

PARISH OF BARRINGTON

Minutes of Parish Council Meeting

Thursday 11th May 2023 pm in the Bowls Club at 7pm

Present: Cllrs Rhodes-Kemp (Chairman), Walker, Priddle, Anscombe, Cooper, Quincey, Alderton the RFO and one member of the public.

1 Election of Chairman

The Chairman opened the meeting and asked for nominations for Chairman. Cllr Anscombe proposed Cllr Rhodes-Kemp, seconded by Cllr Walker. There were no other nominations. Cllr Rhodes-Kemp agreed to continue as Chairman.

2 Election of Vice Chairman

Cllr Quincey nominated Cllr Walker which was seconded by Cllr Cooper. There were no other nominations. Cllr Walker agreed to continue as Vice-Chairman.

3 Co-option of Councillor

There had been no applications for co-option.

4 Apologies, welcome and introductions

Apologies had been received from Cllr Kemp, Cllr Hopewell, County Cllr Kindersley and District Cllr van de Weyer. The Chairman advised that she had received the resignation of Sam Buchanan. The SCDC Monitoring Officer had been made aware and the process to replace her started.

5 Declarations of Interest and Dispensations

There were no interests declared.

6 To consider membership of:

a) Council Working Groups

b) Parish Working Groups

c) Councillors Responsibilities

This item would be revisited at the next meeting where it was hoped more people had come forward for co-option.

7 Attendance of Parish Councillors at meetings

Concern was raised over regular attendance at meetings and commitment. The Chairman advised that she would provide some suitable wording for adoption by the Parish Council. She added that actions from meetings were allocated to those Councillors in attendance. Cllr Priddle stated that the recent meeting of the Green Charity was unable to take place because it was not quorate. It was recognised that while people had other commitments, the current pressures of the Section 106 projects required more involvement from councillors. It was stated that it would be useful for a list of 2023 /24 meeting dates to be put on the web site which the Chairman and RFO agreed to do. Hopefully there would be some more volunteers for co-option to the Parish Council coming forward.

A discussion then took place on the meeting locations. The Village Hall now could not be used until after 19:30 as there were youth groups in the Hall prior to this and Safeguarding Precautions meant that it was now not possible to access the Village Hall until 19:45 or later. Because of the lack of accessibility, the Primary School was not suitable. Councillors discussed the Bowls Club which was considered a suitable place. The Chairman agreed to ask if the building could be hired for regular meetings. The June meeting was already arranged to be held in the Bowls Club,

Cllr Rhodes-Kemp

8 Councillor request for leave of absence

The Personnel Working Group had met to discuss a request from Cllr Hopewell for leave of absence. It was proposed that Cllr Hopewell be given three months leave of absence so until 10th August 2023. During that time, she would continue to receive emails so would be able to keep up to date with Parish Council business. Cllr Hopewell is going to continue with the production of the newsletter which is separate to the Parish Council. The Clerk/RFO would take over the updating of the website/Facebook page. The proposal was agreed by all

Councillors. This would be confirmed in writing by the Personnel Working Group.

-Personnel WG

9 Public Forum

9.1 Happy Bunnies

A representative of the nursery advised Councillors that he had taken over the nursery which was a family venture. He was a professional early years teacher and the numbers of children attending the nursery was increasing. The representative wanted to gauge what was happening in the village as most children came from Barrington. The nursery was currently based in Shepreth. The number of children had increased since the takeover and four new nursery teachers had been employed. The Chairman asked if consideration would be given to moving back to Barrington. The representative replied that a second site or relocation was open for discussion. The Chairman explained the current projects in the village and that the Parish Council was working with an Architect on the design phase. There had been extensive discussion re Early Years Provision. It was suggested that the representative might attend the next meeting with the School and Architect which he agreed to do. He also advised that he would be attending the Coronation celebration on the 13th May and was invited to the village presentation of plans on the 24th June 2023.

