

**MINUTES of a MEETING of BARTON PARISH COUNCIL which was held in the VILLAGE HALL, School Lane, Barton on Tuesday 7<sup>th</sup> November 2023 at 7.30 p.m.**

**Present:** Cllrs. John Howland Jackson [JHJ], Andrew Martin [AM], Shelley Arora-Tailby [SA], Deni Devappriya [DD], Sam Richardson [SR], Amy Winterbourne (AW), Helen Durrant (HD), James Thomas (JT)

**Cllr Chloe Langford [CL] accessed the meeting via zoom but not in a voting capacity.**

**Ian Minto (IM) Clerk**

**District Councillor:** Lisa Redrup offered her apologies but had submitted a written report.

**County Councillor:** Michael Atkins wasn't present but had submitted a written report.

Members: 9,

Quorum: 3

#### **Public Forum**

3 members of the public were present.

One resident outlined three matters of concern regarding the following aspects of village footways and the A603 layby. It was asked that these matters be attended to by the PC. The resident had also informed the County Councillor.

- Lorries have gouged out the verge opposite the A603 lay-by by turning right.
- Vegetation along the cycleway from the White Horse to New Road is overgrown and needs urgent attention.
- There are massive potholes in the lay by and a muddy stretch along the footpath leading towards Wallis' garage possibly due to a blocked drain.

Also, it was pointed out that in the Parish Magazine a councillor details needs correction.

**23-24/ 47 To receive and approve apologies for absence.** No apologies from Councillors although CL attended by zoom and in a non-voting capacity.

**23-24/48 To approve the minutes of the Parish Council meeting on sept 7th, 2023.** Council **RESOLVED unanimously** (Prop AM sec SA) to approve the minutes which the Chair duly signed.

**23-24/49 To consider matters arising from the minutes.** There were none that would not be referred to later in the meeting.

**23-24/50 To receive declarations of interest for items on the agenda.** JHJ and HD declared interest regarding the planning application regarding 9A Comberton Rd. SA, CL and DD declared interest regarding the planning of Xmas celebrations.

**23-24/51 To receive County Councillors report: Michael Atkins:** Michael was not present at the meeting but his report had been circulated. He had highlighted the abandonment of the current GCP Making Connections proposals due to lack of support from political parties and other criticisms and alternatives are being investigated. He commented on the issues regarding the Whippet number 18 bus and the PC had liaised with him and reported several recent local problems and is also liaising with the District Councillors in the area. He raised awareness of the 4 Day Week trial underway at S Cambs DC and supported early findings of satisfaction of the efforts being made to create a reduction in reliance on agency staff and greater potential for hiring permanent staff. He advocated that the trial run its full course into 2024. Cllr AM reported a conflict of information between reports of the scheme from the local MP and those of the District Councillor.

**23-24/52 To receive District Councillor report: Lisa Redrup:** Lisa had sent her apologies for non attendance at the meeting and her extensive report had been circulated prior to the meeting. She outlined several projects, support mechanisms and funding schemes which the PC are investigating as to relevance or opportunity in Barton. There was further information regarding upcoming environmental issues including a Climate Action Conference to be held in Cottenham on Nov 28<sup>th</sup>. There are a few consultations ongoing or upcoming to which the PC will respond as appropriate. Lisa re-iterated the information on the Making Connections proposals and highlighted both the need for but current lack of improved public transport services and specifically buses, given the number of infrastructure projects in and around Cambridge and Countywide. Finally, she also highlighted ongoing discussions with Whippet bus services regarding the number 18 to improve their service.

