

# **PARISH OF BARRINGTON**

## **Minutes of Parish Council Meeting**

**Thursday 8<sup>th</sup> June 2023 in the Bowls Club at 7pm**

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

### **1 Co option of Councillor**

There had been no applications for co-option. Councillors agreed that they would try and raise some interest from residents in joining the Parish Council.

### **2 Apologies, welcome and introductions**

Apologies had been received from Cllr Walker, Cllr Quincey, Cllr Alderton, Cllr Hopewell, County Cllr Kindersley and District Cllr van de Weyer.

### **3 Declarations of Interest and Dispensations**

There were no interests declared.

### **4 Public Forum**

There were no members of the public in attendance.

### **5 To approve the Minutes of the Parish Council Annual meeting held on 11<sup>th</sup> May 2023**

The draft minutes had been circulated. These were agreed as a true record and signed by the Chairman. Proposed Cllr Ashcombe, seconded Cllr Kemp.

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

a) Road Closures (SK)

b) All Saints Garden Noise/Vibration (AVW)

The County and District Councillors had given their apologies.

### **7 Matters Arising**

a) Quotation for repair to damaged bench

Cllr Cooper offered to find out if the Millennium bench was repairable. If so she would arrange quotations for the repair. It was possible that due to its condition a replacement would be required. **Cllr Cooper**

### **8 Finance**

- 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
31		Electricity charges May2023	Southern Electric	£186.15
33-40		Staff Costs PAYE, Home Allowance, Pension May 2023	Staff	£4810.26
32		Hire of marquees for coronation	6 <sup>th</sup> Royston air scouts	£100.00
48		Hire of school room for April PC meeting	Barrington C of E School	£25.00
44	4212	Starboard Systems Ltd	Scribe Licence 2023/24	£673.92
51	2490	Cut of green/glebe rd/sports field	Herts & Cambs Ground mtce	£468.00
50	2530	Strim Village	Herts & Cambs Ground mtce	£228.00
52	2480	Cut of sports field	Herts & Cambs Ground mtce	£144.00
53	2478	Strim whole village	Herts & Cambs Ground mtce	£240.00

54	2479	Cut green/field/Glebe Rd/ Strim village	Herts & Cambs Ground mtce	£468.00
49	2477	Ranger Duties	Herts & Cambs Ground mtce	£247.50
	70375	Play Area RoSPA inspection 2023	Playsafety Ltd	£259.80
42		Insurance premium 23/24	Zurich Municipal	£1490.97
45	00232	Stage 2 Concept design (Principle Designer)	Mill Power Architecture	£360.00
46	00231	Stage 1 Draft report/Stage 2 concept design	Mills Power Architecture	£5100.00
54	2541	Ranger Duties	Herts & Cambs Ground mtce	£178.20
52	2540	Cut of sports field	Herts & Cambs Ground mtce	£144.00
47		Renewal of data protection registration	ICO	£40.00

Cllr Cooper queried the RoSPA Play area inspection invoice as it stated that an additional £42 was charged for 'a meeting with the Inspector'. It was noted that in the past the Inspector had been accompanied by a member of the Parish Council but, as far as Cllr Cooper was aware, this had not happened this year. The RFO to follow up with Playsafety Ltd.

**-RFO**

The 'Ranger Duty' work was questioned as a breakdown of the work done was not itemised on the invoices. The RFO would ask for details to be put on the invoices in future.

**-RFO**

A discussion on the contractors' specification took place. The Chairman had asked for a list of work undertaken by the contractors routinely, and that which they carried out additionally, as there had been requests for extra work (Item g) which could be included as routine maintenance. Agreed the details to be requested

**-RFO**

It had been discovered that an invoice for the repair to the slide mound had been approved at the May 2023 meeting. Cllr Cooper reported that the work had been postponed and would now be carried out in the Autumn. The contractor was aware of this.

On a proposal by Cllr Kemp, seconded by Cllr Priddle, the invoices were approved for payment subject to clarification on the RosSPA invoice.

**b) Balances and Bank Reconciliation 31<sup>st</sup> May 2023**

<b>BANK</b>	<b>Balance</b>
Unity Trust Bank	£2,059,637.04
Lloyds	£266,832.40
CBS	£1,500.00
	£2327969.44

To Note -The Parish Council is now in receipt of the balance of the S 106 funds from Redrow in relation to the original 220 houses. The funds are being spread across 6 institutions, Unity Trust Bank, Lloyds, CCLA (Public Sector Deposit Fund) , Cambridge BS and one more institution TBC

**c) Update on Bank Mandate**

The RFO gave an update on the bank account applications. There was now a live Unity Trust savings account. The mandates for the Cambridge Building Society, applications for CCLA and Cambridge and Counties bank were being arranged.

