

**Minutes of Barkway Parish Council Meeting
Held in the Community Room, Barkway on Tuesday 12th May 2020 at 7.30pm.**

1. In attendance: Cllrs:

Mr W Dennis (Chair)
Mr P Baker (Vice Chair)
Dr J Magill
Mrs J Connolly
Ms J Cox
Mr N Stuart

Also present: Mrs C Toms (Clerk/RFO)
Dist. Cllr. G Morris
County Cllr. Fiona Hill
Dist. Cllr. Tony Hunter

Members of the Public: One member of the public present regarding item 7.2.9.

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

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 (10.03.2020) – Proposed, seconded and all in favour. Approved as read. Action: Clerk

4.2 To consider any matters arising from the last meeting – Cllr. Baker had received some further information for consideration regarding quotations received to repair/replace/maintain items of play equipment on the Rec. It was proposed, seconded and agreed that as this was an important matter, it should be dealt with at a separate meeting where more time would be available to discuss and make decisions. (see item. 10).

5. Public Session - to receive representations from members of the public – A resident was present to discuss item 7.2.9. Standing Orders were suspended. She was objecting to the application relating to No. 9 High Street, her main reasons being that she would be overlooked by the proposed increased height of the property and there would be too many additional vehicle movements along the driveway alongside her property. She was also concerned that a wildlife survey had not been carried out. A letter was also read out from another resident also objecting to this application. Concern was also raised that this revised proposal had extended the size of the garden to the northern boundary which would be further backland garden development over the extant approved application. Standing Orders were resumed.

6. Council Administration – To agree to cancel Annual Parish Meeting due to government restrictions on public gatherings due to current Coronavirus pandemic

– Proposed, seconded and agreed by all. It was agreed that an Annual Report would be published and distributed to all residents to cover the information that would normally have been presented at the Annual Parish Meeting. **Action: Clerk/JCox**

7. To receive updates from Portfolio Holders

7.1 Corporate Governance – To agree to defer matters to the June meeting – Proposed, seconded and agreed by all. **Action: Clerk/JCox**

7.2 Planning

7.2.1 To consider and make comment on planning application : Full Permission Householder : Erection of garden shed to rear (as amended by site plan received 27/02/2020).

77 High Street, Barkway, Royston, Hertfordshire, SG8 8ED. Case Ref No: 20/00328/FPH – After consideration of the planning application, it was proposed, seconded and agreed by all that there was no objection. Clerk to respond to NHDC. **Action: Clerk**

7.2.2 To consider and make comment on planning application : Full Permission Householder : First floor side extension, front porch extension and erection of detached garage (as a variation of Planning permission 19/01138/FPH granted on 09.07.2019).

Pinehurst, Royston Road, Barkway, Royston, Hertfordshire, SG8 8BU. Case Ref No: 20/00516/FPH – After consideration of the planning application, it was proposed, seconded and agreed by all that there was no objection. Clerk to respond to NHDC. **Action: Clerk**

7.2.3 To consider and make comment on planning application : Full Permission Householder : Single storey side and two storey front extensions.

Mews Cottage, 150 High Street, Barkway, Royston, Hertfordshire, SG8 8EG. Case Ref No: 20/00474/FPH - After consideration of the planning application, it was agreed with the recommendations for amendments to the plans by the Senior Conservation Officer and provided that these were agreed by the applicant then it was proposed, seconded and agreed by all that the Parish Council had no objection to the proposal. One area of concern raised by the Parish Council was that there seemed insufficient off-road parking provision within the site relating to the size of the proposed enlarged property. The Clerk to respond to NHDC. **Action: Clerk**

7.2.4 To consider and make comment on planning application : Full Permission Householder : Conversion of first floor of detached outbuilding into a self-contained annex.

The Old Vicarage, Church Lane, Barkway, Royston, Hertfordshire, SG8 8EJ. Case Ref No: 20/00610/FPH - After consideration of the planning application, it was proposed, seconded and agreed by all that there was no objection. Clerk to respond to NHDC. **Action: Clerk**

7.2.5 To consider and make comment on planning application : Full Permission Householder : Erection of detached garage and store.

75 High Street, Barkway, Royston, Hertfordshire, SG8 8EB - After consideration of the planning application, it was proposed, seconded and agreed by all that there was no objection. Clerk to respond to NHDC. **Action: Clerk**

7.2.6 To consider and make comment on planning application : Section 73 Application : Two storey rear extension to accommodate enlarged kitchen and

ground floor and additional residential accommodation on first floor (Section 73 application to vary condition 3 of permission granted under ref 05/00469/1 to allow ancillary residential accommodation for the public house but not for any additional operational floor space in connection with the public house).