**23-24/53 Finance: To receive reports from the Clerk/RFO**

(a) Bank balances at 31/10/2023 current acc. £ 54877.38 Deposit acc. £28900.66

(b) To receive and approve payments/receipts and bank reconciliations Sept/Oct 2023

**Sept Payments:**

- £73.00 Lloyds Commercial (Itech new laptop battery £70 + £3 CC fee)
- £347.06 Pannon Water (Jan-Jul 23 Water charges (nb £42.16 only for PC)
- £3312.00 Morelock Signs Ltd. MVAS unit
- £23.57 DRAX street lighting
- £99.04 CGM Grass Cutting July
- £882.07 CGM Grass cutting August.
- £210.00 Play Inspection Co. Annual playground inspection
- £510.96 Clerk Salary
- £252.00 PKF Littlejohn External audit

**Sept Receipts:**

- £15000.00 Precept 2nd payment

**October Payments:**

- £18.00 Service Charge Unity Bank
- £3.00 Lloyds Commercial CC Fee





- £198.07 CGM Group Grass cutting Rec Sept
- £100.00 BartOn Institute Hall hire Jul-Sept
- £265.00 RTW Gardening Play group Hedge
- £432.00 HMRC PAYE Jul-Sept
- £9.00 H3G phone charge
- £22.81 DRAX street lighting
- £510.76 Clerk Salary
- £99.04 CGM Group Grass cutting Rec Oct

#### October Receipts:

- £2404.51 Cambs CC Verge cutting grant.
- £170.00 Cllr Langford Xmas Tree re-imbursed twice.

It was **RESOLVED** (prop. HD, sec. SR) **unanimously** to approve the receipts and payments for September and October 2023.

**23-24/54 Council Matters:** To receive and discuss circulated updates from the PC working groups and resolve on recommendations and actions.

#### 54.1 Governance and Finance

- Draft Budget (Circulated and for discussion). IM and JHJ outlined the draft budget papers and highlighted that the Precept requested would stay at £30000 for a 4<sup>th</sup> year in a row despite the prevailing economic circumstances. The draft indicated a potential surplus of £3345 but there were certain currently unknown sums that require clarification. After discussion, it was deemed prudent that the special projects cost account be increased by £2000 to accommodate potential spendings regarding recreation ground equipment. There is also scope for application for specific grants and fundraising to be investigated. It is likely the surplus will be around £1000. The PC has a healthy financial situation in terms of reserves. There were no further specific questions asked and the final draft budget will be tabled at the January meeting.
- IM reported that the LHI Invoice for the first LHI project had been received and a **resolution** to approve payment of the £12867.89 for LHI 2021/22 scheme was required. JHJ Proposed and DD seconded this **RESOLUTION**, and it was approved **unanimously**.
- The Parish Magazine management had communicated a request for an annual grant as per previous years but suggested that due to receipt of advertising revenue it could be reduced. After discussion and since it was already budgeted. Councillors **RESOLVED** (Prop AM Sec HD) **unanimously** to pay the £300 budgeted for the current year but to reduce the amount to a lower figure in 2024-25 if still appropriate.

JHJ, CL and IM met with representatives of BRIG on Monday 16th October to discuss outstanding issues on both the PC's and BRIG's agenda. Items covered were the PC's Recreation Ground car park policy, the timetable for finalising a new lease for BRIG, the question of PC representation on the BRIG committee, and the frequency of regular meetings to discuss matters of mutual interest. The outcome of the meeting was as follows:

a) Car Park. While there still exists a difference of approach to this issue it was agreed that next steps were for the PC to table the actual costs of car park maintenance over a period of years to put the issue in context for a further conversation. b) New lease. CL informed the meeting that a final draft lease had been received from Ashtons and should be with BRIG by the end of October subject to a small amount of tidying up of the draft. CL also



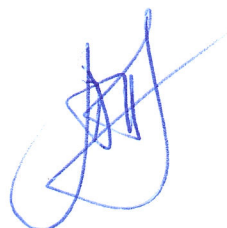
acknowledged that Ashtons had been unacceptably slow with this matter but that should now change. c) PC representation on BRIG.PC/BRIG: It was agreed that it was not possible for a PC member to be a trustee of BRIG due to potential conflicts of interest and the BRIG constitution did not permit non-trustee attendance other than at their public AGM.

