



**Barley Parish Council Meeting: 12th Jan 2026 at 8pm,
Town House, Church End, Barley.**

Meeting Minutes

PRESENT

Cllr and Chair Yvonne Lee, Vice Chair Ali Hearn, Cllr Jerry Carlisle, Cllr Ian Turner, Cllr Alan Cayford, RFO Lynn Brett, Town House Chair Alan Wiltshire, County Cllr Ruth Brown, Parish Clerk Alice Robertson and Alison Gibson.

IN ATTENDANCE 4 members of the public.

1. Apologies

1.1 District Cllr Martin Prescott, Cllr Neil Cockrell

2. Declarations of Interest

2.1 No declarations of interest were made.

3. Minutes

3.1 The minutes of the Barley Parish Council meeting held on 1st December 2025 were approved, Proposed by Cllr Cayford seconded by Cllr Carlisle.

4. New Clerk

Alison Gibson was introduced as the new clerk. Alice will continue until the end of the month to support.

5. Public Participation

5.1 In attendance today were James Wilde and Stuart Burrows - Group Leader Volunteers in the scouting groups in the village to answer any questions on the planning proposal for the Scout Hut.

6. Planning

6.1 **Ref: 24/00765/FP Full Planning Permission (Permission Granted): Update following the committee meeting:** Erection of two 3 bed dwellings and one 2-bed chalet bungalow with associated parking, amenity space and access to the site through the existing access off The Mount Foxlea, The Mount, Barley, Royston, Hertfordshire, SG8 8JH . Chair attended the planning meeting and raised concerns over the professional knowledge exhibited. North Hertfordshire do not have a 5-year housing land supply so their view is unless there is harm caused by planning consent then approval will be given. Genuine concern that the Parish Council do try and represent the village but that this is not taken into consideration. Cllr Turner met with planning officer recently who stated that the officer does take this into consideration. 12 members on the planning committee but they don't always attend. On this occasion, only 2 voted against the application.

6.2 Ref: 25/03035/FPH: The Ramblers, High Street, Barley, Hertfordshire, SG8 8JA
Full Permission Householder: Erection of detached outbuilding to rear garden.

Barley Parish Council considered this application at their meeting on Monday 12th January and no objections were raised by the Council for the proposed building. However, a request to ensure proper control of the proposed external lighting in the application is considered to ensure careful management of light spill in an otherwise unlit area.

6.3 Reference: 25/00867/FP: Scout Hut, Church End, Barley, Hertfordshire, SG8 8JW
Full Planning Permission Erection of Scout Hut following demolition of existing Scout Hut.

6.3.1 The Chair advised that, in accordance with the terms of lease, landlords consent to the submission of the planning application by the scouts, needs to be given by letter. Clerk to Action.

6.3.2 *Barley Parish Council considered the following proposed planning application at our meeting on Monday 12th January 2026, and confirm their comments as follows:*

In principle Barley Parish Council is supportive of this planning application and the Scouts ambition to redevelop the existing, dated, scout hut. The scouts are recognised as a valuable community asset providing opportunities to children of all ages. The redevelopment of the hut will enable them to flourish and continue into the future.

However, this is a prominent and very constrained site, located within the Barley Conservation Area, adjacent to The Town House – an important listed building – and a key area of open space – The Plaistow. The redevelopment will not be without its challenges.

There are some matters the Parish Council would have expected to be referenced in the application but which can perhaps be adequately dealt with by way of condition. Inter alia:-

- Materials – given its location, we would have expected to see the proposed materials specified. We would urge the use of materials appropriate to the setting of the CA and listed building.*
- Method statement for construction – it is a constrained/restricted site with multiple different users, including the Town House (and its use as our village hall and a wedding venue), adjoining residential users, the school and Richmonds' coaches. The car park adjoining the existing scout hut, is used by visitors to the Town House and those enjoying the Plaistow recreation ground. There is also a public footpath running alongside part of the site. These will all need to be considered and taken into account when determining when and how demolition and redevelopment takes place.*

By way of further information:-

- It should be noted that the car park, referred to in the application, is owned by the Parish Council and is not for the exclusive use of the scouts.*
- The site of the existing site hut is held by the Scouts on a lease from Barley Parish Council. Under the terms of that lease, the Scouts need the consent of the PC to any works. Detailed plans and specification will need to be provided for approval to the PC before any construction takes place.*
- The application site (the footprint of the proposed new hut) extends beyond the current area demised under the lease. As proposed, the ancillary toilets and kitchen facilities are on PC land. A Deed of Variation to the lease will, therefore, need to be agreed between the parties.*
- The Parish Council has been discussing with the scouts, the ability for the toilet and kitchen facilities to be made available, having regard to safe guarding considerations for the scouts,*

to other users of the Plaistow. This is a matter which the Parish Council, in its capacity as landlord to the scouts, will be seeking to formalise in due course.

