

BARRINGTON PARISH COUNCIL

Minutes of the Meeting held on Tuesday 18th June 2019

Present : Councillors Rhodes-Kemp (Chairman), Bird, Day, Gibson, Granger, Lock, Kemp, and McBride. District Councillor Van de Weyer, Mrs V Parkes (Independent Internal Auditor) and Mrs V Tookey (Clerk) were also in attendance.

Three members of the public were present. Councillors welcomed the proprietor, together with a family member, of a Kebab van who had recently approached the parish council for permission to trade. Photographs of the vehicle he would be using were again circulated. Reminding the Council of the details, he wished to operate between the hours of 5 pm to midnight, Monday to Saturday in the church car park. He agreed that there could be some flexibility on the hours. Councillors were able to ask questions including where the anticipated target audience would be coming from, why he had moved from Haslingfield, whether he had considered a day a week rotating round a group of villages?. Council explained that the church car park is on the edge of the Green close by the Under 5's playing area, opposite the church, is part of the conservation area that the car park is used and at times the space is inadequate. The possibility of a trial period of one day on reduced hours but in another location was mooted. Chairman explained that Council would discuss further and would let him have the outcome. Chairman thanked them for attending and they left the meeting at this point.

1	Apologies for absence: - County Cllr Kindersley sent his apologies due to another commitment and Cllr Brass due to work commitment.	
2	Declarations of Interest :- Cllr Day for 7.1.3; Cllr Lock for 7.1.3/7.1.5/7.4.2 and Cllr McBride for 7.1.5/7.4.2.	
3	Minutes of the Annual Meeting held on 21st May 2019 which had been previously circulated were signed as agreed on the proposition of Cllr Granger, seconded Cllr Day.	
4	Minutes of the Meeting held on the 21st May 2019 which had been previously circulated were signed as agreed on proposition of Cllr Granger, seconded by Cllr Day.	
5	<p>Minutes of the Finance and Personnel Committee held on 12th June 2019 which had been previously circulated were signed as agreed on the proposition of Cllr Bird, seconded by Cllr Gibson.</p> <p>5.1 Cllr Gibson explained the Finance Committee's recommendation that Council adopt a new accounting system "Scribe". It is anticipated that initially Cllr Gibson and Clerk will work on the new system and once appointed the RFO will take over. Council agreed that the additional cost to service the Green Charity was disproportionate and that the Secretary to the Green Charity will continue to use DOSH. On proposition of Cllr Gibson, seconded Cllr Rhodes-Kemp it was agreed to subscribe to SCRIBE at a cost of approx. £350 per year.</p> <p>5.2 Council discussed the recommendation from the Personnel Committee to appoint a separate Responsible Financial Officer (RFO).</p> <p>5.3 Council also discussed the recommendation from Personnel Committee that a consultancy be engaged to project manage the S106 agreement, funded from the S106 agreement.</p> <p>On proposition of Cllr Lock, seconded by Cllr Kemp it was agreed that an RFO be recruited for 6 hours a week to take over all the finances of the Council and to engage a consultancy to project manage. The project manager to move forward with the pavilion. Cllr Gibson will circulate draft job description.</p>	RG/ VT/ RRK

