



MINUTES of a MEETING of BARTON PARISH COUNCIL which was held in the VILLAGE HALL, School Lane, Barton on Thursday 21st May 2026 at 7.30 p.m.

Present: Cllrs. Andrew Martin [AM], Deni Devappriya [DD], James Thomas (JT) arrived late, Ben Pilgrim (BP) arrived late, Alan Archer-Boyd (AAB), Georgie Wise (GW) Francesca Cucchi

Clerk: Ian Minto (IM)

District Councillor: Lisa Redrup not present.

County Councillor: Michael Atkins was not present.

Minutes:

26-27/1 Election of Chair and Completion of signing Declaration of Office document.

IM outlined the pre meeting information and nominations. Cllr BP had indicated his willingness to be Chair but was not present at start due to holdups on M25. His appointment would be finalised later in the meeting. Cllr AM was voted unanimously to the chair for the initial proceedings.

26-27/2 Election of Vice Chair and Completion of signing Declaration of Office document; Council Resolved unanimously (prop AAB sec DD) to elect Cllr Andrew Martin to the post of Vice Chair. AM completed and signed the declaration of acceptance of office form.

AM retained the post of temporary chair for the remainder of the meeting.

The public forum: 4 residents present at start but 7 at the end.

One question was asked about the performance of the number 18 bus in terms of frequent cancellations and late running. This will be followed up. Residents were informed that some interaction regarding the potential PFHI and Haslingfield Rd., would be permitted in section 12.3.

26-27/3 To appoint and confirm membership of the working groups: The working group members were proposed, seconded and resolved and appointed as a total group: (prop AM sec DD)

Governance and Finance (G&F): BP, AM, AAB, KP, IM

Amenities and Outdoor Spaces (A&OS): DD, FC and GW. AW will join when co-opted.

Traffic Travel and Transport (TTT): AM, GW

Communications and Community Engagement (C&CE): DD, AM, AAB, BP

Planning (P): JT, FC

Council RESOLVED unanimously (prop AM sec DD) to approve the appointments to each of the working groups.

26-27/4 To confirm bank signatories: Two councillors are currently the bank signatories ; AM, DD and they signified willingness to continue. Two more are needed and BP and FC signified their willingness. **Council Resolved unanimously (prop DD sec AM) to approve the Councillors as bank signatories.**

26-27/5 To receive and approve apologies for absence: BP had sent apologies due to transport delays on M25 near Heathrow and would arrive late. JT sent apologies for transport delays from London. Council RESOLVED unanimously to approve the notifications and apologies.

26-27/6 To approve the minutes of the Parish Council meeting of 3rd March 2026 circulated: **Council Resolved unanimously (prop DD sec AM) to approve the Minutes and AM as temporary Chair, having been present at the meeting, duly signed them.**

26-27/7 To consider matters arising from the minutes: There were none arising that would not be referred to later in the meeting

26-27/8 To receive declarations of interest for items on the agenda: There were none, but AM and IM explained this for new councillors by giving examples.

26-27/9 To receive County Councillor report - Michael Atkins was not present.

26-27/10 To receive District Councillor report – Lisa Redrup was not present but had circulated a report in April which was published. She had also contributed to the Annual Parish Meeting on 23rd April 2026. Lisa was thanked for her excellent support to the council throughout 2025-26.

26-27/11 Finance: To receive report from the Clerk/RFO

IM outlined the current bank account situation and explained in detail the Precept procedure. He asked for questions relating to the March and April receipts and payments and answered each in relation to the overall finance system utilised and, in some cases, specifically outlined the facts relating to various suppliers or payments made This was valuable for new Councillors. After discussion, Council Resolved (prop AAB sec DD) unanimously to approve the receipts and payments for March and April.

(a) Bank balances at 31/03/2026 Current acc. £6796.04 Deposit acc. £67,512.86

(b) Bank balances at 30/04/2026 Current acc. £28,843.57 Deposit acc. £67,512.86

(c) To receive and approve payments/receipts and bank reconciliations March/April 2026 as circulated.

March and April 2026 Payments and Receipts

March Payments

£ 2910.94 Balaam Bros. Gate repair

£370.80 Nurture Landscapes Verges

£215.60 Nurture Landscapes Rec etc.