7. Reports from County/District Councillors

7.1 To receive a report from County Cllr Brown

- Cllr Hearn commented that Bogmoor road signs are faded and need replacing. Cllr Brown will review this with Highways and confirm next steps.
- County Cllr Brown updated the meeting that Barley is in the second round for consideration to adopt a village wide 20 mile per hour speed limit, which includes Smith End Lane but not Shaftenhoe End or Bogmoor Road, both of which remain a National Speed limit. The Clerk expressed her concern over leaving these two latter roads unchanged as many residents had complained over fast speeds seen from traffic over the last few years, given the many pedestrians, horse riders and cyclists that use these roads on a daily basis. County Cllr Brown will check whether these two roads could be considered by Highways for a speed reduction and will report back.
- The Hertfordshire Speed Management Strategy closes on 19/02/26. The Clerk confirmed this will be reviewed in the PC's February meeting.
- An additional consultation on bus travel in Hertfordshire, closes 09/03/2026. Cllr Brown to send link to the Council for review and response.
- The new Salt bin requested for Smiths End Lane and the salt for the village has been delivered.
- Communication to be sent out to residents by the Clerk to please use the provided salt in the Salt bins around the village.
- Cllr Turner advised a sign stating work to start on London Road on 12/01/26 appeared, but no work was done. The meeting asked Cllr Brown to confirm what work was supposed to go ahead and if it will be rescheduled.
- Anglian water came out Christmas day to clear sewage on Church End; this was reported on Christmas eve and followed up on boxing day. Cllr Carlisle suggested a letter of thanks to Anglian water should be sent for responding so fast and on Christmas Day. The Clerk to action.
- Recent and frequent power outage and low outage, complaints by locals. The Clerk confirmed she signed posted residents to reported issues in their properties to UK power networks. Cllr Brown confirmed this is not a County issue that she is aware of, but the council are aware of the recent outages and encourage individuals to report directly to their own supplier too.
- North Herts Local Housing Plan was started last September and the first round of Expressions of Interest received, are being reviewed. Further opportunities for Land Owners to register Expressions of Interest are likely. A report is expected to be shared middle of 2026.

7.2 To receive a report from District Cllr Prescott – apologies noted

8. Finance RFO report for the Parish Council

8.1 To consider and approve payments for the Council.

Barley Parish Council

EXPENSES

Payee	Date	Amount
Alice Robertson	30/12/2025	£68.80
Alice Robertson	04/01/2026	£28.99
Lynn Brett	08/01/2026	£367.61
Minted Box	01/12/2025	£288.00
Broadmead Lesiure	21/12/2025	£108.00
Citadel Solutions	17/12/2025	£534.00

TOTAL BPC for approval **£1,395.40**

Proposed Cllr Carlisle, Seconded Cllr Turner.

8.2 Review and agree the 2026/2027 Budget

The meeting reviewed a draft of the proposed Precept of £36,892 for 2026/27, and noted the increase is due to continued rising costs, resulting from central government increase to minimum wage and NI. These increases have impacted not only the direct costs of employing the Parish Clerk and RFO, but also to services and contractors instructed by the PC. The resultant £3,328 increase, equates to an 8% increase on the 2025/26 precept and an additional £8 per household per annum (based on Band D).

Separately, and not yet included in the increase to this year's budget; it was noted that the Police and Crime Commissioners Office are proposing a 75% increase in costs to operate the Truvelo Cameras for the year 2026/2027 which the PC has only just received and but will be questioning.

The Chair asked the meeting to agree the 26/27 budget.

The meeting voted, Agreed carried unanimously.

