

**Minutes of Barkway Parish Council Meeting
Held in the Community Room, Barkway on Tuesday 11th June 2019 @ 7.30pm**

1. In attendance: Cllrs:

Mr K Melson (Chair)
Mr W Dennis (Vice Chair)
Mrs J Connolly
Mr P Baker
Dr R Davidson
Dr J Magill

Also present: Mrs C Toms (Clerk/RFO)
Dist. Cllr. G Morris
County Cllr. F Hill
Dist. Cllr. A Hunter
and four members of the public

2. To receive and accept apologies for absence – none received.

3. To receive Councillor' Declarations of Pecuniary Interest and to remind Councillors of their requirement to update register of interests under change of circumstances – none received.

4. Minutes

4.1 To approve the minutes of the last meetings – approved.

4.2 To consider any matters arising from the last meetings –

- a) The Clerk informed the Council that an email had been sent to the owner of Anstey Quarry stating that Barkway would not be happy with the prospect of many additional HGVs coming through the village again should he decide to reinstate the landscape. The Clerks to Anstey, Hornead and Hare Street Parish Councils had been contacted to find out what their Council views were on the matter. They had not responded to the owner as yet, however they were seeking information from their County Cllr. Jeff Jones as it was understood that legal action might be pending.
- b) An email had been sent to North Herts Dist. Council (NHDC) Estates Office to object to the proposed boundary change for site BK2.
- c) A meeting with a representative from BT Openreach had now been arranged to discuss a possible Community Fibre Partnership for properties in Barkway still without any prospect of obtaining fast broadband in the near future.

5. Public Session – to receive representations from members of the public – one member of the public was present to answer any questions regarding her planning application. (see item 7.1.3). It was agreed that Standing Orders could be suspended to allow her to speak on the subject if she wished at the appropriate time.

6. Council Administration

6.1 To consider co-option of new Parish Councillor and to receive Acceptance of Office Declaration – Jennie Cox was present to volunteer her services to become a Parish Councillor. It was proposed, seconded and all voted unanimously in favour of co-opting Jennie Cox. She duly signed the Acceptance of Office Declaration and was warmly welcomed onto the Parish Council.

6.2 To agree portfolio area of responsibility for new Councillor – Cllr. Cox agreed to take on the vacant portfolio area of Media and Communications. Cllr. Melson to arrange a handover within the following two weeks. **Action: KM/JCox**

- 6.3 To consider and approve Annual Governance Statement 2018/19** – This document had been previously emailed to all Councillors. It was proposed, seconded and all voted in favour of approval. Resolved.
- 6.4 To consider and approve Accounting Statement 2018/19** - This document had been previously emailed to all Councillors. It was proposed, seconded and all voted in favour of approval. Resolved.

It was also agreed that the dates to be set for the Exercise of Public Rights would be from Monday 1st July to Friday 9th August. Resolved.

- 6.5 Report from Annual Parish Meeting – Weds 29th May** – The meeting had gone well, with good attendance. There had been a Vision and Objectives presentation given by the Planning Consultant assisting with the development of the Barkway and Nuthampstead Neighbourhood Plan (NP). A questionnaire handed out had resulted in a good amount of feedback. Cllr. Melson had delivered a report from the Parish Council and following an interval, representatives from village organisations read out their reports.
- 6.6 To agree reviewed Risk Assessment and adopt revised document** – It was reported that there was still more work to be done on this. It was being developed as a risk register and would continue as a live document as risks would change according to changes in circumstances. There were areas identified as missing. The Chair needed to review the document and input was needed from Portfolio Holders. **Action: All**
Policies needing to be developed were Anti-Corruption, Modern Slavery and a Safeguarding Policy. **Action: RD/JM**
- 6.7 To agree to arrange HAPTC training for new Councillors** – It was agreed that the Clerk would contact Herts Association of Town and Parish Councils (HAPTC) to find out when they were running the next course and liaise with the new Councillors regarding attendance. **Action: Clerk**

