

BARLEY PARISH COUNCIL
Minutes of meeting of Barley Parish Council
held at the Town House on Monday 8 April 2019

1. PRESENT

Cllr Jerry Carlisle, Cllr Ian Turner, Cllr Brian Haughey, Cllr Bill Sterland, Cllr Yvonne Lee.

2. In Attendance

David King (newly elected to the Council), Mel Chammings (Clerk), Tim Martin (RFO) Nick Shaw (Town House).

2 members of the public.

3. Welcome and Apologies.

Cllr. Carlisle introduced the meeting and welcomed David King as a newly elected councillor. He also noted that it was unclear when the new council was officially in place. There was conflicting information from the published election timetable and recent correspondence from the electoral office. The clerk would seek advice. He concluded that the pre-election council should stand until the AGM in May. Meanwhile he invited David King to participate in discussion. *(Advice on new council was sought and is reported at Annex 1 for clarity)*

The Clerk was asked to officially inform the Returning Officer of her position as the new Barley Parish Clerk.

Cllr Peter McPartland sent his apologies for his non attendance at this his final meeting. Apologies were also received from Cllr. Fiona Hill and Cllr. Gerald Morris.

4. DECLARATION OF INTEREST

Cllr Sterland declared a potential interest as an allotment holder. A letter from the allotment holders requesting certain additions to the allotment area had been received and would be discussed under the correspondence item on the agenda. This was noted by Council.

5. APPROVAL OF MINUTES OF 4 March 2019

The Minutes of the meeting held on 4 March 2019 were read and approved. Proposed by Cllr Haughey and seconded by Cllr Sterland

6. MATTERS ARISING

No police liaison report had been received from Graham Clark due to police operational reasons.

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) PSCO Brabrook was awaiting input from his senior officer on the collective parishes' proposal.
- 2) All allotment holders had paid their dues
- 3) The Data Protection Policy had been reviewed and was still current. The Clerk had asked for her contact details to be posted in the Privacy Policy. Both of these policies were on the website.
- 4) The Salvation Army had been informed of the council's reason for turning down its request to place a recycling bank on Parish Council land.
- 5) The grass cutting contract with Stewart Bullard had been confirmed and it was noted that the grass in the Plaistow had been cut recently.
- 6) The Great Chishill Windmill Trust had thanked the Council for the donation of £250 towards the maintenance of the windmill

Action carried forward

- 1) The Meeting with Highways had been outstanding since December and Cllr Carlisle asked the Clerk to liaise directly with Cllr Hill and others to endeavor to finalise arrangements for the meeting to proceed.

- 2) Cllrs Lee and Sterland confirmed that they had the review of the Standing Orders in hand.
- 3) Cllr. Carlisle confirmed that the meeting with Richard Tiffin(NHDC Planning) would be arranged after the forthcoming elections.
- 4) Nick White had yet to report on the use of WhatsApp to supplementOWL. The clerk would follow this up.

Speed camera

Disappointingly the Council's application to the Police Commissioners' Road Safety Fund for a grant to assist in the purchase and installation of a new ANPR speed camera for the village had been turned down.

The Council discussed a number of options and concluded that in principle the device should be purchased and installed using Council funds, supplemented by Cllr Hill's offer from her Locality Budget if still available. Cllrs Haughey and Turner, with assistance from Richard Emmerson, were leading on this and would continue to make enquiries about the effectiveness of the equipment in potentially providing the police with sufficient evidence to allow them to pursue speed offenders. They would also make enquiries about the possibility of hiring the same device, but as a mobile unit.

Concern was expressed about the possibility that the police may not use the data from the device due to lack of resource, but Mr. Emerson, who had been fronting the Safety Fund application, believed that the data would be so compelling that the police would be unable to ignore it.

It was hoped that a final decision to proceed with the purchase could be made at the next meeting once up to date firm costings had been obtained and that it had been confirmed that a fixed and permanent electrical supply would be available for the unit.

7. PLANNING

Burnel's Barn, Shaftenhoe End Road Reference: 18/03276/FP Amendment to the original application

The Council considered this application at its meeting on 8th April 2019 and unanimously resolved as follows:-

We have, in relation to the two most recent applications for the site, raised no objection to the proposed alterations to the rear of the property but on reconsideration we are of the view that the fencing and gates proposed to the northern boundary are not appropriate and totally compromise the integrity of the original open nature of the courtyard scheme.

With regard to the proposed new Cart Lodge, while we acknowledge the smaller scale and bulk now proposed, we remain of the view that this whole element of the application (new Cart Lodge, change of use, access road, car parking hard standing, materials proposed and loss of hedgerow) is detrimental to and will cause significant harm to the visual amenity and character of the rural environment of the area, and to the historic character and grouping of the existing buildings, contrary to the provisions of both the current and emerging Local Plans and the application should be refused.

We are aware of the objections of the adjoining owners to both the current and previous applications and fully endorse their comments."

7. TOWN HOUSE

Nick Shaw reported that the new booking system was working well and that there would be a Town House committee meeting next week. He reported that the car park was consistently full, making parking difficult for Town House users. Cllr Carlisle reminded the Council that the car park was a parish amenity, not solely for Town House users but he would speak to Andrew Richmond to explore ways of ameliorating the problem.

