

**MINUTES FOR THE MEETING OF BARLEY PARISH COUNCIL**  
**HELD AT THE TOWN HOUSE ON MONDAY 7<sup>th</sup> JANUARY 2019**

**1. Present**

Cllr Jerry Carlisle (Chairman), Cllr Ian Turner, Cllr Yvonne Lee, Cllr Peter McPartland, Cllr Bill Sterland, Cllr Brian Haughey, Mr Nick Shaw (Chairman of the Town House Management Committee), County Cllr Fiona Hill, Cllr Tony Hunter, Mr Graham Clark who acts as police liaison on behalf of the Parish Council, Mrs Maryna de Klerk (Clerk).

**2. Apologies**

Mr Tim Martin (RFO), District Cllr Gerald Morris.

**3. Councillor's declaration of interest**

There were no declarations of interest made.

**4. Minutes of last meeting**

The minutes of the meeting held on the 3<sup>rd</sup> of December 2018 were read and approved.

Proposed by Cllr Yvonne Lee and seconded by Cllr Ian Turner.

**5. Matters arising**

Mr Graham Clark who acts as police liaison on behalf of the Parish Council reported that he had his monthly update meeting with Sgt Vine on the 3<sup>rd</sup> of January 2019. Also present at that meeting was PCSO Chris Brabrook. The meeting centred on the following topics:

Christmas / New Year activities

Ongoing approach

There have been limited opportunities for officers to undertake any speeding checks due to seasonal duties; that coupled with the lack of daylight hours to undertake any checks safely has made it difficult. However, during the last month there have been a couple of brief periods when checks have been initiated by officers.

Meeting attendees discussed the ongoing initiative into speeding checks, it was made clear that when officers have time to undertake speeding checks they will do so. It has been agreed that a PCSO will

undertake some checks using the gun as this will at least ensure that drivers do slow down. The likelihood that drivers will know the gun is not being used for ticket issue is low, so this will offer an additional measure to deter speeders.

#### Meeting for Parish Chairs

It is Sgt Vine's intention around March/April time to invite the Chairs from all 17 rural parishes to a meeting to be held at Royston Police station to discuss local issues and matters important to the individual parishes. His intention is also to invite along the new Chief Inspector. This will provide a good forum /platform going forward.

#### School initiative

PCSO Chris Brabrook has offered to undertake another speed watch exercise with the local school (similar to the successful one we ran a couple of years ago now). Mr Graham Clark will ask PCSO Brabrook to get in touch with Barley First School to make arrangements on this very positive initiative.

#### Crime information

A discussion was had around the use of a WhatsApp process ongoing which was set up for primarily the local farmers but could be expanded to include updates on local crime. This would get information to the local parishes quicker than the OWL process.

Barley Parish Councillors expressed an interest in getting a member of the Council onto the WhatsApp arrangement that PCSO Chris Brabrook and Sgt Vine have in place. Mr Graham Clark explained that under no circumstances was this tool to be used to identify speeding cars etc. This arrangement was to improve the speed at which information regarding local crimes was passed on and to allow the users to alert their own communities of issues arising, local thefts, suspicious vehicles etc. but most definitely was not to be used for general conversations and comments. Mr Graham Clark will ask PCSO Brabrook to get in touch with Barley Parish Council to arrange how to go about introducing Barley to the initiative.

The Clerk reported that she had received correspondence from Sarah Wallace, who lives in Shaftenhoe End, informing that she recently signed up to OWL – as the coordinator for Barley Neighbourhood Watch. Subsequently she had a visit from local police officers to explain everything and they have now requested training for her. The police suggested that it is announced in the next parish council meeting that they are creating a Barley Neighbourhood Watch group on the Police OWL platform and they have suggested doing a launch night to introduce everyone to the platform should they wish to join. Sarah Wallace confirmed that she is happy to be coordinator for the village and invited BPC to contact her.

With reference to the Council's speed camera grant application, BPC received correspondence from Katherine Ware - Officer – Hertfordshire Road Safety Partnership, writing on behalf of the Hertfordshire Road Safety Partnership and Police and Crime Commissioner's Office on 21/12/2018 thanking Barley Parish Council for the bid submitted to the Police and Crime Commissioner's Road Safety Fund and confirmed that The Hertfordshire Road Safety Partnership are in the process of checking through all the bids on behalf of the Police and Crime Commissioner. Before making the decision as to whether BPC's bid progresses to the next stage, it will be reviewed to ensure that it meets the criteria under which the fund operates, and merits funding. A progress update will be provided by the end of January 2019. She continued stating that the third round of funding has attracted applications from across Hertfordshire seeking financial support for a range of educational, engineering and enforcement activity and projects and they want to ensure that every bid is considered properly.