7. To receive updates from Portfolio Holders

7.1 Planning

- 7.1.1 Report on status of S106 agreement – re: site BK3, should the development go ahead** – Cllr. Davidson was in the process of handing over the Planning portfolio to Cllr. Magill. There was no progress to report on the S106 agreement. It had been agreed in principle and was now in the process of being drafted into a legal document which would be attached to the planning application. It could be some months before it was finalised.
- 7.1.2 To consider and make comment on planning application: Full Permission Householder: First floor side extension and front porch extension to house, and erection of attached 1.5 storey garage with annex accommodation above within front garden.**
Pinehurst, Royston Road, Barkway, Royston, Hertfordshire, SG8 8BU. Case Ref No: 19/01138/FPH – After consideration of this application it was proposed, seconded and agreed by all that there was no objection to this application. Resolved. The clerk to respond to NHDC. **Action: Clerk**
- 7.1.3 Report on works being carried out to create a reservoir on Duke's land between Rokey Wood and Bush Wood** – It was reported that Reed Parish Council also had concerns about activities on that site. The Clerk and two Councillors from Reed had met the person working on the project and had understood from him that works had now stopped pending submission and

approval of a full planning application. NHDC had initially said that works could be carried out under Agricultural Permitted Development when it just involved soil being moved around within the farm. However, with soil now being imported onto the site from elsewhere, it had become a waste transfer activity and as such needed full planning application to be submitted along with accompanying archeology, environmental and landscaping appraisals.

Cllr. Morris updated the Council on other planning issues:

Infilling of Chalk Pit on Duke's land - it was initially thought that it was being filled with spoil from elsewhere on the farm but now it was suspected that infill was being imported. NHDC were now investigating the matter as it could need planning permission, which in turn might get refused and enforcement action would then be needed to get the site restored to its former condition.

Mobile home on land south of Barkway – an enforcement notice had been issued by NHDC, which had since been appealed, so the matter would now be passed on to an Inspector and could end up as a public inquiry. If the appeal was then dismissed, the applicant would have just 6 months to remove the mobile home from the site.

7.2 Neighbourhood Plan – report from Neighbourhood Plan Committee meeting Weds 15th May & Vision and Objectives presentation at the Annual Parish Meeting on 29th May – (see item 6.5). The meeting had been mainly to prepare for the Vision and Objectives presentation. The next meeting would be on Weds 12th June where planning would begin for the next Open Day for 'Open Spaces and Views and Vistas'. (See Appendix A)

7.3 Highways

7.3.1 To agree to organise re-fixing of displaced wooden post on Royston Road – It was agreed that quotations for replacement of the post would be sought in time for the July meeting. **Action: PB**

7.3.2 To agree action to address the issue of cars parked up on the pavement along Royston Road – after some discussion it was agreed that there was nothing that could be done about this.

7.4 Sports and Recreation – Cllr. Melson reported that Herts Football Association (FA) had been in contact and they had been updated with the fact that the search was on to replace Royston FA. They preferred that it should be a chartered club playing there but fully appreciated that it could take some time to sort out and they would also help by looking out for potential clubs to use the facilities at Barkway. In the meantime, from August, the Barkway Vets and Royston United would be playing their home matches there. As income would be severely reduced from previous years, costs would also need to be substantially reduced whilst maintaining the pitches and facilities to a reasonable standard.

Some play bark had been purchased in the last month to cover up the exposed concrete plinths under the slide. It was proposed and agreed to buy another 3 bags of bark to go around the base of the fort. **Action: Clerk**

7.5 Community Property – It was agreed that the gate post, the gate and a section of fencing leading onto the Recreation ground needed some attention. Cllr. Baker to obtain some quotations when also sorting out the broken post on Royston Road. **Action: PB**

Cllr. Davidson volunteered to spray the weeds on the Pavilion driveway with weedkiller. **Action: RD**

7.6 Environment – Cllr. Connolly had met with Giuseppe Frapporti for a portfolio handover. It was noted that the bench seat at the bottom of the footpath by Townsend House had been replaced and looked very smart. There was still the outstanding issue of the bench by the

Solar Farm and the nearby way marker post. The bridge over the Quinn was still cordoned off awaiting repair by HCC. The Clerk to progress chase. **Action: Clerk**

7.7 Media and Communications

7.7.1 Website report – Cllr. Cox agreed to look in detail at the current website and content and report back at the July meeting. **Action: JCox**

7.7.2 Police report – A car had been stolen from outside a property in the High Street after their house had been broken into and car keys were stolen.

8. Finance – To receive finance reports from the Clerk

8.1 To provide update on current financial position

Parish Council Account:

The Parish Council bank balance at 11.06.2019 was 94,533.79

Petty Cash 25.00

Receipts since the last meeting:

41.83 – Barclays Bank – Interest

48.00 – Rogers – Hire of Community Room

50.00 – Hire of Football Pitches

48.00 – Pearton – Hire of Community Room

20.00 – Agouropoulo (Yoga) – Hire of Community Room

196.00 – Heckford Norton – Hire of Community Room & Rec (incl. 100.00 deposit)

8.2 To authorise payments to be made

Approval of payments since last meeting:

DD 66.81 – Nest – Pension

DD 7.20 – Sage Software – Monthly Subscription

DD 17.44 – Castle Water – Waste Water Pavilion

DD 68.00 – EDF – Electricity Pavilion

DD 9.00 – Affinity Water – Water Pavilion

CHQ 102789 1,500.00 – P Comber – Redecoration of interior of Pavilion

Approval of payments to be made at meeting:

TRF of 402.62 to Reading Room A/C for Rates 2019/20

TRF of 500.00 to Reading Room A/C for Electricity 2019/20

CHQ 102790 17.00 – NALC – Annual Subscription

CHQ 102791 127.50 – R Bonfield – Pavilion & Play Area Maintenance May

CHQ 102792 300.00 – T S Drake – Line Marking and Grass Cutting May

CHQ 102793 1,041.18 – Catharine Toms – Clerk's Monthly Salary + Office Allowance

CHQ 102794 60.00 – Abby Chisnall – Litter Picking May

CHQ 102795 70.00 – Roz Danter – Cleaning/Bookings Clerk Pavilion May

CHQ 102796 332.47 – Catharine Toms – Clerk's Expenses *

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59.90 – Barley Stores – Refreshments for APM

59.00 – M & S – Refreshments for APM

168.00 – Gravelmaster.co.uk – Play Bark for Play Area Rec

7.85 – M & S – Refreshments for APM

7.32 – Tesco – Stamps

7.40 – Tesco – Stationery

23.00 – Tesco – Ink Cartridge

Parish Council – Pavilion Account:

Bank Balance at 11.06.2019 was 286.38

Receipts since last meeting: None

Payments since last meeting: None

Reading Room Accounts:

Bank Balance at 11.06.2019 was 884.61

Receipts since last meeting:

CR – 33.53 – COIF Interest

CR – 0.17 – Barclays Bank Interest

Payments since last meeting:

DD – 40.00 – NHDC - Rates

8.3 To consider request from Barkway School for funding towards resurfacing playground from Solar Farm Community Contribution Fund – It was proposed and agreed that Cllr.

Baker would make an appointment to meet with the Headteacher in order to ascertain more information on the project. **Action: PB**

Meanwhile, further research would be done to establish if the Council was acting within the law to make grants to a religious or religious affiliated body, as there was conflicting legislation on the matter. **Action: RD/Clerk**

9. Correspondence

- a) A letter from a resident concerned that the drain by the War Memorial was totally blocked by straw. It suggested that County Cllr. Hill could be asked about the possibility of HCC Highways changing the drain covers to solid rather than slotted tops. **Action: WD**
- b) Email received from a resident urging the Council to consider lobbying MPs for support fighting against the inclusion of site BK3 in the Local Plan, citing a recent successful case elsewhere in the country where their Local Plan was found to be unsound and it did not get passed.

10. Date of next meeting – Tuesday 9th July 2019

There being no further business the meeting closed at 9.15pm