

**BARLEY PARISH COUNCIL**  
**Minutes of meeting of Barley Parish Council**  
**held at the Town House on Monday 2<sup>nd</sup> September 2019**

**1. PRESENT**

Cllr Jerry Carlisle (Chair), Cllr Ian Turner, Cllr Brian Haughey, Cllr Bill Sterland, Cllr Yvonne Lee, Cllr David King.

**2. In Attendance**

District Cllr Gerald Morris, Mel Chammings (Clerk), Tim Martin (RFO).  
2 members of the public.

**3. Welcome and Apologies.**

Apologies were received from County Cllr Fiona Hill and Mr. Nick Shaw.

**4. DECLARATION OF INTEREST**

No declarations of interest were made.

**5. APPROVAL OF MINUTES OF 2<sup>ND</sup> JULY AND 19<sup>TH</sup> AUGUST 2019**

The Minutes of the meeting held on 2<sup>nd</sup> July and 19<sup>th</sup> August 2019 were read and approved.  
Proposed by Cllr Haughey and seconded by Cllr Sterland

**6. MATTERS ARISING**

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

Cleared actions

- 1) Cllr. Carlisle confirmed that the additional water tank and piping were now installed on the allotments.
- 2) The planning meeting with Richard Tiffin (NHDC planning) had taken place on 15th July. Richard explained the planning criteria which those in attendance found valuable in considering future Barley planning applications.
- 3) The current Barley Village Plan and a news article alerting villagers to the imminent review of the plan were now on the website.
- 4) The clerk met with Rod Taylor, the official contact for Royston and District Healthcare Trust who had installed the AED at the surgery. Rod, on behalf of the Trust, had confirmed with Granta Medical that they were content for the AED to remain on the wall of the surgery and that the parish council was now the local custodian of the device. Following a coaching session on maintenance, the clerk took receipt of the appropriate paperwork.
- 5) Cllr Haughey had inspected all of the village benches and the necessary repairs to 3 of the benches had been carried out. The new bench at the war memorial had been installed. The bench memorial plaque would be reinstated. It was noted that although one of the flagstones was in need of repair, it did not hinder the security of the bench fixtures.  
A location plan for all of the 38 benches in Barley was now held on file.
- 6) The property owner had cut back the laurel hedge from the pavement opposite the Fox and Hounds as requested.
- 7) It was agreed that the Whatsapp action allocated to Mr. Nick White should be closed.

Action carried forward

- 1) Cllr Haughey contacted the NHDC officer responsible for street cleaning, Jamie Sells, and agreed the following enhancements to the Barley street cleaning schedule.  
The sides of Church End and the High Street that normally don't get cleaned because of parked cars would now be cleaned in a two part operation. On 1 October, the Town House side of Church End and 29<sup>th</sup> October, the Richmond's Garage and Surgery side would be cleaned. In both cases NHDC would send a team, probably on the day before to clear the pavements and footpaths on those sides.

Tom Warnham, Barkway had kindly agreed to provide street cones for the initial two part operation.

Residents would receive a leaflet drop to forewarn them of the proposed clean and asking for cars to be parked elsewhere for the period of the clean. Notices on the website and notice boards would also be posted.

- 2) 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
- 3) The Children's Speed posters were now with PSCO Brabrook who was awaiting permission from the children's parents for the installation and photo shoot.
- 4) Work on the London Road hedge would be carried out by Reg Nodes during the second week in October.
- 5) Mrs. McMahon thanked the council for their support for the village bulb planting project. She confirmed that the bulbs would be planted at the entrances to the village as a welcome to visitors.
- 6) Following correspondence from Susannah Murray, the clerk forwarded details of the current NHDC Resilience plan and alerted her to the imminent review of the Village Emergency Plan. The clerk would review and amend the plan as appropriate.
- 7) Cllr Lee had met with Roger Truett to discuss if there was any mutual benefit in collaborating on improvements to the scout hut and the Council's plans for a changing facility. Although Mr. Truett wanted to ensure separate facilities for the scouts and proposed to hold a public meeting in September to air plans for the scout hut, Cllr Lee felt that it was still appropriate to continue discussions. She would follow up her request for an invitation to attend the public meeting.

#### Parish Council Container

The doors to the container which housed the marquees and cabling, as well as other minor Parish Council assets were in need of repair. In pursuing a remedy for this Cllrs Turner and Haughey suggested that a larger container could be purchased for perhaps around £14K which would not only solve the immediate storage issue but could potentially provide some changing facilities for the Plaistow at a much reduced cost compared to a purpose built building. Cllr Carlisle said that one of the biggest costs of installing changing facilities would be in the underground services i.e. drainage, water, sewage, power supply etc. Councillors agreed however that the idea was worth pursuing and asked Cllrs Turner and Haughey to investigate further and to obtain some more detailed costings of their suggestion.

#### Neighbourhood Plan

Following a wide ranging discussion on whether the development of a Neighbourhood Plan would be worth pursuing, Cllr Lee agreed to carry out further research on the effectiveness of Neighbourhood Plans already completed across the country. She hoped to be able to report back to the next meeting.

#### Barley Village Plan

Following the publication of the Village Plan on the website, the next step would be to hold a public meeting for those villagers interested in helping with the review and updating of the current plan. Cllrs Lee, Haughey and Sterland would form the council quorum, with the Clerk in support. The public meeting would be held in the Town House on Thursday 24<sup>th</sup> October at 8pm. The Clerk was asked to advertise the meeting to encourage attendance.