10 To approve the Minutes of the last Parish Council meeting held on 13th April 2023

The draft Minutes had been circulated. Following amendment to Item 14 (Community Led Plan to read Parish Plan) and subject to an amendment from Cllr Ashcombe to the minutes these were agreed as a true record and signed by the Chairman. Proposed Cllr Walker, Seconded Cllr Cooper.

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

The County and District Councillors were not in attendance.

12 Matters Arising

There were no Matters Arising

13 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
13		Electricity charges April 2023	Southern Electric	£206.49
		Staff Costs PAYE, Home Allowance, Pension April 2023	Staff	409.50
	003249	Hire of Toilets for coronation	Toilets+	£354.00
	3215	Hire of marquee and flooring for coronation	Gigtent	£636.00
	2378	Cut of green/glebe rd/sports field	Herts & Cambs Ground mtce	£468.00
	2388	Cut of verges	Herts & Cambs Ground mtce	£228.00
	2391	Cut of sports field	Herts & Cambs Ground mtce	£144.00
	2450	Playground Inspection	Herts & Cambs Ground mtce	£114.00
	2441	Repair slide mound	Herts & Cambs Ground mtce	£1752.00
	2437	Cut green/field/Glebe Rd/ Strim village	Herts & Cambs Ground mtce	£720.00
		Coronation rosettes/envelopes	Mrs S Walmesley	£38.48
		Affiliation fee 2023-24	CAPALC	£474.27
	000226	Stage 1 prep & brief -principle designer	Mills Power Architecture	£240.00
	000220	Consultation schedule/draft report	Mills Power Architecture	£4985.65

The payments listed on the meeting agenda plus two invoices received from Mills Power Architecture: were agreed. Proposed Cllr Anscombe, Seconded Cllr Alderton

b) Balances and Bank Reconciliation 30th April 2023

BANK	Balance
Unity Trust Bank	£327,419.31
Lloyds	£166,832.40
CBS	£1,500.00
	£495,751.71

c) Update on Bank Mandate

The RFO reported that she had visited a branch of Lloyds bank with a copy of the mandate change prepared in December 2022 and was advised to complete a new form which she had done. She would now take this back to the branch.

-RFO

Cllr Walker asked if more signatories should be added to the Lloyds mandate as at the present time he believed there were only two. The Chairman confirmed that she also had access to the Lloyds account. Councillors agreed that ideally the Parish Council accounts should all have the same signatories. It was agreed that once the RFO had access to Lloyds she would arrange for Cllrs Anderton and Anscombe to be added.

-RFO

d) Adoption of Financial Regulations

Cllr Walker thanked Cllr Priddle for his input on the Financial Regulations. A further version (8) had been circulated to Councillors and they were urged to look with a view to adoption at the June 2023 meeting.

-Councillors

e) Presentation of Audited 2021/22 Accounts

This item had been referred from the Annual Parish Meeting. The RFO had copied the external audit report to Councillors. There were no issues raised in that audit.

f) Annual Audit 2022/23

Internal Audit Report

The Internal Audit had taken place with no major issues identified. The Electors Rights would be advertised on the notice board and website on the 5th June 2023 with the deadline for the AGAR to be sent to the External Auditor as the 1st July 2023.

-RFO

Agreement of Governance Statement

The statement was read by the RFO. Councillors agreed that the Statement could be signed with all sections showing Yes.

Agreement of Accounting Statement

The statement was agreed as correct and signed by the Chairman.

g) Bank Signatures

Cambridge Building Society had asked for the following statement to be signed by Councillors at this meeting so that new signatories could be set up on the Parish Council account.

At the request of the Cambridge Building Society, it is hereby confirmed that the previous BPC signatories Richard Gibson, Valery Tookey and Peter Bird are no longer Barrington Parish councillors.

Councillors in attendance signed a letter containing the statement. The Chairman, Vice Chairman and RFO would arrange to visit a branch with the letter.

-Cllrs Rhodes-Kemp/Walker & RFO

h) Approval in principle of costs relating to the power cable over the new field.