Tally Ho, London Road, Barkway, Royston, Hertfordshire, SG8 8EX. Case Ref No: 20/00627/S73 – After a lengthy discussion it was proposed, seconded and agreed by all to object to the application on the grounds that this was an application for a change of use for part of the ground floor area of the pub. The previous owners of the pub had gained planning consent for this area to be used as a kitchen area which was for the direct benefit of the business (although not for access and use by the public). The current owners, when they made their alterations to make a larger dining area for the pub initially, were in fact in breach of this planning permission. However, they had since blocked that area off again and it was no longer accessible to the public. The current owners no longer served food and relied on wet sales only. This was difficult to understand when it was a well-documented fact that rural pubs needed to offer both wet and dry sales to make the business viable. Concern was that they were putting the future of the pub in jeopardy. The Parish Council had grave concerns that by obtaining permission to use the former kitchen area as residential space that this was a pre-cursor to the owners trying to close the business and to try and obtain total change of use of the whole of the property to residential. If this did happen, then this would be most strongly opposed by the Parish Council and the residents of the village and any rights that existed, as it was a registered Asset of Community Value, would be actively pursued. The Clerk to respond to NHDC. **Action: Clerk**

It was proposed, seconded and agreed by all that in the public interest Dist. Cllr. Morris would call the application in before the Planning Control Committee should the planning case officer be mindful to approve the application.

7.2.7 To consider and make comment on planning application : Full Planning Permission : Erection of games room, workshop and storage building following demolition of existing store and stable building.

17 High Street, Barkway, Royston, Hertfordshire, SG8 8EA. Case Ref No: 20/00731/FP – After consideration of the application it was proposed, seconded and agreed by all that there was no objection to the application. However, The Parish Council would request that NHDC would consider imposing a stipulation that a condition of planning approval was that the building remained as per the application and could not be allowed to become residential. The Clerk to respond to NHDC. **Action: Clerk**

7.2.8 To consider and make comment on planning application : Full Permission Householder : To replace timber windows and doors with wood grained white UPVC.

71a High Street, Barkway, Royston, Hertfordshire, SG8 8EB. Case Ref No: 20/00768/FPH - After consideration of the planning application, it was proposed, seconded and agreed by all that there was no objection. Clerk to respond to NHDC. **Action: Clerk**

7.2.9 To consider and make comment on planning applications : Full Planning Permission and Listed Building Consent : Remove single storey lean-to to front elevation. Replace existing roof with steeper pitched roof. Single storey rear extension with accommodation in roof space. Internal and external alterations. All to facilitate conversion to 2-bed dwellinghouse.

Land rear of 9 High Street, Barkway, Royston, Hertfordshire, SG8 8EA. Case Ref Nos: 19/01700/FP & 19/01701/LBC – After lengthy discussion it agreed that The Parish Council understood concerns of the residents and that the documents that were available on the planning portal relating to this application were inherently confusing as the supporting documents had not been changed from a previous application. There were referrals to demolition still contained within the documents. The planning officer would be asked to clarify whether it was a demolition or a renovation project.

Additional points raised were relating to the brick and flint wall which was part of the curtilage of a listed building. It seemed that part of this would need to be removed to gain sufficient width on the driveway. It would be queried if the conservation Officer had any views on the matter as a recent Conservation Appraisal carried out on behalf of NHDC in Barkway had cited that brick and flint walls were a noted characteristic feature in Barkway. A question was also asked if a wildlife survey had been conducted relating to this property and if not, why not? It was also pointed out that the current building had been listed (and consulted on) as a non-listed heritage asset in the emerging Barkway and Nuthampstead Neighbourhood Plan and as such any alterations that affected the look of the front of the property would cause damage to the appearance of the Conservation Area. The Clerk to respond to NHDC and request more clarification on the application and additional time to make comment. **Action: Clerk**

7.2.10 To consider and make comment on planning application : Full Permission Householder : Single storey rear infill extension.

The Old Vicarage, Church Lane, Barkway, Royston, Hertfordshire, SG8 8EJ. Case Ref No: 20/00856/FPH - After consideration of the planning application, it was proposed, seconded and agreed by all that there was no objection. Clerk to respond to NHDC. **Action: Clerk**

7.2.11 To consider and make comment on planning application : Full Planning Permission : Single storey rear extension following demolition of existing single storey element.

Barkway First School, 84 High Street, Barkway, Royston, Hertfordshire, SG8 8EF. Case Ref No: 20/00874/FP - This application was discussed, however the Council was unable to make an informed comment due to the confusing information that was currently available to see on the planning portal. The Clerk to ask the Planning Officer at NHDC to make contact with the applicant/agent to ask them to supply a proper set of drawings with all the elevations shown. The Clerk to also request additional time to make comment on the application. **Action: Clerk**

Standing Orders were suspended to allow Dist. Cllr. Morris to give an update on the Wisbridge Reservoir project. Works had been continuing throughout lockdown and it was recommended that the Council write to ask the Environment Agency (EA) to reassess what was going on at the site. It was also recommended to follow this up by writing to MP Sir Oliver Heald further to his recent communication regarding his interest in protection of chalk based streams, of which one was the River Quin, which would be affected should water need to be extracted to fill the reservoir. It was proposed, seconded and agreed by all to write again to the EA and to Sir. Oliver Heald. **Action: Clerk**
Standing Orders were resumed.

7.3 Neighbourhood Plan (NP) – To note delay in progress on Regulation 14 Consultation due to Coronavirus and Government guidelines – noted.

