

**Minutes of a VIRTUAL MEETING of BARTON PARISH COUNCIL
TUESDAY 4th May 2021 at 7:30 pm**

via video conferencing technology under Section 78 of the Coronavirus Act 2020

Present

Cllrs John Howland Jackson (JHJ), Andrew Martin (AM), Chloe Langford (CL) Shelley Arora (SA), June Woolhouse (JUW).

Apologies: Sarah Pitchford

Absent: Mike Radford (MR)

Clerk: Ian Minto (IM)

County Councillor Lina Nieto did not attend

District Councillor Ian Sollom

Members: 9 Quorum: 3

21-22/1(a) Chair Sarah Pitchford had sent apologies and Councillors present unanimously elected Councillor Chloe Langford as Chair to preside

Public Forum

5 Members of the public were in attendance.

One resident had sent communications to the Clerk and wished to ask that the use of the vacant Carters Shoe Shop premises be considered and had sent some details of possible outcomes and desires that a number of residents had expressed to him. It was also noted that the current Post Office/Shop staff had also approached the Carter family with some questions and proposals. The matter was on the agenda for later in the meeting and the resident was thanked for his contribution.

21-22/1(b) Election of Chair.

Councillor Sarah Pitchford had emailed her apologies plus her willingness to continue as Chair for the 21-22 Parish Council. Accordingly, Councillors **RESOLVED unanimously** to elect Sarah Pitchford as Chair (Prop CL sec SA) for the forthcoming year. IM will ensure the Declaration of Office document is signed by SP on the 5th May.

21-22/2 To appoint and confirm membership of the working groups 21-22

CL asked if Councillors were willing to continue in the working groups, they are currently members of. All agreed to do so and Cllrs **RESOLVED unanimously** to retain the working group membership

21-22/3 To confirm bank signatories 21-22

IM explained that the bank security needs two signatories to authorise online payments. Currently there are three (SP, AM and JHJ). After discussion this was seen as sufficient.

21-22/4 To receive and approve apologies for absence

SP had sent her apologies and Cllrs **RESOLVED unanimously** (prop AM sec JHJ) to approve this apology. MR was absent and had not sent any apologies nor responded to texts regarding the meeting. Cllrs **RESOLVED unanimously** (Prop CL Sec SA) to not approve this absence
IM reminded Cllrs that Will Westlake (WW) had resigned from the council in early March. This meant the PC had 3 vacancies. The information had been relayed to the Electoral Office but continuing COVID regulations were prohibitive of seeking and interviewing potential candidates for co-option. This process would start after the 17th May as lockdown procedures are eased.

21-22/5 To approve the minutes of the Meeting of 2nd March 2021

It was **RESOLVED unanimously** (Prop JHJ Sec AM) to accept the minutes circulated subject to a couple of typo alterations noted and IM would arrange signature by Cllr SP asap.

21-22/6 To consider matters arising from the minutes

There were none that were not to be addressed in other parts of the meeting

21-22/7 To receive declarations of interest for items on the agenda

There had been none received

21-22/8 To receive County Councillor Report:

Cllr Lina Nieto was not present and had not submitted a report

21-22/9 To receive District Councillor Report:

Cllr Ian Sollom's reported had been circulated. He also offered verbal explanations and clarifications. Key points noted were:

- that an Independent Audit was currently in place for the appropriateness and robustness of the C2C (Cambridge to Cambourne) traffic plans.
- SCDC and the Cambridge City Council have 6.1 years of housing land supply which should mean that there is a vital barrier to help fend off speculative development projects and an ability to focus on policies for affordable housing
- The EWR route choice had been published and the current consultation ends on June 9th 2021 and all PC's and individuals are strongly urged to respond using the feedback forms on EWR website to further influence the specific design details.
- Regarding Barton House planning application, Ian S had been in contact with the Planning Officer and welcomed Barton PC's intervention to insist that various County Education bodies were involved. There is to be a meeting in the near future to include the education authorities, planning and representatives of the applicants. It seems likely that the application may well go to full planning committee.
- Regarding the Barton Rec leases, Ian S had pursued the SCDC Legal team on behalf of the PC but they were delayed by awaiting an answer from the Charities Commission. IS will continue to press for progress.

Cllr AM raised the issue of the 5-year land supply stating that the current approval of the Bourn Airfield building development without any improved transport infrastructure would have significant and detrimental traffic effects on villages and especially Barton on the A603 and B1046.

