

**Minutes of Barkway Parish Council Meeting  
Held in the Community Room, Barkway on Tuesday 10th September 2019 at  
7.30pm.**

**1. In attendance:** Cllrs:  
Mr K Melson (Chair)  
Mr W Dennis (Vice Chair)  
Mrs J Connolly  
Mr P Baker  
Dr J Magill

**Also present:** Mrs C Toms (Clerk/RFO)  
County Cllr. F Hill  
County Cllr. T Hunter

**Members of the Public:** Two members of the public were present.

**2. To receive and accept apologies for absence:** Cllr. J Cox (personal reasons).  
Apologies accepted.

**3. To receive Councillor's Declarations of Pecuniary Interest and to remind Councillors of their requirement to update register of interests under change of circumstances – Cllr. Magill (re: item 7.3)**

**4. Minutes**

- 4.1 To approve the minutes of the last meeting - Approved. Action: Clerk**
- 4.2 To consider any matters arising from the last meeting – None**

**5. Public Session - to receive representations from members of the public –** Standing Orders were suspended to allow the members of the public present to make representations to the Council.

A representative from The Friends of Barkway Church was present to support their grant application (see item 8.4) for the Church Restoration Appeal and answer any questions. Financial Statements had been previously submitted and circulated to all Cllrs.

A resident was present to talk to the Council regarding matters relating to items 7.4.1, 7.2.4 and 7.2.5 on the agenda.

**6. Council Administration – to consider and agree co-option of a new Councillor –** The Clerk informed the Council that expressions of interest in becoming a Councillor had been received from two people. One of whom was not in a position to join immediately due to work commitments. It was proposed and agreed that the Chair and Clerk would arrange to meet the other interested person with the view of progressing matters in time for the October meeting. **Action: Clerk/KM**

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

**7.1 Corporate Governance – to receive update on review of Corporate Governance documents –** item to be deferred to the October meeting.

**7.2 Planning**

**7.2.1 To note communication relating to the NHDC Local Plan and BK3 –** Cllr. Magill had written to NHDC (a copy of which had been circulated to all Cllrs). The Inspector had now written twice to NHDC calling into question the aspects of the Local

Development Plan. He was questioning the number of new homes required to be built and the distribution of those homes over the NHDC area, including the designation of the 5 villages deemed suitable for 'significant growth'. He was now minded to arrange further hearings regarding these issues. Cllr. Magill pointed out to NHDC that people had a statutory right to be consulted and that if the BK3 application went before the Planning Control Committee in September, NHDC might not be in a position to determine the application bearing in mind queries now raised by the Inspector. It was requested that more time should be allowed for the community to be consulted and that at the very least determination of the BK3 application should not be until October.

It was agreed that a statement needed to be issued by the Parish Council updating the community on matters relating to the NHDC Local Plan and site BK3.

Since the letter had been written, it had been learnt that the BK3 application was not on the agenda for the Sept meeting of the NHDC Planning Control Committee and that determination on the application may now be delayed until after the Inspector's Hearings.

**7.2.2 Report from meeting with other 'Growth Villages' to discuss CIL/S106** – Cllr. Magill had attended a meeting at Codicote Parish Council offices. It was discussed whether as a joint group of the 5 'growth villages' a request could be made to NHDC to develop a CIL arrangement. NHDC had decided not to go down the CIL route so far. S106 spending was now more limited than before and CIL was far more broad-based and would allow for bigger projects. CIL could be developed as a separate process to the Local Development Plan and would bring more benefit to communities facing significant development. It was proposed, seconded and agreed to support this initiative to make a joint representation to NHDC regarding development of a CIL arrangement. **Action: JM**

**7.2.3 To consider and make comment on planning application: Listed Building Consent : Installation of two chimney pots (one to each ridge stack) 147 High Street, Barkway, Royston, Hertfordshire, SG8 8ED. Case Ref No: 19/01927/LBC** – after consideration of the application, it was proposed, seconded and agreed by all that there was no objection to this application. The Clerk to respond to NHDC. **Action: Clerk**