**d) Adoption of Financial Regulations**

The Finance Working Group had reviewed the suggested amendments to the draft regulations and now proposed that they be adopted. On a proposal by Cllr Ashcombe, seconded by Cllr Kemp, the Financial Regulations were adopted. The Chairman expressed her thanks to Cllr Walker for all his work on this.

**e) Agreement of Donation to Bowls Club for meetings**

It was advised that the Bowls Club did not hire out the room but would accept a donation. It was proposed by Cllr Kemp, seconded by Cllr Cooper, that a donation of £25 be made per use for a Parish Council meeting.

**f) Retrospective agreement of increased survey costs**

The survey costs were £2850.00 for the Village Hall and £2800.00 for the Cricket and Bowls Club which were retrospectively agreed.

**g) Agreement of the following additional grounds maintenance work**

- A cut of the new field
- Retrospective strimming for safety as required
- Removal of poisonous plants at the beginning of Back Lane
- Strim of nettles -QE2 Woodland paths,
- Heslerton Way Car Park area - trees to be trimmed

As stated under item 8a some of this work was routine and could be carried out as part of the contractors' schedule without further approval by the Parish Council. The work was agreed. The RFO would confirm in writing to the contractors. **-RFO**

- h) Agreement of Quotation for land valuation  
A quotation of £750 plus expenses and VAT has been received. This cost may increase if additional pockets of land were included. The quotation was agreed by all Councillors. RFO to confirm. **-RFO**
- i) Agreement of estimated Fee for agronomist for feasibility of proposed football pitch area  
The estimated fee was £2500 which was agreed. As the location of the football pitch had not yet been finalised and so this survey would be on hold for the time being.

## 9 Planning

- i. S/3485/NMA8 (Information Only)  
Proposal :Non material amendment on S/3485/18/RM to move the allotments 25m to the north and add a grasscrete entrance track to the allotments  
Site Address: Barrington Cement Works  
Cllr Kemp confirmed that this Redrow application was for information only.
- ii. 23/01658/LBC  
Proposal: Amendments to previously approved (ref:22/04903/LBC and 22/05/044/LBCO window detail by removing glazing bar  
Site Address – 36 West Green  
Cllr Kemp advised that the application had been approved by the Conservation Officer and proposed that the Parish Council also support. This was agreed.

## 10 All Saints Garden (Redrow) Cllr Rhodes-Kemp

- a) Occupancy and Numbers  
The Chairman had been advised by Redrow that there 68 properties were occupied. They were expecting another 50+ over the next three months. This would bring the site close to the s106 trigger point for the new cycle route to Foxton.
- b) Bins  
The Chairman had spent a lot of time on finding out about the provision of bins on the site. It had now been confirmed that it was the responsibility of the developer until they release the site for adoption, which was unlikely. SCDC would charge for installation and regular emptying. It was agreed that the RFO write a letter to the site manager requesting two litter and 1 dog waste bin be provided. **-RFO**

## 11 S106 - updates (20mins)

- a) General Update –Cllr Rhodes–Kemp/Cllr Kemp  
The Chairman reported that due to the sale of the homes, and the 150 trigger point, the contractors were now getting on with the cycleway. An invitation had been received to meet with the developers and walk the route. It was understood that the proposed removal of trees and bushes along the route would be substantial and likely upsetting for some residents. There would be health and safety implications for the rail track if replacement trees were planted. It was the developer's intention to first show the Parish Council the proposal and then the public. They had said more than one walk could be arranged if needed. Cllr Priddle offered to accompany Cllrs Kemp and Walker on the walk. It was felt that as the residents of Bendyshe Way would be most affected and they should be invited. It was acknowledged that the cycleway would be an important link to Foxton Station for cyclists and pedestrians as the road was dangerous. However, the environmental effects along the route had not been very well publicised. Cllr Kemp added that while the Parish Council can represent the views of residents - it also needed to be made clear to residents that the cycleway was a planning agreement reached by South Cambridgeshire District Council with Redrow, and residents could raise concerns with both the developer and the District Council if they so wished.  
The Chairman then updated councillors on progress on the village facilities. The architects were making progress with both preliminary cost calculations and establishing the various user needs and options. However, the work was delayed somewhat by the timing of the numerous surveys that have to be completed for both of the main sites. Once this work has progressed to a presentable stage, a meeting with the Joint Project Team will be held and followed by an open day for the village to see the options that are

facing us. There are some difficult constraints and challenges – not least the available funding, A new date for the open day will need to be agreed and announced.

b) Speedwatch/VAS – Cllr Anscombe

Cllr Anscombe reported that he had moved the MVAS to Challis Green. He had not been able to progress Community Speedwatch yet which remained short of volunteers.