Clerk : Mrs V Tookey, 36 The Causeway Bassingbourn SG8 5LG

	Council agreed to adopt Financial Regulations as previously circulated with the amendments to Section 3.3 to include the Clerk as well as the RFO to authorise urgent works, and to increase the amount from £300 to £400. This was proposed by Cllr Day and seconded by Cllr Gibson.	
6	<p>South Cambs District Council :- District Cllr Van de Weyer advised the Council of the following:-</p> <p>6.1 the consultation for the dualling of the A428 was open 6.2 The Combined Authority has a draft Local Transport Plan out for consultation. 6.3 Hills have put together application for an aggrotech/business park which may see several thousand new houses. 6.4 The next Parish Liaison Meeting is set for Wednesday 26th June. Cllr Rhodes-Kemp agreed to represent Council.</p>	RRK
7	<p>Planning items: <u>7.1 For consideration :</u> <i>7.1.1 S/1531/19/FL Development of countryside centre and light industrial units, rear of Church Meadows, Haslingfield Road.</i> The applicant was present and was able to answer Councillors questions. The main issue was traffic impact given this proposal, the expansion of Barrington Hall, expansion and use of the school, and the housing development on former cement works. Numbers of attendees, age range, mode of transport, employment opportunities were also discussed. The retail element would include the farm centre's own production of eggs and meat. It was noted that the applicant had responded to pre application advice and addressed issues that had been raised. The Chairman had recently met with the County Council Officer and Head Teacher regarding traffic management issues around the school. A suggestion followed regarding the possibility of the much-needed pre-school facility being housed in Church Farm which may involve the applicant and the Parish Council making a joint approach to Redrow.</p> <p>On proposition of Cllr Kemp, seconded Cllr Gibson it was agreed that the Council support this application. Council to also request that the application is not dealt with under delegated powers but go to Full Committee for consideration given the wider issues raised :-</p> <ol style="list-style-type: none"> the application is of significance for Barrington and potentially Haslingfield and Shepreth, there is expansion of Barrington Hall (which is almost directly opposite) as a wedding/holiday let venue there is a housing development of 220 houses further along Haslingfield Road with the relevant additional traffic the expansion of the village school adjoining the applicants site the current uncertainty regarding plans for an additional car park to service the school leading to concerns about safety of parents and pupils. <p>all have major impact on this particular area of the village.</p> <p><i>7.1.2 S/0220/19/LB and S/0219/19/FL Demolition outbuildings erection overnight accommodation – revised plans. Barrington Hall</i> On proposition of Cllr Kemp seconded Cllr Lock it was agreed to support this application.</p> <p><i>7.1.3 S/1767/19/FL Two storey side and rear extension and erection of detached dwelling house. 8 High Street.</i></p>	VT

<p>Council considered that this plot is suitable for development if in keeping with the Conservation Area, for example it has potential for two smaller dwellings. The current application was not deemed acceptable. It would result in the introduction of development which would fail to sustain or enhance the Conservation Area and Setting of All Saints Church (Grade 1 Listed building).</p> <p>In particular the design and appearance would be incongruous, and the public benefits of the scheme do not outweigh the harm to these heritage assets. This is further confirmed by the objection from the SCDC Historic Buildings Officer. The development therefore conflicts with Policies S/7, HQ/1 and NH/14 of the South Cambridgeshire Local Plan 2018 and is contrary to National Planning Policy Framework Paragraph 196.</p> <p>Council also requests that the Trees Officer inspects the Weeping Ash which was felt to be worthy of consideration for retention.</p> <p>On proposition of Cllr Kemp, seconded Cllr Granger it was agreed to object to this development for the above reasons.</p> <p><i>7.1.4 S/1762/19/FL Extensions and new garage 4 Boot Lane</i></p> <p>On proposition of Cllr Kemp, seconded Cllr Granger it was agreed to support this application. However, the Applicants have not provided a Construction Management Plan. Due to the proximity of the garage to the road, and the amount of frontage to this property Council would comment that a Construction Management Plan needs to be in place. Boot Lane is a narrow Lane and leads to five other properties and a further three in Hayzen Close. There is concern regarding storage of building materials, skips and the parking of builders' vehicles.</p> <p><i>7.1.5 S/1893/19/FL Demolition existing conservatory, erection new extension and garage, conversion existing garage. 23 High Street.</i></p> <p>On proposition of Cllr Kemp seconded Cllr Granger it was agreed to support. However, Council would comment that:-</p> <ol style="list-style-type: none"> The property only has access to the main road over a "permitted way". The applicants do not own the access and have not shown access to the main highway on their plan, which is a planning requirement. The applicants have not served notice on the adjoining land owner i.e. The Green Charity Barrington. The applicants have not provided a Construction Management Plan. The small "permitted way" is the only route to three other properties. Council would request that such a plan be provided to address the issues of storage of building materials, skips and parking of builder's vehicles. <p><i>7.1.6 Application for Kebab Van to use Church Car Park</i></p> <p>Further consideration and discussion led to the Council standing by the decision made at its March meeting. The reasons for refusal remain:- the church car park is used for school , church and sports activities; is close by the Under Fives play area; is within the conservation area; and the potential for litter. However, it was further agreed that the suggestion be made that the Proprietor investigates a trial period on a Wednesday night in the village hall car park, following a formal request to the Village Hall Trustees.</p> <p><u>7.2 SCDC permissions granted:-</u></p> <p><i>7.2.1. S/1300/19/LB + S/1299/19/FL -44 West Green adoptions to accommodate disabled living 44 West Green.</i></p>	VT
--	----

