the Road Haulage Association. **BW**

She offered to go back to Highways if she could be of further assistance after the Council had considered parking systems later on the agenda.

AM asked if there was improvement on usage of park and ride. LH reported levels had remained static. CCC had been in discussions with Stagecoach regarding fees. The busway had not reduced congestion on the A14 nor in Cambridge.

There were no questions for the District Councillor.

RH arrived at 7.20pm and LH left the meeting



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122.16 Minutes and agenda of the meeting held on 16 June 2016

Resolved that the minutes of the meeting of 16 June 2016 be approved and signed as a true record, and that the agenda of the meeting of 16 June 2016 be signed by the Chairman as confirmation of the business transacted at that meeting. Proposed by SJ, seconded by JD. AM, AS, PD and RS abstained.

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

SJ had declared a personal interest in 123.1.16

123.1.16 Up-date on Progress of Sale of The Willows

Chairman gave an up-date on recent counter-bid from adjoining hotel group, despite the transaction being fairly advanced with the solicitors of the original buyer. She reported on progress with the solicitors regarding terms of the sale. The Council preferred to continue with the original buyer but noted that under the LGA 1972 s123 in disposing the asset the Council was required to obtain a consideration of not less than the best it could reasonably obtain.

Resolved that the Council should take the Agents advice on best way of moving forward. Also to confirm best deal at the time. Proposed by RS, seconded by RH. SJ, AM and BH abstained. **BW**

124.16 Appointments to Environment and Amenities Committee and Finance and Policy Working Party

Membership of the Environment and Amenities Committee and Finance and Policy Working Party were reviewed.

Resolved that the Council increase the membership on the Environment and Amenities Committee to include RS. Proposed by AM, seconded by PD

Resolved that the Council increase the membership on the Finance and Policy Working Party to include AS as Chair of the Environment and Amenities Committee. Proposed by AM, seconded by BW.

125.16 Clerk's Report

The Clerk's report on activities had been circulated prior to the meeting. In addition she advised that the litter bin had been installed at Viking Way, near BT building (SCDC to be notified for emptying) and the fire alarms had been serviced.

126.16 Minutes of Meeting of Committee

Resolved that the Minutes of the Environment and Amenities Committee of 6 July 2016 as printed and attached to these Minutes be accepted and any recommendations contained be adopted subject to the Recommendation under Minute 94.16 Lorry Parking, which would be reviewed under agenda item 136.16 of this meeting. Proposed by AM, seconded by SS.

Resolved that the Minutes of the Finance and Policy meetings of 22 June 2016 and 13 July 2016 as printed and attached to these Minutes be accepted and any recommendations contained, including that the Terms of Reference for the Finance and Policy Working Party be adopted with immediate effect. (Working Party would hereby replace Committee forthwith). Proposed by AM, seconded by FC.



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127.16 Planning

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

S/1221/16/FL 7 Acorn Avenue, rear 2-storey extension - no objections

Clerk

S/1541/16/FL 169 The Spinney single storey side extension and 2-storey rear extension – no objections Clerk

The following SCDC decisions were noted:

S/3194/15/FL Tesco Supermarket 15 Viking Way secure van parking compound in existing car park - approved

S/0225/16/FL 150 Pheasant Rise storage shed, work room and bin storage as lean to attachment to existing garage - approved

128.16 Matters Arising from Minutes of Committees

Finance and Policy Committee

54.16 Asset Register. JD asked if Councillors were up-dating the map. Confirmed each Councillor to up-date map and take photographs for their respective streets. **All Councillors**

MN left the meeting at 8.10pm

129.16 Community Asset Register

Details of the SCDC Community Asset Register scheme and youtube link had been previously circulated to Councillors.

Resolved that consideration of registration of Bar Hill community assets on the SCDC Community Asset Register should be referred to the Environment and Amenities Committee September meeting for recommendation to the full Council. Proposed by MP, seconded by BW. **E&A Cttee**

130.16 Land Saxon Way – Limes Developments

Correspondence from Limes Developments expressing an interest in purchasing land at Saxon Way was circulated.

Resolved that the agent be asked to attend a meeting with all Councillors in September. Proposed by MP, seconded by AM. (SJ abstained) **Clerk**

131.16 SCDC Local Green Space Consultation – Local Plan

Letter of confirmation of proposed green spaces in Bar Hill was received from SCDC. BW advised that there was nothing further to report.

132.16 SCDC Consultation Notice: Cambridgeshire and Peterborough Devolution Deal

Notice that the public consultation was launched on 8 July 2016 was received and noted. Everyone invited to complete on-line survey -

www.scambs.gov.uk/devolution or www.cambridgeshire.gov.uk/devolutionsurvey



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133.16 Youth Provision – Joint Scheme with Neighbouring Villages

Invitation to a meeting on 25 July 2016 to seek views on a jointly funded co-operation for youth provision for Oakington/Westwick and neighbouring villages was received. No representative appointed to attend.

134.16 SCDC Greater Cambridge City Deal

Correspondence from the District Council's 'portfolio holder' and Vice-Chairman of the Executive Board for the Greater Cambridge City Deal setting out ideas for 'bus hubs' had been circulated.