Ian S suggested that the problem was more that the C2C project had been poorly managed in terms of monitoring or aligning local needs rather than a fault with the 5-year supply issue. He also suggested that Highways England predictions for the effects of the A428 Black Cat Roundabout were that this may reduce alternate route seeking once the issues of the roundabout are solved. Cllr Martin also asked for reassurance that the projected review of all Greenways schemes recently announced would not result in the loss of the Barton specific Greenways. This is a project by the GCP but it is a popular and successful one so far and IS and other local DC's are pushing hard to ensure that the Greenways scheme does go ahead as planned and resourced.

21-22/10 Finance: To receive reports from Clerk/RFO

(10.1) The circulated bank balances at 30/04/21 current acc. £21098.82 deposit acc. £28427.39 were discussed and approved. IM reported that the first part of the Precept (£15000) had been received and he was liaising with Rialtas to ensure the correct setting up of an LHI earmarked funds budget code could be set

(10.2) AGAR 2020-2021

IM had put the relevant financial forms for this statutory requirement and accompanying 20-21 Accounts on the Cllr only page on the website and JHJ reported they had all been discussed at Governance and Finance working group and recommended for approval. IM explained that the forms needed resolutions to accept, the relevant minute details inserted onto the forms and the signatures where required by RFO/Clerk and Chair. These would be completed in near future. Council **RESOLVED unanimously** to accept the following:

- **10.2(a) AUDIT 1:** The review of the effectiveness of system of internal control in preparation of The Annual Governance Statement. (Prop JHJ Sec CL)
- **10.2(b) AUDIT 2:** The Accounting Statements 2020-21 and accompanying variance statement regarding 2020-21 (Prop JHJ Sec AM)
- **10.2(c) AUDIT 3:** The report of the Internal Auditor (Prop CL Sec AM)

Councillors also approved the notice of Public Rights and Publication to be issued by IM towards the end of May in accordance with the statutory timings.

(10.3) To receive details of payments/receipts April and bank reconciliations April 2021

Payments. There were no questions concerning these and Council **RESOLVED unanimously** to accept all the documents circulated. (Prop JHJ Sec CL)

- 11/04 BHIB Annual PC insurance £666.94
- 11/04 M D Pooley Verti-draining Rec £275.00
- 11/04 HMRC PAYE 4th Qtr. £345.80
- 14/04 Haven Power £8.34
- 14/04 Haven Power £148.53
- 18/04 SLCC online Clerk training £54.00
- 25/04 Clerk salary Apr. £460.96
- 25/04 RH Landscapes grass cutting x 3 (£180.00, £180.00, £300.00)
- 25/04 CCVS refund of unused COVID grant £500.00

Receipts

- 06/04 CCFC pitch hire DD £70.15
- 21/04 CCC Precept 1 £15000.00

21-22/11 Council Matters: To receive and discuss circulated updates from the PC working groups and resolve on recommendations and actions.

(11.1) Governance and Finance: The Governance and Finance WG report had been circulated and placed on the Cllr only webpage. JHJ reported specifically on the following matters.

- **11.1(a)** PC Village Insurance. Following a comparative study and the Council resolution in March 2021 to change to BHIB for the Council insurance this had been enacted and the cost of £666.94 for a three-year fixed deal represented a good financial deal for the Council.
- **11.1(b)** Health and Safety Policy and Risk assessment. SP and IM had issued a first draft of the renewed policy and had asked for comments. It is expected to be able to resolve upon a final draft in July. JHJ suggested one Cllr and IM should be responsible for the implementation of the policy.
- **11.1(c)** LHI Funding (also as below 11.2(c)) JHJ summarised the discussions regarding the approach to this in that the outcome of the LHI bid for public funds for traffic calming purposes was not yet formalised, but that indications from the preliminary ranking of bidding councils placed Barton well above the cut-off line for an award. Formal awards may not be made until June or July but the Highways Authority may start planning for likely winning bids sooner than that. Regarding the question of funding. The PC is required to contribute a sum equal to 10% of the award, namely £1,500 on an anticipated award of £15,000. However, plans for calming measures will exceed that sum significantly and further public and private funding will ideally be required. On the assumption that our current LHI award will be confirmed and including the special Precept levy already included in the Council Tax for Barton for both the current year and next year, the sum of £25,000 will be available to spend over a two-year period. The WG considered that at a minimum we should aim to raise an additional £25,000 from private sources to give us a sum of £50,000 to spend as required. A further LHI bid next year could potentially increase this figure by another SP £15,000. The WG had discussed ways in which the appeal for funding could be organised and concluded that this should consist of a letter from the Clerk to all residents (draft JHJ and) accompanied by some form of information summary on the actual plans for expenditure (possible flyer/website information AM). CL undertook to look into the question of whether any form of tax-efficient method of giving could be incorporated in the fundraising scheme for private contributions. Discussions explored potential schemes and the possibility of linkage with the existing Barton Charitable Trust, creating a separate specific Charitable Trust and Gift Aid schemes. Cllr CL will also have a meeting with a Charity Lawyer from a law firm highly experienced in Council operations in the forthcoming week. The process remains ongoing.

