

**MINUTES FOR THE MEETING OF BARLEY PARISH COUNCIL
HELD AT THE TOWN HOUSE ON MONDAY 4th DECEMBER 2017**

1. Present

Cllr Jerry Carlisle (Chairman), Cllr Ian Turner, Cllr Yvonne Lee, Cllr Peter McPartland, Cllr Mel Chammings,
Cllr Bill Sterland, Mrs Laura Childs (Clerk), Mr Tim Martin (RFO)

2 members of the public

2. Apologies

District Cllr Gerald Morris, County Cllr Fiona Hill, Cllr Tony Hunter

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 6th November 2017 were read and approved.
Proposed by Cllr Sterland and seconded by Cllr Chammings.

5. Matters arising

County Cllr Fiona Hill emailed to confirm that she has met with Mr Brian Haughey, Cllr Tony Hunter and District Cllr Gerald Morris to discuss speeding issues in Barley and possible preventative camera options. County Cllr Hill confirmed that she has received assurance from the Police Crime Commissioner David Lloyd that he will attend a meeting to discuss the technology and data which we are hoping can be used and a mutually convenient date is to be agreed.

Mr Graham Clark, who acts as police liaison on behalf of the Parish Council, reported on his most recent meeting with Sgt Guy Westwood. Their meeting focused on the general use of fixed cameras, which are not actually 'active' but can act as a deterrent and the option of installing a complete dummy camera on private land. Mr Haughey has additionally made enquiries about the installation of these types of cameras and the costs are estimated at approx. £15,000 to £50,000 per camera together with associated road marking works etc. The Clerk reported that she has emailed Lower Stondon Parish Council who have a 'dummy box' installed in their village and they feel that it does work, some of the time! Both of these camera options were discussed during the meeting and dismissed as it is thought that quite quickly motorists become aware that they are just fake boxes. Mr Clark finished his briefing by advising that Sgt Westwood has committed to continuing with speed checks in the village in the New Year as resources allow.

County Cllr Hill has advised that the drainage investigatory works scheduled along Gt Chishill Road have unfortunately, due to road closure issues, had to be rescheduled and should now take place in February '18. Cllr Carlisle asked the Clerk to email County Cllr Hill to request that the works to the raised road gully / manhole is carried out prior to the February date as it is now becoming a serious accident risk.

Cllr Carlisle **will** chase up Cllr Hunter with regards to the 'ownership' of the trees on Bankside.

The Clerk advised that she has contacted Julia Clark, of Herts County Council Rights of Way Officer advising of the damaged footpath signs, however it was noted that the signpost previously advised as damaged and having fallen down was in fact still standing, if a little precariously! After further discussions it was discovered that there was some confusion as to the identity of the location of some of the signs. Mr Martin agreed to note the exact location on a map and let the Clerk know. Mr Haughey advised that there were numerous signs around the village that required attention.

Cllr Carlisle reported that Mr Tony West of the British Legion has enquired about the War Memorial renovations ahead of the Centenary Commemorations next year. Further to the pressure wash clean that had been carried out before the last Remembrance Sunday Service, queries were raised over what further works are actually required. It is understood that we are now awaiting feedback from Mr West and the British Legion members over what further works are expected.

Cllr Turner had raised query last month about a gate access onto the Plaistow at the rear of a house on Bankside. The Clerk advised that there is a known gate access from number 5 Bankside and that the occupiers have previously signed the necessary paperwork acknowledging that they had no rights of access. Cllr Turner agreed to check that the gate corresponds with number 5 Bankside.

Cllr McPartland confirmed that two invoices have now been paid to the website company, one for the creation of the website at £750 + VAT and the other for £140 + VAT which is the charge for the annual hosting. Cllr McPartland also passed on thanks to the Parish Council from Clare McPartland for the kind gift given to her in recognition of her work on the new website. Cllr McPartland hoped to have more analytical data to present at our next meeting. It was agreed that a section for regular news should to be added, which could include Barley Roadwatch updates, perhaps on a quarterly basis. Cllr Carlisle asked that Mr Haughey kept any information as factual as possible.

Cllr Carlisle advised that the Village Show Committee have resigned, as a collective. It was understood that they had enjoyed their time but personal circumstances have arisen that means that they can no longer carry on. It was discussed that a meeting should be called, inviting all interested parties, such as the flower show committee, the gardening club, school etc, to attend to discuss a way forward.

6. Planning

No formal planning issues to consider.

Cllr Carlisle reported that he had spoken to District Cllr Morris and has asked that should NHDC be minded to approve the application for The Gables, then it be called in to be decided by Committee. It is thought that any decision won't be made until January / February 2018.

Cllr Carlisle has also spoken with Mr Richard Tiffin of NHDC planning office regarding the Hilltop, Pudding Lane application. Mr Tiffin has said that there is an issue with waste disposal and the Veolia lorry being able to access Pudding Lane safely. Cllr Lee asked that if this application is approved then the Parish Council should request a justification from the planning officers as to the reasons for their decision.

7. Town House

Mr Nick Shaw, Chairman of the Town House Management Committee, confirmed that at the recent management committee meeting the following had been discussed.