Cllr Walker reported that a meeting had taken place between the Architect and UK Power Networks to establish what could be done about the power lines over the land. The UK Power Networks representative came up with a list of what could and could not be done. It was also confirmed that there was a Wayleave across the field which added all kinds of complications. It was noted that the Parish Council was a long way off getting a quote.

A discussion took place on the land with a suggestion that to make the area easier to manage, consideration could be given to purchasing the Cemex land adjacent to that assigned to the Parish. A Valuation would be obtained. The Chairman advised that the contractors would be asked to cut the grass so that the field was more accessible to the community who were increasingly walking around the field.

-Cllr Rhodes-Kemp

14 Planning

No plans for consideration had been received at the time the agenda was posted.

There was since a request for comments on planning application 23/01572/HFUL (85 Glebe Road) which had been considered by the Parish Council before. The original application was supported but this application

related to a change from the brick finish to a rendered finish. It was noted that it was impossible to see from the plans what type and colour of render was proposed and how this matched in with the adjoining properties. Cllr Alderton suggested that a condition be recommended that samples of render and colour be provided to the Parish Council which was agreed. The Clerk/RFO to make this request. **-RFO**

15 All Saints Gardens (Redrow) Cllr Rhodes-Kemp

- a) Occupancy and Numbers
Cllr Hopewell had provided the numbers which currently stood at a total of 60 market and shared ownership occupancy. Cllr Cooper stated that she did not think that the sales were going as well as expected.
- b) Noise/Vibration
Nothing had been heard from Cllr van de Weyer who had been asked to find out from the planning consent the permitted hours of work of the contractors. He would be asked for an update at the next meeting.

16 S106 - updates

- a) General Update –Cllrs Rhodes –Kemp & Walker
- b) Progress on Project –Cllr Rhodes-Kemp
The Chairman reported that they were working through the meeting timetable with the user/steering groups. She stated that it had been questioned whether to appoint some form of a Project Manager/Facilitator There were three applications for Project Manager originally. All the groups needed to think about the future and the use of joint space. Some issues of access for a survey had arisen. Cllr Anscombe questioned the appointment of a Project Manager as without a definition of what was required of them, he felt they would be wasting time and money. A discussion took place on how this could be progressed with a suggestion that the first step would be to set up a structure followed by a briefing document for users. Cllr Anscombe offered to prepare a draft for the Finance Working Group meeting on the 17th May. **-Cllr Anscombe**
Following questions on the village groups participation in meetings the Chairman reiterated that the issue was that the Architect had not been able to access some parts of the buildings because of the reluctance to make the keys available.
Agreement of a Pre-Application submission at a cost of £1568.00.
Cllr Kemp has asked Councillors to agree that a pre-application submission to South Cambridgeshire District Council by the Architect be made. On a proposal by Cllr Cooper, seconded by Cllr Walker, this was agreed.
- c) Traffic Calming and Speedwatch –Cllr Anscombe
Cllr Anscombe reported that there had been no further progress with Speedwatch adding that more people were needed to join the volunteers. He had spoken to the CCC Local Projects officer, Josh Rutherford, who was going to look at the **2020** consultants' report and let the Parish Council have comments, proposals and costs.
Cllr Anscombe had tried to pursue the bidding for the Gamlingay MVAS but this did not materialise. He added that the village need more of the units. A discussion took place on posts which were being pursued by the previous Clerk. It was agreed that the Administrative Co-ordinator be asked to investigate the current post situation with highways and obtain costings for additional MVAS units. **-Admin Co-ordinator**

The Chairman reported that she had attended the LHI panel meeting earlier in the day to support the application for traffic calming outside the Primary school. The results would be known in July 2023.
- d) Archer Bridge –Cllr Quincey
Cllr Quincey reported that there was nothing further to report. The road was currently flooded caused by the heavy rainfall. Funding for a feasibility study needed to be applied for to find out the options. A discussion then took place on the number of road closure signs. It was noted that at one point two of the roads into the village were closed at the same time.

