

**Minutes of Barkway Parish Council Meeting
Held in the Reading Room, Barkway on 9th April 2018 at 7.30pm.**

1. In attendance: Cllrs:
Dr G Frapporti (Chair)
Mr B Morss
Mrs J Connolly
Mr W Dennis

Also present: Mrs C Toms (Clerk/RFO)
Dist. Cllr. Gerald Morris

Members of the Public: None present

2. To receive and accept apologies for absence: Cllr. G. Swann (on holiday), Cllr. P. Baker (on holiday), Cllr. R. Davidson (unwell), County Cllr. Fiona Hill. Apologies accepted.

3. To receive Councillor's Declaration of Interest: None received

4. Minutes

4.1 To approve the minutes of the last meetings - approved as read.

4.2 To consider any matters arising from the last meeting - The Clerk reported that further to a complaint made following an incident of a loose dog attacking another dog being walked across private land on footpath 13, the Rights of Way Officer had been contacted at Herts County Council (HCC). She had since written to the landowner to remind them of their duties to ensure that the footpath is safe for all users. It had since been noticed that some new fencing had been put up and signs requesting walkers to close the gates after them.

5. Public Session - to receive representations from members of the public - No one present.

6. Council Administration - update on planning training sessions for Councillors - The Clerk reported that she had contacted North Herts District Council (NHDC) and had been advised by Simon Ellis (Development and Conservation Officer) that as a result of similar requests for training from other Parish Councils, they had agreed to hold a planning training session at the Council offices in May/June 2018, the date to be confirmed. Two members from each Parish Council would be invited to attend.

7. To receive updates from Portfolio Holders

7.1 NHDC Local Plan Hearing - update - The Clerk reported that there was not much update apart from to confirm that Newsells Park Stud had now submitted a further representation to the Inspector in the form of a letter from a Consultant they had used for over 20 years who stated in his opinion that the proposed development on site BK3 would undoubtedly have a serious detrimental effect on the Stud's operation.

7.2 Planning

7.2.1 To consider and make comment on planning application: Full Permission Householder : Replacement timber shed in rear garden.
75 High Street, Barkway, Royston, Hertfordshire, SG8 8EB - Case Ref No: 18/00707/FPH - After consideration of this application, it was proposed by Cllr.

Frapporti, seconded by Cllr. Morss and agreed by all that there was no objection to this application. The Clerk to respond to NHDC. **Action: Clerk**

7.2.2 To consider and make comment on planning application: Full Permission Householder : Erection of outbuilding to accommodate two stables, tack room and hay store.

Beeches Barn, Newsells Village Road, Barkway, Royston, SG8 8DE - Case Ref No: 18/00395/FPH - After consideration of this application, it was proposed by Cllr. Frapporti, seconded by Cllr. Connolly and agreed by all that there was no objection to this application. The Clerk to respond to NHDC. **Action: Clerk**

7.2.3 To consider and make comment on planning application: Full Permission Householder : Erection of a single storey habitable detached timber outbuilding in rear garden.

144 High Street, Barkway, Royston, Hertfordshire, SG8 8EG. Case Ref No: 18/00766/FPH - After consideration of this application, it was proposed by Cllr. Frapporti, seconded by Cllr. Dennis and agreed by all that there was no objection to this application on the understanding that it was purely for a garden office rather than somewhere to be lived in. The Council was concerned about the use of the word 'habitable' in the title of the application. The Clerk to respond to NHDC. **Action: Clerk**

7.3 Highways

7.3.1 Highways report - no update to report. Cllr. Dennis informed the Council that he still needed to meet up with Cllr. Swann for a proper handover of the Highways portfolio which would give him the necessary contact details and other background information. The Clerk reported that she had received an email from the Clerk of Braughing Parish Council asking if Barkway Parish Council had contacted the Traffic Commissioner regarding the non-compliance of Anstey Quarry with their road traffic movements. It had been responded Barkway Parish Council had not contacted the Traffic Commissioner and that proof of this non-compliance would need to be gathered by means of a survey carried out as a group of villages along the B1368. It was suggested that Braughing may wish to get involved as it would also produce other data which would help in the course of trying to obtain a weight restriction along the B1368.