9. Finance RFO report for the Town House Charity (As sole Trustee)

9.1 To consider and approve payments for the Town House Charity (as Sole Trustee).

EXPENSES

Payee	Date	Amount
North Herts Council	01/01/2026	£120.77
Alan Cayford	13/10/2025	£30.28
Elvria Gusejnova	07/01/2026	£440.50
Swift	06/01/2026	£180.00

TOTAL TH for approval **£771.55**

Proposed Cllr Turner seconded Cllr Cayford

10. Reports from Working Parties, Committees and Portfolio Holders

10.1 Town House Charity (as Sole Trustee)

To receive a report from the Chairman of the Town House Charity Committee together with confirmation that all necessary safety checks have been carried out.

- Alan Wiltshire reported fire alarm failed during the Christmas holidays, this is due to be replaced urgently by Swift – Date for install imminent. Councillors requested that guidance from insurers and Peninsula be sought urgently as to any necessary interim protective measures. All councillors to be kept updated.
- Health and safety and Fire Risk Assessment by Peninsula is scheduled for 20/01/26.

10.2 Plaistow, Children's Playground, Green areas

To receive a report and note any issues arising in the Plaistow together with confirmation that all necessary weekly safety checks have been carried out.

- No new updates.

11. Clerks Report

- The work on the trees with overhanging branches from the school to the Plaistow has been delayed because of the weather - the current proposed date is now 27th January at 8.30am - work to be undertaken from the school side of the fence and will only access the Plaistow to clear any debris. The work being carried out is dependent on weather, and ground conditions (driving vans/equipment across school field etc).
- The Clerk proposed that all gates at the bottom end of the Plaistow should be considered to be replaced to address rotting and access issues onto the Plaistow. Quote received as £1,766, which includes 3 days of labour, and new materials with an emphasis on using existing materials were possible. The meeting discussed the options and agreed to address only the rotting gates at the moment in consideration of the budget and rising costs. Clerk to obtain revised quote.
- Fasthost hosting costs for .gov email addresses expected from March. The Clerk currently picks up these costs and the requested to transfer this to the RFO. The meeting agreed, Clerk and RFO to action.
- No update on rain damage to the footpath from Church End to the Plaistow. The Clerk to continue chasing Hertfordshire Footpaths and Rights of Way.

- Following concerns raised over newly installed obstructions to Footpath 007 and planning use approved at the newly developed barn on Smiths End Lane, Herts County Council's Planning Enforcement confirmed a visit is being scheduled.
- The Clerk delivered the 4 pictures gifted to village by an old resident and confirmed that Sworders valued them below the £300 each mark. The Parish Council to consider and decide how best to store and display these.
- The Clerk advised she has the information now to send on to the planning department in relation to the questioned Riparian Rights for the Surface Water Run off ditch at Drayton's Close. The Clerk to send and await their response.
- Allotments – water meter being installed.
- The outgoing Clerk- Alice Robertson - confirmed this was her last meeting and Alison Gibson would take over from Feb.

12. Defibrillator Guidance

12.1 Review of new guidance to move to February meeting due to time.

12.2 Due to power cut Cllr Hearn needed to reset the Defib on the Town House three times. All Councillors to view box when passing the Townhouse in case of future power cuts.

13. Club Room

Update from Cllr Carlisle regarding the Club Room and his discussion with the tenant. This will be followed up.

14. Items of Correspondence

The Clerk has received an email requesting the support of Barley Parish Council for a proposal to expand the car park adjacent to the windmill on Barley Road by The Great Chishill Windmill Trust. Due to time, the Chair requested this be considered at the next meeting.

15. Items for future discussion

Cllr Turner advised some residents had contacted him raising concerns over 3 transit vans seen parked at the land for sale on Smiths End Lane, questioning whether this may lead to forced entry on to the land. The Clerk advised the current lease owner of the paddock has padlocked the gate. No further action.

Additional Items for February's Agenda:

- A Village/Neighbourhood Plan
- HCC Speed Management Strategy
- The Defib Guidance.
- Consultation on bus travel in Hertfordshire

16. Date of next Barley Parish meeting and items for the agenda

To note the date of next Parish Council Meeting which will be 2nd February 2026 at 20:00. Apologies were received from Ruth Brown who will not be able to attend.

Contact: Alison Gibson, Clerk to Barley Parish Council