£460.23 CAPALC membership fee

£3.00 Lloyd Bank Credit card fee

£9.40 H3G Clerk Phone
£ 50.54 SSE Energy Supply Street Lights
£312.00 Clerk Home working allowance
£616.44 Clerk Salary
£7.00 UTB Service charge

March Receipts

£ 2175.78 Ecclesiastical Ins claim re gate.
£144.45 Comberton Crusaders FC pitch hire

April Payments

£3.00 UTB monthly fee
£513.98 Curry's Business clerk laptop
£50.00 Haslingfield PC EWR meetings contribution
£100.00 Barton Institute Village Hall hire
£252.00 Rialtas Business Annual support and Software fee
£370.80 Nurture Landscapes Verges
£215.60 Nurture Landscapes Rec etc
£621.55 HMRC PAYE Jan-Mar
£9.40 H3G Clerk Phone
£48.23 SSE Energy Supply street lighting
£564.32 Clerk Salary Karen Peck
£618.36 Clerk Salary Ian Minto
£206.40 Rialtas consultancy fee re VAT
£250.00 RTW Gardening tree on Rec
£7.00 Service charge UTB

April Receipts

£144.45 Comberton Crusaders FC Pitch hire
£25000.00 SCDC Precept part one
£733.72 HMRC VAT refund.

26-27 /12 Council Matters: To receive and discuss circulated updates from the PC working groups and resolve on recommendations and actions.

12.1 Governance and Finance

AGAR 2025-2026: papers circulated in advance. Discussion and ratification required. IM reported on the statutory AGAR procedure and the Internal Audit documents which had been received. IM proceeded to outline each in detail for the new councillors.

AUDIT 3: To review the report of the Internal Auditor and sign as appropriate. IM had circulated the general report summary and accompanying letter and had tabled the Internal Audit form as signed by the Internal auditor to be submitted. The internal auditor had raised one issue regarding control objective O on the report regarding the failure of the PC to demonstrate compliance with the laws, regulations and proper practices relating to digital and data matter. In discussion with the auditor, it was noted that the PC has a new policy which does comply, but this will be ratified in the May meeting. The internal audit report was signed.

AUDIT 1: To review effectiveness of system of internal control in preparation of the Annual Governance Statement.

IM had circulated the document and to complete the task, read out each statement to Council and following any discussion he was able to tick as agreed or otherwise. **Council RESOLVED unanimously (prop DD sec FC) to approve the document and for IM and AM to sign the document.**

AUDIT 2: Councillors to consider and approve the Accounting Statements 2025-26 for signature and dating by the Chair. This document, already circulated, was agreed by all present and had been produced on a receipts and payments basis by the Rialtas financial software. All the figures were correct and had been prepared following the Guidance in Governance and Accountability for Smaller Authorities. **Council RESOLVED unanimously (prop DD sec AAB) to confirm that the accounting statements were approved, and AM signed and dated the document.**

To approve the notice of Public Rights and Publication regarding the AGAR: IM had circulated this form with the details added regarding dates and **Council RESOLVED unanimously (prop AAB sec DD) to approve the document.**

IM also explained that as circulated he had to send explanations of variances between one year and the the next in the accounting statements beyond a15% agreed level. IM noted that he had accounted for the differences, gave details and had compiled a letter to the external auditors explain the reasons.

12.1(a) Council Policies: Update on further policy review and resolution to approve following policies. All policies had been circulated. The Data Protection/IT policy was newly updated and Council Resolved (prop DD, sec AAB) unanimously to approve the Policy. Regarding the other policies a review by the G&F WG and the A&OS WG had recommended none of the policies required updating at present. Accordingly, Council **RESOLVED (prop DD sec AAB) to approve the documents listed below.**

Code of Conduct + Annex (NALC template),
Risk Assessment
Safeguarding Policy
Dignity at Work Policy
Recreation Ground Hire Policy/Form

12.1(b) Internal Audit meeting 14/4/26: There were comments regarding Rialtas/VAT reporting as per Internal Audit point B. IM explained he would follow this up. Otherwise, the IA report was very positive.