Cllr Carlisle informed that he could not find the details of who had initially contacted the Council about procuring a defibrillator and will speak to the Surgery to obtain these for Mr Christopher Jackson, a Thriplow Parish Councillor who has been asked to arrange installation of an AED defibrillator at their Village hall.

Work to cut back the overhanging branches on all the trees on Bankside have now completed.

During the Council meeting at approximately 20:20, the Townhouse fire alarm went off. Everyone present immediately evacuated the building through the front door and gathered on the pavement outside the Townhouse. Shortly after, the fire alarm was switched off and Mr Nick Shaw, Chairman of the Town House Management Committee who had just arrived at the meeting, met outside with meeting attendees and confirmed that he had performed an unscheduled fire test as part of the Town House Management Committee's Health and Safety checks and that the Town House was safe to enter and for the meeting to resume.

The issue of parking in Church End was again discussed. It is believed that many of the cars belong to staff of Margaret House. The Clerk was asked to contact Margaret House to request that their staff please park in their designated on site staff parking area.

With reference to the proposal that going forward an email is sent to all those who have expressed an interest in receiving the monthly BPC Agenda, it was considered that due to the new data protection rules any list of email contact details should probably be held by the Parish Council Clerk. Mr Martin (RFO) had contacted everyone on the list to see if they were happy for the council to hold these details to which two or three asked to be removed. It was agreed that although not necessarily a comprehensive list of emails for everybody in the village it would nevertheless be a useful way for contacting the village but someone has to manage it and ensure

that the email information is up to date and that information is sent to those who want it. It was agreed that perhaps the new incoming Clerk would be an ideal candidate.

*County Cllr Fiona Hill & Cllr Tony Hunter arrived at 20:48*

County Cllr Fiona Hill confirmed that she will arrange a meeting date with Highways District Service Agent, Mr Derek Jerrard, Cllr Gerald Morris and herself, to see if there is a wish for “Highways Together” in Barley. Cllr Carlisle previously confirmed that he and Mr Brian Haughey would like to attend such a meeting.

County Cllr Fiona Hill asked if we are getting regular visits from the NHDC road sweeper. Cllr Carlisle confirmed that we are but it there does not seem to any pattern to when the work is carried out and that it would be useful to know their schedule which can then be shared with the Village. Councillors are of the view it would benefit all if we have a regular scheduled date similar to bin days. Cllr Tony Hunter will look into this.

## 6. Planning

***Case ref: 18/02299/FP: Full Planning Permission : Erection of 10no. residential dwellings and provision of car parking area with all associated landscaping and ancillary works (as a revision to application 17/02316/1 approved on 30/05/18).***

***The Gables, High Street, Barley, Royston, Hertfordshire, SG8 8HY***

Cllr Carlisle attended the Council’s Planning Control Committee meeting on 13 December 2018 at which this application was determined. Cllr Carlisle confirmed that permission was refused.

***Case ref: 18/01624/LBC: Listed Building Consent : Install 4 no. replacement doubled glazed windows and rear door.***

***7 High Street, Barley, Royston, Hertfordshire, SG8 8HZ***

BPC have no objection.

***Case ref: 18/03295/FP: Full Planning Permission : Erection of two detached four bedroom dwellings, following demolition of outbuildings, with all associated landscaping and ancillary works.***

***Foxacre, High Street, Barley, Royston, Hertfordshire, SG8 8HX***

Barley Parish Council object to the application and wish the District Council, in arriving at their decision, to take the following comments into account:-

This planning application concerns the development of two four bedroom dwellings within the garden of Foxacre, but excludes Foxacre itself which, it is stated, will be the subject of a separate application for extension and renovation. We are disappointed at this omission from the current application as these are significant proposals for the site and we consider the applicant's proposals for the whole site should be the subject of a single application so that their proposals are clear and not dealt with on a piecemeal basis.

In terms of planning policy, it is the view of the Parish Council that the proposed development does not accord with either existing planning policies under the current Local Plan or those contained in the emerging Proposed Local Plan which is now moving close to adoption.