	<p><u>7.3 SCDC Refusals:-</u> <u>7.3.1 S/1594/19/FL 2 Haslingfield Road</u> The reasons for refusal are “The design of the proposed development would result in the introduction of development which would fail to sustain or enhance the Conservation Area and Setting of All Saints Church (Grade 1 Listed building). The introduction of a second garage and additional driveway to the existing dwelling would result in an uncharacteristic form of development in a prominent location adjacent to Barrington Green and all Saints Church. This would result in a design, scale and appearance which would be incongruous, further exacerbated through the proposed building materials which are not characteristic of the existing dwellings or surrounding area. The public benefits of the scheme do not outweigh the harm to these heritage assets. This is further confirmed by the objection from the SCDC Historic Buildings Officer. The development therefore conflicts with Policies S/7, HQ/1 and NH/14 of the South Cambridgeshire Local Plan 2018 and is contrary to National Planning Policy Framework Paragraph 196.”</p> <p><u>7.4 SCDC Tree Works Notification:-</u> <u>7.4.1 S/1904/19/TC 1 High Street</u> Felling of conifers and Pine trees. It was noted that the application was to fell four conifers and two pine trees which are situated in the centre of the rear garden. Council had no objection. <u>7.4.2 S/2111/19/TC 23 High Street</u> Reduction to 1.5 m of a mixed hedge (thorn, elm and Ivy). Council considers that:</p> <ol style="list-style-type: none"> The plans supplied are insufficient to enable approval to be granted and further detail is required for this prominent aspect of and from the Green, and in the Conservation Area. There are concerns about the proposed extent of height reduction of the hedge. The Applicants have not served notice on the adjoining land owner i.e. The Green Charity Barrington. A pre-application meeting with the Green Charity would have been advisable. An on-site meeting should be held to discuss the proposals between the Applicants and their advisors; the Tree Conservation officer; the Parish Council and the Green Charity. 																												
8	<p>Financial Matters:-</p> <p>Items 5.1 and 5.2 above refer.</p> <p><u>8.1 HSBC (Precept 1)</u> 8.1.1 Bank Balance as at 6th June £28,337.68 8.1.2 Authorisation of cheques -</p> <table border="0"> <tr> <td>0217</td> <td>Information Commissioner – Registration</td> <td>£ 40.00</td> </tr> <tr> <td>0281</td> <td>Barrington Village Hall - £60 P.C./£30 Y.C./£15/G.C.</td> <td>£105.00</td> </tr> <tr> <td>0219</td> <td>Brady Corp – signage church car park/play area</td> <td>£118.60</td> </tr> <tr> <td>0220</td> <td>Red shoes Payroll to June 2019 PC 43.20; GC £43.20</td> <td>£86.40</td> </tr> <tr> <td>0221</td> <td>Herts and Cambs</td> <td>£1018.80</td> </tr> <tr> <td></td> <td>Invoice 4748 Cut and strim sports field 6.6.19</td> <td>£192.00</td> </tr> <tr> <td></td> <td>Invoice 4747 strim woodland 4.6.19</td> <td>£108.00</td> </tr> <tr> <td></td> <td>Invoice 4729 Ranger May</td> <td>£142.00</td> </tr> <tr> <td></td> <td>Invoice 4728 Strim nettles woodland</td> <td>£432.00</td> </tr> </table>	0217	Information Commissioner – Registration	£ 40.00	0281	Barrington Village Hall - £60 P.C./£30 Y.C./£15/G.C.	£105.00	0219	Brady Corp – signage church car park/play area	£118.60	0220	Red shoes Payroll to June 2019 PC 43.20; GC £43.20	£86.40	0221	Herts and Cambs	£1018.80		Invoice 4748 Cut and strim sports field 6.6.19	£192.00		Invoice 4747 strim woodland 4.6.19	£108.00		Invoice 4729 Ranger May	£142.00		Invoice 4728 Strim nettles woodland	£432.00	
0217	Information Commissioner – Registration	£ 40.00																											
0281	Barrington Village Hall - £60 P.C./£30 Y.C./£15/G.C.	£105.00																											
0219	Brady Corp – signage church car park/play area	£118.60																											
0220	Red shoes Payroll to June 2019 PC 43.20; GC £43.20	£86.40																											
0221	Herts and Cambs	£1018.80																											
	Invoice 4748 Cut and strim sports field 6.6.19	£192.00																											
	Invoice 4747 strim woodland 4.6.19	£108.00																											
	Invoice 4729 Ranger May	£142.00																											
	Invoice 4728 Strim nettles woodland	£432.00																											