8. FINANCE

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

Parish Council payments

HAPTC	389.3	Annual subscription
T Martin	545.88	RFO March+ stationery
T Martin	35.88	Reimbursement re“Host it” re email addresses
M. Chamblings	426.70	Clerking March +expenses
Hardcastle Burton	114.00	Payroll
Marks Gardening Service	50.00	Litter/bin emptying
B Haughey	69.83	Reimbursement of expenses
Barley Over sixties	89.60	Donation re Insurance
Hardcastle Burton	480.00	Town House accounts review
CDA	35.00	Annual Membership
HMRC	71.60	Quarterly PAYE
Came & Co	1980.19	Town House Insurance
Curwens LLP	1680.00	New lease for scout premises
M Chamblings	44.50	Printer toner

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

Proposed Cllr Turner, seconded Cllr Haughey

Town House payments

Affinity	370.62	Water and Sewage annual charge
C Robinson	80.00	Cleaning March
R Saklatvala	89.00	Letting Officer fee March
M Chamblings	50.00	Wedding attendance
R Saklatvala	187.00	Reimbursement for Hallmaster system
N Shaw	213.67	Expenses Feb-March
C Malekpour	150.00	Return wedding deposit

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

Proposed by Cllr Turner, seconded Cllr Sterland

Asset Register

The Asset register, which had been previously distributed was considered, approved and signed.

Town House Insurance

Mr. Martin confirmed the issue of insurance with the regular users of the Town House was nearing completion. He proposed that the council made a donation to Barley Community Group (previously named Over Sixties), and this was endorsed.

He also reported that he was seeking an increase in Public Liability for Hirers insurance cover from £2 to £5 million.

The Clerk confirmed that Savills had undertaken the required Building Cost Reinstatement Valuation for the town house and their report was due this week.

Accounts and Budget Monitoring

The end of year accounts and budget comparison information for the years 2017/18 and 2018/19 had been previously distributed. The council discussed and accepted the reasons for any differences in like for like items across both years.

Finance Control

Now that Cllr Mc Partland had stepped down, Cllr Sterland agreed to take on the role of assisting the RFO with finance monitoring on behalf of the Council.

9. RECREATION GROUND

Cllr Turner had nothing to report in this regard. It was noted that the ROSPA Playsafe Company would carry out its annual safety check sometime in May

10. HEALTH & SAFETY

The clerk confirmed that the Town House monthly check had been carried out and that everything was satisfactory. Cllr Turner would recommence his Plaistow checks next month.

Mr. Martin reported that trees belonging to the school were encroaching on the car park. The Clerk would speak to the school about rectifying the problem.

11. CORRESPONDENCE

The following correspondence was noted:

- 1) Notification of increase in water charges from April 2019
- 2) Notification from Groundwork in partnership with Tesco launching a community fund in November. The Council noted the possibility of potential for the changing rooms' project.
- 3) Luton airport expansion project, was seeking means of community engagement. The Clerk would respond, naming herself as the point of contact for any communication.
- 4) The Allotment holders requested a second water tank and permission to erect a shed. The request for a water tank was accepted and would be taken forward. The council would also look at providing a tool storage solution, but asked the allotment holders to consider what was really required and where such storage facilities would be positioned on the site. Cllr Sterland, an allotment holder himself, took no part in the decision making process. He agreed to feedback the Council's deliberations to the allotment holders and report back at the AGM.

12. AOB

Cllr Haughey reported that the issue of bus shelter provision had been raised at the community engagement event. The Council gave this full consideration but decided that as the bus service was a request stopping service that a shelter would be impracticable.

Cllr Haughey, having raised the issue of street cleaning, agreed to take the lead with the appropriate NHDC officer to find out the schedule for street cleaning in the village.

Mr Shaw raised a concern about the lack of knowledge on the use of the defibrillator by the residents in the village. Cllr Turner agreed to approach the doctor's surgery to ask if they would be prepared to run a training session for a group of interested residents.

Cllr Carlisle reported that he had discussed footpath clearance with Mark Davis. The issue of where to deposit the debris from the clearance was discussed and the Clerk was asked to make enquiries about acquiring a large brown bin for such purpose.

David King also agreed to lead a project on the maintenance of the footpath running between the houses from Church End to the Plaistow and to report back at the AGM.

The village meeting would be held on Monday 20th May and it was agreed that refreshments would be available, similar to that provided for the community engagement event. Cllr Carlisle reminded those present that there would be a need for formality at this meeting and the Clerk would write to community group leaders to remind them of the desirability of attending and presenting a report on their activities during the year.

The meeting ended at 10.25pm

Annex1

1. *When does the old council cease and the new begin?*

This takes place 4 working days after the election. Therefore, this year **as the elections take place on 2nd May the relevant day** is Tuesday 7th May. Even those Councillors who did not re-stand or who were unsuccessful remain in office until this date, and those who have come in **as newcouncillors** cannot function in this capacity until then.

2. *What do I as Clerk need to do?*

Firstly, you will need to ensure that **all** those who will be Councillors in the new Council have completed their **Declaration of Acceptance** form. This will include those who were Councillors already and have successfully re-stood to remain in their role. This must be done before they can act as a Councillor at the first meeting, although it can be done immediately after the result is declared and can be just before the meeting commences.