



**Bar Hill Parish Council
Minutes of Environment Committee Meeting
Held in The Parish Council Office at 7.00pm
On Wednesday 1 July 2015**

ACTION

Present: B Waters Chair (BW)
S Jenkins Vice-Chair (SJ)
B Burrage Councillor (BB)
J Doland Councillor (JD)
B Howard Councillor (BH)
A Mitchell Councillor (AM)
M Nelson Councillor (MN)
M Pope Councillor (MP)
A Saunders Councillor (AS)
S Spence Councillor (SS)

In attendance: S J Bell (Clerk)

1. To receive apologies for absence and any declarations of interest

There were no apologies for absence

Declarations of Interests: JD: Anything to do with Tesco

2. Approval of minutes of 3 June 2015

The Minutes of the meeting held on 3 June 2015 had been previously circulated and were approved as a true record. Proposed by AS, seconded by BW and unanimously agreed.

3. Matters arising from previous Minutes

3.4 Menzies Hotel – Trees along the perimeter road. Clerk reported that she had written to Menzies Hotel requesting overgrowth be cut back. To-date there had been no response. Clerk to monitor and follow-up as necessary. Noted complaints had been received from members of the public regarding safety and obstruction issues.

4. Terms of Reference for Environment Committee

Draft working proposals document had been prepared by the Clerk and circulated prior to the meeting. Clerk advised that the Committee responsibilities had been split according to budget headings as recommended by the RFO.

MP and AS had met with RFO regarding setting up the Finance and Policy Committee (approved at the previous full Council meeting) and reported on informal discussion with the RFO regarding setting up of Committees with the suggestion of splitting the proposed remit for the Environment Committee as two separate committees – Environment and Amenities.

There was some discussion regarding membership, quorum and administration for the Committees. Clerk drew attention to the need for additional time and commitment required by Councillors, impact on Clerk's workload and timing for submitting minutes to full council for ratification/approval of recommendations. MP said that the RFO had advised that she could Clerk Finance and Policy Committee which could be held immediately prior to the full Council meeting although where the business was solely to check receipts and payments, reconciliations and monthly finance reports these items could be reported to the full Council direct by the Chairman of the Finance and Policy Committee. AM had circulated draft Terms of Reference for the Finance Committee and Amenities Committee and offered his assistance in continuing to help with administrative matters.



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Recommendation to Full Council regarding proposed Environment Committee:

- a) To split the Environment and Community Amenities sections into two separate Committees
- b) Councillors should consider whether any changes be made to the Terms of Reference to the Committees in question and should advise Clerk of their preference for whether they want to sit on either or both Committees

Proposed by MP, seconded by BB and agreed unanimously

5. Litter Bins

Site plan for all village litter and dog bins had been circulated and it was noted 31 litter bins and 14 dog bins had been identified. SJ had produced a summary of the condition of the existing bins. The quote for new/replacement bins from SCDC was received and discussed.

Clerk advised the RFO had confirmed a budget of £5000 for litter but it was understood this was principally for the contract with SCDC for emptying bins rather than new or replacement bins. BW advised funding for new bins would have to be taken either from unspent budget allocation or general reserves.

Recommendation to Full Council regarding proposed purchase of lidded litter bins

To spend up to £3500 for purchase and installation of up to 20 blue Glasdon Topsy 2000 bins from SCDC. SJ to identify and prioritise positioning of the 20 bins for the first phase of this bin replacement scheme.

Proposed by M Pope, seconded by A Mitchell. 9 for, 1 against.

(NB Reference Minute 4 of meeting of 3 June 2015)

6. Balancing Pond and Streams

Chairman requested members review the flooding risks identified for the village of Bar Hill and consider in light of new information received to make decision in regards to any further recommendations to full Council.

It was noted the Environment Committee's previous recommendation to approve all the works was not supported by the full council. It was also noted that further information had come to light; land registry documentation shows the area of land known as the balancing pond to be in the ownership of the Parish Council and as a consequence should there be further flooding of the village the Parish Council could be held financially liable for any damages caused to houses that flood if the work is not carried out on the balancing pond alongside the A14. (source Sass Pledger CCC Officer for Flood and Risk).

B Heffernan had informed the Council that CCC had powers under S25 of the Land Drainage Act 1991 to ensure that appropriate maintenance was carried out by riparian landowners on watercourses, ie balancing pond near A14, Saxon Way ditch and the watercourse at Hollytrees. He had confirmed that Anglian Water and CCC Highways had cleaned their gullies and lateral drainage connections that lead to the balancing pond near A14.

After consideration and discussion the following recommendation was made

Recommendation to Full Council:

Recommendation of the Environmental Committee and subject to para 11 of the Council's current Standing Orders (Rescission of Decision), motion to rescind its previous decision made under Minute 48.2 to now undertake those works on the drainage pond (balancing pond A14) and Saxon Way, and together with those works at the stream at Hollytrees (unaffected), for works to be carried out without further delay (to a total cost of £9445).

This recommendation is made in view of the information and advice from B Heffernan, CCC Senior Officer Flood Risk, which has established the ownership of the infiltration basin, formerly referred to as the "balancing pond", as Bar Hill Parish Council's, together with his assertion that this is an



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important and effective part of the village drainage system.
Proposed by J Doland, seconded by A Saunders. 9 for, 1 against (AM)
(Expenditure under Public Health Act 1936 s260)

7. Tree Works Review

Clerk circulated a summary of works to be reviewed and requested advice for prioritising and arranging for execution of necessary works.
Clerk asked to progress items marked high and medium priority on the summary, obtaining quotes where necessary for full Council approval, including additional items from residents since May 2015. Proposed by MP, seconded by SJ and agreed unanimously.

MP suggested that residents should be encouraged to take responsibility for minor works around their property to help the Council and BW advised that a note had been included in the latest newsletter

8. Items for Information

The following items of information were noted:

Cambridgeshire Local Flood Risk Management Strategy: Public Consultation and email from local MP/Senior Parliamentary Assistant. MN advised he had visited the website. He would report further at the full Council meeting.

MP acknowledged that additional work was being generated and suggested the Clerk should be permitted to claim some extra hours. BW also advised that the Clerk's duties and hours would be discussed in an appraisal.

MN advised that he would attend the office to examine developer plans

AM reported on issues at Pheasant Rise concerning damage to council land. Deferred until completion of works. AM to ask resident at Pheasant Rise whose trees were blocking path to some garages to cut back the overgrowth.

Confirmed arrangements in hand for Extra-ordinary meeting on 15 July 2015 regarding the future of The Willows.

SJ advised of encroachment at the Drift by Appletrees

There being no further business the meeting closed at 9.05pm

Signed(Chair of the Environment Committee) Dated