

BARNACK PARISH COUNCIL

Councillors	Tel	Email	Representing the Council	Working Groups
Chair Harry Brassey	01780 740115	hcb@manorfarm.co.uk	Barnack Ward Group Parish Council Liaison Cemetery	Traffic Calming MUGA
Vice-Chair Margaret Palmer	01780 740988	bmpalmer@aol.com	Barnack Ward Group Parish Council Liaison Financial Overview Environment Planning Cemetery	Traffic Calming
Martin Bloom	01780 740966	martin.bloom@hegarty.co.uk		Traffic Calming MUGA Human Resources
Phil Broughton	07557 263991	pkbroughton@gmail.com		Human Resources Communication
Ivor Crowson	01780 740430	ivorcrowson@icloud.com	Planning	Traffic Calming MUGA Human Resources
David Laycock	01780 740267	davidlaycock46@hotmail.com	Cemetery	
Sophie Moore		sophievbrown@yahoo.co.uk		
Clerk Susie Caney	07595 377236	barnackparishcouncil@outlook.com		Traffic Calming Communication

	www.barnackparishcouncil.org Meeting dates, minutes, the local directory and useful contacts.		Barnack and Pilsgate Village Community Information and events in and around the villages of Barnack and Pilsgate.
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Draft Minutes for confirmation at next meeting

Minutes of the Parish Council Meeting held in The Village Hall, Barnack,
on Monday 13th June 2016 at 7.00pm

1) Co-option of Councillor

- a) Welcome on behalf of the Parish Council. *Margaret Palmer welcomed Sophie Moore to the Parish Council.*
- b) Completion of Acceptance of Office form. *Signed.*

2) Attendance

- a) To record those present. *Vice-Chair: Margaret Palmer, Councillors: Martin Bloom, Ivor Crowson, David Laycock, Phil Broughton, Sophie Moore and one resident.*
- b) To record apologies for absences. *Chair: Harry Brassey and Councillor: David Over.*

3) Declarations of Interest and Dispensations *None.*

- a) To receive Declarations of Interest from Councillors in items on the Agenda.
- b) To receive written requests for Dispensations for Disclosable Pecuniary Interests.
- c) To grant any requests for Dispensation as appropriate.

- 4) **To confirm Meeting Minutes of 9 May 2016 Agreed.**
- 5) **Open Forum** – for the Clerk to address issues raised by Residents.
*Has there been any news about the Gladman development? None received yet.
 The school playground – Item discussed in item 6c below.*
- 6) **Outstanding Items**
- a) A1 dangerous junction at Barnack Drift. *Response from Highways England has been chased up. Clerk to follow up. Action – Clerk*
 - b) Defibrillator. *EMAS are running a training session on Monday 4 July at 6pm in the Village Hall. It is open to all residents, to book a place please contact the Clerk.*
 - c) School grounds Governance. *A meeting was held between the School, Governors, Parish Council and Peterborough City Council. The outcome clarified that although the field is owned by PCC, the school has a statutory tenancy on the land which means they are responsible for managing the site, even out of school hours. A working group will be formed by members of the Parish Council (HB, MP & PB) and the School. They will work up a new set of rules for the site and create a log system to report and record any anti-social incidents within the grounds. Clerk to write to the School and Chair of the Governors to call a working group meeting. Action – Clerk and Phil Broughton*
 - d) Chapel Lane/Glebe Woodland. *Harry Brassey, Phil Broughton and Martin Bloom had an onsite meeting to compile an action plan of necessary works to make the area compliant with ROSPA's safety report. It was decided that the report and action plan will be displayed at the open public meeting on Saturday 2 July in the Village Hall. Residents will be able to offer their views to help inform the Parish Council's decision. In the meantime, the Council will seek quotes to raze the tree stumps to ground level and trim the shrubs. Action – Clerk*
 - e) Canon Drive, traffic signage. *We have been informed the work will be carried out by the end of June.*
- 7) **Correspondence**
- a) CAPALC e-bulletin May 16. *Noted.*
 - b) Cambridgeshire Lowland Search & Rescue. *Clerk to write a reply explaining that charitable donations have been allocated. Action – Clerk*
 - c) David Over, Sandall House planning query. *The Parish Council submitted 'no objections' to PCC in March 2016. Respond to Mr Ford and Cllr Over. Action – Clerk*
 - d) C Johnson, Sandall House (CC). *Noted.*
 - e) Peterborough Family History Society - database of churchyard inscriptions. *The database was created by June Woollard and is not owned by the Parish Council. The Parish Council will advise PFHS to liaise with June about adding it to their archives. Action – Clerk*
 - f) Anglian Water – pumping stations. *Anglian Water are taking over responsibility for maintenance and running costs of pumping stations. To help identify and report pumping stations on your property, please visit www.reportapumpingstation.co.uk . More information to be posted on noticeboards, the Parish News and social media. Action – Clerk*
 - g) S Chowings, Footpaths and Verges. *The Parish Council are calling a meeting with Amey for a 'walkabout' to discuss a plan of action for improvement. Action – Clerk
 The Parish Council will also write to PCC to request resurfacing to the footpaths as they are becoming hazardous. Action – Clerk*
 - h) G Green, Cemetery. *The Parish Council are keen to improve the standard of work on the cemetery. There is an ongoing refurbishment project, and they will shortly be writing to the funeral directors, grave diggers and contractors with a clear specification of standards expected from their workmanship. Action – Clerk & Councillors*
 - i) Invitation to Green Infrastructure & Biodiversity Stakeholder Engagement Session. *Margaret Palmer will represent the Parish Council. Action – Margaret Palmer*
 - j) Pilsgate Path Creation Agreement. *The Pilsgate Path can now be entered on to the Ordnance Survey map.*