	<p>Invoice 4730 Cut sports field 31.5.19</p> <table> <tr> <td>0222</td> <td>Mrs V Tookey Salary to 21.6.19.</td> <td>£1053.08</td> </tr> <tr> <td>0223</td> <td>HMRC NI/TAX</td> <td>£395.54</td> </tr> <tr> <td>0224</td> <td>Mrs Rhodes Kemp chairman's Allowance</td> <td>£ 80.00</td> </tr> <tr> <td>0225</td> <td>Mrs V Tookey office allowance/tel</td> <td>£130.00</td> </tr> <tr> <td></td> <td>Total:</td> <td>£3027.42</td> </tr> </table> <p>8.2 LLOYDS Account (S106)</p> <p>8.2.1 Bank balance at 29 May 2019 £111,702.13</p> <p>8.2.2 Cheques authorised for payment:-</p> <table> <tr> <td></td> <td>Bank charges (returned cheque)</td> <td>£ 6.50</td> </tr> <tr> <td>0004</td> <td>Mrs V Tookey April and May 52 hrs</td> <td>£622.32</td> </tr> <tr> <td>0005</td> <td>HMRC NI/tax</td> <td>£213.21</td> </tr> <tr> <td>0006</td> <td>Mrs B Smith Project Co-ordinator work April/May</td> <td>£300.00</td> </tr> <tr> <td></td> <td>Total :</td> <td>£1142.03</td> </tr> </table> <p>Cheques totalling £4169.45 were signed for payment on proposition of Cllr Day, seconded by Cllr Gibson.</p>	0222	Mrs V Tookey Salary to 21.6.19.	£1053.08	0223	HMRC NI/TAX	£395.54	0224	Mrs Rhodes Kemp chairman's Allowance	£ 80.00	0225	Mrs V Tookey office allowance/tel	£130.00		Total:	£3027.42		Bank charges (returned cheque)	£ 6.50	0004	Mrs V Tookey April and May 52 hrs	£622.32	0005	HMRC NI/tax	£213.21	0006	Mrs B Smith Project Co-ordinator work April/May	£300.00		Total :	£1142.03	
0222	Mrs V Tookey Salary to 21.6.19.	£1053.08																														
0223	HMRC NI/TAX	£395.54																														
0224	Mrs Rhodes Kemp chairman's Allowance	£ 80.00																														
0225	Mrs V Tookey office allowance/tel	£130.00																														
	Total:	£3027.42																														
	Bank charges (returned cheque)	£ 6.50																														
0004	Mrs V Tookey April and May 52 hrs	£622.32																														
0005	HMRC NI/tax	£213.21																														
0006	Mrs B Smith Project Co-ordinator work April/May	£300.00																														
	Total :	£1142.03																														
9	<p>Haslingfield Road Development</p> <p><u>9.1 Update on planning issues</u> – Chairman reported that given the current situation between South Cambs District Council and Redrow it was unlikely that Council would hear further regarding the Reserved Matters at the moment.</p> <p><u>9.3 Meeting with Project co-ordinator and next steps</u> - Council had met with Project Co-ordinator, and been circulated with her note from that meeting. Staffing issues had been discussed at the joint Finance and Personnel Meeting (refer to item 5.3 above).</p>																															
10	<p>Play and Recreation Areas Report</p> <p><u>10.1 Challis Green/Under 5's</u> – Cllr Day had previously circulated her monthly report. Clerk had obtained new signage and arranged for the Rocking Horse to receive repairs.</p> <p><u>10.2 Q.E. II Woodland</u></p> <p>10.2.1 Chairman reported that minor vandalism is occurring in the woodland. These activities, combined with possible illegal activities taking place at the pavilion led the Council to ask that the PCSO attend the next meeting of the Council.</p> <p>10.2.2 The newly re-formed Working Group have obtained further shreddings and are currently spreading around the circular walk. New volunteers have come forward and Clerk to ensure that insurance and safety requirements are met.</p>	<p>VT</p> <p>VT</p> <p>VT</p>																														
11	<p>Barrington Green</p> <p><u>11.1 Challis Green Pond</u> - Clerk wished to record that she has worked with Froglife on the funding application for the desilting and replanting project. Also that Froglife anticipate the work will take place in late summer.</p> <p><u>11.2 Trustee Report –</u></p> <p>At the Annual meeting held on 22nd May, Cllr Anne Day was elected as Chairman. It was decided to increase the Secretary's hours to 6 from 12 per month. Standing Orders and General Data Protection Regulation Policies were reviewed. It was decided to merge 2 Working Groups to form Permitted Way and Legal Working Group (members are Cllrs not resident adjacent to The Green). Cllr Granger proposed investigating changing from a Charitable Trust to a CIO (Charitable Incorporated Organisation). It was agreed to carry out further investigation.</p>	VT																														