- **Existing Local Plan**

- Conservation area - all of the site falls within the Barley Conservation Area
- Only part of the site falls within the village envelope, namely Plot 2 and the existing dwelling. Plot 1 lies entirely outside the village envelope.
- The site is covered inter alia by Policies 6, 7 and 20.
- Part of the site is also designated as Village Character Area V3 Western Edge: Informal edge of the village should be maintained and enhanced with tree planting to integrate village into landscape.

- **Proposed Local Plan**

- The whole site remains completely within the Conservation Area.
- As under the current Local Plan only part of the site falls within the built core of the village namely Plot 2 and the existing dwelling. Plot 1 which comprises the majority of the site the subject of this application remains entirely outside the built core of the village (village envelope)
- Policy CGB1: Rural Areas Beyond the Green Belt
  - Covers development criteria for the development within the built core of a Cat B village (Barley)
  - Development has to meet one or more of the 6 specified criteria – this development doesn't; it extends beyond the core and there is no proven need for this type of housing.
- Policy CGB2: Exception Sites in Rural Areas
  - Proposed development doesn't meet any of the 5 specified criteria

It is our view that the proposed development will cause significant harm to the special character and visual appearance of the Barley Conservation Area and to Village Character Area V3. It will also adversely

impact on the setting of the old Congregational Chapel which adjoins the site behind Plot 2 and Wheelwrights which adjoins the site to the south. Both of these properties are believed to be Listed. Furthermore, as already mentioned, the majority of the site the subject of this application lies outside the built core of the village (village envelope) and the proposed development is therefore contrary to the provisions of both the current Local Plan and the Proposed Local Plan and the application should be refused.

We do acknowledge that in its current form the existing dwelling, Foxacre, makes no positive contribution to the character and visual quality of the village; and undoubtedly improvements could be made which would both positively enhance the quality of its environs and that of the Conservation Area. However, the site of the existing dwelling Foxacre is excluded from this application, and it is thus impossible to determine the overall context and contribution of the site in the future. It represents a piecemeal approach to the development by the applicant and one that concerns the Parish Council in the light of other developments that have been proposed in the village over the last 12-18 months, where consent was granted and then variations sought immediately after.

It is a strongly held view of the Parish Council that in order for Barley to continue as a vibrant and thriving village, it needs to develop as a balanced community. Two more large four bedroomed houses will not support the overall sustainability of the village, Barley has these in abundance. Smaller units are needed that would be accessible to both younger people wanting to stay in the village and to older residents wanting to downsize and stay.

We can see no justification whatsoever for the development proposed in this application and as such it should be refused.

Cllr Lee informed the meeting she will not be able to attend the next BPC meeting scheduled for the 4th of February and requested consideration for the meeting to be held on the 11th of February instead. Cllr Lee previously requested that BPC invite a North Herts District Council Planning Officer to attend one of our meetings for us to better understand what is driving their decision making and the direction of travel of that process so far as Barley is concerned to which Mr Richard Tiffin, Area Planning Officer at North Herts District Council accepted the invitation to attend the BPC meeting on the 4th of February. Cllr Carlisle will contact Mr Tiffin to enquire about his availability to attend the next BPC meeting on the 11th of February instead.

## **7. Financial Officers Report & Signing of Payments**

In Mr Martin's (RFO) absence, Cllr Carlisle reported that the following payments are now due:-

### **Barley Parish**

Maryna de Klerk	Clerking for December & Tax rebate	£351.28
T. Martin	RFO for December	£162.00
Hardcastle Burton	Payroll & tax assistance	£228.00
HMRC	Quarterly PAYE	£310.60

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

Proposed by Cllr Turner, and seconded by Cllr Lee. Signed by Cllr McPartland

### **Barley Town House**

N. Shaw	Reimbursements costs Oct-Dec, cleaning, Wifi, signage	£299.89
R. Saklatvala	Letting Officer's fee Oct, wedding and caretaking	£194.00
T. Martin	Reimbursement re new water heater and kettle	£75.98
C. Robinson	Cleaning December	£100.00
R. Saklatvala	Letting Officer's fee Dec, wedding and caretaking	£254.25
S. Lucas	Refund of wedding deposit	£150.00

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

Proposed by Cllr Turner, and seconded by Cllr McPartland. Signed by Cllr Turner & Cllr Sterland

Prior to the meeting Mr Martin (RFO) had distributed some notes and numbers for tonight's discussion about the Council's budget which Cllr Carlisle reviewed with the meeting in Mr Martin's (RFO) absence. A discussion was had to consider whether we needed to increase the precept however the overall view and conclusion was that we do not need to. Mr Martin (RFO) will confirm to NHDC that our Precept will remain unchanged at £22,000.