12.1(c) Annual Parish Meeting: The APM was successful in its standard format but maybe some discussion needed on how to improve resident attendance.

12.1 (d) Council Election: It was noted four existing and four new councillors were elected uncontested, but one new councillor has subsequently resigned. IM has circulated the register of

interest form required by SCDC and informed all councillors that it is their responsibility to submit to the form by the 8th June. The Council has the opportunity to advertise/coopt two more councillors to fill current vacancies.

IM noted that the Council needs to formally adopt the LGA code of conduct. After brief discussion Council **RESOLVED (prop BP sec AAB) unanimously to adopt the LGA Code of Conduct.**

12.1(e) Clerk Appointments and Annual Appraisal and Pay Review: Regarding the appointment of a new clerk: **Council RESOLVED (Prop BP sec FC) unanimously to formally appoint Karen Peck from 1st June 2026 to be the new clerk and RESOLVED (prop DD sec GW) unanimously to appoint IM as RFO from 1st June 2026.**

12.1(f) Recent Consultation responses by the PC. were outlined and discussed and the G&F WG recommended that we should submit our response as a council to the Local Government Reorganisation consultation, the Cambridge Development Corporation consultation, and consider whether to respond to the Community Infrastructure Levy consultation. As a result, IM had responded to the Local Government Reorganisation consultation confirming our support for an Option B (Cambridge City and SCDC catchment area) unitary authority. John Howland Jackson (our outgoing Chair) had responded to the Cambridge Development Corporation consultation, supporting the generality of the proposal but stressing that infrastructure requirements require any Development Corporation to go beyond its borders for economically viable infrastructure projects. Councillor Thomas had reviewed the Community Infrastructure Levy consultation and recommended against submitting a response due to the large-scale developments envisaged are far beyond Barton's scale. **Council RESOLVED (Prop BP Sec AAB) unanimously to ratify all responses made.**

12.2 Amenities and Open Space Working Group:

12.2(a) Asset of Community Value. The registration of the White Horse as an asset of community value expired on 11 May. Despite hopes that the renewal would be a straightforward request for renewal, SCDC has confirmed that a full application is needed, together with evidence of community engagement, in the same manner as that needed for the Hoops.

Having already been resolved upon by the Council in March, this working group will engage with the White Horse to collate evidence of community engagement. SCDC has pointed out that whilst being an ACV does not prevent redevelopment, its registration as such is a material consideration should such a planning application be made.

12.2 (b) CCTV cameras for the recreation ground: It has been suggested by a resident that security cameras be installed on the recreation ground to prevent and detect vandalism. Following discussion, there are concerns that it would be very difficult to protect people's data whilst recording the entrance and other areas, especially given that a large number of users are children. This needs to be further considered and researched. **Council RESOLVED (prop FC sec JT) unanimously to not install CCTV at present but to defer to the new A&OS group for further research.**

12.2 (c) Gate closure: The working group recommended that the High Street low gate be opened and closed daily as per the previous arrangement and a new rota has been issued. The issue with the Wimpole Road gates has been partly resolved and these gates will too be locked.

12.2(d) Pooh bag dispensers: These have been purchased and will be installed asap.

12.2 (e) Greenways Play logs: The logs have been delivered and securely placed.

12.2 (f) Pond Culvert damage: There is no further information and negotiations are ongoing. However, discussion led to consideration of the matter of fishing in the pond. A decision needs to be

made about signage regarding permission to fish, safety of children who might be fishing and whether some sort of barriers need putting around the pond. This matter was deferred to the A&OS group for further consideration and evidence gathering.

12.2 (g) Burwash pedestrian gate and path: PC noted that a pedestrian gate has now been installed to enable access to the Burwash Manor facilities from the new pedestrian crossing. We understand that the use of the gate will be permitted once the crossing is finalised.

12.2 (h) Footpaths on Wimpole Road and cut through to Kings Grove: Community action needed and this subject remains live.

12.2 (i) Telephone box library: it is reported that this is need of repaint and re-organisation of the contents.

12.3 Traffic, Transport and Travel Working Group:

(a) Privately Funded Highways Initiative (PFHI). AM reported on the progress of this matter and his communications for CCC Highways. The projected costs of the project had been sent and the total cost estimate is **£27,114**.

