

**Minutes of Barkway Parish Council Meeting
Held in the Reading Room, Barkway on 12th December 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: Mrs Christine Rand

2. To receive and accept apologies for absence: PCSO Chris Brabrook, County Councillor Tony Hunter

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 - The Clerk reported that further to a query raised by Ms. Olivia Erby over planning obligations and requested financial contributions relating to site BK1 from a Ms J Nixon of Hertfordshire Property asking that contributions relating to Barkway be directed to a Youth centre in Hitchin, she had queried this with Stuart Izzard at NHDC. He had responded saying that it did not seem right and had passed the query on to his colleague, Melissa Tyler, to get it checked out.

5. Public Session: Mrs Rand was asked if she wished to address the Council, she replied saying that she did not wish to speak.

6. Council Administration - update on Parish Councillor recruitment to fill vacancies - Cllr. Morss informed the Council that he had spoken to someone who might be interested in becoming a Parish Councillor and agreed to follow this up and report back at the January meeting. **Action: BM**

7. To receive updates from Portfolio Holders

7.1 Planning

7.1.1 NHDC Local Plan update - It was reported that the agreed objection response from Barkway Parish Council to the proposed NHDC Local Plan had been submitted to NHDC by 28th November. Two hard copies had been sent by post and a PDF version by email. Confirmation of receipt had been received from NHDC. This was all now in the hands of the Planning Inspectorate who would then appoint an Intermediary who would be the Parish Council point of contact. It was understood that there was a possibility that the Parish Council would be contacted for further information.

7.1.2 To consider and make comment on outline application: Outline application with all matters reserved other than strategic point of access onto Royston Road for the erection of up to 100 dwellings and a new shop (A1 use) with associated open space, landscaping and drainage

Land Adjacent Royston Road, Barkway, Royston - Case Ref No: 16/02759/1 - It was proposed by Cllr. Swann and seconded by Cllr. Davidson and it was unanimously agreed by all to object to this outline application. A detailed objection document had been prepared by Cllrs. Davidson, Swann and Falaschi-Ray (see **Appendix A & B**). Cllr. Falaschi-Ray informed the Council that the independent transport survey report, which had been commissioned by the Parish Council, had concluded that 90% of adults living on the proposed new development would be likely to use cars and most would travel along the Joint to access the A10. The Clerk to send the objection document to NHDC by Friday 16th December. It was suggested by Cllr. Morris that a copy of the objection should also be sent to County Councillor Tony Hunter, the whole of the Royston Area Committee and to MP Sir Oliver Heald. Cllr. Morris to forward to the Clerk the contact details for the Royston Area Committee. **Action: GM/Clerk**

Cllr. Morris informed the Council that he had no news as yet on the result of the Ashmill planning application. He had requested to NHDC that the outline planning application on site BK1 should, in the best public interest, be referred to the NHDC Planning Committee if the Case Officer at NHDC decided to put forward a recommendation for approval of the application. As yet, there was no news to report.

Cllr. Falaschi-Ray mentioned that as the Highfield Grove development was now nearing conclusion, the Contractors may need to be reminded of the requirement to reinstate the hedgerow that was ripped out. Cllrs. Falaschi-Ray and Frapporti would check this out.

Action: SFR/GF

Cllr. Morris informed the Council that further to an appeal by the owner, the refusal for the change of use planning application for the former Fox and Hounds pub at Barley had been upheld. Also that the planning decision regarding change of use for the former Cabinet pub at Reed was still awaited.

7.2 Highways

7.2.1 Highways report - Cllr. Swann reported that lorries from Anstey Quarry were appearing to be exceeding their hours. The licensed operating hours were 7am to 6pm and lorries had been spotted having just left the quarry outside of those hours. Herts County Council would be informed and requested to investigate if Anstey Quarry were operating in breach of their licence. **Action: GS**

It was reported that the Speed Indicator Display (SID) on Royston Road was now in operation and appeared to be making a difference to traffic speed coming into the village along Royston Road.

Cllr. Swann informed the Council that he would be chasing Herts County Council to find out if the Highfield Grove Contractors had satisfactorily repaired the surface to Burrs Lane following connection of services to the new development. **Action: GS**

7.2.2 Update on land behind Windmill Close - Cllr. Swann reported to the Council that the revised contracts had now arrived from the Solicitor and that as everything appeared to now be in order, the contacts required to be signed. It was proposed by Cllr. Davidson and seconded by Cllr. Falaschi-Ray and agreed by all for the contracts to be signed on behalf of the Council by Cllrs. Falaschi-Ray and Frapporti (as Chair and Vice-Chair of the Council). Until all parties had signed the contacts the Open Space Application would remain in place. **Action: SFR/GF/GS**

7.3 Sports and Recreation

7.3.1 Football update - Cllr. Morss reported that he was having some difficulty contacting Frankie, who was Angela Baulk's replacement at Royston Town Football Club (RTFC). RTFC would be asked for Frankie's contact details. There had been 11 games played in the past month and all was looking good there. It was noted that Sam Methven was continuing to do an excellent job and it was proposed by Cllr. Falaschi-Ray, seconded by Cllr. Morss and agreed by all to award Sam a £50 bonus in recognition of

his dedication and hard work. Cllr. Morss requested approval from the Council to provide Sam Methven with a £50 petty cash float in order to pay for small consumable items for pitch maintenance such as clips and ties. This was duly approved and the Clerk was asked to organise this. **Action: Clerk.** There was a question as to whether the pitches would need rolling again soon. Cllrs. Morss and Davidson to try and arrange another Barkway Recreation Ground Management Committee (BRGMC) meeting for January. **Action: BM/RD**

7.3.2 To discuss report from Playground Inspection and to agree actions required - Cllr. Davidson had read through the report and summarised that the only major problem to be addressed was the zip wire. The Inspector and NHDC had requested, as a result of the report, that the zip wire be taken out of action until some rotten wood that was identified had been replaced. The Clerk had disabled the equipment immediately, cordoned it off and put up notices. Cllr. Morss would now read through the document and they would both meet to carry out an inspection of the equipment and agree action to replace the rotten wood. **Action: RD/BM**

7.4 Community Property

7.4.1 Barkway Recreation Ground Management Committee (BRGMC) -

7.4.1.1 Pavilion Maintenance - Cllr. Davidson reported that the decking in front of the Pavilion had been strengthened free of charge by a close neighbour, Glenn. A small thank you gift had been purchased to give to Glenn. The Kitchen had now been re-plastered by the Dodkins and this area now required re-painting. Cllr. Morss offered some left-over paint for the job. The Dodkins had also now put a key-pad lock on the double doors into the Community Room. Jobs that needed to be considered in the near future were more floor painting in the changing rooms, re-staining the exterior wood on the south facing side of the Pavilion and installing a veranda over the section with the exterior bi-fold doors. Items to be considered for the budget for 2017/18. **Action: RD/Clerk**

7.4.1.2 Update on proposal to create additional car parking on the Rec. and S106 monies - The Clerk had now received a statement of S106 monies available to Barkway from Stuart Izzard at NHDC. The report was dated 18th August 2016. It indicated that there was £4,034.22 in the section for Community Centre / Village Hall. Cllr. Davidson to contact Stuart Izzard to establish whether the car park project would be eligible for this money. **Action: RD**

7.4.1.3 BRGMC - to discuss and agree its future form - It was proposed by Cllr. Falaschi-Ray, seconded by Cllr. Davidson and agreed by all to give this matter more thought and in the meantime defer this item to a future meeting. **Action: RD/All**

7.4.2 Update on renovation of the Telephone Box - The Clerk reported that the job was very nearly complete and that she would contact Tony Terry for an update and report back at the January meeting. **Action: Clerk**

7.4.3 Update on future use of the Reading Room - It was agreed to defer this matter to a future meeting. **Action: Clerk**

7.4.4 Update on renovation of the War Memorial - The Clerk reported that the latest response received from the War Memorial Trust had indicated that they considered that there may also be some structural repair work needed in addition to other work already identified. They had asked for two revised quotations to include any structural work. On contacting the preferred Contractor for a revised quotation, the Contractor had declined any further involvement as he considered that this was now outside his area of expertise. This now put the Council back at square one in terms of getting the quotations needed to accompany the grant application. It was agreed that this would be re-looked at in the New Year. In the meantime, Cllr. Davidson, would attempt

weather permitting, to gently steam clean the WW2 plaque in order that a decision could be made with the War Memorial Trust on how to restore the lettering. **Action: RD/Clerk**

7.5 Environment

7.5.1 Update on current water levels in the pond and wagon wash - Cllr. Frapporti informed the Council that he considered the water levels to be adequate. Cllr. Falaschi-Ray reported that she had managed to clear the drain of debris and remove some of the stinging nettles.

7.5.2 Update on condition of footpaths and usage by horse riders and to agree any action - The Clerk reported that further to evidence that a horse was being taken down Footpath 14 leaving droppings and damaging the surface of the new path laid by Herts County Council, it was proposed and agreed that the Council should write to Mrs Grieves at 17 High Street. She would be asked to point out to her tenant, who kept a horse in her field, that footpath 14 was not a bridleway and therefore should not be used as such. **Action: Clerk**

7.6 Media and Communications

7.6.1 Police Report - Over the past month crimes that had occurred just outside Barkway included a vehicle being driven across farmland and crops, believed to be involved with hare coursing or poaching. Also a trailer having been stolen from nearby to Barkway. In Barley there had been an attempted theft of a dog and a shed break in where garden power tools were stolen.

Other news from the Police was that the Royston Rural Neighbourhood Team, in conjunction with Barley Parish Council and Barley and Barkway Schools, had launched a Speed Awareness Poster Campaign. The project involved school children designing posters that would be put up at the main entry points of the village in order to warn drivers about the dangers of speeding through the village.

7.6.2 Website update - Gordon Baker reported that he had done a little more work on a new website and had circulated the address for the Councillors to take a look at for their opinion on the style and format. He said that Wix was much better and easier to handle than Weebly but one downside was that the Council would have to pay to use their own domain name. He asked for Council approval for him to do a cost benefit analysis for web hosting and email addresses as he considered that it might be best going forward to rethink the whole website and email package as one. This was all approved. He reported that hits for the current site, there were 6,596 over the past month with 25% being unique visitors. This demonstrated, in the current climate, the importance of having a website.

Cllr. Swann proposed a vote of thanks to Gordon Baker for all the hard work he had put in recently to support the Council. The Clerk to pass this on. **Action: Clerk**

7.6.3 To discuss and agree content for the Christmas edition of the Bulletin - It was proposed by Cllr. Falaschi-Ray and seconded by Cllr. Davidson and agreed by all that with Christmas fast approaching and everyone exhausted after the effort of all the hard work required to put together the objections to the proposed NHDC Local Plan and then the Outline Planning Application on part of BK3 that this should be deferred until January. The Clerk would explain the situation to Gordon Baker and suggest that a New Year edition was published instead. **Action: Clerk**

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 12.12.2016 was £66,962.82

Receipts since the last meeting:

£42.00 - L Herbert - Hire of Community Room

£7.94 - Barclays Bank - Interest

8.2 To authorise payments:

Approval of payments since last meeting:

DD £51.00 - EDF - Direct Debit Electricity Pavilion

DD £13.00 – Affinity Water – Direct Debit Water Pavilion

Approval of payments to be made at meeting:

CHQ 102407 £1,629.90 - Transport Planning Associates Ltd - Transport Survey re: B4B

CHQ 102408 £100.00 - Martin Bentley - Grass Cutting at Village Pond - May to Aug

CHQ 102409 £535.06 - Stationery Cupboard - Printing B4B and Stationery

CHQ 102410 £307.32 - Morgan Fire Protection Ltd - Maintenance of fire extinguishers at the Pavilion and Reading Room.

CHQ 102411 £76.91 - Jewson Ltd - Pitch Maintenance.

CHQ 102412 £911.84 - Catharine Toms – Clerk’s Monthly Salary + Office Allowance

CHQ 102413 £45.00 - Claire Methven - Litter Picking November

CHQ 102414 £153.75 - Sam Methven - Groundsman November

CHQ 102415 £54.10 - Janine Reay - Pavilion Bookings Clerk + Cleaning November

CHQ 102416 £49.54 - Catharine Toms - Clerk's Expenses*

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£2.75 Tesco - Milk and biscuits for Local Plan Exhibition

£10.80 Mileage - 3 x return trips to Royston to pick up printing for B4B

£13.50 Tesco - Thank you gift for Glen for fixing railing at Pavilion

£1.50 Tesco - Condolence card

£0.95 Savers - Flash wipes for Reading Room

£20.04 Post Office - Stamps

Parish Council - Pavilion Account:

Bank Balance at 12.12.16 was £1,088.06

Receipts since the last meeting: None

Payments since the last meeting: None

Reading Room Accounts:

Bank Balance at 12.12.16 was £877.43

Receipts since the last meeting:

£28.67 COIF interest

Payments since the last meeting:

D/D £43.00 - NHDC - Rates

8.3 To authorise a grant from the Solar Farm fund of £700 to Barkway Church towards the cost of their alarm - It was noted that this amount would top up monies that had now been received from other grant funders towards the total cost of the project. It was proposed by Cllr. Davidson and seconded by Cllr. Frapporti and agreed by all to approve this application. **Action: Clerk**

8.4 To set date for the next meeting of the Finance Committee - Weds 4th January at 7.30pm in the Reading Room.

9. Correspondence - Two complaints received about usage of footpath 14 by a horserider.

10. Date of next meeting: Monday 9th January 2017 in the Reading Room.

There being no further business, the meeting ended at 9.15pm