	<p>It was further agreed that the Trustee would in future meet bi-monthly, with monthly meeting dates available if required. The Trustee would aim to hold 2 Saturday morning sessions in the Village Hall in August to facilitate issue of, and signing, of new Permitted Way Licences.</p> <p>At the subsequent meeting of the Trustee, it was decided to open a Savings Account with Lloyds Bank to house any £5,000 deposit paid by developers against damage to Permitted Way “roadways” during demolition/construction. It was also agreed to authorise work to repair PW “roadways” as quoted by John Cobb & Sons Ltd, excluding Back Lane where there will be heavy vehicle use. Residents who have contributed to damage to a section of PW “roadway” as a result of building work will be asked to contribute to the cost. Property owners will be asked if they would like to have repairs to their access spur carried out at the same time.</p> <p>Updates were given on the proposed Shop Canopy and Lease and on liaison with the Royal Oak.</p> <p>Regrettably, the Trustee has had to make the decision to proceed to the County Court in respect of one resident’s persistent non-payment of Permitted Way Licence Fees.</p>	
12	<p>Meetings through month (to record) 12.1 Finance/Personnel Meeting 12th June (refer to item 5 above)</p>	
13.	<p>IWM Duxford and Marshalls relocation Council agreed that following receipt of information via a resident, it would monitor the situation. It was also believed that more information would come via County Cllr Kindersley.</p>	SK
	<p>There being no further business the meeting was closed at 10.35p.m.</p> <p>Signed Chairman 16th July 2019</p>	

Dates of meetings:- August 20th September 17th October 15th November 19th December 17th

Planning Committee Meetings set for the following dates – if needed :-

7th August, 4th September,
2nd October, 6th November and 4th December.

2020 : January 21st February 18th March 17th April 21st
May 5th A.P.M. May 19th June 16th July 21st August 18th
September 15th October 20th November 17th December 15th

Clerk : Mrs V Tookey, 36 The Causeway Bassingbourn SG8 5LG

01763 243153

pc@barringtoncambs.com