Cllr Anscombe had contacted the manufacturer of the MVAS regarding further units and obtained a price for the same equipment. He was waiting for the quotation to confirm this and also a quotation for an optional price with a solar panel. Details should be available for the July Parish Council meeting.

A discussion took place on posts for the equipment which Cllr Anscombe would follow up with the Administrative Coordinator.

**-Cllr Anscombe**

c) Archer Bridge – Cllr Quincey

There was no further update from Cllr Quincey.

Cllr Ashcombe offered to obtain some informal advice on a steel footbridge alternative idea.. He would report back at the next meeting.

**-Cllr Anscombe**

## 12 Update on Review of Risk Assessments –Cllrs Priddle & Kemp

Cllr Priddle reported that all five Risk Assessments had been updated. There were concerns discussed relating to the ponds and the possibility of children jumping in. It was noted that children did swim in 'Little Rivers'. Signage, which Cllr Priddle confirmed came up on the risk assessment, was suggested. He agreed to suggest some wording for possible signs. The Administrative Coordinator would also be asked to organise a quotation for approval at the next meeting, She would also be asked to include the costs of floats.

**-Cllr Priddle**

Cllr Kemp noted the lack of reference to fire risk adding that with climate change, and the very dry green and thatched roofs in the village, the Risk Assessment should have some reference to this. No fires are allowed on the Green (excepting with specific prior permission for organised BBQs at events, for example). But there is a residual risk from broken glass and public carelessness.

## 13 General Update and Review of Organogram/Action Plan

The Chairman stated that this needed at least seven or eight Councillors to progress.

## 14 Reports to be taken as read

a) QEII woodland and Community Orchard –Cllr Quincey

It was noted that the woodland needed to be cut back and the contractor would be instructed to do this.

b) Footpaths –Cllr Cooper

Cllr Cooper offered to take the lead with this responsibility asking other Councillors who walked the paths to let her know if there were any issues.

It was noted that details relating to the TTO for Footpath 5 had been received. The work was scheduled to be carried out mid-July -1<sup>st</sup> August.

c) Ditches –Cllrs Walker and Kemp to monitor.

d) Play Areas –Cllr Cooper

e) Challis Green Pond –Cllr Rhodes-Kemp

The Chairman referred to a maintenance plan, prepared by the volunteers, which was circulated to Councillors some time ago. She added that the volunteers had asked for a formal letter approving the plan and suggested that two Councillors work with her to read and comment on the plan so that a response could be made.

A request had also been made for a green bin which South Cambridgeshire District Council had stated needed to belong to a residential property. The Chairman had suggested that the volunteers arrange for the bin themselves and submit invoices to the Parish Council to pay the cost and annual emptying charge.

f) Green Charity –Cllr Priddle

Cllr Priddle had circulated the minutes from the AGM of the Green Charity. As agreed previously Cllr Priddle would report back to the Parish Council following the bi-monthly Green Charity meetings.

## 15 Highway Issues

Details of lining work, in preparation for the transfer of Civil Parking enforcement from the Police to the Highway Authority, had been circulated to Councillors. It was noted that Haslingfield Road was on the list. Cllr Priddle advised that he had attended the SCDC Cabinet meeting where transport had been the main topic. He had prepared notes and would circulate them to Councillors.

**-Cllr Priddle**

An update on East West Rail had also been received with a request from the Local Representative Group to advertise drop in events across the route. A reference was made to the Parish Council website where this could be advertised and it was noted that a lot of the information on the website needed to be updated. It was agreed that the Administrative Coordinator would be asked to action this. **-Admin Coordinator**

#### **16 Future venues for Parish Council meetings**

A discussion took place on holding the meetings at the Primary School, where there were issues with accessibility and wi-fi, and the Village Hall where, because of the Youth Club, access would not be available until 8pm. The Bowls Club closed for the Winter at the end of September.

After further discussion it was agreed that the Chairman would ask the Bowls Club if the clubhouse could be used for the Summer meetings. The Village Hall Committee would be asked if the hall could be used for Winter meetings possibly starting at 7.30pm. **-Cllr Rhodes-Kemp**

#### **17 Public Consultation and Meeting -12<sup>th</sup> June 2023 & 24<sup>th</sup> June – NEW DATE TBC**

This was discussed under Item 11(a) and a new date is to be determined.

#### **18 Date of next Parish Council Meeting -13<sup>th</sup> July 2023**

There was no further business. The Chairman closed the meeting at 9.10pm