8) Planning

- a) 16/00629/HHFUL, First floor side extension, The Ridings, Station Road. **Permitted.**
- b) 16/00932/CTR, Fell Walnut Tree, Barnack Cricket Club, Walcot Road. **If professional advice states that the tree needs felling, the Parish Council has no objection.**
- c) 16/00887/CTR, Fell Eucalyptus, 1 Kingsley House. **Permitted.**
- d) 16/00991/HHFUL, Erection of a single storey rear extension and conservatory, Skipport, Main Street. **No objection.**
- e) 16/01071/HHFUL, Single storey side extension, New Inn House. **The Parish Council has no objection, save for any observations by the Conservation Officer.**
- f) 16/00787/HHFUL, 24 Bainton Road, Demolish existing garage and construct two storey side extension. **Permitted.**
- g) 16/00777/FUL, Barnack Post Office, Main Street, change of use to residential. **Permitted.**

9) Burial Grounds

- a) Interment, Margaret May Hamill. **Noted.**
- b) Interment, Dorothy Elaine Ward. **Noted.**
- c) New memorial, Michael Richard Harley. **Agreed (pending receipt of form).**
- d) New memorial, Eileen Marion Alexander. **Agreed.**
- e) Memorial inscription, Yvonne Goodwin. **Agreed.**
- f) Safety Inspection. **The Parish Council has received one quote for a safety inspection of trees within the churchyard and cemetery. Before making a decision the Council suggest two more quotes. Action – Clerk**
- g) Cemetery decisions & approvals. **It was decided that day-to-day cemetery decisions and queries can be ‘signed off’ by councillor David Laycock, rather than waiting for approval at monthly Parish Council meetings.**

10) Financial

- a) To approve reports.
 - i) Monthly Finances, May 2016. **Approved.**
The Council agreed to transfer £10,000 into the Bath Building Society Saving account.
Action – Clerk
 - ii) Nationwide Saver Interest rate reducing from 1.05% to 0.95% AER/gross pa.
 - iii) Asset Register Update. **Harry Brassey, Margaret Palmer and the Clerk to set a separate meeting. Action – Clerk**
 - iv) Approve Annual Governance Statement 2015/16. **Approved.**
- b) To note monies received. **Noted.**
 - i) £150, Margaret May Hamill, Interment Fee.
 - ii) £2,200, Dorothy Elaine Ward, Exclusive Right of Burial and Interment Fee.
 - iii) £300, John Douglas Bryant, Interment Fee.
 - iv) £52.50, Memorial inscription, Yvonne Goodwin.
- c) To approve payment of the following outstanding accounts. **Approved.**
 - i) £435.50, Clerk’s salary and expenses for May 2016.
 - ii) £94.60, HMRC: Clerk’s tax for May 2016.
 - iii) £411.71, Came & Company Insurance Renewal (paid).
 - iv) £14.26, Anglian Water (paid).
 - v) £130.20, ROSPA invoice.
 - vi) £24.00, Refreshments for Village Meeting (payment to D. Laycock).
 - vii) £1,824.75, 2020 Consultancy, Road safety & traffic calming feasibility study.
 - viii) £360 Sally Dunlop Accounting, Year-End Internal Audit.

