

PARISH OF BARRINGTON

Minutes of Parish Council Meeting

Thursday 13th April 2023 pm in the Green Room, Barrington Primary School at 7pm

Present: Cllrs Rhodes-Kemp (Chairman), Kemp, Walker, Priddle, Hopewell, Anscombe, Cooper the RFO and no members of the public.

County Cllr Kindersley and District Cllr Van De Weyer were also in attendance for part of the meeting.

1 Apologies, welcome and introductions

Apologies were received from Cllrs Buchanan, Quincey and Alderton.

2 Declarations of Interest and Dispensations

There were no Declarations made.

3 Public Forum

There were no members of the public in attendance.

4 To approve the Minutes of the last Parish Council meeting held on 9th March 2023

The draft Minutes had been circulated. It was agreed that the minutes were a true record and could be signed by the Chairman. Proposed Cllr Walker, Seconded Cllr Kemp

5 To take CCC (Cambridge County Council), SCDC (South Cambridgeshire District Council) and Clerk reports

5.1 County Council

Cllr Kindersley had circulated a report.

At the recent County Council meeting the busway through Coton Orchard –the Cambridge to Cambourne route was agreed, This would now go before a Government Inspector as to whether or not this was a good plan. There was a concern over the lack of public access at Coton Orchard but the way officers presented the case included biodiversity to go alongside the project. Cllr Kindersley added that the concern was that the planning permissions for Bourn airfield and northern Cambourne depended on the delivery of a high quality transport route. There would be consequences if this did not go ahead.

At the same County Council meeting a motion asking for the County Council to organise a referendum on the Making Connections Project was defeated. Cllr Kindersley reminded the meeting that the results of the 24,000 responses to the consultation were not yet available. Cllr Kindersley suggested that the delay could be due to the officers being overwhelmed by the number of responses, they were anxious not to release information before the local elections and the officers needed time to formalise the next stage.

Cllr Anscombe stated that evidence would be needed that the bus service was working adding that a 24 hour service for the Park and Ride sites should be considered.

5.2 District Council

Cllr Van De Weyer referred to the proposed congestion charge consultation advising that the results were to be published during May 2023. He added that it seemed the scheme would not be acceptable.

New information for the Local Development Plan showed that the housing need had increased in South Cambridgeshire due to the increase in jobs. A further draft of the plan was expected for consultation in late Summer.

Cllr Walker advised both Cllr Kindersley and Van De Weyer that he was trying to speak to the Section 106 Officer. He had left messages but there had been no response. Both Councillors agreed to follow up. Cllr Kemp added that it would be good to know what had recently been agreed and the re-plan re Section 106 funds..

Cllrs Kindersley & Van De Weyer

The Chairman advised that there had been complaints over the noise/vibration affecting residents on the Redrow site. This was due to the ongoing building work where the contractors should have timings for working on the site as part of the planning consent. Cllr Van De Weyer agreed to follow up with the developer.

Cllr Van De Weyer

The Chairman referred to a previous request on whether two litter/dog bins would be emptied if the Parish Council purchased them for the site. Cllr Van De Weyer would also follow this question up with the officers.

The Chairman thanked both Councillors for their updates.

Cllr Van De Weyer

6 Matters Arising

There were no Matters Arising.

7 Finance (20mins)RFO

- a) To approve the payment of accounts listed below and to approve any further invoices presented to Council that are not on the schedule (if any):

V/N	Invoice	Description	Supplier	Amount
		Financial year 2022/23		
259		Electricity Charges (March 2023)	Southern Electric	£186.15
256-258		Staff Costs, Pay, PAYE, Home Allowance, Pension March 2023	Staff	£409.50
254		Repayment of VAT 22/23	Green Charity	£4194.06
255	31081	Coronation Bookmarks	Insignia	£590.40
252--253		Hall hire for meetings	Barrington VH	£160.00
		Financial year 2023/24		
		Membership 2023	Cambridgeshire ACRE	£60.00
	2320	Playground Inspection March 23	Herts & Cambsmtce	£114.00
	2325	Strim of ditches	Herts & Cambsmtce	£312.00
	2324	Removal of fallen tree Back Lane	Herts & Cambsmtce	£348.00
	2323	Various works to Back Lane	Herts & Cambsmtce	£2700.00
	23/01	Hire of school room Feb/March 23	Barrington C of E School	£50.00
	10455	Payroll services –Jan-March 23	Red shoes accounting Svs	£62.70
	27080	Rosettes for Coronation	Reimb S Walmesley	£181.67
	80068472	Heritage Lights	South Cambs DC	£13046.00
		Hire of equip for presentation	Reinb Cllr Kemp	£144.00
	2857	Website hosting & support	Netwise UK	£396.00
	2354	Cut Main green/glebe rd/sports areas	Herts & Cambsmtce	£468.00
	2363	Roll & Spike Rec	Herts & Cambsmtce	£540.00

Cllr Kemp pointed out that the invoice for the hire of equipment relating to the presentation was to come out of the Section 106 funds.