7.3.2 Update on investigations regarding obtaining a weight restriction for the High Street - no further update to report (see item 7.3.1).

7.3.3 Update on land behind Windmill Close - Cllr. Swann reported in his absence that the solicitors had informed him that the Land Registry were currently taking a long time to process applications.

7.3.4 Update on replacement bus shelter on Royston Road / Periwinkle Close - It was reported that £4,000 funding towards the bus shelter had been received from HCC and that news was still awaited from NHDC as to whether S106 monies might be available for the balance of the cost. Nothing could be ordered until finance was in place. The Clerk expressed concern that still no response had been received from NHDC and asked Cllr. Morris for support in the matter. He suggested emailing Ashley Hawkins at NHDC and copying in himself and County Cllr. Fiona Hill. **Action: Clerk**

7.4 Sports and Recreation

7.4.1 Pitch maintenance and football update - Cllr. Morss reported that there were no problems currently with the football, all was going well. Tim Drake had completed some necessary pitch maintenance of rolling and vertically spiking both pitches.

7.4.2 Playground maintenance - update on quotations received to purchase new zip wire and funding sources available and to agree to progress to place order. Cllr Morss informed the Council that the preferred option was the cheaper quotation from PlayQuest of £7,495.00 + VAT. This would be for the supply and installation and would

include grass mat safer surfacing. Volunteers would dismantle the old zip wire and clear the site in exchange for the wood. Funding was currently being sought from NHDC S106 monies and any shortfall would be made up from Solar Farm funding. Cllr. Morss would check with the supplier as to age range suitability of the new equipment. It was proposed by Cllr. Frapporti, seconded by Cllr. Morss and agreed by all to go ahead with this project. **Action: BM/Clerk**

7.4.3 Update on Recreation Ground maintenance - The Clerk informed the Council that, weather permitting, work was currently being carried out by Mr Bonfield with weeding and tidying up the play area. She would contact Mr Bentley to find out if he could tidy up the Pavilion driveway and the perimeters of the Rec. **Action: Clerk**

7.5 Community Property

7.5.1 Newsells War Memorial renovation update - The Clerk informed the Council that she was still waiting to hear back from the War Memorials Trust when they could do a site visit to produce a job specification for the project.

7.5.2 Reading Room - maintenance update - no update. A meeting of the Reading Room Management Committee was yet to be organised. **Action: Clerk**

7.5.3 Pavilion maintenance update - It was reported that there had been a new plumbing leak from the showers in changing room. It had been temporarily fixed over the weekend and since then the Dodkins were dealing with it. This had been one of a series of problems which could possibly be attributed to deliberate damage. It was agreed that a close eye needed to be kept on the place. Mr Bonfield would be asked to be very vigilant when checking the building. **Action: Clerk**

It was understood from the Bookings Secretary that there was now a regular hirer at the Community Room holding a Yoga class on a Monday morning. Cllr. Morss had also received another enquiry from a proposed regular hirer which he would follow up. It was agreed to look at the current hiring agreement and adapt it for regular hirers. This matter to be postponed until the May meeting. **Action: BM/Clerk**

7.6 Environment

7.6.1 To review and agree actions for tree maintenance on Parish Council owned land for the forthcoming year - Cllr. Frapporti apologised that due to lack of time he still needed to approach the tree company. He would do this before the next meeting. **Action: GF**

7.6.2 Update on litter picking - The Clerk reported that the new litter picker had now started and that all was going well.

It was mentioned by Cllr. Dennis that there had been some recent fly tipping in the car park by the Pavilion which he had reported online. There had also been a recent large gathering of young people in cars in the Village Hall car park which had caused noise and nuisance to neighbouring properties up until 11.45pm one evening. The Police had been informed and had agreed to keep an eye out for any further antisocial activity.

