

## Appendix A

### Barkway Parish Council Meeting - Tuesday 11th June 2019

#### Notes from Barkway/Nuthampstead NP SG meeting 15<sup>th</sup> May 2019

Attendees: Catharine, Bill, Jackie, Julia, Peter, Ruth

Apologies: Elena, Mike Chapman

1. Plans for Vision & Objectives public meeting on 29<sup>th</sup> May
  - a. The meeting will start at 8pm (attendees can arrive from 7.30pm for wine) and will start with a short introduction by the chair of the PC then move to the NP presentation (approx. 20mins in total incl. Q&A). This will then be followed by a PC summary (~ 20min) then a break of 15mins for drinks/sandwiches then move into the PC meeting. Govresources team can leave after their presentation or (more likely) after the 15min break which would give the opportunity for extra queries from attendees
  - b. Each attendee (incl. PC) will be given a vision & objectives feedback form on arrival (completed forms will be collected at the end). **Action: Ruth to produce updated version with different age groupings. Action: Catharine to arrange for printing of x copies of 1 double-sided page**
  - c. Presentation (by Jacqueline) should include a summary of what has happened so far, vision & objectives then what happens next (including the next open day for LGS and views feedback, hopefully in July); it should include some of the recent pictures taken. It would be followed by an open Q&A session but made clear that any extra queries later can be channelled via Catharine to be passed on to Govresources
  - d. A parish meeting was held at Nuthampstead earlier this month where the vision and objectives were discussed (& received well). **Action: Julia to send briefing paper & draft minutes from this meeting to Ruth & Jacqueline**
2. Grant
  - a. End of grant report has been completed by Catharine
  - b. New grant window has now opened and Catharine is in the process of completing an Expression of Interest form
  - c. Once the grant form comes through, there is a 2-week window to complete the grant, which is for a maximum of 6 months, so Catharine will need to work with Ruth to determine what should be in the grant e.g. working out whether to include pre-submission costs in the grant. However, note that money can be carried forward to a later period if unspent.
3. **CDA Housing Needs Survey** – no feedback received yet
4. **Topic Group updates**
  - a. Bill working on history/archaeology – wants to include plans to improve the waggon wash & chalk pit which are in a bad state, maybe getting heritage lottery grant. Arranging meeting with CMS (country management services) & writing to David Starkey. Nuthampstead museum do regular digs and have very interesting displays so Bill will contact curator. A team member is collating a list of what was in the High Street. **Action: Ruth to check if Barkway is an archaeological alert area**
  - b. Bill also working on environment, Local Green Spaces (LGSs) & views. Taking a lot of photos but these need to be filed and described. Team members need to go round the parish to assess sites for potential as LGSs (using spreadsheet supplied) but a site must be special to qualify. Suggested that a site could be identified for tree-planting and

maybe have a policy for this. Need to get info on LGSs and views fairly quickly as we would want to have an open day for feedback no later than mid-July (before summer holidays) **Action: Bill to progress the LGS/views and assessment ASAP and will contact Ruth if he needs help with assessment.**

- c. Julia's follow-up with NH queries on health & sport delayed because the district council is hung after the elections and the new portfolios won't be decided until after their AGM on 21/5. She will follow-up with the (new) councillor about a week after the AGM
  - d. Jackie is adding extra events (not many so far) to the consultation report. She needs to include the recent Nuthampstead meeting. **Action Julia to send Nuthampstead meeting info to Jackie**
  - e. Elena has been working on the transport aspect and had meeting recently on this topic. Pictures are being taken of parking issues
- 5. Draft NP document** – changes have been made to include feedback from Elena (& other feedback from the last meeting, including updated vision & objectives). Some extra changes will be made later this week. **Action: Ruth to send updated version**
- 6. Schedule review**
- a. Need to aim to get next open day (for LGS & views) by mid-July. Following that, changes to be made to NP doc to finalise it and it would need to go to PC for review prior to endorsement in a public PC meeting
  - b. Team thought it would be good to have a summary document for delivery to all households, with full doc available online and in specific places such as the Reading Room
- 7. No AOB.**
- 8. Next meeting at date TBD in June**