**7.2.4 To note application submitted to NHDC to create a reservoir on Duke's land between Rokey Wood and Bush Wood** – The Statutory date published by NHDC online of 8<sup>th</sup> October was incorrect. The application had already been determined by NHDC without any consultation with the Parishes. It was agreed that Cllr. Magill would be delegated to agree a joint course of action with Reed Parish Council. **Action: JM**

**7.2.5 To note communication from NHDC re: Land BK2 and agree any response** – Officers at NHDC were not communicating well with either the Parish Council or the District Cllr. It not understood why NHDC would sell off the land at the end of Windmill Close before the Local Plan was finalised and adopted as it would not maximise the potential revenue for NHDC. It was proposed, seconded and agreed to write to NHDC stating that the proposal lacked clarity and was premature. **Action: JM**

**7.3 Neighbourhood Plan – Report from the meeting of the Neighbourhood Plan Committee on Weds 21<sup>st</sup> August** – (See Appendix A)

#### **7.4 Highways**

**7.4.1 Road closure for Remembrance Sunday** – Cllr. Dennis reported that the application had been submitted. He would also request that the blocked drain next to the War Memorial be cleared. **Action: WD**

**7.4.2 To discuss final condition of works to create off road parking along Cambridge Road** – some final finishing off to secure the grass matting was yet to be done. This had been reported to HCC Highways. The building contractors working on site BK1 still needed to carry out remedial work on the highway and verges as repairs so

far had not been satisfactory. Cllr. Dennis to follow this up with HCC Highways and the builders. **Action: WD**

**7.4.3 Update on action to repair fence along Church Lane** – County Cllr. Hill had already reported this, but would follow up the matter with HCC Highways.

**7.4.4 Update on action to replace/repair wooden posts along Royston Road** – Cllr Melson to send details of a builder to Cllr. Baker in order to obtain one other quotation. **Action: KM/PB**

**7.4.5 To arrange date for a Highways liaison meeting in Barkway** – Due to holidays this would now have to wait until October.

Dist. Cllr. Morris arrived in the meeting at 8.35pm

## **7.5 Sports and Recreation**

**7.5.1 To receive update on football activities** – Regular Sunday matches were being played. Interest from a Youth team had been received. Cllr. Melson was in contact with the Football Development Officer at Herts FA who was continuing to help search for other teams to use the facility.

**7.5.2 To discuss bonfire night arrangements for 5<sup>th</sup> November on the Recreation Ground** – Cllr. Baker agreed to take on some responsibility for the event with support from the other Cllrs. The Clerk to email across documentation from previous events. **Action: Clerk/PB**

Cllr Magill to enquire with Cokenach Cricket Club if they would be amenable to allow some car parking there on Bonfire Night in return for a small consideration. **Action: JM**

**7.6 Community Property – report on maintenance issues** – The front door to the Pavilion was not locking properly due to being warped and damaged. Quotations were being sought to replace the doors and frame. Exterior sensor lights needed some adjustment again. **Action: Clerk**

## **7.7 Environment**

**7.7.1 Update regarding waste piling from stables in Burrs Lane** – Cllr. Connolly reported that an officer from HCC had been to check on this but could not do much as the waste was on private land and there was no bad odour at that time. They had written to the Stud and a response had been received. Since then the waste pile had diminished slightly.

**7.7.2 Update whether schedule of verge cutting could be adapted to take into consideration pollinators** – It was noted that verge cutting schedules could not be adopted if visibility on the Highway was compromised. The matter would be raised at the Highways Meeting in Oct. The Clerk to forward to Cllr. Connolly contact details for the contractor who cut Heritage Verge on Whitely Hill. **Action: Clerk**

**7.7.3 Update on locating of missing defibrillator** – The defibrillator was still missing but a replacement had been loaned and would soon be logged as available on the East of England Ambulance Service system. Cllr. Connolly would contact the insurance company regarding a permanent replacement defibrillator. **Action: JC**

