

Barrington Parish Council

Minutes of meeting held on 17 April 2018

Present :-

Councillors Day (Chairman), Gardiner, McCormick, Potter, and Rhodes-Kemp; Mrs Val Parkes (Independent Internal Auditor) and Councillor Elect Svensson. County Councillor Kindersley and District Councillor Van de Weyer were also present. Ms E Fitzgerald attended representing Redrow. Mrs Tookey was in attendance as Clerk.

1.	Apologies were received: from Cllrs Hatton and Granger through work commitments, and Cllr Gibson on annual leave. Apologies also received from Councillors Elect Lock and Kemp.	
2.	Declarations of Interest : None were recorded.	
3.	Minutes of meeting held on were 20 th March were signed as agreed on the proposition of Cllr Potter.	
4.	<p>May Election Result:</p> <p>4.1 Clerk reported that the election was uncontested. Council to consist of Mrs A Day, Mr R Gibson, Mr J Granger, Mr R Kemp, Mr S Lock, Mrs H McCormick, Mrs S Potter, Mrs Rhodes-Kemp and Mr R Svensson. Chairman welcomed Mr R Svensson to the meeting. It was also agreed to ask the three new members to circulate some information about themselves.</p> <p>4.2 Council agreed to draw up guidelines for mentoring of the newly elected councillors.</p> <p>4.3 Discussion regarding councillor training resulted in Clerk being asked to investigate offering the three CAPALC sessions locally.</p>	<p>Clerk</p> <p>Clerk/ RRK</p> <p>Clerk</p>
5.	<p>CEMEX issues:</p> <p><u>5.1 Liaison Group meeting</u> – County Cllr Kindersley has requested possible dates from CEMEX. He also suggested that the purpose of this group may need to be re-focused given that the development is underway.</p>	SK
6.	<p>Haslingfield Road Development:</p> <p>6.1 Ms E Fitzgerald had previously circulated the response from the <u>Design Enabling Panel Meeting</u>. Architect panel visited site and gave critical feedback. Redrow stressed to Panel that had to accept the railway line as was going to be used for another 10 – 15 years. There was limited feedback on the layout. She confirmed attendance at the APM on 1st May.</p> <p>Ms E Fitzgerald reported further in that a condition discharge has been submitted for an <u>additional 93 bore holes</u> to continue with contamination investigation. Demolition order will go in <u>July to start in September</u>. They will be soft stripping from buildings during July/August, which is likely to be contaminated – this does not require consent. When asked about hoarding she said that there was still a debate within Redrow on the design.</p> <p>6.2 Chairman reported further on the Water Management Meeting commenting that it was interesting to note how little CEMEX had passed on regarding this issue. The suggestion now is to use the gault pit (i.e. that in the public open space) for attenuation. There would still have to be swales and water meadows. Redrows Civil Engineer is working on the basis of using this pit which would solve control and long term maintenance issues. Redrows intention was to get run off under the Campbell Reith report levels.</p> <p>6.3 <u>Public Open Space working Party</u> : Met that afternoon. The Design Team was looking at the whole site – more details are in the Design Panel Report which has been circulated to Councillors. The design is attempting to reflect history and ecology of the area. Cllr Gardiner reported that group were impressed with the design which is</p>	VT

	<p>now going to be developed further and presented at the A.P.M. Allotments remain, trim trail with activities, bmx trail, etc. Agreed that Working Group would meet as soon as possible. Redrow has to submit their design for approval the first week of June so a very tight timescale.</p> <p>6.4 <u>Health Meeting</u>: Clerk had circulated notes from meeting. Cllr Rhodes-Kemp reported that the meeting was well attended by representatives from the local parish councils and the two doctors' surgeries. Melbourn practice stated that it had capacity and with a number of doctors retiring was unlikely to expand. Harston is looking to expand on existing site but also willing to work on ways to improve the local situation. A Working Party has been formed to move forward. Cllr Rhodes-Kemp has contacted Heidi Allen.</p>	RRK/ VT
7.	<p>Cambs County Council</p> <p>7.1 County Councillor Kindersley reported on the <u>Ely Southern by pass</u> which was over budget.</p> <p>7.2 Also that County Council will be <u>moving from Shire Hall</u>.</p> <p>7.3 County Cllr Kindersley had circulated through month his findings regarding the No. 75 bus.</p> <p>7.4 <u>A505 is having £3.5m</u> spent on improvements by Herts CC</p> <p>7.5 <u>Closure of Shepreth Rail Crossing</u>: Closed from 4 – 14th May for improvement works.</p> <p>County Councillor Kindersley left at 8.30 p.m.</p>	ALL
8.	<p>South Cambs District Council</p> <p>District Councillor Van de Weyer reported that unfortunately S.C.D.C. had lost some affordable housing funding from the Devolution Deal.</p> <p>He also reported that the consultation results were in for the Cambourne to Cambridge link but that this would wait until after the elections.</p> <p>Ms E Fitzgerald left the meeting at 8.40 p.m.</p>	
9.	<p>Project coordinator Job Description/S106</p> <p>Cllr Hatton had circulated a revised description and it was agreed title be coordinator since project managers will be employed for construction work. The project coordinator will have an overview of the village hall, pavilion and the new sports areas to be created.</p> <p>After discussion it was agreed to advertise the post for 8 hrs minimum a week (subject to review) and to advertise in the Cambridge news as well as locally. The costs for the coordinator and advertising to be charged against the S106 agreement. Staffing arrangements were briefly discussed including extending hours for Clerk and appointment of an Assistant Clerk. Clerk was asked to draft terms of reference for a Personnel Committee.</p> <p>Clerk reported that the <u>Village Hall Trustees would like to call a Strategy Group Meeting</u>. Given the changes to the composition of both the Council and the Trustee it was agreed that a full meeting of both bodies be called and from that a Strategy Group formed. District Cllr Van de Weyer agreed to chair meeting as before.</p>	VT VT
10.	<p>G.D.P.R.</p> <p>Clerk had previously circulated the NALC Toolkit and tabled the check list which she is currently working through. Clerk and Mrs V Parkes have attended initial training. She also reported on three different options for council.</p> <ul style="list-style-type: none"> • Society of Local Council Clerks (SLCC) – excellent set of templates to use. Free templates – no Data Protection Officer. • Cambridge and Peterborough Association of Local Councils (CAPALC) are offering a Data Protection Officer for £50 per year. We would need to use templates/policies from the NALC Toolkit. • Local Government Public Advisory Service: offering toolkit/templates and DPO role for £150 p.a. 	VT