Therefore, it was preferred that there should be informal periodic PC/BRIG meetings on a regular basis instead. d) It was agreed that 6-monthly meetings in March and September would suffice, while any follow-up re car park maintenance costs could be handled with an ad hoc meeting as soon as the information is available.

- Verge and Grass cutting discussion and joint action with A&OS WG. IM and CL reported on the current situation regarding the CGM verge cutting contract following resident and council dissatisfaction had been reported over the summer and the previous F&G meeting had queried whether the contract should be renewed at maturity in May 2024. IM said that after considerable effort and discussion CGM had upped its game and were now doing a much better job, including some areas which had been missed in the past. CL stated that a decision would really need to be made by the January 2024 PC meeting whether to retender for the verge contract or renew the existing contract to allow sufficient time for a tender process and/or a notice period. Discussion centred upon the concept of value including both in monetary terms and satisfaction with the work done. In view of some issues this year the Council **RESOLVED** (prop AM sec HD) **unanimously** to continue with the current contractor until the end of the contract period in May 2023 and **RESOLVED** (prop SA, sec DD) **unanimously** the A & OS working group will invite grass cutting contractors to tender for the contract with effect from May 2024, including the current contractor if their performance continues to be adequate between now and then.
- Regarding Council Policies in need of updating. The WG reviewed the PC's Risk Assessment statement, which had been identified at the last Internal Audit as being out-of-date and compared it with similar statements from other villages which IM had circulated for this purpose. It was agreed that the Barton Risk Assessment remained relevant and accurate despite there being one or two sections which required updating. The WG also reviewed the Society of Local Council Clerks Advice Note on Risk Management dated 2013 which is available on the Barton PC website, the content of which remains valid although there may be a more recent version which should be posted. The WG agreed that IM would update the Risk Assessment with any necessary amendments and improvements gleaned from other villages for agreement at the next WG meeting in December and submission to the January 2024 PC meeting for approval. He was also asked to review and amend as necessary the Health & Safety Policy due to the overlap in content with the Risk Assessment. With respect to both documents it was noted that much more frequent review and reapproval was necessary.
- In terms of Hoops Pub being declared as an asset of community value, CL is working with the publican of the Hoops to renew the registration which was previously agreed in principle by the PC some time ago but not acted on due to the closure of the pub during covid. The process is now underway with good co-operation from the Landlord.

#### 54.2 Amenities and Open Spaces

- Regarding the village pond, Tim Radford is kindly very keen to install a woven willow fence at the pond. However, given that the pond depth will only be increasing as Autumn brings more rain, this work will now take place in the early Spring of 2024. The working group will meet with Tim over the coming months to finalise a design and exact location of the fence.
- Leases: CL reported on progress with the underleases:





