

BARLEY PARISH COUNCIL
Minutes of meeting of Barley Parish Council
held at the Town House on Monday 1st July 2019

1. PRESENT

Cllr Jerry Carlisle, Cllr Brian Haughey, Cllr Bill Sterland, Cllr Yvonne Lee, Cllr David King.

2. In Attendance

County Cllr Fiona Hill, District Cllr Tony Hunter, District Cllr Gerald Morris, Mel Chamings (Clerk), Tim Martin (RFO).
4 members of the public.

3. Welcome and Apologies.

Apologies were received from Cllr Ian Turner and Mr. Nick Shaw.

4. DECLARATION OF INTEREST

No declarations of interest were made.

5. APPROVAL OF MINUTES OF AGM 13th May 2019

The Minutes of the meeting held on 3rd June 2019 were read and approved. Proposed by Cllr Haughey and seconded by Cllr King

6. MATTERS ARISING

The clerk was asked to report on the action log which had been distributed with the agenda papers.

Cleared actions

The Clerk confirmed that:

- 1) Cllr King had delivered the invoice for the materials for Thornes, who had commenced work on the Plaistow footpath today.
- 2) Cllr. Carlisle confirmed that the additional water tank and piping were available for the allotments and to avoid damage a trench would now be dug to bury the water pipe underground.
- 3) The Planning meeting with Richard Tiffin had been booked for 15th July at 3.30pm in the Town House.
- 4) The Clerk had provided a note on the framework for the development of a Neighbourhood Plan (NPlan). Such a plan would need to be aligned to the (District) Local Plan, which was still in the hands of the Inspector.
An NPlan would allow the community to gain direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. The process however was lengthy, potentially costly and would require commitment over a number of years.
Cllr Carlisle asked all councilors to consider the pros and cons of such a plan in advance of the September meeting when it would be discussed more fully.

Cllrs Hill and Hunter arrived at 20.10

- 5) The clerk had drafted a piece for the Diary concerning dog owners' responsibility for clearing up after their dogs.
- 6) The head teacher had forwarded the tree survey report. Whilst the council would consider donating towards the costs, it was important to note that responsibility for the trees lay with the school.
- 7) Cllr Lee had booked a meeting with Roger Truett to discuss the Scout hut plans and would report back to the next meeting.

Action carried forward

- 1) Cllr Haughey would organise a meeting with the NHDC officer responsible for street cleaning to establish what, if any, actions by the council would help to make the cleaning more productive.
- 2) Nick White apologised for the delay in setting up the WhatsApp security group but confirmed that it was in hand.
- 3) PSCO Brabrook was still waiting for clearance on the collective parishes' proposal from his senior officer. This is likely to be ongoing for at least two months
- 4) Ringway had sent a map of London Road highlighting the areas for which Highways were responsible including the verges and footpaths. This would facilitate discussion about the overhanging hedges with property owners. Discussions were ongoing.
- 5) There had been no success in acquiring a free source of bulbs for the village verge bulb planting idea. Various suggestions were made and the clerk was asked to contact Mrs.McMahon who had initiated the idea.

ANPR Camera

Cllr Haughey reported on his visit to the ANPR camera manufacturer, Wescote. Although the camera was fit for purpose and the cost reasonable, the supplier was reluctant to sell unless he could be assured that the local police were on side. To this end, Cllr Haughey had arranged a meeting with Richard Hand, who had responsibility for road cameras within the Tri-county.

County Cllr Hill said that she had still not received an answer about the use of the VAS poles and the electricity supply, but was aware that the Police and Highways both had to be in agreement in this case. The council should be prepared for a negative answer. She confirmed that she would have a response by the next meeting.

Highways Action plan

Derek Jerrard had updated the Barley Highways Action Plan. It was noted that

- The potholes in Smiths End lane had been jet patched;
- The hole in the middle of London road between Smiths End and the Chequers had been inspected by Anglian water who found that there was no issue with the sewer as had been suspected. Ringway would now need to open the road to investigate. This could entail road closure and could take up to 3 months to repair.
- Although the severe pothole in Bogmoor road was said to be in Cambridgeshire and therefore not Ringway's responsibility, Cllr Carlisle said that he noted that the pothole had been marked for repair.

Councillors were asked to alert the Clerk as soon as they spotted further issues for the plan so that it could be reported immediately, rather than waiting until the next council meeting. Cllr Carlisle noted that the gully at Picknage road/Royston junction was full causing a major overflow at a key junction. This item would be added to the plan.