Resolved that the Council had no location to suggest a 'hub' site; Bar Hill residents were already within easy walking distance of existing bus stops around the village, and the Council had no other comment to make. Proposed by RS, seconded by PD **Clerk**

135.16 Report of Lease meeting on 14 July 2016

BW advised that SJ, RS, BH, SS, MP and herself had met with the solicitors on the afternoon of 14 July 2016. The solicitor would be sending notes of the meeting to the Clerk and the information would be considered at the September meeting of the Council. Encroachments on to parish land and management of trees/hedges had also been discussed. **Clerk**

Resolved that the Council should write to the appropriate parties regarding encroachment at Appletrees. Proposed by SJ, seconded by AS

136.16 Options to Control Lorry Parking at Viking Way

Information from UK Parking Control had been previously circulated. BW had now received proposals and costs which she explained to the meeting; this comprised banning overnight parking of lorries between 5.00pm and 7.00 am each day, including erection of signs.

Resolved that the Council write to all companies on Viking Way with a view to proceeding with the UKPC proposals; and that the purchase of the large international 'no HGV parking' signs recommended by the Environment and Amenities Committee (Minute 94.16) not be implemented. Proposed by BW, seconded by AM. AS objected RH abstained. **Clerk**

137.16 Colts Football Request – Storage new Goalposts

Chair had received a request from the Colts Football team for consent to securely fix the crossbars/posts to the exterior of their shed which was on parish land. Clerk drew Council's attention to safety issues.

Resolved that the Council approved the Colts securely fixing the crossbars/posts to the exterior of their shed (nets removed) as requested. Proposed by MP, seconded by BW.

138.16 Finance

138.1.16 Payment of Accounts and Statement of Balances for July 2016 had been previously circulated. RH had checked the schedule of income and expenditure together with invoices and cheques and recommended approval for payment. Income for period 17 June to 21 July 2016 was £4801.50, expenditure £9617.85. In addition, the Clerk sought approval for payment of invoice from Play Inspection £405.00 which had been received after completion of monthly account by RFO. Clerk requested that as there was no August meeting for signing cheques for salaries and urgent invoices that arrangements be made for the cheques to be raised and payments made where necessary.



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Resolved to approve payment of cheques as per July schedule plus Play Inspection £405.00, and accept the July accounts. In addition, arrangements approved for paying salaries and urgent invoices which would be reported and confirmed at the September meeting. Proposed by AM, seconded by JD. **RFO**

MP left the meeting at 9.10pm and returned at 9.15pm

The Clerk left the meeting at 9.12pm for the following items

138.2.16 LGSS Pension Valuation Questionnaire

138.16 NALC/SLCC 2016-18 National Salary Award

Clerk returned to the meeting at 9.20pm and it was confirmed:

138.2.16

Resolved that the LGSS Pension Valuation questionnaire had been completed and agreed. Proposed by RH, seconded by AM. **RH**

138.4.16

Resolved that the Clerk's salary be increased in line with the recommendations in the NALC/SLCC 2016/18 National Salary Award: a two year award with the first increment back -dated to 1 April 2016 and the second award becoming effective from 1 April 2017. Proposed by RH, seconded by AM.

BW had declared a personal interest in the following item:

138.3.16 Replacement Photocopier/scanning machines.

Clerk had obtained quotes for purchase and lease of A4 and A3/A4 laser printer/copier/scanner machines, details circulated. Samsung CLX9251 was favoured at £1295 purchase price or £26.25 for a 5 year lease or £39.50 for a 3 year lease. Noted that service agreements including toners could be obtained with purchased machines

Resolved that the Council consent to Clerk, in conjunction with Vice-Chair, progress acquisition by lease or purchase whichever best deal could be obtained. Proposed by SJ, seconded by RH. AM and BW abstained.

139.16 General Correspondence

Parish Council Liaison Meeting 13 July 2016 – BW attended – no report

Anglian Water – private pumping stations

Highways England M11 and A14 updates

Cambridgeshire Local Assistance Scheme (CLAS)

Northstowe update

SSE Guidance for the NATS Departure Routes Change at Stansted Airport

Village Hall Committee Management Minutes

140.16 Other Reports

SJ reported that Play Inspection had submitted the Annual Inspection Report, previously circulated to councillors. She would arrange for groundsman contractor to undertake minor works and priorities other work and report back. She reported that the spiral section on the Thriller unit at the main children's play area on the Village Green had been reported broken on Thursday. The whole unit had been isolated with orange barrier fencing and closed signs attached, and Wicksteed contacted for a quote and emergency repairs. AM reported that the RFO had advised that a budget/reserve should be included in the annual precept for play equipment repair projects.



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RH reported that there would be a meeting on 31 July organised by the Church Centre, residents and the school to bring communities closer and that leaflets had been circulated.

141.16 Items of Information/Next Agenda

RH reported that arrangements were being made for the Bar Hill Jubilee Celebrations. The organisers were seeking input for ideas for a programme of activities.
SCDC Planning Policy Monthly updated (July)
Highways England meeting 27 July 2016

142.16 Date of Next Meeting

The next full Parish Council Meeting will take place on Thursday 15 September 2016 at 7:00pm in the Parish Council Office.

There being no further business the meeting closed at 9.10pm

Signed: Chairman of the Parish Council

Date: