

**Minutes of Barkway Parish Council Meeting  
Held in the Reading Room, Barkway on 9th January 2017 at 7.30pm.**

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

**Also present:** Mrs C Toms (Clerk/RFO)

**Others present:** County Councillor Tony Hunter

**2. To receive and accept apologies for absence:** Cllr. B. Morss (away on business), PCSO Chris Brabrook, District Councillor Gerald Morris. Apologies accepted.

**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:** No one present

County Councillor Tony Hunter informed the Parish Council that both he and Councillor Fiona Hill had submitted full responses objecting to the NHDC proposed Local Plan and that the Area Committee and the Full Planning Committee had endorsed these objections.

**6. Council Administration - update on Parish Councillor recruitment to fill vacancies** - no progress to report.

**7. To receive updates from Portfolio Holders**

**7.1 Planning**

**7.1.1 To consider and make comment on planning application: Full Planning Permission : Two 3-bedroom semi detached dwellings with associated parking and access off High Street**

**Tally Ho, London Road, Barkway, Royston, SG8 8EX - Case Ref No: 16/03082/1**

After a detailed discussion it was proposed by Cllr. Falaschi-Ray and seconded by Cllr. Davidson and agreed by all to object to this planning application on the following grounds:

The design and access statement incorrectly referred to the plot of land as the site of the former Tally Ho pub when in reality it was the former garden of the Tally Ho pub. The Tally Ho pub was commercially operating and their car park was located next to the building plot.

The proposed houses would face onto the pub car park. This could lead to environment issues for the future residents with noise and odours from the pub and fumes from the car park.

The plans showed that the houses would be built side on to the road. This was not in character with existing properties in Barkway, which generally faced on to the road. Barkway was noted for its linear development.

The plans made it appear that the hedgerow at the eastern edge of the plot was within the boundary, making the plot look bigger than it actually was. The hedgerow belonged to the neighbouring land owner.

Outline planning permission was granted in 2015 for a 4 bed detached property with more parking. This application was for two 3 bed semi-detached properties with less parking. Two car parking spaces per property was not considered sufficient for the number of potential residents on that site, bearing in mind that Barkway had very limited public transport available. It also made no provision for visitor parking. The plans looked very tight for turning vehicles around within the site in order that vehicles could leave the site facing forwards. It would be very hazardous to exit this site in reverse.

The Tally Ho car park was tight and limited for spaces and if the car park was full the pub customers the park along the grass verge alongside this site and would park right up to the proposed visibility splays. This would make exiting the site very hazardous for future residents.

The Parish Council had received complaints from residents of Nuthampstead that the junction from the Nuthampstead Road onto the B1368 was dangerous due to poor visibility combined with speeding traffic. Building two properties on this land would make the visibility even worse.

The Parish Council considered that this application was overdevelopment for the size of the plot and its location.

The Parish Council requested that, in the public interest, the planning application should be called in to go before the Planning Committee if it was recommended to grant permission on this case. The Parish Council had already expressed that wish to District Councillor Gerald Morris, who had already been in contact with the planning case officer.

**Action: Clerk**

**7.1.2 To consider and make comment on planning application: Full Planning Permission Householder : Two storey side and rear extensions.**

**High Peak, London Road, Barkway, Royston, SG8 8EY - Case Ref No: 16/03123/1HH - No objection. Action: Clerk**

**7.1.3 To consider and make comment on planning application: Full Planning Permission Householder : First floor rear extension**

**148 High Street, Barkway, Royston, SG8 8EG - Case Ref No: 16/03125/1HH and 16/03126/1LB - No objection. Action: Clerk**

## **7.2 Highways**

**7.2.1 Highways report** - Cllr. Swann reported that the Speed Indicator Display (SID) was now installed and working and seemed to be having a positive effect with reducing traffic speed along that part of Royston Road. It was reported that a new hedgerow had been planted alongside the entrance driveway to the new Highfield Grove development. The state of the road was causing concern as residents from Highfield Grove were spreading mud from the development all along Burrs Lane. The developers would be asked to organise for the road to be cleaned. In Windmill Close the potholes had now been marked for repair. It was noted that some repair work was also needed to the road surface in Periwinkle Close.

**7.2.2 Update on land behind Windmill Close** - Cllr. Swann reported that the lease paperwork had all been signed, wax sealed and sent back to the Solicitor. It was now all back in the hands of Herts County Council.