#### Speeding proposal

Cllr Haughey had produced a new proposal, addressed to the Chief Constable and others, to alleviate the speeding issue in the village. The proposal had been previously circulated to all Councillors. The proposal, which included the purchase of an enhanced speeding camera and administration support from a reinvented speed watch team, was generally acceptable in principle by the Council subject to the caveat that the wording of the suggested covering letter would need substantial redrafting. Cllr Carlisle agreed to attempt a redraft for further discussion.

County Cllr Hill had sent written confirmation that it would not be possible to contribute from her Locality budget, or use the HCC asset (pole/electricity) for a speeding device not approved by the PCC. She further stated that she remained committed to supporting the monitoring and control of speeding in Barley and the Parish Council financially, if the situation changed. Cllr Carlisle said it would be helpful to discuss how Royston dealt with speeding issues with County Cllr Hill at the next meeting.

#### Highways Action plan

Derek Jerrard had sent apologies that he had been unable to send an updated plan to this meeting. Gary Henning had advised that there was a 30mph sign obscured by foliage on the junction of Smiths End/London road next to the Quakers. It was noted that in fact the roundel was missing. Only the pole remained. One of the attendees pointed out that the sign outside of the school required attention, as the roundel had now slipped below the hedge. The Clerk was asked to enquire if there was a map indicating the location of roundels throughout the village so that any necessary repairs could be addressed.

### **8. FINANCE**

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

M.Chammings	£381-24 Clerking for August + stationery
T.Martin	£ 293-20RFO for July/August +stationery

The above payments were agreed and approved.  
Proposed by Cllr Turner and seconded by Cllr King

#### Barley Town House

N.Shaw	£ 370-00Reimbursement of expenses incl.cleaning& repairs
C.Robinson	£ 80-00 Cleaning for August
R.Saklatvala	£ 200-50Letting Officers fee for July/August

The above payments were agreed and approved.  
Proposed by Cllr Turner and seconded by Cllr King

A number of payments were authorised and paid during July & August

#### Barley Parish Council

R.Eastman	£140-00 Reimbursement deposit for the shed for the allotments
Hardcastle Burton	£894-00 Fee for internal audit
Hardcastle Burton	264-00 PAYE services including year end
Thornes Garden Services	£525-00. Footpath resurfacing
CPC	£60-00 Removal of wasps nest
Police & Crime commissioner	£115-80 Re children's' road safety signage
M.Chammings	£ 334-80Clerking for July
B.Haughey	£392-08 Reimbursement for new bench & fixings
G.Booth	£421-00 Grass cutting June & July
J.Carlisle	£14-30 Fixtures for allotment water trough
Marks Garden Services	£70-00 Strimming footpaths, emptying bins
J.Guerrero	£35-00 Additional costs re. gate on Plaistow- £265 Already paid
Mr T Martin	£285-59 Reimbursement re quarterly PAYE due to HMRC

#### Barley Town House

C.Robinson	£80	Cleaning July
Prompt Fire Protection	£58-56	Annual fire extinguisher servicing
R.Hatt	£150-00	Return of deposit

Mr. Martin also reported that the meeting with the consultant in Swindon to discuss our VAT position would be arranged soon.

Mr. Martin also said that he was in discussion with the Council's insurance brokers about the Parish Council Insurance renewal which was due next month. Councillors asked that the new Tennis Club hut be added at a value of £1500. Mr. Martin would present the renewal terms for approval at the next meeting.

#### **7. TOWN HOUSE**

Nick Shaw had sent his apologies and reported that there were no outstanding issues to report.

#### **8. RECREATION GROUND**

Cllr Turner noted that the new entrance gate at the Scout hut required a spring closure and reported that he had sourced a new supply at a reduced cost. The minor items for repair outlined in the recent RoSPA visit report were still outstanding.

Cllr. Haughey reported that the stile on the footpath towards Picknagge Road was in need of repair. The Clerk would report this to the Countryside Management team who were responsible for footpaths.

#### **9. HEALTH & SAFETY**

The Clerk confirmed that the Town House monthly check was satisfactory.

The meeting with DBA Safety, the Council's Health and Safety consultant took place in July. There were no issues of concern, but it was noted that the Community Emergency Plan required updating which the Clerk would undertake and the Contract Management Procedure would be updated by DBA. It was also agreed that subject to legislation changes the Safe Working Practices documents would be reviewed every two years rather than annually.

Janine Drew also gave notice of her intention to retire at the end of 2020. She would advise on a potential replacement next year.

The next visit would be in November when the Fire Risk Assessment would be reviewed.

#### **10. CORRESPONDENCE**

A letter, notifying the parish council of the 5 yearly review of Polling Districts and Polling Places had been received from Julie Williams, NHDC Electoral Office. The Councillors had no representations to make about the current arrangements which were considered to be quite satisfactory. The clerk would respond accordingly.

The Clerk had received an email from the owner of the property opposite the pond in Smiths End Lane enquiring who was responsible for the Ash trees adjacent to the pond, which need attention. The Councillors suggested that it would be appropriate to contact the Rand Brothers Farm Manager to resolve the issue. The Clerk would respond accordingly.

#### **11. TREE CHARTER**

Cllr Sterland set out his proposal for the Parish Council to sign up to the Tree Charter. The councillors accepted that it was an important environmental issue and asked Cllr Sterland to

investigate the process for signing up. It was also suggested that the objectives of the charter be considered as part of the review and updating of the Village Plan.

**12. AOB**

Cllr Lee asked if the Conservation Statements had been discussed at the planning meeting with Richard Tiffin. This item was not fully discussed at the planning meeting and the Clerk was asked to make enquiries about the current status of the Statements.

The issue of Bank Holiday late night party noise was raised. There was no consensus on whether a late night noise deadline should be suggested. The responsibility for noise abatement lay with NHDC Environmental Health Department. Information and contact details were on the NHDC website.

The meeting ended at 22.10