**7.7.4 To note resignation of Parish Litter Picker and agree action to recruit a replacement** – Following resignation of the Litter Picker, two applications had been received. The Clerk had confirmed with Zurich that cover would be in place to employ a 13 year old for 2 hours a week. This was on the proviso that the young person would always be accompanied by a parent or guardian whilst doing the job and that a risk assessment was in place. It was proposed, seconded and agreed by all to offer the job to both applicants on a job share basis. **Action: Clerk.**

Thanks were to be extended to the departing Litter Picker as she had done an excellent job and she was wished well in her new fulltime role. **Action: Clerk**

## **7.8 Media and Communications**

**7.8.1 Website report** – nothing to report.

**7.8.2 Police report** – tools had been stolen from a works van in the High Street.

## **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 10.09.2019 was £88,957.39

Petty Cash £25.00

Receipts since the last meeting:

£50.00 – Royston United – Hire of Pitches

£48.00 – Strachan – Hire of Community Room

£84.00 – Byne – Hire of Community Room

£50.00 – Buntingford Town – Hire of Pitches

£50.00 – Royston United – Hire of Pitches

£50.00 – Royston United – Hire of Pitches

£40.00 – Royston United – Hire of Pitches

£43.32 – Barclays Bank – Interest

### **8.2 To authorise payments to be made**

Approval of payments since last meeting:

DD £7.20 – Sage Software – Monthly Subscription

DD £17.44 – Castle Water – Waste Water Pavilion

DD £68.00 – EDF – Electricity Pavilion

DD £13.00 – Affinity Water – Water Pavilion

Approval of payments to be made at meeting:

CHQ 102822 £220.00 – T S Drake – Grass Cutting & Pitch Maintenance Aug

CHQ 102823 £85.00 – R Bonfield – Pavilion Maintenance

CHQ 102824 £500.00 – J H Poulton – New Gate for Rec

CHQ 102825 £198.00 – Community Heartbeat Trust (Solutions) Ltd – Annual Maint Defib

CHQ 102826 £50.00 – HAPTC – NALC Training – J Cox

CHQ 102827 £1,041.18 – Catharine Toms – Clerk's Monthly Salary + Office Allowance

CHQ 102828 £60.00 – Abby Chisnall – Litter Picking Aug

CHQ 102829 £60.00 – Roz Danter – Cleaning/Bookings Clerk Pavilion Aug

#### **Parish Council – Pavilion Account:**

Bank Balance at 10.09.2019 was £286.38

Receipts since last meeting: None

Payments since last meeting: None

#### **Reading Room Accounts:**

Bank Balance at 10.09.2019 was £1,470.98

Receipts since last meeting:

CR – £33.53 – COIF Interest

CR - £0.19 – Barclays - Interest

Payments since last meeting:

**8.3 Update on Solar Farm funding for Barkway School towards resurfacing playground project** – Cllr. Baker was due to meet the Headteacher again later in the week. **Action: PB**

**8.4 To consider funding request from Friends of Barkway Church for their Restoration Appeal 2019** – After careful consideration of the application, it was proposed, seconded and agreed that as this was a building of historic importance in the village (Grade 1 listed) £5,000 would be granted for the restoration of the building under LGA 1972 S137 which allowed money to be spent where it was not covered by other legislation. This money would come from general Parish Council reserves. **Action: Clerk**

The Friends of Barkway Church would be asked to provide a written report within 12 months of how the money was used. They would also be asked to provide a list of activities that the Church provides in order to demonstrate that the building was not solely used for religious activities and that it played an important part of life for all people in the village. **Action: Clerk**

## **9. Correspondence:**

9.1 - Letter from resident at 96 High Street to explain about forthcoming works which had been approved by the Conservation Officer at NHDC as not needing Listed Building Consent.

9.2 – Letter of thanks from Barkway Chapel for grant awarded.

9.3 - Consultation re: Polling Stations

**10. Items to be deferred to the next meeting** – Governance review.

**11. Date of next meeting:** Tuesday 8<sup>th</sup> October

There being no further business, the meeting ended at 9.20pm