## **7.3 Sports and Recreation**

**7.3.1 Football update** - no update to report.

**7.3.2 Playground maintenance update** - there was still no progress to report on the fixing of the zip wire. The Clerk to check with Cllr. Morss on his return from business as people were asking when it would be back in action again. **Action: Clerk/BM**

## **7.4 Community Property**

**7.4.1 Barkway Recreation Ground Management Committee (BRGMC) -** no update to report.

**7.4.1.1 Pavilion Maintenance -** The Clerk reported that the Dodkins had now reset the drain inspection covers but had also discovered that the drains were blocked again, this time with excessive toilet paper. Cllr. Davidson thought that this may have been caused by the ladies football teams who cleaned their boots with toilet paper. They would be asked in future to put the muddy paper in the bins provided and not down the toilets. The Clerk to ask Cllr. Morss to contact Royston Town Football Club. **Action: Clerk/BM**  
Cllr. Davidson reported that he was still trying to address the problem of echo in the Community Room. He agreed to chase up the order placed for a piece of carpet. **Action: RD/Clerk**

**7.4.1.2 Update on proposal to create additional car parking on the Rec. and S106 monies -** Cllr. Davidson informed the Council that he was still trying to get hold of Stuart Izzard at NHDC to discuss the possibility of using some S106 monies for this project. **Action: RD**

**7.4.2 Telephone Box update -** The Clerk reported that the job was now complete and the telephone box looked very smart again. Thanks were offered to Tony Terry and his two helpers, Andy McPherson and Penelope Laing who had all put in hours of hard work on this project. It was agreed that a mention of this would be put in the next edition of the Bulletin. **Action: Clerk**

**7.4.3 Reading Room update -** Further discussion took place on the possible future use of the Reading Room. The Clerk did mention that she had received several requests from members of the community to use the Reading Room facility in January for small meetings. She had suggested that the Community Room in the new Pavilion might be used as an alternative but people had stated a preference for using the Reading Room as it was a smaller and more comfortable venue, even though there was no bathroom facilities. The Clerk was asked by the Council to make some enquiries with NHDC as to what impact a change of use, from non-residential use to residential accommodation, would have on the rates payable for the Reading Room. This matter would be discussed further at the February Council meeting. **Action: Clerk**

**7.4.4 War Memorial update -** The Clerk reported that further to the War Memorials Trust (WMT) recommending that some structural repair work was also needed to the War Memorial, the contractor lined up to do the paving had pulled out as he felt the structural work was not his area of expertise. The WMT was being very supportive of the project and had listed out a schedule of works required. The Clerk to now seek two new quotations and submit these to the Trust. **Action: Clerk**

Cllr. Davidson volunteered to gently steam clean the World War 2 plaque (weather permitting) in order to establish work required to that stone. Photographs would need to be submitted to the WMT for their approval of work required. **Action: RD/Clerk**

**7.5 Environment update -** The Clerk reported that she had written to Mrs Grieves at 17 High Street requesting that her tenant did not take her horse along Footpath 14. Since then she had been in contact with Julia Clarke at Herts County Council about horse riders using footpaths and other areas not classified as bridleways. Ms Clarke had responded indicating that she planned to do a site visit to Footpath 14 to assess the extent of damage to the new surface of the path, as in theory the highway authority could claim for repairs. Ms Clarke informed the Parish Council that horse riding across land without the permission of the underlying landowner was in fact trespass.

The Clerk mentioned that the Dodkins were currently renovating the Silver Jubilee bench from by the pond and further to the Map Stand recently collapsing, that as well.

## **7.6 Media and Communications**

**7.6.1 Police Report** - no report available.

**7.6.2 Website update** - The Clerk reported that Gordon Baker had been working on a potential new village website. He invited comment on his work so far. The Clerk to forward the link to the Councillors and request feedback. **Action: Clerk**

Mr Baker had requested that the Council provide him with an update on recent major planning issues in order that he could put any available fresh news on the website. **Action: SFR**

**7.6.3 To discuss and agree content for the next edition of the Bulletin** - The Clerk reported that Gordon Baker was still willing to help produce the next edition of the Bulletin but needed to be supplied with the necessary information. After some discussion it was agreed that once Cllr. Falaschi-Ray had returned from holiday, she would have time to be able to write a Chairman's report and give thought to other material to be included and other Councillors would provide pieces from their Portfolio areas of responsibility. **Action: All**

