

**Minutes of Barkway Parish Council Meeting  
Held in the Community Room, Barkway on 13th August 2018 at 7.30pm.**

- 1. In attendance:** Cllrs:  
Dr G Frapporti (Chair)  
Mr W Dennis (Vice Chair)  
Mrs J Connolly  
Dr R Davidson  
Mr P Baker  
Mr K Melson  
Dr M Price (Co-opted at meeting)

**Also present:** Mrs C Toms (Clerk/RFO)  
District Cllr. Gerald Morris  
County Cllr. Fiona Hill  
District Cllr. Tony Hunter

**Members of the Public:** Rev'd S Falaschi-Ray, Mr G Swann

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

**3. To receive Councillor's Declaration of Interest and to remind Councillors of their requirement to update register of interests under change of circumstances:** None received.

**4. Minutes**

**4.1 To approve the minutes of the last meetings - 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 - None.**

**6. Council Administration**

**6.1 To co-opt new Councillor -** Dr Michael Price was present to put himself forward to become a Parish Councillor. Previously the Clerk had forwarded to all Councillors a resume from Dr Price. It was proposed by Cllr. Dennis and seconded by Cllr. Baker and agreed by all to co-opt Dr Price onto the Parish Council. He was welcomed onto the Parish Council. He duly signed a declaration of acceptance of office and was then able to partake as a Councillor for the rest of the meeting.

**6.2 Update on audit -** The Clerk reported that the 30 working day period of public rights had finished on 6th August and during this time no members of the public had requested to inspect the financial records. It was expected that the external audit would be complete by the beginning of September.

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

**7.1 NHDC Local Plan - update -** No update to report. The independent Inspector was still examining the Plan and following that it would go back out for further public consultation for a period of 6 weeks. It was thought likely that it would then be early 2019 before it would be voted on for adoption at a full NHDC meeting.

## **7.2 Planning**

**7.2.1 To consider and make comment on planning application: Full Permission Householder : Replacement rear garden wall.**

**51 High Street, Barkway, Royston, Hertfordshire, SG8 8EB - Case Ref No: 18/01857/FPH** - After considering this application it was proposed by Cllr. Davidson and seconded by Cllr. Connolly and agreed by all that there was no objection to this application. Cllr. Davidson to respond to NHDC. **Action: RD**

**7.2.2 To consider and make comment on planning application: Outline Application : Erection of six dwellings (3 number 3 bedroom houses and 3 number 2 bedroom houses) (outline all matters reserved except for access and layout)**

**Barkway Service Station, London Road, Barkway, Royston, Hertfordshire, SG8 8EY - Case Ref No: 18/01916/OP** - After considering this outline application, it was proposed to object to this application. The reasons for objection were:

- 1) Development outside the Permitted Development Boundary, and on land not included in the Submission Local Plan.
- 2) Close proximity to a working chicken farm and a known and recognised source of nuisance and bio-hazardous mal-odours.
- 3) Ribbon Development - currently there were no other residences in the area on that western stretch of London Road.
- 4) Access to Buckland Road - a new entrance onto the narrow Buckland Road would be inappropriate servicing that number of dwellings.
- 5) Traffic Survey - no traffic survey has been conducted to support the application considering the proximity to the junction with London Road.
- 6) Density of the proposed site, leaving insufficient parking and turning space for vehicles.
- 7) Sustainability under the National Planning Policy Framework (NPPF) - It contravened the NPPF Paras 17, 28, 30, 34, 35, 95.
- 8) The site had historically been found to be unsuitable for development, the new application did not demonstrate sound proposals to overcome the current and historical problems that development on that site would create.
- 9) The design and access statement did not provide any actual material planning considerations.