Review of the village benches

Cllr Haughey reported that 3 benches required repair at a cost of £134.30. The war memorial bench would cost £299.99 plus incidental accessories. These costs were agreed by all.

Review of the Village Plan

It was noted that the Village Plan was now due for review. The Clerk was asked to alert villagers to the review.

External Defibrillator (AED).

The council agreed to become custodian of the AED and the Clerk was asked to confirm with Granta Medical that they were prepared for the AED to remain on the surgery wall. Regular checks were required to be carried out on the equipment and the Clerk would be responsible for these. She would meet with Rod Taylor, who had carried out the awareness event, for a handover.

Marquee Hire Health and Safety

Mr. Martin confirmed that the Safe Working Practice on Marquees document, prepared by DBA Safety consultant, was fit for the purpose of safety measures in the marquee hire agreement. Cllr Carlisle clarified that if Councilors chose to help erect the marquees that they made explicit to the hirer (paid or unpaid) that they did so under the hire agreement, not as part of the parish council.

7. PLANNING

*Planning consultation 19/01085/PNQ at land adjacent to.
2 and 3 Wells Cottages, Smiths End Lane, Barley, Hertfordshire.*

As NHDC had already refused prior approval for change of use, no response from the council was required.

Cllrs Hill, Hunter and Morris left at 21.05

8. FINANCE

Mr. Tim Martin (RFO) reported the following payments were due to be made:-

Parish Council payments

T Martin	381.82	RFO duties for June + stationery
M Chammings	49.99	Reimbursement re Norton anti-virus
M. Chammings	382.80	Clerk duties for June
Whippletree	134.30	Wood for village benches
HAPTC	70.00	Councilor training
HMRC	211.20	PAYE due for 2 nd quarter

Approvals were also given to go ahead with the installation of a new gate onto the Plaistow as per quotation received from J Guerro for £265 and for the purchase of a shed for the allotments.

Payments authorised and paid between meetings

Thornes	£360	Materials for footpath repair
J Carlisle	£86.45	Reimbursement for drinks for Annual Village Meeting
J Carlisle	£280.54	Reimbursement for water trough for the allotments

It was agreed that all of these payments should be made.

Proposed Cllr Lee, seconded Cllr Sterland

Town House payments

C Robinson	£100.00	Cleaning for June
R Saklatvala	£ 62.75	Letting Officer fee for June
The Travel Chapter Ltd	£180.00	Wedding magazine advertising
N Shaw	£250.25	Reimbursement for cleaning and purchase of equipment parts
T Paget	£150	Wedding deposit return
S Blair	£150	Wedding deposit return

It was agreed that all of these payments should be made.

Proposed by Cllr Sterland seconded by Cllr King.

Mr. Martin also reported that the internal audit report had been received and that all items were in order. The returns had now been sent to the external auditor and published on the website and notice board.

Finally, as VAT may become an issue once the Council starts on large works like the roof refurbishment or the changing rooms' project, Mr. Martin felt that it was essential to take expert advice on our VAT position. The consultation would cost in the region of £400. The Council agreed that the consultation should go ahead.

7. TOWN HOUSE

Nick Shaw had sent his apologies and reported that there were no outstanding issues to report. It was noted that the Letting Officer was on holiday.

8. RECREATION GROUND

In Cllr Turner' absence Cllr Haughey reported that the disabled gate by the scout hut was in hand(see payments schedule). The minor items for repair outlined in the recent RoSPA visit report were still outstanding.

Work on the shelter for the tennis club was complete.

9. HEALTH & SAFETY

The Clerk confirmed that the Town House monthly check was satisfactory. A meeting with DBA Safety, the Council's Health and Safety consultant would be arranged during the summer.

10. CORRESPONDENCE

An email from Graham Clerk was received. He reported that he had an informal meeting with Jon Vine, who was unlikely to be back on duty for another 2 months. He advised that the preferred arrangements for liaison with the police in future should be with the chairs of the Parish Councils. His intention was to meet with the Chairs as a group to discuss village issues and to facilitate prioritising police resources effectively.

Graham resigned from his position as the Barley Council police liaison representative and he was thanked for the work that he had done on the Council's behalf.

11. NEXT MEETING

There was no planned meeting in August. The next meeting would be held on 2nd September.

The meeting ended at 21.25