The payments listed were agreed. Proposed Cllr Walker, seconded Cllr Kemp

- b) Balances and Bank Reconciliation 31st March 2023

BANK	Balance
Unity Trust Bank	£288445.64
Lloyds Bank	£166839.40
CBS	£1500.00
Unity Trust Bank S106	£(18.97)

- c) Update on Bank Mandate

The RFO advised that she had spoken to Lloyds bank who advised, this time, that they had not received the request to change the mandate and asked for the form again. Access to the Unity Trust account for the RFO, Cllrs Ashcombe Anscombe and Alderton was now set up.

Cllr Walker reported that he had also spoken with Lloyds bank and had circulated terms for deposit accounts which any authorised signatory could deposit money into through online banking. He proposed that £190k was moved from the Unity Trust Bank to Lloyds Bank with £350k put on deposit for one year once the Parish Council had receipt of the first precept instalment. This was seconded by Cllr Ashcombe Anscombe with all Councillors in agreement. Cllr Walker added that a second bank account would also be investigated and there was a discussion on options. All Councillors agreed that with the FSCS limit the funds held by the Parish Council should be spread over a number of accounts. Cllr Walker and the RFO would investigate an account with Santander and Barclays. In addition, the account with Cambridge Building Society would also be investigated at the Melbourn branch.

Cllr

Walker & RFO

The RFO referred to the two Unity Trust accounts and suggested that she make enquiries about changing the dormant account to a savings account. This could then feed the main precept account. At the present time the account was empty but accruing monthly bank charges. Councillors agreed with the suggestion. **-RFO**

d) Adoption of Financial Regulations

A draft had been circulated to Councillors ahead of the meeting but it was emphasised that this was not the final draft as there were still amendments to be made. The Finance working group would look at these with a view to recommending approval at the next Parish Council meeting. **Finance WG**

e) Coronation of King Charles III –Agreement of expenditure on temporary toilets, marquees and flooring

Cllr Cooper had obtained quotations for the services -£354 for toilet hire inclusive of delivery and £530.00 for a 6 metre marquee with flooring. Cllr Cooper added that these prices were competitive.

It was agreed by all Councillors that the order be placed for the toilets and marquee. **-RFO**

8 Section 106 Payments to Contractors

Resolution: That the Parish Council authorise the **Clerk/RFO and the Chairman or Vice Chairman** to approve any expenditure which may arise relating to Section 106 projects between Parish Council meetings where the service to be provided has already been approved by the PC. The expenditure to be limited to a maximum payment of £10,000 per item.

This resolution to be reviewed by the Parish Council at quarterly intervals.

Cllr Walker referred to the need for Section 106 contractor payments to be paid between meetings without delay to the projects. He referred to Item 11 where information was not previously available on proposed expenditure.

A list had now been received from the Architects advising what they felt would be needed in terms of surveys during the first stage of their work.

Measured CAD survey Land and Buildings approx £6,000

Structural Engineer review of trusses (village hall) allow £6,000

Asbestos survey and management plan £3600

CCTV drainage £1200

VAT Advice £2400

Cllr Kemp reassured Councillors that a detailed specification of the requirement would always be sought and circulated as received.

The discussion returned to the resolution. On a proposal by Cllr Kemp, seconded by Cllr Rhodes-Kemp the Resolution with an amendment to read –

That the Parish Council authorise the Clerk/RFO together with the Chairman or Vice Chairman to approve any expenditure which may arise relating to Section 106 projects between Parish Council meetings where the service to be provided has already been approved by the PC. The expenditure to be limited to a maximum payment of £10,000 per item.

This resolution to be reviewed by the Parish Council at quarterly intervals.

was agreed by all Councillors.

Following an online meeting with a representative from a similar project in Fulbourn Cllr Anscombe agreed to find out more about the project and VAT with the representative. **-Cllr Anscombe**

9 Planning -Cllr Kemp

(i) 23/00847/PRIOR

Proposal :Replacement of workshop with single storey annex

Site Address :5 High Street

It was agreed that a recommendation of Support be made but with a request for a condition that the annex was not rented out as separate accommodation. **-RFO**

(ii) 23/00847/PRIOR

Proposal: Single storey rear extension to dwelling

Site Address: 85 Glebe Road

It was noted that the application had been refused. A full planning application would now be required.