It was proposed by Cllr. Davidson, seconded by Cllr. Dennis and agreed by all to object to this application. Cllr. Davidson to respond to NHDC. **Action: RD**

**7.2.3 To update on public responses to planning application 18/01502/OP (site BK3)** - It was noted that there had been nearly 200 objections submitted to NHDC. Herts County Council (HCC) Highways had recommended refusal due to the proximity of the site entrance splays to the 30mph signs along Royston Road. It seemed that no archaeological investigations had been carried out on the eastern side of the site, the applicant was relying on those already done on the western side. It was not yet known when the application would be heard by the NHDC Planning Control Committee. It was considered essential, due to the fact that there was only one chance at the Planning Control Committee meeting to lodge an effective and powerful objection, that the Council should investigate seeking professional help. Timelines would be investigated to decide what needed to be done and by when. It was considered that at this stage to hire a barrister to oppose this application might not be necessary and could well be unaffordable. The objection already lodged by the Parish Council had been checked over by Campaign to Protect Rural England (CPRE) prior to submission to NHDC and had been considered extremely comprehensive. It was proposed by Cllr. Frapporti, seconded by Cllr. Dennis and agreed by all to start the process of investigating the cost and availability of professional help. Meldreth Parish Council would be contacted for advice

as it had fought a similar application and in addition CPRE Herts would be contacted to ask if they could recommend a planning expert who was familiar with the NHDC Submission Local Plan and who had experience of dealing with NHDC. (**Action PB**). The professional who had helped with the Neighbourhood Plan would also be contacted for advice. Findings would be reported back at the September meeting.

**7.2.4 To ratify response sent to NHDC regarding planning application 18/01502/OP (site BK3) see Appendix A -** (see item 7.2.3) It was proposed by Cllr. Davidson, seconded by Cllr. Frapporti and agreed by all.

**7.2.5 Short update on the new NPPF and implications for BK3 -** Cllr. Davidson explained that the new NPPF had changed its criteria. There was now emphasis on deliverability within timescales. It also gave weight to land offered in the submission period of an emerging Local Plan but sustainability still remained a key part.

### **7.3 Highways**

**7.3.1 Highways report -** Cllr. Dennis reported that he was still trying to arrange a road closure for Remembrance Day in November. Canon Ruth had indicated that this year Barkway would have the procession comprising of the British Legion and the Scouts.

He was still in dialogue with HCC regarding possible use of the grass verges on the side of Cambridge Road with no footpath for creating additional parking. He had not as yet had any response back from HCC Highways.

**7.3.2 Update on investigations regarding obtaining a weight restriction for the High Street -** Since the last meeting Cllr. Dennis had sent everyone an idea of the proposed traffic survey spreadsheet and had welcomed any comments on the content. He was still struggling to establish exactly what information and evidence would be required from the traffic survey. He ideally wished to get the speed activated signs changed on London Road and Cambridge Road to SIDs (as on Royston Road) as this showed actual speed of vehicles and also collected other data. It was understood that this would need to be funded from a HCC Highways budget and he would therefore need to approach Highways.

**7.3.3 To note concerns of residents over parking in Periwinkle Close (for information only) -** Cllr. Davidson wished to bring to the Parish Council's attention the current parking issues in Periwinkle Close. Cars from other areas were being parked in the road at a 90 angle to the kerb which was resulting in congestion and safety issues for other users of the road. Unfortunately as parking was not within the remit of the Parish Council, residents needed to contact the Police about this inconsiderate parking.

### **7.4 Sports and Recreation**

**7.4.1 Update on pitch condition and maintenance -** Cllr. Melson reported that the recent rain had improved pitches and that the pitches were now all marked out again ready for the start of the new season.

**7.4.2 Update following pre-season meeting with Royston Town FC (Weds 8th August) -** Cllr. Melson and the Clerk had met with representatives from RTFC in order to make introductions and iron out any issues before commencement of the new season.. There was a problem with the bottom goals being moved about by a group from another Sunday league team practicing on the pitches free of charge and without permission when the pitches were supposed to be rested. Cllr Melson had spoken to them and hopefully resolved the matter. It was considered that the solution would be to roll up nets and secure with cycle padlocks when not in use to discourage this abuse of the equipment.

