



**MINUTES of a MEETING of BARTON PARISH COUNCIL which was held in the VILLAGE HALL, School Lane, Barton on Tuesday 2<sup>nd</sup> May at 7.30 p.m.**

**Present:** John Howland Jackson (Chair) [JHJ], Chloe Langford (Vice-Chair)[CL], Andrew Martin [AM], Shelley Aurora-Tailby [SA], Deni Devappriya [DD], Amy Winterbourne [AM], Helen Durrant [HD], Danielle Stretch (Clerk) [DS] Lisa Redrup [LR] (District Councillor)

**Apologies:** Sam Richardson [SR], Ian Minto (RFO) [IM]

Members: 9, Quorum 3

3 Members of the public

Dated 10/5/2023

Clerk to Barton Parish Council

## **AGENDA**

### **23-24/1 Election of Chair** Completion of signing Declaration of Office document

As this was the first meeting of the new financial year the Clerk called for a vote on the appointment of the Chair.

It was **RESOLVED** (Prop. AM, Sec. CL) unanimously to reappoint JHJ as Chair of Barton Parish Council.

### **23-24/2 Election of Vice Chair**

JHJ then called for a vote of the appointment of the vice-chair. It was **RESOLVED** (Prop. SA. Sec. AM) unanimously that CL be reappointed as the Vice-Chair of Barton Parish Council.

### **23-24/3 Councillor Vacancy**

JHJ reported that June Woolhouse has been automatically disqualified as a councillor because she has not attended a meeting for more than six months. SCDC will be advised that there is a vacancy shortly after the meeting and DS will advertise this on the parish noticeboards.

### **23-24/4 To appoint and confirm membership of the working groups**

It was **RESOLVED** (prop. AW, Sec. HD) unanimously to appoint the following people to the Finance and Governance Working Group

JHJ, CL, AM, (IM and DS also attend)

CL reported that the A&OS WG was overstretched and that they would welcome new members.

It was **RESOLVED** (Prop. JHJ, Sec. AM) to appoint the following people to membership of the Amenities and Open Spaces working group

CL, AW, SA, DD

It was **RESOLVED** (prop. JHJ, sec. SA) unanimously to appoint the following people to membership of the Transport and Traffic Working Group

AM, HD, SR

It was **RESOLVED** (prop. JHJ, Sec. CL) unanimously to appoint the following people to the Communications and Community Engagement Group

SA, DD, AM

#### **23-24/5 To confirm bank signatories**

JHJ, AM and CL have been appointed as bank signatories. We are awaiting confirmation for DD to become one.

#### **23-24/6 To receive and approve apologies for absence**

It was **RESOLVED** (prop. JHJ, Sec. HD) unanimously to approve the apologies for absence of SR and IM.

#### **23-24/7 To approve the minutes of the meeting of 7<sup>th</sup> March 2023**

The minutes of the meeting of 7<sup>th</sup> March were approved and signed by the Chair.

#### **23-24/8 To consider matters arising from the minutes**

There were no matters arising from the minutes that were not being considered elsewhere.

#### **23-24/9 To receive declarations of interest for items on the Agenda**

JHJ declared an interest in the planning application for 9A Comberton Road and AM declared an interest in the planning application for 3A Comberton Road in both cases because they concerned near neighbours. HD also declared an interest due to her husband's business and work on the site.

#### **PUBLIC FORUM**

A resident spoke of her concerns about the new policy of imposing cat parking charges for some events using the recreation ground. She felt that the wording of the policy was ambiguous and open to interpretation and would encourage people to park on the surrounding streets. She also felt that all members of societies or groups using the recreation ground should have been consulted before enacting this policy.

#### **23-24/10 To receive County and District Councillors reports: Michael Atkins, Lisa Redrup**

Lisa Redrup discussed the details of her District Council report (A copy of this can be found on the Barton Village website).



LR outlined further cost of living support from SCDC.

She also discussed Community Chest and Zero Carbon grants.

EWR

The leader of the Council, Bridget Smith, recently wrote to the rail minister to invite him to come to the District to see for himself the impact the new railway would have on some villages. A number of village councils, including Barton, co-signed this letter. Disappointingly, the minister refused to visit on the grounds that he had already visited the region without engaging with local representatives.

New Hosts for Ukrainian guests are needed.

Lisa also asked to receive feedback from residents on the new 18 bus service as concerns had been raised in the public forum of the last meeting. She asked that an item could be added to the village website to receive comments to pass on to her.