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

Cllr Priddle reported that he and Cllr Cooper had reviewed three of the five Risk assessments and an offer was made to take on those allocated to Cllr Hopewell.

The Chairman advised that the Parish Council insurers wanted to know how the volunteers dealt with the ponds. Details would be obtained to ensure that they were documented in the relevant Risk Assessment. Cllr Priddle suggested that all five Risk Assessments should be forwarded to the insurers to show that the Parish Council takes the Risk Assessments seriously. There was another Risk Assessment which had just come to light which he would forward to the Chairman.

- Cllr Priddle

18 Review of Policies –Cllr Kemp

Cllr Kemp would report at the next meeting. The existing Parish Council policies would be reviewed and adopted once updated.

19 General Update and Review of Organogram/Action Plan

The Chairman again referred to the lack of Councillors but would prepare an updated action plan for the next meeting. Cllr Priddle pointed out that his name was against Neighbourhood Watch but at the present time this did not exist in the village.

-Cllr Rhodes-Kemp

20 Update on Coronation Celebration - Cllr Cooper

Cllr Cooper expressed her disappointment at the lack of help being offered organising this event. The toilets and marquees were due to arrive and she hoped that there would be help setting up. She felt very disheartened. The Ladies group were not able to provide refreshments, so Cllr Cooper had managed to get a tea/coffee van to attend the event.

Councillors were sympathetic as Cllr Cooper had spent so much of her time organising. They would see what help they could provide. The event was due to start at 1pm.

21 Reports to be taken as read (1min)

- a) QEII woodland and Community Orchard –Cllrs, Hopewell & Quincey
- b) Footpaths –Cllr Cooper
The recent cut back of shrubbery and tree work had helped with the drying out of the Back Lane path.
- c) Ditches –Cllr Hopewell
All were working well with a lot of running water. They were much more effective since the ditch work. Cllr Cooper advised that ditches that were in the village when she was young had self sealed. This many need to be revisited to facilitate appropriate drainage.
- d) Play Areas –Cllr Cooper
All was well. Cllr Cooper was waiting for the annual RoSPA inspection report which was due soon.
- e) Challis Green Pond –Cllr Rhodes-Kemp
It was advised that volunteers wanted to paint the fence, but it needed to be repaired first. There had been a follow up with the Local Highway Officer over this issue. He referred to his correspondence from July 2022 in which he confirmed that the fence was satisfactory from a safety point of view, repairs were therefore not needed, so the Parish Council could arrange the painting. It was noted that the fence was last painted many years ago. It was recognised that to replace the fence like for like would be expensive so an alternative could be considered. Funding could be applied for through the LHI Scheme. Cllr Rhodes-Kemp would take this forward
- f) Green Charity –Cllr Priddle
As stated earlier in the meeting the recent scheduled meeting was not quorate. A further meeting was arranged for the 16th May 2023.

22 Highway Issues

As reported under item 16 (d) there were a lot of road closed signs recently with two of the main entrances into the village closed at the same time. This would be taken up with Cllr Kindersley at the next meeting.

Potholes continued to be an increasing issue. It was up to residents to report on the County Council Website

23 Benches (5 minutes) Cllrs Hopewell & Rhodes-Kemp

- a) Update on Plaques
The tree plaque was now back in place. The tree had been flowering.
- b) Update on Bench Inspection
Cllr Hopewell had forwarded an update. Only 2-3 benches remained to be done. Cllr Cooper referred to the Millennium bench which needed to be repaired. The Chairman agreed to ask the contractor Herts & Cambs Ground Maintenance for a quotation.

-Cllr Rhodes-Kemp

24 Matters Arising from Annual Parish Meeting 2nd May 2023

There were no Matters Arising from the meeting which was very poorly attended. Councillors agreed that the meeting would be given more publicity in 2024 with flyers for the whole village not just the new development.

25 Date of next Parish Council Meeting -8th June 2023

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