Cllr. Morris asked if he could mention that there were currently two consultations going on which might be of interest to the Parish Council. One was by the Ministry of Housing, Communities and Local Government (MHCLG) regarding Powers for dealing with unauthorised development and encampments. The aim being to make it easier to deal with these matters. The closing date for comments was 15th June. The second one was a consultation on a new proposed draft of the National Planning Policy Framework (NPPF). The closing date for comments was 10th May. The Clerk to forward details of this to all Councillors in case there was anything there which could be relevant to site BK3. **Action: Clerk**

Cllr. Morris departed from the meeting at 8.25pm. He was thanked for attending.

7.7 Media and Communications

7.7.1 Police Report - There had been no local crimes to report in the last month.

7.7.2 To discuss progress with 'Liaison with other villages' project - Cllr. Dennis would be emailing the other villages to get the ball rolling. **Action: WD**

7.7.3 To agree to produce next edition of the Bulletin and to agree items for inclusion - It was agreed that a further edition of the Bulletin was overdue. Items agreed for inclusion were fly tipping, zip wire, updates on the Local Plan, the bus shelter and the new Councillors, and a notification of the Annual Parish Meeting. Councillors were asked to submit entries for the Bulletin as soon as possible to the Clerk with the aim of production and distribution before the end of April. The Clerk to ask Gordon Baker if he would be willing to be editor again. **Action: All/Clerk**

7.8 Special Projects - update on research regarding installation of a defibrillator in the former phone box in the High Street - Cllr Connolly informed the Council that she had received a quotation from Community Heartbeat for a defibrillator and cabinet but she still had a few questions to ask them. She would report back on the matter at the May meeting. **Action: JC**

8. Finance - to receive finance reports from the Clerk

8.1 To provide quarterly financial report

The Parish Council bank balance as at 31.03.2018 was £73,217.44

Petty Cash balance was £45.00

8.2 To set a date for next meeting of the Finance Committee

8.3 To provide update on current financial position

Parish Council Account:

The Parish Council bank balance at 09.04.2018 was £72,327.62

Petty Cash £45.00

Receipts since the last meeting:

£7,220.00 - War Memorials Trust - grant for renovation of War Memorial

£48.00 - Brown - Hire of Pavilion and Community Room

£4,000.00 - Hertfordshire County Council - Grant towards Bus Shelter

£124.00 - Loates - Hire of Pavilion and Community Room

8.4 To authorise payments:

Approval of payments since last meeting:

DD £23.13 - NEST - Pension Contributions

DD £7.20 - Sage Software - Monthly Subscription

DD £61.00 - EDF - Direct Debit - Electricity Pavilion

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

Approval of payments to be made at meeting:

CHQ 102633 £210.90 - HMRC - PAYE Jan-Mar

CHQ 102634 £200.00 - T Drake - Line Marking Mar

CHQ 102635 £91.30 - R Bonfield - Maintenance Pavilion

CHQ 102636 £446.17 - HAPTC - Annual Subscription

CHQ 102637 £102.85 - Francis Duncan - Annual Planting of War Memorial

CHQ 102638 £210.00 - A Dodkin - Renovation of Map Board

CHQ 102639 £170.00 - D Dodkin - Renovation of Map Board

CHQ 102640 £65.70 - Ordnance Survey Ltd - Renewal of Map Licence (Neighbourhood Plan)

CHQ 102641 £10.00 - The Hundred Parishes Society - Annual Subscription

CHQ 102642 £2,000.00 - Barkway Village Hall - Grant towards Kitchen Extension (from Solar farm fund)

CHQ 102587 £912.30 - Catharine Toms – Clerk’s Monthly Salary + Office Allowance

CHQ 102588 £85.00 - Janine Reay - Cleaning/Bookings Pavilion - March

CHQ 102589 £45.00 - Abby Chisnall - Litter Picking March

CHQ 102590 £393.60 - Barkway Reading Room - Rates 2018/19

Parish Council - Pavilion Account:

Bank Balance at 09.04.18 was £406.38

Receipts since the last meeting: None

Payments since the last meeting: None

Reading Room Accounts:

Bank Balance at 09.04.18 was £851.85

Receipts since the last meeting: None

Payments since the last meeting: None

9. Correspondence: Nothing not reported elsewhere.

10. Date of next meeting: Monday 14th May

There being no further business, the meeting ended at 8.50pm