#### 23-24/11 To receive reports from the RFO [IM]

JHJ presented the reports from the RFO as IM was not able to attend the meeting.

(a) Bank balances at 25/04/2023 current acc. £51547.51 Deposit acc. £28738.83

(b) To receive and approve payments/receipts and bank reconciliations Mar/Apr 2023 circulated

It was **RESOLVED** (prop. CL, sec. SA) unanimously to approve the following receipts and payments.

#### March Payments:

- £170 Xmas Tree payment Burwash
- £124.85 Lloyds Credit Card Rymans Files £62.92 Rymans Cartridges £58.93 monthly fee £3.00
- £23.35 DRAX street lighting £2.06 + £21.29
- £9.00 Minuteman Press printing diagrams
- £85.23 RFO Salary March
- £425.73 Clerk Salary March
- £9.00 £ Business Services Clerk Phone monthly fee
- £18.00 Unity Trust Bank qtlly fee

#### March Receipts:

- £77.24 Comberton Crusaders Pitch Hire
- £290.17 Barton Bowls Club Water reimbursement
- £1708.27 HMRC VTR VAT refund
- £25.20 BRIG Water reimbursement

#### April Payments:

- £3.00 Lloyds credit card fee
- £ 422.16 CAPALC annual membership + DPO
- £ 481.33 HMRC PAYE Qtr 4
- £100.00 Barton Institute Hall Hire
- £110.17 Start Safety Street signs for coronation event (via Cllr Martin)
- £25.85 DRAX street lighting £2.28 + £ 23.57



- £425.73 Clerk Salary Apr
- £85.23 RFO Salary Apr
- £445.00 Minuteman press Coronation printing

April Receipts:

- £77.24 Comberton Crusaders pitch hire
- £15,000.00 SCDC Precept part 1
- Coronation donations £75.00 £75.00 £75.00 £50.00 £500.00

Deposit Account:

- £134.25 Interest

JHJ informed the meeting that we will be using the parish council bank account for coronation donations before they are subsequently dispersed. The PC has purchased two road closure signs as part of coronation related expenditure.

CL asked if the PC would consider a donation towards coronation funds.

**23-24/12 To receive and discuss circulated updates from the PC working groups**

**Governance and Finance**

**Audit arrangements regarding March 31<sup>st</sup> 2023**

*(a) Internal Audit*

Our internal auditor is changing because our previous auditor has moved to a different role. Another internal auditor from CAPALC will be in touch but we have not been contacted.

*(b) External Audit*

The level of reserve is currently more than twice the amount of the precept because some funds are specifically reserved for a LHI bid that we have not yet been invoiced for and without which reserves would be well below the precept level.

*c) CAPALC Invoices*

The annual invoice for the CAPALC Affiliation Fee and the CAPALC Data Protection Officer Membership Scheme have been received for April 2023 to March 2024. Both items were anticipated with the PC's budget approval and were therefore recommended for payment.

*(d) Community Chest Grant application for additional play equipment*

JHJ suggested that the council should apply for a community chest grant to supplement the fundraising for additional play equipment.

It was **RESOLVED** (prop. HD, Sec. CL) unanimously that the parish council would apply for a Community Chest grant for additional play equipment.

*e) Solar powered MVAS system – purchase of second hand MVAS system?*

AM reported that we needed to make a choice between purchasing a solar powered MVAS system costing just under 3K or purchasing a second-hand but unused battery-operated MVAS from Gamlingay which could be retro-fitted to operate with solar power.

AM stated that we have only one MVAS and if we go to 20 mph then we will need to put another one in order to enforce this.

JHJ asked if there was a chance of getting another MVAS from an LHI bid or whether this would be something we could apply to from the net zero grant, LR suggested that we check this with SCDC before applying as she felt that it might not be within the scope of the grant.

It was **RESOLVED** (prop.JHJ, sec. AW) unanimously to allow AM to have the discretion to purchase the Gamlingay MVAS for between £1800 and £2000.

*(f) Policies Update – recreation ground car parking and Civility and Respect pledge.*

CL suggested that the PC should officially adopt the Civility and Respect pledge.

It was **RESOLVED** (prop, CL, sec. AM) unanimously to adopt the Civility and Respect pledge as a policy.

The new recreation ground car parking policy was discussed and approved under the Amenities and Open Spaces section of the minutes.

*(g) Annual Parish Meeting*

JHJ reported that we should hold this at the end of May but that had proved very difficult to arrange and so the date for the APM has been moved to Thursday June 15<sup>th</sup>. This will be advertised around the village.