**7.4.3 To receive and accept Installation Safety Certificate supplied by PlayQuest following installation of the new zip wire -** After some further discussion it

was agreed to improve safety by installing some rubber matting around the base of the launch platform. **Action: KM/Clerk**

**7.4.4 Update on safety signage for new zip wire** - Cllr Davidson to obtain signs. **Action: RD**

**7.4.5 Update on any other Recreation Ground maintenance issues** - It was reported that a new dog fouling sign had been placed at the War Memorial entrance to the Rec., replacing a broken one. It was understood that no access could be gained to the shed as the lock had seized. Cllr. Price offered to help sort this out. **Action: MP/Clerk**

## **7.5 Community Property**

**7.5.1 Newsells War Memorial renovation update** - The Clerk informed the Council that a site visit had taken place by an officer from the War Memorials Trust. He had examined the stone and surrounding area and would be putting together a recommended schedule of works. The Clerk had been informed that it was unlikely that much grant funding would be available as the grant fund for this centenary period (2014-2018) was now all spent. It was considered by the Parish Council that there was a duty of care to restore the memorial.

**7.5.2 Reading Room - maintenance update** - It was reported that the Dodkins would hopefully soon be commencing work on the brickwork. In the interim they had dealt with a malfunctioning high level smoke detector in the room.

**7.5.3 Pavilion maintenance update and to agree to finish work on changing room area floors** - The Clerk informed the council that a third test area on the floor was available to see and could be examined after the meeting. To recoat with this material would cost £563.53 + VAT. It was agreed that work needed to be completed as soon as possible now as RTFC were keen to re-start training for the new season. **Action: Clerk**

**7.5.4 Update on proposal to install disabled access into the Recreation Ground and Pavilion** - Cllr. Baker reported he had met two different contractors to discuss the project and was currently awaiting quotations and would report on this again at the next meeting. **Action: PB**

## **7.6 Environment**

**7.6.1 To agree to complete urgent tree work required within budget year at higher than budgeted cost** - The recent tree survey had recommended immediate work that would cost £230 + VAT and non-urgent work required over the next 12-18 months that would cost about £1200 + VAT. It was questioned whether a discount could be negotiated to do the work all at once. Cllr. Frapporti to investigate and report back at the September meeting. **Action: GF**

**7.6.2 Update on ownership of strip of land between 102 and 106 High Street** - There was no news to report on this as yet from checking with the Environment Agency records. County Cllr. Hill mentioned that she could check with HCC and report back. The Clerk to send her the map again indicating the area in question. It was reported that a second tree had since fallen down. Cllr. Frapporti would check with the Environment Agency. **Action: GF/FH/Clerk**

It was noted that Anstey Quarry had recently been given 30 days to comply with their licence agreement. They had been found to have been greatly exceeding the terms of their licence.

## **7.7 Media and Communications**

**7.7.1 Police Report** - A recent Police report had not detailed any recent local crime although it was understood from Cllr. Price that there had been a garage break in within the last 3 months on the Millcroft site.

**7.7.2 To discuss progress with 'Liaison with other villages' project** - nothing to report.

Cllr. Melson asked if the website could be a standard future item on the agenda. **Action: Clerk**

**7.8 Special Projects - update on installation of a defibrillator in the former phone box in the High Street** - Cllr. Connolly reported that installation of the defibrillator would be in about 2 weeks time. She recommended that it was best to get the equipment installed and she would then make arrangements for the necessary training. **Action: JC**

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

**8.1 To provide report from quarterly meeting of the Finance Committee** - (see Appendix B)

**8.2 To consider grant applications from Barkway Chapel and Church for churchyard maintenance** - The Clerk reported that Barkway Chapel had submitted a grant application for £200, this was the same amount as requested last year and was within budget. It was proposed by Cllr. Dennis, seconded Cllr. Frapporti and agreed by all to approve the grant application. **Action: Clerk**

As yet, no grant application had been received from Barkway Church.

**8.3 To give thought to possible projects for Solar Farm fund expenditure** - It was proposed and agreed to defer this matter until the September meeting and thought was to be given to this in the meantime. **Action: All**

It was agreed that the village would also be consulted on how the money could be spent. The Clerk reported that she had now invoiced Push Energy for the 5th and final payment.