11) Reports

- a) Ward Group. *In the Local Plan there are two estates put forward for consideration in Barnack. One is the Gladman development and the other is for 200 houses on the other side of Chapel Lane. These have been put in by developers and PCC has to look at them to see if they are sustainable. They may or may not appear in the Local Plan in the Autumn. The Parish Council are monitoring this.*
- b) Parish Council Liaison. *The Parish Council have been told that the support grant for PCC is to be phased out within the next 5 years. There is a fund worth looking into that the Parish Council may be able to apply for (to help with Traffic Calming measures) called POIS, Planning Obligation Implementation Scheme. Action – Clerk. The Parish Council are also being encouraged to create a Neighbourhood Plan.*
- c) Hills & Holes Committee. *There has been a count of man orchids in four areas. 130 were found which is down slightly on last year. A Gloworm walk has been organised for Saturday 2 July at 9pm, meeting in the top car park on Wittering Road.*
- d) Traffic Calming. *There is an open day in the Village Hall on Saturday 2 July from 10am to 3pm where residents are encouraged to pop in and see displays, costings and information on possible traffic calming measures. Residents will be invited to offer their feedback.*
- e) Communications. *The Barnack and Pilsgate Village Community Facebook page is up and running. Phil Broughton and the Clerk will liaise with Chadwick Design over a relaunch of the Parish Council website and obtain a quote for the work. Action – Phil Broughton & Clerk*
- f) Other meetings not listed. *None.*
- g) Police.
 - i) Bulletin from Police and Crime Commissioner. *Noted.*
 - ii) Rural Crime Update.

12) Village Matters - for the Clerk to address issues raised by Councillors.

- a) *A Yew tree in the church graveyard is pushing the wall over and into a resident's garden. The Parish Council will speak to Elwoods to remove the lower branches when they next mow the churchyard. This is a temporary measure until the tree inspectors are booked in. Action – Clerk*
- b) *Several road signs are obscured by vegetation. These will be pointed out during the Amey visit.*
- c) *The white lines at the School Road/Wittering Road crossroads are almost completely gone. The Parish Council will ask Peter Tebb at PCC to organise re-painting. Action – Clerk*
- d) *Footpaths are in poor condition, crazing at top of village. A letter will be written to PCC to ask when are they going to be resurfaced. Action – Clerk*
- e) *Potholes on Wittering Road and Jack Haws Lane to be reported to PCC. Action – Clerk*

13) Other Items

- a) Inspection regime for trees and burial grounds. *The Parish Council has received one quote for a safety inspection of trees within the churchyard and cemetery. Before making a decision the Council suggest two more quotes. Action – Clerk*
- b) Parish Council Archive. *Margaret Palmer will contact Liz Young regarding viewing historical documents stored by the Friends of Barnack Church. Action – Margaret Palmer*
- c) Shop & ATM machine. *It is likely that the shop will not be open for many more weeks. The Parish Council have made some enquiries into an ATM machine for the residents. There are several options, but it is not known where a machine could be sited. Phil Broughton will speak to Peter F about current levels of cash withdrawals. Clerk to contact Cross Keys Homes to see if The Community Centre is an option. Action – Phil Broughton and Clerk*

14) Health & Safety: *None.*

15) Open Forum – for the Clerk to address issues raised by Residents.

For residents who do not use the internet or have easy access to transport the Parish Council are asked to fully explore options for making cash withdrawals.

The Local Directory will need updating shortly. Action – Margaret Palmer

The Parish Council will circulate information about the Call Connect Bus Service in the Parish News, on noticeboards and via social media. Action – Clerk

The Parish Council will speak to the Community Association and the Church about installing internet in the Village Hall. This would potentially give an opportunity to offer an Internet Café service at the weekly Coffee Stop. Volunteers from the community would be sought to help residents with accessing the internet for shopping/banking/communication. Action – Margaret Palmer/Harry Brassey

16) Date and time of next Meeting

Monday 11 July 2016 to commence at 7.00pm.

17) Meeting closed at 20.52