

BARRINGTON PARISH COUNCIL

(District of South Cambridgeshire)

A virtual meeting of this Council was held on Tuesday 19 May 2020, via ZOOM at 7.30pm.

Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council Clerk
parishclerk@barringtonparishcouncil.gov.uk

Present: Cllrs Rhodes-Kemp (Chair), Bird, Brass, Mc Bride, Day, Kemp, Walker, Bedford

Absent: Cllr Gibson

In attendance: Mr Rixon Zvauya – RFO, County Cllr Kindersley (for part of the meeting). No members of the public were in attendance

1. Public Participation: (For up to 15 minutes members of the public may contribute their views, comments and questions to the Council – 3 minutes per item)

There were no members of the public present

2. To receive and approve apologies for absence.

Apologies for absence were received and accepted from Cllr Gibson

3. To receive any declarations of interest and dispensations

Members are reminded that they are required to ensure their register of interests is updated within 28 days of any change in circumstances

There were no declarations of interest and no requests for dispensation

4. To approve the minutes of the Parish Council meetings held on 18th February 2020.

There were no minutes to approve from the February meeting as the outgoing Clerk did not prepare them before his resignation in April. The councillors proposed the option to go through the February meeting agenda and prepare the minutes from memory and contemporaneous notes.

It was resolved that Cllr Brass will prepare a first draft set of minutes for circulation and assign sections for other councillors to complete. The completed set of minutes will be approved at the next full council meeting. Proposed by Cllr Brass and all in favour.

5. To report back on outstanding actions

There were no outstanding actions to report back upon as the minutes were not prepared.

It was resolved to report back when the minutes have been prepared.

6. Governance Matters:

a) To consider co-option to the Council and delivery of acceptance of office forms

The Chair thanked John Walker and Tim Bedford for applying to join the council.

It was resolved to officially co-opt John Walker and Tim Bedford to the Parish Council. As this was a virtual meeting, the signed acceptance of office forms will be emailed to the Proper Officer.

Proposed by Cllr Rhodes-Kemp, all in favour.

b) To discuss S106 Funding Application Management

Cllr Brass updated that we have developed a plan but the document is not available yet, the document will show the process to be followed by organisations to work with the Parish Council and access S106 funding. We are working on the document to formalise at the next meeting.

It was resolved to defer the discussion to the next meeting. Proposed by Cllr Brass, all in favour.

c) To consider CCC contribution towards village maintenance (Grass Cutting) for the 2020/21 season, unchanged from previous year at £584.83.

The Chair explained that Cambridge County Council are running at a deficit weekly so the fact that we are receiving monies is welcome.

It was resolved to accept the contribution from CCC and arrange invoicing, proposed by Cllr Kemp and seconded by Cllr Bird, all in favour.

d) To consider updates on Village Hall and Business Case presented by VH Trustees

Cllrs had received a Business Case for funds presented by the VHT. Cllr Rhodes-Kemp reported that she and Cllr Day had met with a representative of the Village Hall Trustees. The meeting was positive and she had urged the Village Hall Trustees to meet with the Parish Council and work together. Cllr Rhodes-Kemp had explained that the Council will need to approve money from the S106 for a feasibility study at the 19th May Council meeting, but emphasised that the process is that a request has to be made to the Council, the invoice should be raised to the Parish Council who will pay the supplier directly in order to reclaim VAT.

Cllrs discussed the Business Case and in particular the need for a prior condition survey of all Community Facilities before considering whether refurbishment, extension or re-build were feasible and in what form.

Cllr Rhodes-Kemp also reminded Cllrs of previous decisions to obtain three quotes when dealing with the 106 monies. Although it is possible to obtain professional advice without three quotes, it was Council's expectation to be completely transparent when spending public funds.

It was agreed to note that the Parish Council welcomed the engagement with the Village Hall Trustees about the proposal of a feasibility study for the future of the Village Hall. After discussions in relation to the way forward, it was agreed that a scope of work would be prepared for a survey of the three sites and companies will be invited to tender to do that work including the Village Hall Trustees' preferred company. The Parish Council will be happy to share the scope of the work with the Village Hall Trustees prior to it being published. This was proposed by Cllr Kemp and all councillors agreed. Cllr Brass volunteered to start drafting the scope of work document with Cllr Kemp for circulation.

e) To consider updates on clerk recruitment

Cllr Day updated Cllrs that 3 candidates were interviewed. All were asked the same questions and were scored at the end. All candidates interviewed well. One candidate emerged ahead of others having prior experience as a parish clerk and those Cllrs interviewing agreed they would like to offer them the position.

It was resolved that the Chair will approach the preferred candidate with an offer to be appointed. This was proposed by Cllr Kemp and seconded by Cllr Brass, all in favour.

f) To consider any report on footpaths

Cllr McBride updated that there was one footpath which was overgrown but has now been dealt with and one or two others have been strimmed back as well. Cllr Day added that the tree that has been leaning over a footpath has also been dealt with.

g) To consider updates on volunteers

Cllr McBride updated that the volunteers' systems are now running well, prescriptions are running smoothly twice a week.

h) To consider updates on QEII Woodland

Cllr McBride updated that the area in the middle could do with some strimming.