(11.2) Traffic and Transport

(a) EWR Consultation: Barton PC response EWR revealed their route options and consultation package. The public consultation is open from 31st March to 9 June 2021. The Parish Council has a full package of documents. These are also on EWR website <https://eastwestrail.co.uk/consultation>. Individuals can respond on line or by hard copy.

AM suggested that the PC hold a COVID secure public meeting in the week commencing 17th May once the new roadmap restriction easing is in place. This would be to gauge and consider resident opinion and to better inform the official PC response to the EWR consultation due before the next PC meeting. Following discussion Council **RESOLVED unanimously** (Prop AM Sec CL) to empower the Clerk and Traffic and Transport WG to organise and host a public meeting. Council then **RESOLVED unanimously** (Prop AM Sec JHJ) to empower AM and the WG to compile the PC response to the consultation and submit following email circulation and approval by Councillors.

(b) Ratify the Barton PC response to Eversden PC request regarding fighting fund

The Clerk had circulated a response and asked for Cllr. response to a request from Eversden PC for contributions to a legal 'fighting fund' to possibly contest via judicial review regarding the EWR proposals. The letter stating that the situation is that Barton PC is currently actively involved in an LHI bid with hopefully a positive outcome to assist traffic management in the village across a three-year timespan and funds are being collected to assist this project including a raising of the precept. The recent announcement and documentation sent by EWR has been analysed by Cllrs and though there are criticisms of some aspects which the PC shall express in the formal response, at the current time there are no spare Barton PC funds to donate to a fighting fund for a judicial review. This was approved by all Cllrs and Council **RESOLVED unanimously** (Prop AM Sec JHJ) to ratify the action of sending the response

(c) LHI Funding: AM reported for clarification that the PC were fifth in the ranking of LHI bids and so should be successful in receiving a grant of £15k for a £25k project. This will not be ratified until June/July.

(d) Public Meeting regarding EWR: meeting proposal resolved in 11.2(a) above

(11.3) Amenities and Open Spaces

(a) BRIG Pavilion access ramp: Following a request this project had been discussed and action already taken was to communicate with BRIG officials that provided SCDC the overall landlord was informed and that all relevant building regulations and safety standards were complied with then this was an approved project. Council **RESOLVED unanimously** (Prop CL Sec SA) to ratify the actions taken

(b) Zero Carbon Grant application: The application to Astra Zeneca had been declined with tree planting being their stated priority. CL had attended an introductory Webinar regarding an 8-week free course offering greater understanding of zero carbon energy efficiency and creation of relevant action plans plus the chance to network. After ensuing discussion Council **RESOLVED unanimously** (Prop JHJ Sec SA) for CL to apply for the course.

(c) Use of Recreation Ground: Comberton Crusaders FC are currently fulfilling both training sessions and matches under FA COVID regulations. There had been a request from another club to use the facility but the problems of age group pitch size and potential overuse with no groundsmanship precluded this. CCFC have requested the use of the Rec for the 21-22 season. Both Comberton Gymnastics Club and Barton Guides have also utilised the Rec for activities under relevant COVID regulations.

(d) Lease's update: No further progress as yet but awaiting SCDC legal team response. Patience is growing thin.

(e) Play area:

- The Annual Inspection is imminent,
- The skate ramp needs some renovation and IM is contacting potential persons. In addition, AM reported the roundabout though temporarily repaired, probably needs totally stripping and refitting the wooden panels.
- The old bus shelter and plot of land behind it. The shelter continues to be an issue and painting the shelter with anti-graffiti paint is proposed. The paint would cost £168.40 for 5 Litres. The WG continue to discuss the use of trellises and the services of Barton Gardeners on the outside to provide a more aesthetic and effective barrier to misuse. In addition, a small plot of land belonging to SCDC is allowing dumping of rubbish and is unsightly. The WG will approach SCDC for permission to erect fencing and provide further vegetation to deter misuse.

(f) Defibrillator recommendations: All information and quotes had been extensively discussed and WG recommend that the PC should purchase the Zoll 3 equipment from the Community Heartbeat

Trust. The Trust and its equipment have been used by many PC's and sporting communities around the country and recommended by a number of other Clerks on SLCC forum. Though the most expensive this offered the most benefits and value which was seen as of key importance. The total package of £3215 which includes defibrillator, cabinet, training, remote management. Additional functions include, Informs by text /email when the defib is removed/returned. Informs when the cabinet is opened /closed and allows remotely controlled heating.