- (iii) 23/00598/S106A
 Proposal: Modification of planning obligations contained in a Section 106 Agreement dated 27 October 2016 in relation to outline planning permission S/2365/14/OL
 Cllr Kemp advised that this application referred to the trigger point for the cycle route as to when Section 106 money is released. Cllr Kemp proposed that, although sympathetic to the developer, the view of the Highway Authority for 150 homes as the trigger point be supported. He added that the reason for the cycle path was to relieve pressure of traffic in the village.
 Cllr Kemp to prepare a response to the application. **-Cllr Kemp**
- (iv) 22/04223/FUL (Amendment)
 Proposal: Erection of one new build detached dwelling (additional info to overcome highway objection)
 Site Address: Land lying to the north west of 14 Orwell Road
 A recommendation had been made to the original response. Councillors agreed that this response still stood.
 Recommendation Object -Building such a property would have a detrimental impact on the smaller listed property of Walnut Cottage next door. This property needs to be protected.
 The proposal is too bulky for the plot and unsympathetic to the neighbouring cottage and that the balance has swung to modern buildings in this area of the village. **-RFO**

10 Agreement of Signatures for Indemnity Forms Section 106 Payments- Cllr Rhodes-Kemp

- a) Sports Pavilion Balance
 - b) Village Hall Contribution
 - c) Associate Car Park, Football Pitch and Tennis Court
 - d) Community Fee –Instalment 2
- The documents were available to sign. The Chairman referred to the wording of the indemnity relating to the village hall which she suggested be kept in mind.
 On a proposal by Cllr Ashcombe-Anscombe, seconded by Cllr Cooper, the indemnities were signed by the Chairman and Cllr Walker witnessed by the Clerk.

11 Approval in principle for the engagement of consultants proposed by Mills Power - Cllr Walker

This was discussed under Item 8.

12 All Saints Garden (Redrow) -Cllr Rhodes-Kemp

- a) Occupancy and Numbers
 Cllr Hopewell reported that there were around 47 sales.
- b) Noise/Vibration
 This had been reported to Cllr van de Weyer under Item 5 and he agreed to follow up with the developer.

13 S106 -updates

- a) General Update –Cllrs Rhodes –Kemp& Walker
 The Chairman reported that there had been a period of consultation with two more meetings of the Project team scheduled for the 28th April and 13th June. Plans were not straightforward but a timetable had now been prepared to enable an update to come back to the Parish Council. The Chairman advised that because of the tight schedule the Parish Council would not be able to look at the proposals before the village meeting on the 24th June. An informal viewing of the proposals would though be arranged after the 13th June. The Chairman would confirm the date. **-Cllr Rhodes-Kemp**
- b) Progress on Project –Cllr Kemp
 There was nothing further to report.
- c) Traffic Calming and Speedwatch –Cllr Anscombe
 Cllr Anscombe advised that he was going to try a different way of organising the speed watch checks. He was keeping the batteries on the MVAS charged suggesting that the unit should be moved back nearer the school. The request for additional posts also needed to be followed up with the Local Highway Officer which Cllr Anscombe would do. He then advised that Gamlingay had an MVAS which they did not need and were offering it, at a cost, to other parishes. This unit was identical to the current one in the village and Councillors agreed he follow up with a bid. **-Cllr Anscombe**

Cllr Anscombe referred to the agreement at a recent meeting to ask County Highways to carry out a review based on the report commissioned to advise which changes would work the best. He would now pursue. The Clerk was asked to record the thanks of the Parish Council to John Gove, on his passing, for his contribution to the Community Speedwatch Team over the years.

- d) Archer Bridge –Cllr Quincy
There was nothing to report.

14 Barrington Welcome Packs - All

The Chairman reported that she had been approached by South Cambridgeshire District Council who was very keen to have welcome packs prepared for the new residents on the Redrow estate. There would be no cost to the Parish Council. She reminded Councillors that there was some text but it was now out of date and needed a lot of work. She asked for a volunteer.

A discussion took place on the need for a welcome pack when there was information on the village website and in the newsletter. It was noted that the website needed to be updated and once done would be a good source of local information. A reference was made to the ~~Community-Led~~ Parish Plan prepared in the past. The Clerk advised that South Cambridgeshire District Council was pushing for parishes to carry out the process of preparing a plan again. There were Community Chest grants of £2,000 available.