*(h) Committee Coronation*

The Coronation Committee is not part of the parish council although several parish councillors are on this committee and they are: CL, SA, DD, AM

In addition, many members of the public have made generous donation towards purchasing new play equipment for the recreation ground.

CL reported that preparations for the Barton lunch party on Sunday were well underway.

## **Amenities and Open Spaces**

CL apologised for the late submission of invoices on the day.

### **Village Pond**

*(a) Signage*

Two out of the three quotations have been received, one of an aluminium sign and another for a wooden one.

*(b) Lifebuoy*

SA showed the U-shaped lifebuoy to the meeting and there will be further discussion on where it should be sited.

*(c) The Surrounding Fence*

CL reported that Tim Radford is hoping to start work on the surrounding fence next week.

*(d) Leases of Bowls Club, tennis club and BRIG*



CL has continued to liaise with the Council's lawyers on the drafting of the underleases for BRIG and the tennis club. The Bowls Club lease has now been sent to the Bowls Club for their comments and hopefully approval.

SCDC and Fields in Trust both need to consent to the for the grant of the underleases and have been approached for this. SCDC have previously said that they will charge £650 + VAT per licence to consent to which the PC has replied that this is an unreasonable sum for a non income-generating parish council. CL has now been directly in contact with their lawyer who is questioning the need for any consent at all as the wording of the lease from SCDC is quote unclear. Further updates are awaited.

*(e) Grass and Verges policy*

Tenders have been received from three companies and these have been posted on the Councillors Only page on the website.

*(g) pavements and roads around the village*

The PC will continue to lobby our County and District Councillors to make improvements to review footpaths around the village and, in particular, to those on Wimpole Road. This will be referred again to our District and County Councillors.

*(h) Old Pavilion*

The A&OS group would like to hold an Open Day for the various organisations which may have stored items in the Old Pavilion.

*(i) Playground Inspection Report recommended action*

We are coming up to the next playground inspection and minor repairs need to be undertaken before this takes place.

CL asked members of the Council to consider whether they were happy for volunteers to undertake this work or whether the A&OS group should obtain quotes instead.

AM said he was willing to go the playground and take a look at what was needed before a decision was made and this offer was accepted with thanks.

*(j) Recreation Ground signage*

JHJ said that we are closing the Recreation Ground gate at 9 but the signage states 7.30 p.m. He said that we need to get the signage changed quickly but that he was surprised at the high cost of the quotations.

AM said that in Summer the gates need to be open until 9p.m and SA replied to say that this was not possible due to a shortage of volunteers.

CL responded that the A&OS WG would put up a laminated sign in the meantime and that the signage would be resolved at a later date. JHJ asked if this would be possible given the difficulty of recruiting volunteers and CL replied that they would go back to the existing volunteers and ask them if they would be willing to change to the later time.





*(k) Coronation Celebrations*

Each Household has received a programme of events for the day.

CL said that there will be a large "thermometer style" fundraising chart for the Coronation Day celebration which would show what could be bought with the money raised. CL thanked all the volunteers who had got involved in preparing for the Coronation celebrations and also thanked everyone who had donated with great generosity to the playground fund.

Barton Village Trust has proposed the planting of a tree, as was planted for the late Queen's platinum jubilee. The suggestion is that an Holm oak tree be planted towards the Wimpole Road end of the Leys, protected by a straight sided three quarter tree guard towards the Wimpole Road with a commemorative plaque. This will be funded by BVT.

It was **RESOLVED** (prop. CL, sec. HD) unanimously to approve the planting of an oak tree as above by Barton Village Trust.

*(l) Prioritisation of playground equipment*

CL tabled indicative quotations for a disability inclusive roundabout, outdoor table tennis and cricket nets ranging in price from 2K to 7K

HD recommended the disability inclusive roundabout as a very good piece of equipment and AM wondered if we would be able to afford all three items (roundabout, table tennis and cricket nets). SA replied that we would have to look at the space and see what could be fitted in

*(m) Additional Football Pitch*

CL reported that we received a request from the Comberton Crusaders football team for a smaller football pitch at the Wimpole road end of the recreation ground. The opinion of the council was not unanimous and therefore the WG is proposing a site visit for Councillors at which a which an area for the additional football pitch and for the proposed cricket nets could be marked out to ensure that one does not preclude the other. The suggested date for a site meeting would be between 8-26<sup>th</sup> May.