The other quotations explored were from London Hearts (a 'commercial' charity) which offered a very basic package but no training at £1425.00, the East Ambulance Service and their commercial training arm who provided the current one at the school, at a cost of £2706.

Further lengthy discussion took place regarding the location of the new defibrillator and on balance the recreation ground was preferred and BRIG would need to be approached to enable the electricity source. Also, there were questions about running costs but the £125 pa but this was not seen as material. Council **RESOLVED unanimously (Prop CL Sec AM)** to purchase a second defibrillator, to approach Barton Village Charitable Trust for a financial contribution and to further investigate other locations in the village.

(g) village pond report: Pond assessed by Robert Schweitzer and is healthy and has good fish stocks. Some fish were donated to Comberton for their pond. Thanks to John Boocock for assistance in weed/reed clearance

(h) New noticeboard: The new noticeboard has been installed and the rejuvenated old one is next to it to enable members of public notices. Thanks again to John Boocock, Cllrs Andy Martin and Sarah Pitchford and Sue Clemo from Barton Gardeners for assistance in the process.

(11.4) Communications and Community engagement

(a) Continuing review of website usage and content: There was nothing specific to report

21-22/12 To receive and discuss Planning notifications and judgements.

There had been some discussion and responses from Councillors regarding the following applications

- **(ii) Application 20/04804/FUL – Barton House, 28 Wimpole Road CB23 7AB.** Ongoing discussions and communication with the County SEN team regarding Layla Educates and meetings with Planning department scheduled

- **(iv) Application 21/01773/SCRE - Land E. Of Lords Bridge Cambridge Rd Harlton .**

Proposal: Screening opinion for a proposed solar farm development – Council response sent supporting the application but interested in the effect regarding EWR plans

- **(v) Application 21/01135/HFUL - 51 Wimpole Road Barton CB23 7AB –**

Proposal: Two storey side and rear extension following demolition of dilapidated ground floor extension, installation of entrance to side and front timber windows and door, removal of existing rear metal windows and installation of rear aluminium windows and doors - Council response submitted supporting this application

21-22/13 To receive and discuss report regarding BRIG

No report received

21-22/14 To receive and discuss report regarding Barton Village Hall

No report received but new PC rep required to attend BVH meetings. Council **RESOLVED unanimously** (Prop CL Sec JHJ) that following indication of willingness, Cllr June Woolhouse was elected BVH rep.

21-22/15 To receive and discuss Clerk's report and correspondence

- **Communication from resident regarding Carters Shoes property:** There was further discussion regarding this as raised in the public forum. Council **RESOLVED unanimously** (Prop CL Sec JHJ) that

the Clerk initially is required to write to Mr Carter to ascertain if any plans and then further discussion can take place.

- **Communication from resident regarding verges and biodiversity:** This matter was passed to the A&OS WG for further discussion

- **Barton Charitable Trust update:** The Trust is in process of purchasing the plot of garden land (owned by descendants of the Disbrey family) laying between Allens Close and the Church Close 'nature reserve' – and could thus be referred to as Disbrey Close. The intention is to plant and manage the land in the same way as the adjacent open-access churchyard extension. The residents of Allens Close are being kept informed of developments and, in general, are giving encouraging approval. It is expected that, when ready, people will be able to move freely between both parts to enjoy the combined areas. The Church (Parochial Church Council or PCC) has given approval for an opening and gate through the shared boundary. In the long distant future, it is the Trust's current expectation that its land will become available for a further addition to the churchyard as burial ground

21-22/16 To receive Neighbourhood Watch report This had been circulated and main points were

- Our regular PCSO John Coppard will be leaving his job shortly after 25 years' experience covering South Cambridgeshire villages. As many of you might be aware, the Pcsos' jobs were at risk at the back end of last year with the force having to make further budget cuts leaving the force with around 40 pcsos'. He has now decided to join up as a serving police officer. Once training is completed, they can return to shift work in the neighbourhood with which he is familiar. In the meantime, PCSO Lindsay Gardiner will be working in the near future with PCSO Davey who will come over from St Neot's at the end of May, there are two police officers based out of Cambourne. The PC thanks John for all his support over the years and looks forward to seeing him again in December.
- There have been a number of Scam reports, Covid Vaccination appointments, HSBC banking scam regarding fraudulent activity on your account, DPD delivery and Royal Mail scams claiming you have missed a delivery and asking you to reschedule at a cost. Please beware!
- Residents are urged to subscribe to the news on the Parish Council Website Page, this gives more immediate information and content. www.bartonvillage.org

Date of Next Parish Council meeting: Tuesday 6th July 2021 venue TBC

Date of Annual Parish Meeting: TBC.

meeting closed: 21:31

signatory Chair:

DRAFT