



THE ANNUAL MEETING of BARTON PARISH COUNCIL which will be held in the VILLAGE HALL, School Lane, Barton, CB23 7BD on Tuesday 6th May 2025 at 7.30 p.m.

All members of the Council are hereby summoned to attend to consider and resolve upon the business to be transacted at the meeting as set out hereunder.

Dated Monday 28th April 2025

Members: 9 Quorum: 3
Ian Minto: Clerk to Barton Parish Council

AGENDA

25-26/1 Election of Chair and Completion of signing Declaration of Office document

25-26/2 Election of Vice Chair and Completion of signing Declaration of Office document

25-26/3 Public Forum: This an opportunity for members of the public to bring any matters to the attention of the Council. Members of the public wishing to make a comment to the Public Forum should request a space by including the question or context by emailing the Parish Clerk clerk@bartonvillage.org before 10 a.m. on Monday 5th May 2025. Thereafter they can listen to Councillors debate at their meeting.

25-26/4 To appoint and confirm membership of the working groups

25-26/5 To confirm bank signatories

25-26/6 To receive and approve apologies for absence

25-26/7 To approve the minutes of the Parish Council meeting of 4th March 2025 circulated

25-26/8 To consider matters arising from the minutes

25-26/9 To receive declarations of interest for items on the agenda.

25-26/10 To receive County Councillor report - Michael Atkins

25-26/11 To receive District Councillor report – Lisa Redrup

25-26/12 Finance: To receive report from the Clerk/RFO

(a) Bank balances at 31/03/2025 Current acc. £10570.97 Deposit acc. £60689.21

(b) Bank balances at 28/04/2025 Current acc. £30431.85 Deposit acc. £61070.02

(c) To receive and approve payments/receipts and bank reconciliations Mar/Apr 2025 as circulated

March Payments:

£6.00 Unity Bank service charge
£3.00 Lloyds Commercial credit card fee
£9.00 H3G Phone fee
£587.76 Clerk Salary March

March Receipts:

£100.00 Comberton Crusaders pitch hire
£936.73 HMRC VAT refund

April Payments:

£6.00 Unity Bank service charge
£443.58 CAPALC membership fee +DPO
£1080.00 Ashtons Legal fees re leases
£243.60 Rialtas Software support fee
£1000.00 SCDC Cambridge Road scheme fee (from Barton Gardeners Grant)
£65.98 Lloyds Commercial CC (Ryman stationery £62.98 Lloyds fee £3.00)
£441.00 HMRC PAYE
£150.00 Barton Institute Village Hall hire x3
£900.00 Foxcotte replacement fence at Rec.ground
£312.00 Clerk home working allowance
£9.00 HEG Clerk Phone fee
£ 587.96 Clerk Salary Apr

April Receipts:

£100.00 Comberton Crusaders pitch hire
£25000.00 SCDC Precept part one

Deposit Account:

Receipts: £381.31 Interest

Payments: £0.50 Handling charge

25-26 /13 Council Matters: To receive and discuss circulated updates from the PC working groups and resolve on recommendations and actions.

13.1 Governance and Finance

AGAR 2024-2025: papers circulated in advance. Discussion and ratification require

- **AUDIT 3:** To review the report of the Internal Auditor and sign as appropriate.
- **AUDIT 1:** To review effectiveness of system of internal control in preparation of the Annual Governance Statement. Completion and signing of document.
- **AUDIT 2:** Councillors to consider and approve the Accounting Statements 2024-25 for signature and dating by the Chair.
- To approve the notice of Public Rights and Publication regarding the AGAR

13.1(b) Utility Aid and SSE: update and discussion regarding street lighting contract

13.1(c) Car Park fence and repairs: Update and discussion

13.1(d) Council Policies: Update on further policy review and feedback from Internal Audit including Risk Management statement, Data Protection re personal addresses on SCDC website and Asset Register action needed

13.1(e) Annual Parish Meeting: Report and feedback, discussion and identification of any actions needed.

13.1 (f) Working group minutes: discussion and possible resolution regarding publication in an Agenda Pack

13.1(g) Clerk Annual Appraisal and Pay Review: Information and feedback. Resolution required.

13.2 Amenities and Open Space Working Group:

13.2(a) Recreation ground repairs: Update and discussion

13.2(b) Village Pond trash trap : Update, discussion and possible resolution

13.2 (c) Recreation ground City Fibre cabinetry: Update, discussion and possible resolution

13.2(d) Footpaths verges and hedgerows: updates and discussion

13.2(e) Leases re Bowls Club, Tennis Club and BRIG: update and information

13.2(f) Dog Refuse: Information and discussion

13.3 Traffic, Transport and Travel Working Group:

13.3 (a) Greenways current work on New Road and Triangle area: Discussion and possible resolution

13.3(b) Greenways Planning Application regarding Grantchester bridleway: Discussion re resident comments and actions to take regarding planning application **CCC/25/014/FUL**. A response from PC before May 8th requiring resolution.

13.3 (c) Haslingfield Road LHI bid: discussion and possible resolution regarding the way forward LHI or PFHI?

13.4 Communications and Community Engagement Working Group:

13.4 (a) The Barton Parish Plan: update and discussion.

13.4 (b) VE day Street Party: information and discussion

13.5 Planning Working Group:

Applications received, in hand or determined.

- **CCC/25/014/FUL.** As above. **Deadline 8th May 2025.** Resolution for PC comment required
- 25/01518/FUL Barton C of E Primary School. Replacement boundary treatments around school perimeter from timber and wire fencing to green V Mesh Security fencing. **DEADLINE 20 May 2025.**
- 24/04717/CONDA Barton Woodland Burial Ground Comberton Road Barton Cambridgeshire CB23 7BA Submission of details required by condition 3 (of planning permission 24/04717/FUL. **A condition request**
- 25/00940/HFUL 19 Kings Grove Barton Cambridgeshire CB23 7AZ Single storey front /side extensions and new windows to side and rear elevations. **Consultation period closed**

13.6 To receive and discuss Clerk's report and correspondence.

13.6(a) Pothole correspondence via website

Date of next Parish Council Meeting: Tuesday 1st July 2025 at 7.30 p.m. Barton Village Hall CB23 7BD

Meeting closed:

Signatory Chair: