

**Minutes of Barkway Parish Council Meeting
Held in the Reading Room, Barkway on 10th October 2016 at 7.30pm.**

- 1. In attendance:** Cllrs:
Rev'd S Falaschi-Ray (Chair)
Dr G Frapporti (Vice Chair)
Dr R Davidson
Mr B Morss
Mr G Swann

Also present: Mrs C Toms (Clerk/RFO)

Others present: District Cllr. Gerald Morris and County Cllr. Tony Hunter and members of the public - Mr Nicholas Tufton, Ms Bernice Popland (?), Mr Mark Anderson, Ms Olivia Erby

2. To receive and accept apologies for absence: None received.

3. To receive Councillor's Declaration of Interest: None received

4. Minutes

- 4.1 To approve the minutes of the last meeting** - approved as read.
4.2 To consider any matters arising from the last meeting: None

5. Public Session:

Mr Nicholas Tufton was present to ask the council for financial support from the Solar Farm Community Contribution Fund to purchase an alarm system for the Church. He explained that there had been several incidents of theft and attempts of theft of lead from Church roofs in the local area. If the Church could get an alarm installed it would mean that their property insurance would give them full cover should a theft take place. He also explained that in addition to the loss of lead, a lot of damage was often caused when the lead was removed. He was applying for a sum of £2,732.10. It was noted that he had also applied to the All Churches Trust, which if successful, would award a sum of £1,000 towards the project. In that case, if the parish Council were to award the full amount, then £1,000 would be returned to the Parish Council. County Cllr. Tony Hunter suggested that The Church applied to the Royston Area Committee. The Clerk to forward the contact details of Ashley Hawkins at North Herts District Council (NHDC) as he would be able to assist with the grant application. **Action: Clerk.**

Mr Tufton then departed from the meeting.

Ms Olivia Erby was present to talk to the Council about the planning application on site BK1. She explained that she was not opposed to the development but wished to raise some concerns. She commented that she had noticed that within the application any S106 monies would go to a Youth Centre in Hitchin. The Council would look into this matter. **Action: Clerk.** She was also of the opinion that Plot 11 was too close to her boundary at Flint House. She suggested that conditions should be applied to the permission. It was noted that the outline plans showed garages rather than car ports. Permission granted to the Flint House development had asked for car ports rather than garages as the Planners were of the opinion that garages would be used for storage rather than car parking, so car ports would be better. So why had their view changed with this proposed development? In the outline planning application it was not clear how tall the buildings would be or

what materials would be used. She considered the plan looked to be very tight for vehicles and that more space would be needed for any visitor vehicles. It was thought that further agreement would still need to be sought by Planning and Highways.

County Cllr. Hunter informed the Council that there was some resurfacing works due in Windmill Close and Periwinkle Close and that a new Speed Indicator Display sign (SID) was due to be installed in Royston Road in late October funded from his Locality Budget. These were run on from Solar panels and collected data on numbers of vehicles and speeds but did not record vehicle registration numbers.

6. Council Administration - update on Parish Councillor recruitment to fill vacancies - Mr Mark Anderson had come along to the meeting to get an overview and would maybe consider applying to fill one of the vacancies. Cllr. Davidson reported that there was one other person who was also currently thinking about becoming a Councillor.

7. To receive updates from Portfolio Holders

7.1 Planning

7.1.1 NHDC Local Plan - Site BK3 - Strutt and Parker exhibition debrief - It was reported that 126 people had attended the exhibition and that 98% of those attending had objected to the proposed development. The main areas of concern were the sheer number of houses, the associated traffic that it would cause and the location. It was considered that there had been a lot of liberal use of facts at the exhibition, for example, suggesting that there would only be an additional 120 traffic movements with 100 additional houses. This clearly would be inaccurate. It was noted that the plans included provision for a shop, but no parking and there was no footpath access to local amenities. The questionnaire people had been asked to complete had been rather misleading. The deadline for submitting the completed questionnaires to Strutt & Parker was Tuesday 11th October. Cllr. Falaschi-Ray had arranged for information from the exhibition to be placed on the website and on Facebook. When questioned about the suitability of proposed development the representatives from Strutt & Parker answered that this was only a proposal for outline planning permission and that they were fulfilling the government directive to create more homes by 2031.

Cllr. Morris invited Councillors to attend an informal meeting at his house on Tuesday 25th October, further to attendance at the NHDC Local Plan training being held on 19th October. The aim of this meeting would be to try to pull together a constructive objection to BK3 being included on the NHDC Draft Local Plan.

Cllrs. Morris and Hunter departed from the meeting at 8.20pm. They were both thanked for attending.

7.1.2 To consider and make comment on outline planning application: Outline application (appearance, landscaping and scale reserved) for residential development of 13 dwellings together with associated access road.

Land off Cambridge Road, Barkway, Royston - Case Ref No: 16/02237/1

After some lengthy discussion it was proposed by Cllr. Falaschi-Ray and seconded by Cllr. Davidson and unanimously agreed to object to the outline application on the following grounds:

- 1) There was a lack of detail on the plans provided, making it difficult to make comment on the application.
- 2) There was insufficient provision for parking within the site.
- 3) The drawings did not take into account the adjacent building plot within the grounds of Flint House.
- 4) The plans did not show drainage for the site. The area was known for flooding.

- 5) The road and car parking were shown right next to the bridleway.
 - 6) The splay onto the highway did not look wide enough - had highways commented on this?
 - 7) There was no screening from the bridleway.
 - 8) Would the ancient native hedging be retained?
 - 9) The footpath along the B1368 to reach the site was very narrow, so hazardous for pedestrian access.
 - 10) The road within the proposed development was too narrow.
- The Clerk to respond to NHDC. **Action: Clerk**

The remaining members of the public then departed from the meeting.

7.2 Highways - update - Cllr. Swann reported that he was still trying to sort out when some resurfacing could be done in Periwinkle Close and was still chasing for the white line to be repainted outside the Hairdressers. The road closure application for Remembrance Sunday was now all being approved.

The Clerk reported that she had been approached by a resident of Burrs Lane who was concerned about the state of the surface of the lane following services having now been run into the Highfield Grove development. Cllr. Swann agreed to do a site visit to Burrs Lane and if necessary consult with Highways. **Action: GS**

7.3 Sports and Recreation - Cllr. Morss reported that all was going well with the sports and recreation and that Sam Methven was doing a great job.

7.3.1 Football development health check report - Cllr. Davidson reported that he had taken a 30 minute call from the Football Foundation as a routine follow up to the grant awarded. He was pleased to report that a rating of 4 out of 5 had been given. The disadvantages had been that the pitches were not perfect, as slightly sloped and that the Pavilion was not perfect as the flooring still needed some work. However, over all, it was classed as good and exceeding expectations and they would not now need to conduct another interview until 2018.

7.3.2 Bonfire Night - Saturday 5th November - to discuss and agree event arrangements. Cllr. Davidson reported that he had recruited some new helpers this year to do the fireworks display. He had managed to source some pallets to create the bonfire. This would not be built until close to 5th November to avoid any fly-tipping. He would talk to Tony Terry to find out where he purchased the fireworks from previously and arrange to order them. **Action: RD/Clerk**

The Council were happy for Preschool to run the refreshments stall again this year. The Clerk to request a Risk Assessment from them prior to the event. **Action: Clerk**

The BRGMC were wishing to sell glow sticks as a fund raiser. Cllr. Morss agreed to source these. **Action: BM**

7.4 Community Property

7.4.1 Barkway Recreation Ground Management Committee (BRGMC) Update - Cllr. Davidson informed the Council that there was a BRGMC meeting scheduled for Weds. 26th October. It was reported that all was going well with Royston Town Football Club (RTFC). He had met with Angela Baulk of RTFC as storage of equipment was becoming a problem, leaving Changing Rooms and corridors hazardous, being cluttered with equipment. As a result she was trying to source an external plastic storage container.

7.4.1.1 Pavilion Update - Cllr. Davidson reported that he had put the first coat of resin paint on the Changing Room floor, it became apparent that a second coat was needed, but this would probably now have to wait until Christmas. He had met with Peter Underwood from NHDC at Bancroft Leisure Centre in Letchworth, where they

were getting rid of some equipment. Cllr. Davidson had managed to source some additional tables, fire extinguishers and soap dispensers free of charge. He reported that an order was about to be placed for 20 metres of cord matting for the Community Room at a cost of £135.00 + VAT. It was hoped that this would stop the echo in the room. The carpet could be rolled up at any time when not required. He also mentioned that the railing on the decking was falling apart. A new resident in Bond's Crescent had kindly volunteered to help fix this. Cllr. Davidson said he would speak to him to take up this offer. The Dodkins were still working through a list of small snagging items, the Clerk to talk to them to see how they were getting on with these jobs. **Action: RD/Clerk**

7.4.1.2 Proposal to create additional parking on the Rec. Cllr. Davidson said that at the last meeting he had tabled a suggestion to create a grass reinforced car park. It would require moving some items of play equipment to create a 40 x 60m area. This would not require Planning Permission. This would create 18-20 additional car parking spaces, which would give 24 in total, including the driveway. Joe Poulton had been asked to provide a quotation. Indication of cost at this stage was approx. £2,000 for the matting and £4,000 to move the play area and put in the fencing. However, the project was still in the early planning stage. **Action: RD**

7.4.2 Update on renovation of the Telephone Box - The Clerk reported that Tony Terry was making progress on the painting of the telephone box with help from Andy McPherson. The glass had now been fitted and Andrew Murphy was in the process of fitting a new piece of wood on the inside of the door.

7.4.3 Update on future use of the Reading Room - it was agreed that discussion on this item should be postponed until the November meeting. **Action: Clerk**

7.4.4 Update on grant application status for renovation of the War Memorial - Cllr. Davidson reported that a site meeting had taken place with a representative from the War Memorials Trust (WMT) and that he was going to discuss the matter with his colleagues at the WMT and forward some recommendations. The Clerk to contact the WMT for an update. **Action: Clerk.**

7.5 Environment - update - Cllr. Frapporti informed the Council that the new pier was being well used. It was mentioned that weeds needed clearing from the drain on the Wagon Wash. **Action: GF/SFR**

7.6 Media and Communications

7.6.1 Police Report - Apologies were received from Gordon Baker and PCSO Chris Brabrook. The Clerk read out a statement sent in by Gordon Baker. A recent notable crime had been a house burglary in September on London Road. Offenders had entered by the front door and had stolen jewellery. Fly Tipping was an ongoing issue. NHDC were interviewing a suspect for fly tipping in several locations around the Barkway/Nuthampstead area and were hoping for a prosecution. PCSO Brabrook was currently investigating a fresh fly tip in McIntyre's field. It was reported that OWL (Online Watch Link) was taking off with several local Councils supporting this initiative with the aim of crime prevention. It was suggested that Barkway residents could be made aware of OWL either by an article in the next edition of the Bulletin or by email.

7.6.2 Website update - Gordon Baker's statement reported that he had reset the village website and had added images from Strutt and Parker BK3 exhibition with a facility to enlarge the images. He had also carried out some work on the Battle4Barkway site but he did not think that this website got many visitors. Gordon Baker indicated that he was very happy to receive any comments or suggestions. The Council was very grateful to Gordon Baker for his support in this role whilst there was still two Councillor vacancies.

7.7 Special Projects - 'Smarten Barkway' - Update - Cllr. Swann reported that Brian Walsh and Dan Methven from Walsh's Garage had started cleaning the road signs

which were difficult to access. He said that he had received emails from other volunteers for help to clean the more easily accessible ones. He would organise which signs could be done safely and aim to get the work started. **Action: GS**

Cllr. Swann also reported, with regards to the Open Space off Windmill Close, that he was waiting for NHDC to respond as to why BKR03 (the chicken field) was now included within the terms of the contract. He agreed to chase matters. **Action: GS**

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 10.10.2016 was £71,748.62

Receipts since the last meeting:

£42.00 - Saunders - Hire of Community Room

£72.00 - Rand Bros - Hire of Community Room

8.2 To authorise payments:

Approval of payments since last meeting:

DD £80.00 - EDF - Direct Debit Electricity Pavilion

DD £13.00 – Affinity Water – Direct Debit Water Pavilion

DD £57.16 - Thames Water - Direct Debit Waste Water Pavilion

CHQ 102381 £50.00 - Barkway Pavilion - Donation from Preschool (unable to make transfer as approved at Sept. meeting)

Approval of payments to be made at meeting:

CHQ 102382 £125.83 - Jewson Ltd - Pitch Maint. + Telephone Box Maint.

CHQ 102383 £41.62 - Stationery Cupboard - Ink Cartridges

CHQ 102384 £25.00 - A Terry - Paint for Telephone Box

CHQ 102385 £55.00 - M Thornton - Window Cleaning and Bus Stop Cleaning

CHQ 102386 £18.00 - S Falaschi-Ray expenses - Return mileage to Bidwells (BK3)

CHQ 102387 £44.40 - R Davidson expenses - Pavilion Maint. and printing and telephone

CHQ 102388 £911.84 - Catharine Toms – Clerk’s Monthly Salary + Office Allowance

CHQ 102389 £60.00 - Claire Methven - Litter Picking September

CHQ 102390 £243.75 - Sam Methven - Groundsman September

CHQ 102391 £45.05 - Janine Reay - Pavilion Bookings Clerk + Cleaning September

CHQ 102392 £190.06 - HMRC - PAYE & NI Months 4-6

CHQ 102393 £92.69 - Catharine Toms - Clerk's Expenses*

*

£74.50 Virtus Resins - Paint for Pavilion Floor

£2.21 Water for BK3 Meeting

£15.98 Stocksale Ltd - Heavy Duty Black Sacks for Rubbish Bins on Rec.

Parish Council - Pavilion Account:

Bank Balance at 10.10.16 was £1,099.56

Receipts since the last meeting: £50.00 Donation from Preschool fundraiser event

Payments since the last meeting: None

Reading Room Accounts:

Bank Balance at 10.10.16 was £908.02

Receipts since the last meeting:

£425.92 Transfer from BPC for rates

Payments since the last meeting:

D/D £43.00 - NHDC - Rates

8.3 To appoint additional member of the Finance Committee - It was proposed by Cllr. Falaschi-Ray and seconded by Cllr. Davidson and agreed by all, to appoint with his agreement, Cllr. Frapporti to the Finance Committee. All approved. The date of the next Finance Committee meeting to be advised. **Action: Clerk**

8.4 To consider grant application received from Barkway Church - After some discussion it was proposed by Cllr. Morss and seconded by Cllr. Davidson and unanimously agreed by all, that in view of the fact that the Church had already been awarded £4,000 from this fund for their lighting project and that there were other village organisations that may need financial assistance, and that the application was time sensitive due to recent criminal activity, that the Parish Council could offer the Church an interest free loan repayable over 5 years. The Clerk to write to Mr Tufton. **Action: Clerk**

9. Correspondence

NHDC Local Plan meeting Oct 19th - Cllrs. Falaschi-Ray and Swann to attend.

HCC & School Meeting Oct 18th - Cllr. Davidson to attend.

10. Date of next meeting: Monday 14th November 2016 in the Reading Room.

There being no further business, the meeting ended at 9.30pm