It was Resolved to ask Herts & Cambs to do the strimming work on the woodland. This was proposed by Cllr

McBride and Seconded by Cllr Walker, all agreed.

7. Finance Matters:

a) To receive updates on electronic banking

The RFO updated that Unity Trust electronic banking is now established successfully. We are just waiting for the switch to happen from HSBC to Unity Trust and that is set to happen on 27th May 2020 and the HSBC bank account will be closed and all outstanding payments in and cheques out will be automatically transferred to Unity Trust. Cllrs Brass, McBride and Rhodes-Kemp currently are signatories but once Unity Trust is completely set-up, more councillors may be added. Cllr Rhodes-Kemp proposed that Lloyds bank will remain open and will reassess in September 2020

b) To consider the monthly finance report

RFO updated that for the year ending 31 March 2020, the spend on the precept has been within the overall budget but this will be confirmed when a reconciliation of bank accounts has been finalised. HSBC confirmed that they will send statements in June as part of closing the account.

It was also agreed to invoice Bendyshe Way Residents Association £250 for the grass cutting on the amenity area of Bendyshe Way for the 2019 season, which is still outstanding on the report

As we close the year, the accounts need to be audited so an internal auditor needs to be appointed. It was agreed to approach CAPALC for recommendations of internal auditors to be considered at the next meeting.

c) To consider and approve the schedule of bill payments

The schedule of payments made in March was received and approved. The schedule of payments to be made in May was received and approved. Proposed by Cllr Brass and seconded by Cllr Day, all in favour.

Cllr Rhodes-Kemp suggested that the RFO should be paid at clerk's rate from 4th May until about end of June for covering Clerk's duties. Cllr Kemp proposed to go ahead with the plan, seconded by Cllr Walker, all in favour. Cllr Brass will work with RFO on the adjustments needed.

8. Planning Matters:

a) S/3779/17FL: 9 Back Lane, Barrington. Variation of Condition 2 of S/3779/17FL to substitute new site plans with the amended boundaries

It was resolved that we should respond by saying we are concerned about the development in the Conservation Area and would like a detailed considered view from the historic buildings officer about the impact of the proposals on the listed building. Also, to add that we understand there might be further applications to follow and we look forward to receiving any notification. Proposed by Cllr Kemp and all in favour.

b) 20/01841/CL2PD: 2 Shepreth Road Barrington Change of use of a Separate Flat to a single dwelling

It was resolved that this application is not contentious and there is no comment on our part. Proposed by Cllr Kemp seconded by Cllr Walker and all agreed.

c) S/0057/17 COND23: Former Barrington Cement Works, Haslingfield Rd – Investigative Boreholes

It was resolved that Cllr Kemp and Cllr Bird will investigate this and advise by email around if they have any concerns.

d) Scheme of Delegation - for discussion.

South Cambs have proposed that where a Parish Council requests that an application goes to the full planning committee to decide, that should go to the Chair of the committee and the Director of planning but giving the casting vote to the Head of planning not to the Chair of the committee. The Parish Council feels this is unreasonable.

It was resolved that we should write in and support the view that it should not be left to the Director of planning to make that decision and we have had irrational and inconsistent delegated decisions in the past. Cllr Kemp will draft a response and circulate. Proposed by Cllr Kemp and all agreed.

9. Play and recreation areas: To consider reports and updates

a) To consider a report on play areas

Cllr Day updated that Herts & Cambs Grounds Maintenance have taken over inspection of the play areas and they are very thorough.

b) To consider Justin's quote for 2 minor repairs on the under 5's gate and the rocker picked up during inspection,

Herts & Cambs Grounds Maintenance are prepared to do that work for £195. They are ROSPA qualified. **It was resolved** to accept the quote for £195, proposed by Cllr Rhodes-Kemp and seconded by Cllr Day, all in favour.

c) To consider Justin's cleaning proposal a quote for sanitisation of play equipment

Herts & Cambs Grounds Maintenance are offering to go and spray with a special cleansing material for £580. If done regularly it would be more cost effective.

It was resolved to accept the quote subject to it being circulated and ask that the work be done fairly near to when the play area will be opened. Proposed by Cllr Day, seconded by Cllr Rhodes- Kemp, all in favour.

The ROSPA report received highlighted some wood rot on the under 5 area so will need to do something done about that. Herts and Cambs Grounds maintenance can take a look and quote.

Cllr Day will also circulate a prior proposal for putting sand on the under 5s to be considered at the next meeting.

The dangerous tree leaning over the under 5s has not been dealt with as there has been no response from those responsible for the tree. Cllr Day to follow up.

10. To note the date of next meeting: June 16th 2020