- Mrs Marian Dunster has stepped down, but Mr Richard Emerson of the Barley Boys Club (who will use the hall 6 times next year) has agreed to join as a local group representative and Cllr Mel Chammings has agreed to join as the H&S representative.
- Mr Darren Partt has quoted the cost of re-plastering and repainting the store room at £420, the Parish Council agreed that these works should go ahead. Some works to the banister may also be required.
- The cost of the replacement fridge will be £549 plus £24.99 to connect, install and take away packaging, £29.99 to dispose of the old fridge and £9.99 to disconnect the existing plumbing being a total of £613.97 less £122 VAT. This has already been purchased and delivery is expected shortly.
- The 'Safety checklist for village events' in relation to the Town House needs to be reconsidered by the Parish Council. Cllr Chammings is meeting with Drew & Baltrop, the Parish Councils Health & Safety advisors, on 6th December to review the fire risk assessments, and was asked to raise the appropriateness of the Safety check list, with particular reference to the Town House, with them at the same time.
- A copy of the roles to be undertaken by the Committee has been compiled and Mr Shaw requested that the Parish Council confirm that they are complete and accurate. Cllr Carlisle agreed that the Parish Council are happy with these although they are somewhat of a 'moving target' and which have and will continue to evolve as circumstances demand.

8. Budget / Precept 2018/2019

Mr Martin reviewed with the meeting the figures from this year's accounts, budget versus actual, and then the meeting discussed any extra expected expenditure.

Following discussions Mr Martin agreed to amend the budget and will circulate the figures ahead of the next month's meeting. The final figures will be reviewed and agreed at the January meeting.

9. Financial Officers Report & Signing of Payments

Mr Martin reported that the following payments are now due:-

Parish Council

Mrs Laura Childs	Clerk fees (November) and office expenses	£ 363.60
Mr Tim Martin	RFO (November) & stationary and CMPC reimbursement	£ 346.62
Mr Geoff Booth	Grass cutting (September)	£ 205.00
Steward Bullard	Grass cutting of the Plaistow (1 cut)	£ 90.00
Darren Partt	Repairs to the war memorial plinth	£ 89.00
Minted Box	Production of village website and hosting for 1 year	£1,068.00

It was agreed that all these payments should be made
Proposed by Cllr Turner and seconded by Cllr Lee

Town House

Mrs Alison Stacey	Letting Officer fee (November)	£ 52.35
Mr Nick Shaw	Reimbursement for cleaning & materials	£ 185.44
Mrs Carole Robinson	Cleaning (November)	£ 72.00

It was agreed that all of these payments should be made
Proposed by Cllr Turner and seconded by Cllr Sterland

Mr Martin confirmed that he has been reviewing the Financial Regulations for the Parish Council and will be sharing it with a couple of people for proof reading prior to presenting it to the full council. The Financial Regulations form part of the Parish Councils Standing Orders and therefore require reviewing periodically.

The bank statements and balances of accounts were distributed and reviewed.

10. Recreation Ground

Cllr Turner advised that there was very little to report, everything looked fine, with the recent inclement weather the park is not getting much use.

Cllr Carlisle agreed to confirm in writing to Mr Jo Zygmunt, Chairman of the Tennis Club, that the Parish Council have no objection to the Tennis Clubs plans for a small temporary timber shelter by the side of the tennis courts.

11. General Data Protection Regulations

Cllr Chamming has agreed to take this matter forward and following initial investigations is recommending that we take on board a third party, who would become our Data Protection Officer, to lead us through the first few years of change. The fee is £800 for the 1st year and £400 per year thereafter. Cllr Chamming confirmed that she would be happy to work to assist an expert in this area. Cllr Chamming agreed to speak with Mrs Janine Drew, of Drew & Baltrop, to find out if they offer such a service prior to exploring other recommended avenues.

12. Scout Hut

Cllr Carlisle spoke about organising a meeting with Mr Geoff Kavanagh in an attempt to sort out the lease once and for all. The current proposals are that the tenant agreement will be with the Scout Association but the users of the hall are the 7th Royston Scouts, and the Scout Association will hold no responsibility for the use. This is not a satisfactory arrangement and Cllr Carlisle is hoping that Mr Kavanagh as District Commissioner may be able to assist with resolving the issue.

13. Lock Up

Cllr Lee has written to Between Times and is awaiting a response.

14. Health & Safety

Cllr Chamming reported that as noted earlier the fire risk inspection of the Town House is to take place later this week. Cllr Turner asked if Cllr Chamming would raise with Drew & Baltrop the pipe at the back of the playground to try and establish if they consider it to be a Health & Safety issue.

15. Correspondence

All correspondence received is to be distributed amongst the councillors.

16. Any Other Business

Cllr Turner advised that the Barley Boys Club would like to be added to the website. Cllr McPartland will investigate adding a link to the new site

The Clerk was asked to write to Mrs Karen Newham, Barley Charities Secretary, to nominate Mrs Sharon Slater as the Barley Parish Council representative.

Cllr Carlisle advised that a parishioner had hit their head on the warning 'School' road sign that stands on the pavement, just past the Fox & Hounds car park entrance, along Church End. It has previously been noted that the sign stands at only 5' 9" from the pavement and is therefore a hazard to anyone over this height, walking along the pavement. The Clerk was asked to write to Herts County Council to request that the sign is placed on to a higher pole.

Next meeting date 8th January 2018

Meeting finished 22:10