After further discussion it was agreed that welcome packs would not be prepared at this time. The Chairman would respond to the District Council.

Cllr Rhodes-Kemp

15 Update on Review of Risk Assessments –Cllrs Priddle & Kemp

Cllr Priddle queried the action he had agreed to adding that he was happy to sit down with any Councillor assigned a review of an existing plan. To date he had not received any.

Councillors agreed to forward their written reviews to the Clerk who would then forward to Cllr Priddle.

Cllrs and Clerk

16 Review of Policies –Cllr Kemp

Cllr Kemp expressed his concern over one of the proposed policies stating that he felt that the Parish Council should stick to the versions they already had.

The Chairman explained the history to the decision to compile the up to date policies with the proposed versions being very comprehensive and extremely tight.

A discussion took place on how to move forward. Cllr Hopewell reminded Councillors that she had prepared some policies and would forward these to Cllr Kemp. The RFO would also forward the SCDC adopted Code of Conduct as this was also recommended for adoption by Parish Councils.

-Cllr Kemp, Cllr Hopewell & RFO

17 General Update and Review of Organogram/Action Plan

The Chairman reiterated previous comments that the review could not be undertaken until there were more Councillors present. There were still Parish Councillor vacancies. The RFO offered to forward an advert for the newsletter, website and notice board.

-RFO

18 Update on Coronation Celebration - Cllr Cooper

Cllr Cooper advised that all was progressing well and now volunteers were needed. Updates were being made via social media. The event had been opened up to stall holders so there would be a lot of people attending. Raffle prizes were also starting to come in.

The Chairman congratulated Cllr Cooper on her arrangements.

19 Reports to be taken as read

- a) QEII woodland and Community Orchard –Cllrs Buchanan, Hopewell & Quincey
b) Footpaths –Cllrs Buchanan and Cooper

As a footnote to his report Cllr Priddle noted that he and Cllrs Hopewell and Cooper has met with representatives from County and the bridge contractors regarding reinstatement of the footpath from Boot Lane to Little Rivers. The footpath would be rebuilt to its previous specification, probably in June. This would involve temporary closure of the path and may also involve storage of materials on the Green. The Councillors also noted issues with the re-siting of the gate at the top of the path and the poor quality of some of the wood used in construction of the bridge.

- c) Ditches –Cllr Hopewell
d) Play Areas –Cllr Cooper reported that she did not know if the RoSPA inspection had taken place yet. There was some outstanding works in the play area which she was aware of. Cllr Priddle advised that the five a side goal posts were being installed.

e) Challis Green Pond –Cllr Rhodes-Kemp

f) Green Charity –Cllr Priddle

An update on the reports had been circulated prior to the meeting.

20 Highway Issues

The Chairman advised that the main issue was potholes about which there was a conversation prior to the meeting with County Cllr Kindersley.

21 Benches - Cllrs Hopewell & Rhodes-Kemp

a) Update on Plaques

One of the plaques had been returned and would be put on the bench. The whereabouts of the other would continue to be investigated or a replacement arranged.

b) Update on Bench Inspection

Cllr Hopewell confirmed that the list of benches had been given to the contractor. A walk around was still to take place. Cllr Cooper added that the millennium bench had been taped up awaiting a quotation for its repair.

22 Update on Parish Council Email/Website –Cllrs Hopewell & Anscombe

Cllr Hopewell reported that they had investigated different options adding that every single email system had an administrator. She explained how the systems worked. A discussion took place on third party access to emails and security. It was advised that in the past there was a document relating to consent to access an email account. The whereabouts of the document would be investigated.

After further discussion it was agreed that in future Councillors would be given the option on whether to use a gov.uk email or their own personal email address.

23 Recruitment of Clerk/Administrator Update- Cllrs Rhodes-Kemp, Walker & Quincey

The Chairman reported that an acceptable applicant had been interviewed for the role and proposed that they be offered the role. This was seconded by Cllr Ashcombe with all Councillors in agreement.

24 Agreement of Agenda for Annual Parish Meeting 2nd May 2023

The draft agenda would be finalised. A discussion took place on advertising the meeting. It was suggested that slips be delivered to the new Redrow residents and also advertised on Facebook and the notice board.

The Chairman referred to the notice board advising that, as the doors lifted upwards, it made it very difficult to put notices on. She suggested the doors be changed to open outwards. Cllr Anscombe suggested a gas strut which would be investigated.

25 Date of next Parish Council Meeting -11th May 2023 -Bowls Club

There was no further business. The Chairman closed the meeting at 9.40pm