## **8. Finance - to receive finance reports from the Clerk**

**8.1 To provide report from meeting of the Finance Committee** - See Appendix A.

The Finance Committee had considered the arrangement for the Internal Audit for 2016/17 and had agreed that Carol Willis had done an excellent job last year. It was therefore proposed by Cllr. Falaschi-Ray and seconded by Cllr. Davidson and agreed by all to appoint Mrs Carol Willis to carry out the Internal Audit again this year. The Clerk to write to Mrs Willis to see if she would be willing to do this. **Action: Clerk**

**8.2 To agree Precept application for 2017/18** - Following a meeting of the Finance Committee who had scrutinised the actual and forecast figures and produced a budget for 2017/18, a proposal was presented to the Parish Council. It was proposed by Cllr. Falaschi-Ray and seconded by Cllr. Davidson and all voted in favour that the Precept requested for 2017/18 should remain at the same level as the previous financial year at £36,000. The Clerk to write to NHDC by 20th January 2017. **Action: Clerk**

### **8.3 To provide update on current financial position**

#### **Parish Council Account:**

The Parish Council bank balance at 09.01.2017 was £64,226.08

**Receipts since the last meeting:** None

### **8.4 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

CHQ 102417 £107.67 - Cllr. Falaschi-Ray - Expenses

CHQ 102418 £100.00 - Catharine Toms - Clerk's Expenses \*

CHQ 102419 £700.00 - Barkway Parochial Church Council - Grant from Solar Farm Fund towards cost of the Church alarm system.

#### **Approval of payments to be made at meeting:**

CHQ 102420 £139.00 - The Society of Local Council Clerks - Annual Subscription

CHQ 102421 £55.00 - M Thornton - Window Cleaning Reading Room & Pavilion + Bus Stop cleaning

CHQ 102422 £70.42 - Jewson Ltd - Pitch Maintenance.

CHQ 102423 £75.00 - Stationery Cupboard - Printing Battle 4 Barkway

CHQ 102424 £276.06 - HMRC - PAYE Oct - Dec

CHQ 102425 £911.84 - Catharine Toms – Clerk's Monthly Salary + Office Allowance

CHQ 102426 £60.00 - Claire Methven - Litter Picking December

CHQ 102427 £93.75 - Sam Methven - Groundsman December

CHQ 102428 £84.00 - Janine Reay - Pavilion Bookings Clerk + Cleaning December

\*

£50.00 - To reimburse personal cash drawn to provide Sam Methven with agreed Christmas bonus

£50.00 - To reimburse personal cash drawn to provide Sam Methven with agreed cash float to purchase small consumable items for pitch maintenance.

**Parish Council - Pavilion Account:**

Bank Balance at 09.01.17 was £1,088.06

Receipts since the last meeting: None

Payments since the last meeting: None

**Reading Room Accounts:**

Bank Balance at 09.01.17 was £834.43

Receipts since the last meeting:

None

Payments since the last meeting:

D/D £43.00 - NHDC - Rates

**9. Correspondence**

Tom Wornham - Chair of Barkway Village Hall

A request that the Parish Council could liaise with RTFC to request that football on the Rec. be rescheduled on Saturday 4th February in order that there would be parking available for the attendees of the matinee performance of the Pantomime. The Clerk to ask Cllr. Morss to contact RTFC. **Action: Clerk**

Margaret Connor - resident of Periwinkle Close

She had some queries over lighting on Chapel Close to which Cllr. Davidson had responded that she would need to contact Herts County Council Highways.

She was also querying why the Parish Council Minutes of 10th October relating to site BK1 had indicated that the Parish Council did not consider there to be much need for Social Housing in the village. On inspection of the minutes it was proposed and agreed to remove this sentence as it was a mistake in the minutes and was misleading. It was in fact the opinion of a member of the public present at that meeting. The Clerk to remove this from the minutes and republish. **Action: Clerk**

Granta Medical Practices, Sawston

A letter regarding a plan to merge Barley Practice with Granta Medical Practices, Sawston in April 2017. Comments were invited on this proposal.

The Parish Council had concerns that the merger may go ahead without any commitment to improve services and that this should all be put into place beforehand. Concern also that the benefits of the merger would be available to patients across all the sites. The Clerk to respond. **Action: Clerk**

**10. Date of next meeting:** Monday 13th February 2017 in the Reading Room.

There being no further business, the meeting ended at 9pm