	There are between 6/8 policies, standard letters etc to be agreed which will need to be done at the May meeting in order to be compliant by 25 th May. On proposition of Cllr Potter it was agreed to use the Local Council Pubic Advisory Service's service. On proposition of Cllr Rhodes-Kemp it was also agreed that a training session for Council be arranged on this subject.	VT ALL
11.	Protocol on Communications Council agreed to defer to May meeting.	ALL
12.	Terms of Reference for Public Open Space Working Group Draft had been circulated. On proposition of Cllr Potter it was agreed to adopt with the addition of :- "5. Communication with Parish Council The Working Party will provide regular reports to the Council. Should the Group wish to have an Agenda item the Clerk should be notified at least ten days prior to the next Council meeting." It was agreed to call a meeting of the Working Group as soon as possible. Cllr Gardiner had agreed to remain on this group as a volunteer.	VT
13.	Play and Recreation Areas 13.1 Cllr Day had circulated monthly report regarding the <u>Challis Green and Under 5's play areas</u> . Herts and Cambs attended to the cableway and also the seat. Mr C Birch's new sign for the Under 5's was complimented. RoSpa inspection has taken place and Cllr Day will report back at next meeting. Dog sign needs replacing. 13.2 More chippings are required in the <u>Q.E.II woodland</u> which Herts and Cambs will provide when ground has dried out. Larger covers have been provided for the trees planted by Classes 1 and 2. 41 trees are now in a nursery area on the wildflower area. Within the woodland 6 new trees have been planted. 13.3 <u>Revels</u> : Cllr McCormick reported that group has booked band, toilets and lighting. Sub-group met on 9 th April, re sponsorship by local people/businesses.	VT VT/ HG
14.	Financial Matters:- 14.1 <u>Cashbook summary</u> was tabled by clerk. 14.2 <u>Income received</u> : £2600 Green Charity towards grass cutting main green. 14.3 <u>Bank Balance at 6th April</u> £4,109.74 14.4 <u>Unpresented cheques:-</u> 0053 MVC £259/0059 S Hatton £80/0061 CCC £2688.89 Total :- £3027.89 14.5 Cheques authorised for payment on proposition of Cllr Gardiner. <u>Cheques signed through month</u> 0059 S Hatton Chairman's Allowance January to March £ 80.00 0060 V Tookey office allowance/tel/internet £130.00 0061 Cambs County Council Street lighting energy costs 1.10.16-30.9.17 £2688.89 0062 Barrington Youth Club. Grant £450.00 Total : 3348.89 <u>Cheques presented:-</u> 0063 Hales Printers Printing of annual booklets £184.00 0064 Mr M Day reimbursement mastic/wood filler £ 19.34 0065 HMRC NI/tax clerk £326.43 0066 Mr M Goding West Green pond expenses November to April £ 68.25 0067 Village Hall trustees Hire hall for p.c. and youth club £ 75.00 0068 Royale Flush deposit for hire of toilets for Revels £100.00 0069 Hales Printers printing of election flyer £ 42.00 0070 Cambs Acre Payroll services p.c. Jan to Mar £ 41.40 0071 Herts and Cambs Grounds Maintenance £3444.00 Inv 3753 Ranger duties £180.00 Inv 3777 Cut Main Green/Sports/Glebe Rd areas 23.3.18 £468.00 Inv 3810 Tension zip wire, seal footboards, tighten seat £168.00 Inv 3808 Cut sports field 6.4.18 £144.00	VT VT