*(n) Dog Poo Crisis*

The Council have responded to our request for additional dog poo bins to say that this can go into mixed bins instead. CL felt this was insanitary and she asked Lisa Redrup if she could look into this to which Lisa agreed.

*(o) Recreation Ground Car Parking – conditions of use (in conjunction with the F&G WG)*

The car park on the recreation ground is not very robust and it was felt necessary to impose a small charge for events in order the potential damage caused and any repair work.

JHJ responded to concerns raised in the Public Forum to say that this was not a prescriptive policy and would be dealt with on a case by case basis.



It was **RESOLVED** (prop. JHJ, sec. CL) to unanimously accept the policy for car parking on the recreation ground and this will be made available on the website shortly.

#### **Communications and Community Engagement Working Group**

No further updates – the CCE group has been working with other working groups.

#### **Traffic, Transport and Travel Working Group**

*(a) 20 mph*

No update

*(b) Barton Greenways*

No update.

*(c) EWR*

AM reported that he had attended an EWR meeting in Haslingfield and that EWR will be posting their route in May.

*(d) Review of LHI Bids and current cost commitments.*

We are awaiting a review of LHI bids. Possible plans for the bid next year include taking a fresh look at the Wimpole Road hamlet area with a possible cycle lane and village gates.

*(e) MVAS System (VIASIS 3003)*

AM reported that our MVAS system is currently on Haslingfield Road and that we will need another MVAS system to monitor the new changes to reduce the speed limit to 20 mph in parts of the village,

*(f) Real Time Passenger Information (RTPI)*

No update

*(g) Speed Camera*

No update

*(h) Speedwatch*

No Speedwatch sessions took place during this period.

*(i) Minor road faults*

Most of the potholes have been filled but residents are urged to continue reporting road surface faults and blocked drains. They can be reported to

<https://highwaysreporting.cambridgeshire.gov.uk>

- (j) JHJ questioned AM concerning the road closure notice that has been sent out with parts of Comberton and New Road closed for a substantial period of time, AM said that the works suggested might be in conflict with the plans of Barton Greenways. He has contacted Lisa Bloomer of Greenways to ask her to get in touch with Highways and the clerk has also contacted them to clarify what they are planning to do regarding road closures in Barton.*



### **Planning Working Group**

HD reported that the application regarding stabling behind Roman Hill has been withdrawn but it is thought likely that it will be re-submitted in the future.

It was noted that the planning group now consisted of only two councillors and it was hoped that this could be rectified when we manage to recruit a new councillor in order that regular meetings of the planning group would be able take place.

### **23-24/13 Planning Applications Pending**

Demolition of existing 6 bedroom dwelling and construction of a replacement 5 bedroom dwelling.

9A Comberton Road, Barton, Cambridgeshire CB23 7BA

Ref. No. 23/01139/FUL

Status: Pending Consideration

Single Storey rear extension to replace conservatory, first floor extension over garage and changes to front entrance porch including fenestration as well as internal alterations.

13A Comberton Road, Barton, Cambridgeshire CB23 7BA

Ref. No. 23/01090/HFUL

Status: Pending Consideration

28 Wimpole Road, Barton, Cambridgeshire CB23 7AB

Felling of Yew Tree

Ref. No 23/-311/T

Pending decision

Burwash Manor

Cypress Hedge to be reduced to a finished height of 4 metres from ground level

Ref. No. 23/0226/TTCA

Status: Pending decision

Land East of Roman Hill, Barton, Cambridgeshire

Construction of Stabling facilities, outdoor riding arena, access track, hardstanding, change of use of land from agricultural to "mixed agricultural and equestrian for private equestrian use.

Ref: 22/05506/FUL

Status: The application has WITHDRAWN this application

**23-24/14 To receive and discuss report regarding BRIG**

AM reported that BRIG had told him that he could not attend meetings as the PC representative unless he became a Trustee. As this would be a conflict of interest with his PC role he could not attend.

**23-24/ 15 To receive and discuss report regarding Barton Village Hall**

No report received.

**23-24/ 16 To receive and discuss Clerk's report and Correspondence**


DS said that any matters that she might want to discuss had been covered elsewhere.

**23-24/ 17 To receive Neighbourhood Watch Report**

NW told the Clerk that no new updates were needed currently.

Meeting Closed 10.10 p.m.

Date of next Parish Council Meeting Tuesday 4th July at 7.30 p.m. in the Village Hall

Signed.....  
Chair of Barton Parish Council

Date..... 2 May 2023