- a. Bowls Club – a reply is awaited from our lawyers in response to the Bowls Clubs comments. Our lawyers have apologised for the delay and we are chasing to keep up the momentum;
  - b. BRIG – a draft of the new underlease has been given to BRIG for its comments;
  - c. Tennis Club – this underlease is awaited from our lawyers. However, as it is likely to be the same person dealing with this lease as the BRIG lease, we will await any cross-applicable comments on the BRIG lease to see if we can incorporate any amendments which will apply to both, in an effort to save costs; and
  - d. Superior landlord (SCDC) consent: the working group and our lawyers are in communication with the lawyer for SCDC to ascertain whether or not we need SCDC's consent for the underleases. SCDC's lawyer has been provided with the heads of terms for the BRIG underletting and the draft underleases for BRIG and the Bowls Club.
- Public Highways verges: IM and the working group have been in extensive correspondence with both Highways and Barton residents regarding the village verges falling under Highways' remit rather than that of the Parish Council. These verges were eventually cut in October. There remain significant issues with footways and the joint cycleway/footpath. We will continue to correspond with Highways and our County Councillor to highlight the dangers these overhanging brambles pose to all pavement users around the village, in an effort for our taxes to be used to solve this issue. The maintenance of these hedgerows is the responsibility of the landowners on whose land the hedgerows grow. The Council **RESOLVED** (prop AW sec SA) **unanimously** that IM will approach RTW for a quote for cutting the hedgerow running along the A603 between New Road and the White Horse and the working group will seek the help of Tim Radford to identify who owns the agricultural land around the village.
- Blind Corner on junction of A603 and New Road: IM and the working group have been in correspondence with Highways following another accident at this corner. According to Highways, neither it nor the landowner are responsible and that any compensation sought should be claimed from the other cyclist. Apparently, the hedgerow growth is sufficiently set back from the cycle path and therefore Highways has no grounds to ask for it to be cut back. The Greenways team have been made aware of the problems with this corner in terms of their future plans
- In terms of Playground Repairs It was agreed at the last meeting that the working group would obtain recommendations from neighbouring PCs for local handyman businesses who could repair the embankment slide area, namely the steps and the erosion of soil from the embankment at the top entrance to the slide. The working group has contacted Haslingfield, Comberton and Coton for a recommendation without success. The working group is therefore approaching a company recommended by a resident and will revert to the Council once a quote for these works has been obtained.
- Village Noticeboards project: The working group has carried out a review of the village notice boards. John Boocock has kindly replaced the noticeboard at the entrance to Mailes Close but the remaining 5 are all in need of either repair, repainting or replacing. We have asked John to provide a quote for the work needed and will revert to the Council for approval once we have received it
- Disability inclusive play equipment and Cricket Nets: The Cornilleau Park Permanent Static table tennis table and anchorage kit has been bought and will soon be delivered. Fundraising efforts for the other items are ongoing in the village, by private groups and individuals and further approaches will be made by this working group for grants from other bodies.



- Additional football pitch: The PC approved the possibility of an additional junior football pitch at the last PC meeting in July. However, CCFC reported there was not sufficient interest for such a team to be created at the September sign-up.
- Kings Grove pavements: The working group, together with the Communications working group, have continued to lobby Highways for the repair of these pavements although no success as yet.
- Dog poo bins: there has been further discussion regarding the siting of the bins. The working group will plot the siting of the existing bins around the village to ensure that the new bins are thoughtfully sited to provide the most coverage.
- Village XMAS activities: The annual village Christmas tree lighting will take place on 2 December between 4.30-6.30pm, where we will have carols sung by Barton Primary School and where there will be mince pies, hot chocolate and mulled wine to add to the festive atmosphere. Following discussion Council **RESOLVED** (prop JT sec AW) **unanimously** to contribute £250.00 to the cost of the Xmas tree and the materials needed for the school pupils to create decorations.

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

- Application for LHI grant for 2024/25. The PC intends to submit a further LHI bid when the application time opens with attention paid to specific and appropriate speed reduction measures following full engineering, safety, and legal parameters. The cost of such measures will need to be assessed and maybe the desires altered. Support from District and County Councillors will also be sought.  
The main considerations are a) Haslingfield Rd and b) The Hamlet on the A603 Wimpole Rd plus an extension of footpath to the permissive pathway. Recent events and communication with Highways have also suggested adding to the bid remedial work on the layby on the A603 by the Rayners property. Once the preliminary plans and costings are completed there will be a public meeting to ascertain opinion and give opportunity to question.  
After discussion Council **RESOLVED** (prop JHJ sec HD) **unanimously** to enable submission of an LHI bid covering the three items above.
- AM HD DD and CL attended an update meeting on Barton Greenways meeting by Lisa Bloomer of Barton Greenways. Full details of the meeting can be referenced on the PC website giving some detail of the proposals. Neither a start date nor finalised plans are available yet but after discussion Council **RESOLVED** (prop DD sec HD) **unanimously** to arrange a Barton public meeting to display all relevant aspects of the plans and timeline for implementation.
- AM attended an EWR meeting at which greater engagement with the 18-30 age group was being sought.
- Following much discussion with Whippet buses and the CPCA and some excuses from the company it has been discovered that Whippet will not compensate or refund taxi fares for missed buses. However, Barton has been put on a list for two Real Time Passenger Information (RTPI's) to be put on bus stops in village centre.