## **8. Town House**

Mr Nick Shaw (Chairman of the Town House Management Committee) asked about responsibility for the car park at the back of the Town House. Cllr Carlisle confirmed that this lay with the parish council and suggested we contact the Scouts to obtain a schedule of when they meet and then coordinate with

Richmond's Coaches asking their staff to move or not park in the car park prior to Scout meetings and/or when there are events/functions being held in the Town House. It should also not be forgotten that the tenants of the Clubroom also have rights to park in the car park.

Mr Shaw mentioned that after functions there is usually litter that needs cleaning up and enquired about who was supposed to be doing this? Cllr Carlisle said that BPC will need to arrange for any clean up.

Mr Shaw asked who has the keys for the display cupboards in the Townhouse. No one present did nor knew who might have. Suitable further enquiries will be made.

Mr Shaw mentioned that Mrs. Mel Chammings is taking over all H&S issues/responsibilities for the Town House.

*Mr Nick Shaw, Chairman of the Town House Management Committee left the meeting at 21:39*

Cllr Carlisle mentioned that the Town House building insurance renewal was due shortly and that we should review the building cost reinstatement value to ensure that the building sum insured is adequate. This had previously been undertaken by Messrs Bidwells. It was agreed that we should seek professional advice and that appropriate fee quotations be obtained. Cllr Lee will ask Savills for a quotation and Bidwells will also be asked to quote.

## **9. Recreation Ground**

Cllr Turner ordered locks to the value of £130.00 as well as some fence poles.

Previously Cllr Turner reported that he had been in touch with the companies involved in the ongoing debate on who should carry out annual inspections on the safety and quality of the playground equipment and whose report and recommendations should be followed. The debate continues with the Council's view being that as we have not made any changes since implementation and initial sign-off, issues reported are thus considered design errors. This view is being rejected by the Company that installed the playground equipment and the Company that signed the equipment off during the original inspection on safety and quality. Cllr Turner was in contact with the relevant management staff and was waiting on a call back from the company director responsible. He will be following up in the next day or so.

BPC needs to determine which company would be required to carry out the annual inspections and whose report and recommendations should be followed.

Cllr Carlisle mentioned that planning permission for the tennis court shelter has been approved subject to a condition that it is a temporary structure and that it is only to be used by the Tennis Club.

#### **10. Scout Hut**

Nothing to report

#### **11. Health & Safety**

A meeting that was due to take place between Mrs. Melanie Chammings (previous BPC Councillor) and DBA Safety on the 5th of December 2018 at 10:00 did not take place due to Mrs. Chammings informing DBA Safety that she will exit as Councillor at the end of December 2018 following her resignation, which DBA Safety seems to have considered as a reason to not continue with the meeting as scheduled. Cllr Carlisle will re-schedule the meeting with DBA Safety.

#### **12. Correspondence**

- Cllr Bill Sterland handed to Cllr Carlisle to pass on to Mr Martin (RFO) an Invoice for Emptying Dog Bins
- Cllr Carlisle will pass to Mr Martin a TV licensing reminder
- The Clerk reported that the Salvation Army enquired as to whether BPC would be open to the possibility of siting a Salvation Army Clothing recycling bank on our private land? The Clerk to acknowledge the mail to the Salvation Army saying that we are looking into it.

#### **13. Any Other Business**

Cllr Peter McPartland informed the council that he will not be standing in the May 2019 Elections and that he will finish as Councillor at the end of April 2019. He will however continue to maintain the website for the Village.

Cllr Bill Sterland advised that he will not be at the BPC February meeting but after that he hoped to be at meetings more regularly.

Cllr Brian Haughey enquired about who owns the Fox and Hounds sign. He mentioned that they've renovated part of the sign so he was wondering whether they can renovate the entire sign. Cllr Yvonne Lee will see if she has any contact information for the owners architects to ask what the intentions are for the remainder of the sign.

Cllr Ian Turner mentioned that there are some good signs that we have interest from some villagers in coordinating arrangements for a future Barley Show which he will follow up.

The meeting finished at 22:15

Next meeting 11<sup>th</sup> February 2019