7.4 Highways update – Nothing to report.

7.5 Sports and Recreation update and to consider request from Royston United FC to hold a football tournament in Barkway in August – after discussion it was proposed, seconded and agreed that the booking could be made provisionally but a final decision would be made 30 days beforehand depending on Covid-19 government guidelines on social gatherings in place at that time. **Action: Clerk/Bookings Clerk**

7.6 Community Property update – nothing to report.

7.7 Environment – to agree response to consultation on Barkway Footpath 26 diversion – It was understood that there was likely to be a revised proposal following receipt of some objections. It was proposed, seconded and agreed by all to wait to see revised consultation documents before submitting any comments. The Clerk to contact Robin Carr Associates accordingly. **Action: Clerk**

7.8 Media and Communications update – It was reported that there had been a few updates made on the website, mainly concerned with Coronavirus. An update on the Barkway Hub would be given at the next meeting. **Action: JCoX.**

It was noted that 20 people had now signed up to receive email alerts.

Standing Orders were suspended to allow County Cllr. Hill to inform the Council that additional funding was available from her Locality Budget Fund to help towards costs associated with protection against Coronavirus.

Standing Orders were resumed.

Cllr. Cox and the Clerk to submit an application for Locality Budget funding. **Action: JCoX/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 12.05.2020 was £86,183.98

Petty Cash £16.01

Receipts since the last meeting:

£50.00 – Barkway Vets – Hire of football pitches

£5,247.60 – HMRC – VAT reclaim

£18,360.00 – NHDC – Half Year Precept

8.2 To authorise payments to be made

Approval of payments since last meeting:

DD £8.40 x 2 – Sage Software – Monthly Subscription

DD £66.81 – Nest – Pension

DD £66.00 – Nest Pension

DD £8.70 x 2 – Castle Water – Waste Water Pavilion

DD £61.00 – EDF – Electricity Pavilion

DD £81.00 – EDF – Electricity Pavilion

DD £13.00 x 2 – Affinity Water – Water Pavilion

CHQ 102905 £650.00 – P Jackson – Electrical Inspections for Pavilion and Reading Room

CHQ 102906 £120.00 – The Diary – Advertising for the Community Room One Year

CHQ 102907 £395.00 – A Dodkin – Maintenance Pavilion

CHQ 102908 £120.00 – D Dodkin – Maintenance Pavilion

CHQ 102909 £1,200.00 – Gov Resources Ltd – Consultancy Neighbourhood Plan & NHDC Local Plan

CHQ 102910 £194.40 – Shelley Signs – Depth Gauges for Pond and Wagon Wash

CHQ 102911 £242.40 – Sage UK Ltd – Accounts Software One Year

CHQ 102912 £480.20 – HAPTC – Annual Subscription

CHQ 102913 £17.00 – R Bonfield – Maintenance Pavilion Mar

CHQ 102914 £10.00 – The One Hundred Parishes Society – Annual Subscription

CHQ 102915 £421.63 – HMRC – PAYE Jan-Mar

CHQ 102916 £1,050.71 – Catharine Toms – Clerk’s Salary and Office Allowance

CHQ 102917 £57.50 – Roz Danter – Cleaning/Bookings Clerk Mar

CHQ 102918 £37.50 – Orla Swann – Litter Picking Mar

CHQ 102919 £37.50 – Kaitlin Aldridge – Litter Picking Mar

Approval of payments to be made at meeting:

CHQ 102920 £40.00 – Information Commissioner – Data Protection Fee

CHQ 102921 £34.00 – R Bonfield – Pavilion & Rec. Maintenance Apr

CHQ 102922 £2,613.19 – Cain Markings – School Playground (Solar Farm Fund Expenditure)

CHQ 102923 £1,050.51 - Catharine Toms – Clerk’s Monthly Salary + Office Allowance

CHQ 102924 £22.19 – Catharine Toms – Clerks Expenses *

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£7.80 – Tesco - Stamps

£14.39 – Zoom – One Month

Parish Council – Pavilion Account:

Bank Balance at 12.05.2020 was £286.38

Receipts since last meeting: None

Payments since last meeting: None

Reading Room Accounts:

Bank Balance at 12.05.2020 was £959.59

Receipts since last meeting: None

Payments since last meeting:

DD - £115.70 – Total Gas & Power – Electricity Reading Room

DD - £40.18 – NHDC Rates Reading Room

8.3 To set date for next meeting of Finance Working Group – It was proposed, seconded and agreed as Tuesday 26th May at 7pm. Resolved. **Action: Clerk**

9. Correspondence: A letter had been received from the owner of Anstey Quarry regarding an update on matters relating to the site. The Clerk to respond asking that the Parish Council continues to be kept informed. **Action: Clerk**

10. Items to be deferred to the next meeting – Review of quotations for repair/replacement/maintenance of Playground equipment, Planning applications (see items 7.2.9 & 7.2.11). Wisbridge Reservoir project. Barkway Hub update.

11. Date of next meeting: Tuesday 26th May (Extraordinary Meeting)

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