The costing includes:

Detailed design

Application for a Traffic Regulation Order

Installation of 3 pairs of speed cushions

Installation of warning signs on Haslingfield Road and Wimpole Road

It was noted that these costs are estimates and are subject to revision.

Members of the audience, who came along to the Parish Council meeting to specially ask questions about traffic calming on Haslingfield Road, were invited to speak. AM stated that the PC had been working on trying to find solutions and funding to speeding in the area for more than 6 years and had decided at the December 2025 PC meeting to go down the PFHI route, where Parish Council reserves are used to pay for the work. AM stated that residents will see the detailed plans once drawn up and that the PC would also ask for the designers to look at changing the kerb line to Haslingfield Road to reduce entrance speeds from those turning left from Wimpole Road. It was explained that the PC should take advice from the designers for the most cost-effective scheme. It was also explained that we have also applied for a Local Highway Initiative for Wimpole Road to reduce speeds entering the village from that direction.

Accordingly, Council RESOLVED (prop DD sec JT) unanimously to proceed with plans for traffic calming on Haslingfield Road as per CCC recommendations of 3 sets of speed cushions.

(b) Update on EWR. AM reported that there are still consultations proceeding at high levels and support for the plan has been given by the rail minister. AM will attend a meeting that has been organised by the local MP and with the Rail Minister. AM has been consulting regularly with local villages. Due to the timing of these meetings and the end of the EWR consultation period. Council **RESOLVED (prop BP sec GW) unanimously to authorise the TTT WG to respond to the consultation as appropriate**

(c) Update on Barton Greenways: AM reported that Phase 1 is almost completed bar the installation of the correct Belisha Beacons. The next phase will involve the installation of traffic lights at the A603 /New Road junction, work over the M11 bridge and upgrading the bridle-way to Grantchester. Since the last PC meeting (March 2026) the PC has been in contact with the Greater Cambridge Partnership (GCP) over concerns raised about the installation of traffic lights at the A630/New Road

junction, particularly with respect to recent experience with road works and temporary traffic lights at the same junction. In summary, the GCP stated that public consultations had been conducted in 2108 and late 2022. Going back through our minutes and posts showed that indeed the PC had advertised the 2022 consultation and had responded as reported in the minutes of January 2023. The PC has been informed by the GCP that they have approval for the next phase of works and are tendering for these works. They also confirm that some changes have been made to the detail of the traffic lights at A603/New Road taking into account feedback from residents with houses at the junction. Detailed plans will be revealed once planning approval is obtained for the changes to the bridleway across to Grantchester. Current plan by the GCP is then for the successful contractor to engage with residents and discuss in detail traffic management for construction work. It is likely that work on the M11 bridge will start first in Autumn 2026.

12.4 Communications and Community Engagement Working Group:

(a) There were no updates from this WG

12.5 Planning Working Group:

Applications received, in hand or determined.

26/01575/CL2PD 17-19 High Street Barton Cambridgeshire CB23 7BG Certificate of lawfulness under S192 for the conversion of the two existing semi-detached dwellinghouses into a single dwellinghouse. Commenced 27/04/2026.

26/0424/TTCA 40 Wimpole Road Barton Cambridgeshire CB23 7AB G1 - Conifer trees - Remove - Reason - Remove to open the house up to more light and we feel the trees have outgrown themselves Commenced 28/04/2026.

26/00398/CL2PD Certificate of lawfulness under S192 to let an existing annexe periodically 21 The Annexe Wimpole Road. Application withdrawn.

No comments were made regarding these applications.

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

IM reported correspondence from the Barton Playgroup asking for potential grant aiding for building repairs. IM has responded saying he will investigate possible S137 funding and maybe S106 funding.

26-27/1 Election of Chair and Completion of signing Declaration of Office document. In accordance with discussion note earlier Council RESOLVED (prop DD sec JT) unanimously to appoint Ben Pilgrim (BP) as Chair. BP signed the Declaration of Acceptance of Office form.

**Date of next Parish Council Meeting: Tuesday 7th July 2026 at 7.30 p.m. Barton Village Hall
CB237BD**

Meeting closed:

Signatory Chair:

DRAFT