#### 54.4 Communications and Community Engagement Working Group

- SA indicated that there will be no door drop of information regarding Village Xmas events since they have been published in the Parish Mag, are on noticeboards and also on the website.

#### **54.5 Planning Working Group**

- JT and the planning group have produced a spreadsheet of all ongoing applications and this will be circulated prior to PC meetings together with any information requiring action regarding any application.
- Currently 9A Comberton road has scaled some aspects back, but all appear good quality plans. The deadline date for 27 Mailes Close comments has been pushed back into December.
- There were no Parish Council actions required at present.

#### **Planning Applications received in September or October and ongoing.**

23/03831/FUL 9A Comberton Road CB23 7BA Demolition of existing 6 bedroom dwelling and construction of a replacement 5 bedroom dwelling following the withdrawal of application 23/01139/FUL

#### **Consultation expires 15/11/2023.**

23/04024/S731 Hines Close Barton Cambridgeshire CB23 7BB

S73 to vary condition 2 (Approved plans) and submission of details required by condition 3 (External materials) of planning permission 22/04567/HFUL (First floor front extension and render to entire dwelling) addition of a small, obscured window to the side elevation (east)

23/00361/HFUL 21 Wimpole Rd. CB23 7AB Two storey and single storey rear extension. Single storey front extension

23/03382/HFUL Two storey side extension and part single storey rear extension, single storey rear extension, single storey front extension to enlarge garage with new pitched roof and front porch canopy

23/1025/TTCA Burwash Manor Farm CB37AY Ash (T1) - felled due to heavy lean over new road and Ash die back

23/1151/TTCA 11 Comberton Rd CB23 7BA T1 Horse Chestnut - Major dead wood removed in 2016 and 2020. Tree continues to decline. Crown reduce to orange lines in photograph as a framework pollard, shortening by approximately 10m and reducing lateral branches by 5-6m. Retain all epicormic growth in lower crown

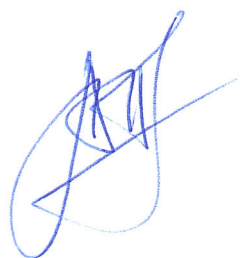
23/03323CL2PD 3 College Farm Court CB23 7AL Certificate of Lawfulness under S192 for a garage conversion **Certificate not granted**

**23-24/55 To receive and discuss report regarding BRIG.** No report received.

**23-24/56 To receive and discuss report regarding Barton Village Hall.** No report received.

#### **-24/57 To receive and discuss Clerk's report and correspondence.**

- PCs have been asked to review the polling station arrangements in our area. All councillors agreed the arrangements and accessibility and station provision for disabled voters are totally acceptable. IM was asked to reply to the review before the deadline date.





- IM reported that following a request from a resident and discussion with the A&OS working group, the PC insurers and quotation from the PC Recreation ground policy, he had responded to the resident that flying radio-controlled aircraft on Rec would not be allowed.
- A request to allow fireworks at a booking for a party at the pavilion was refused following discussion with the PC insurers and in accordance with the recreation ground policy.

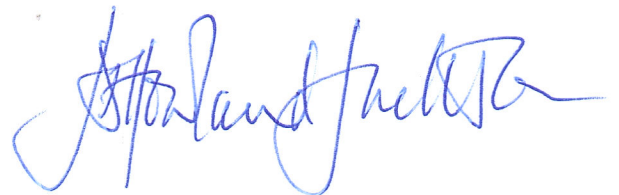
**23-24/58 To receive Neighbourhood Watch Report**

- Residents were asked to be vigilant following release of photos of some suspicious nighttime behaviour by a stranger in and around School Lane

**Date of next Parish Council Meeting: Tuesday 9th January 2024 at 7.30 p.m. Barton Village Hall**

**Meeting closed: 21:32**

**Signatory Chair:**

A handwritten signature in blue ink, appearing to read 'Stephen Feltwell', is written over the 'Signatory Chair:' text.