**8.4 To provide update on current financial position**  
**Parish Council Account:**

The Parish Council bank balance at 13.08.2018 was £74,711.62

Petty Cash £25.00

**Receipts since the last meeting:**

£32.00 - Agouropoulo (Yoga) - Hire of Pavilion and Community Room

£1,506.00 - Royston Town Football Club - Football Contribution

£40.00 - Agouropoulo (Yoga) - Hire of Pavilion and Community Room

**8.5 To authorise payments:**

**Approval of payments since last meeting:**

DD £43.88 - NEST - Pension Contributions

DD £7.20 - Sage Software - Monthly Subscription

DD £120.25 - NHDC - Waste Collection Pavilion

DD £9.71 - Castle Water - Waste Water Pavilion

DD £69.00 - EDF - Direct Debit - Electricity Pavilion

DD £10.00 – Affinity Water – Direct Debit - Water Pavilion

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

CHQ 102663 £10,188.00 - Littlethorpe of Leicester Ltd - New Bus Shelter

CHQ 102664 £215.34 - HMRC - PAYE Apr-Jun

CHQ 102665 £70.00 - T S Drake - Grass Cutting Rec. July

CHQ 102666 £1,920.00 - The Community Heartbeat Trust - Defibrillator

CHQ 102667 £200.00 - The Community Heartbeat Trust - Installation of Defibrillator

CHQ 102668 £5.68 - Jewson Ltd - Cable Ties - Battle 4 Barkway Signs

CHQ 102669 £67.00 - Sonia Falaschi-Ray Expenses - Paper & Ink (Battle 4 Barkway)

CHQ 102670 £75.42 - Bob Davidson Expenses - New Sign for Entrance to Rec.

CHQ 102671 £912.30 - Catharine Toms – Clerk's Monthly Salary + Office Allowance

CHQ 102672 £72.25 - Janine Reay - Final Pay re: Bookings Clerk/Cleaner Pavilion Jun  
CHQ 102673 £60.00 - Abby Chisnall - Litter Picking Jul  
CHQ 102674 £51.00 - Roz Danter - Cleaning/Bookings Clerk Pavilion Jul  
CHQ 102675 £231.81 - Catharine Toms - Clerk's Expenses\*

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£10.40 Sainsburys - Refreshments Training Session  
£5.00 Sainsburys - Battery for Smoke Alarm in Reading Room  
£9.90 Sainsburys - Bin Liners for Pavilion  
£143.86 123-Reg - Web Hosting Renewal  
£4.50 Return Mileage to Jewsons  
£11.48 Amazon - Socket Covers for Pavilion  
£17.00 Amazon - Floor Sign for Pavilion  
£6.75 Amazon - Slippery Surface Signs for Pavilion  
£7.45 Amazon - Double Sided Tape for Pavilion  
£9.97 Amazon - Combination padlock for Pavilion Shed  
£4.00 Tesco - Tea Towels for Pavilion  
£1.50 Tesco - Envelopes

**Parish Council - Pavilion Account:**

Bank Balance at 13.08.18 was £406.38  
Receipts since the last meeting: None  
Payments since the last meeting: None

**Reading Room Accounts:**

Bank Balance at 13.08.18 was £939.20  
Receipts since the last meeting: None  
Payments since the last meeting:  
£39.00 - DD - NHDC Rates

**9. Correspondence:**

**9.1 Communication regarding signage relating to site BK3** - An objection had been received regarding the signage referring to the BK 3 proposed development and it had been requested that signage should all be taken down immediately. The Council, after consideration decided that as this had been the only complaint received, and in fact there had been numerous positive comments, that the signage should remain in place. The Clerk to respond to the complainant. **Action: Clerk**

**9.2 To ratify response regarding communication about the future of the Reading Room** - This was all approved. A further communication had since been received to which the Council agreed that they shared the enthusiasm for the idea of a Barkway Museum with the Local History Group but needed a proposal from them, as this would be at a cost from the Precept to continue maintaining the Reading Room facility for this project, as to how they planned to sustain this idea going forward and how they planned to make it freely accessible for anyone in the village. The Clerk to respond. **Action: Clerk**

**9.3 Communication from Stallibrass Alms House Charity Committee** - requesting the Council to appoint a new Parish Council Trustee for the Committee. It was indicated that a person had volunteered to take on this role. All approved. **Action: Clerk**

**10. Date of next meeting:** Monday 10th September

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