



**Barley Parish Council meeting: 4th Sept 2023 at 8pm,  
Town House, Church End, Barley.**

**Meeting Minutes**

**PRESENT**

Cllr Brian Haughey (Chair), Cllr Jerry Carlisle (Vice Chair) Cllr Alan Cayford, Cllr Ali Hearn, Cllr David King, Cllr Ian Turner, Cllr Fiona Hill, Cllr Gerald Morris, RFO Lynn Brett & Parish Clerk Alice Robertson

**IN ATTENDANCE**

One member of the public

**1. Apologies**

1.1 Apologies for absence were received from Nick Shaw.

**2. Declarations of Interest**

2.1 None noted

**3. Minutes**

3.1 The minutes of the Barley Parish Council meeting held on 3<sup>rd</sup> July 2023 were approved as a true and accurate record of proceedings.

Proposed by Cllr King, Seconder Cllr Cayford.

**4. Public Participation**

No members of the public or councillors raised matters of concern.

## **5. Reports from County/District Councillors**

### **5.1 To receive a report from County Cllr Hill**

The Libraries Summer Reading Challenge was very successful.

Cllr Hill has objected to the proposed Car Parking Increases by North Herts District Council and separately the proposed Cambridge Congestion charge.

Feedback regarding the perceived inadequacy of the signage for the work to the bridge on the Royston Road has been sent to Highways for consideration.

Many of the white lines to the Picknag Road Crossroads have been repainted with the remainder to be completed shortly.

A new sign will be erected on the A10 near the Silver Bull Café to alert people that there are schools in Barley and Barkway, in an effort to help increase numbers there.

Efforts are being made by officers to try to coordinate the cleaning of the road gulley's by Herts Highways and NHDC Road Sweeping to hopefully enable a full clean by both authorities in October. Dates and information to come.

### **5.2 To receive a report from District Cllr Morris**

The Chequers pub is now under new management.

The Industrial estate in Nuthampstead is the subject of a planning application for some 9 houses. NHDC planning officers are recommending approval which is supported by Nuthampstead villagers.

In Therfield Heath, Red Row Housing have applied to cut down more trees. This is being looked into by Cllr Morris.

The Council discussed the ownership of Bankside in Barley, relating particularly to the need to resurface the road and maintaining the trees. Cllr Morris and Cllr Hill are continuing to investigate to clarify ownership and responsibility.

## **6. Planning**

### **6.1 Planning Reference 20/01046/FP**

Land to The Rear Of The Scout Hut And Adjacent To Plaistow Recreation Ground, Church End, Barley, SG8 8JW

The consent to locate two containers behind The Scout Hut, expired at the end of July 2023. Sapele Design have been instructed to resubmit an application to renew this permission. NHDC have however, asked for a full resubmission to include a couple of additional drawings.

Cllr Haughey to discuss with Sapele Design the additional costs that are likely to be incurred.

## **6.2 Planning Reference: 23/01967/FP**

### **Full Planning Permission: Erection of one 1-bedroom dwelling**

#### **Land Adjacent To 7, Butterfield, Barley, Hertfordshire, SG8 8FD**

The Council considered this application and unanimously agreed to object as set out below:

*Barley Parish Council object to this application and ask NHDC in arriving at their decision to take the following comments into consideration.*

*We note that the proposed development site lies within the Barley Village Settlement Boundary and the Barley Conservation Area and that the current application is for a 1-bedroom property with integral single garage for one vehicle. No visitor parking is proposed. In our view the issues in respect of this application are essentially the same as for the previous application for this site under reference 23/01088/FP and which was refused by NHDC in their Decision Notice dated 26 th July 2023.*

*The development of the whole site, now known as Butterfield, as varied by a number of amendments to the original planning permission 17/02316/1 dated 30 th May 2018, constituted a scheme of 8 dwellings of various sizes. This included, so far as the part of the site the subject of this application is concerned, an open undeveloped area in the form of a garden for plot 7 and four car parking spaces. Two of those spaces are situated on the site the subject of the application and two adjoining it. These have all been constructed as part of the implemented planning consent.*

*These four spaces are effectively the only visitor spaces provided on the whole development. All other spaces are we understand allocated to the individual properties constructed (2 to each) except for parking provided by the entrance to the development which are supposed to be allocated for the exclusive use of the Doctors Surgery. The loss of such spaces will place even more pressure on parking within the site which together with the added vehicle movements on and off the site onto the High Street, resulting from these spaces becoming part of and used by the occupier of the proposed new building, is we consider unacceptable and should be resisted. Indeed, the proposal shows 2 visitor spaces lost with only one parking place replaced as a single garage for one vehicle integral to the proposed building for the occupier's sole use.*

*The proposal would severely reduce the openness of the development of 8 houses only recently completed with consequent further detrimental impact on the Barley Conservation Area. In this regard we note the comments from two separate planning inspectors in connection with two planning appeals (both dismissed) by the developer of Butterfield against refusal by NHDC of certain proposed amendments to the original planning permission 17/02316/1, and where, as part of their decisions, both inspectors stressed the importance they gave to the sense of retained openness to the development of the site as a whole particularly to the rear of White Posts and The Gables where this application site is located.*

*This proposal, as with the previous application refused by NHDC, would increase the prominence of development and erode the open character of the development of the whole Butterfield development particularly the central and southern sections, increasing the harm to the Barley Conservation Area.*

*Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the decision maker to pay special attention to the desirability of preserving or enhancing the character and appearance of the Conservation Area which clearly this application fails to do, and to refuse applications where there are no demonstrable considerable public benefits that outweigh the harm or loss. Furthermore, the impact of this development, if approved, in relation to the loss of open space on the adjoining properties known as Sells Close House, The Gables, and the newly erected property No 7 Butterfield will, as with the previous application, be considerable.*

*The statements in sections 5(1) and 5(2) of the applicants Planning, Design, Access and Heritage Statement which they repeat from their earlier Statement relating to the previous, refused, application on the site, are in our view simply not correct in that with reference to 5(1) the NHDC Conservation Officer did object to the original proposed development due to the impact on the Conservation Area and so far as 5(2) is concerned the area in question is not surrounded on 3 sides by modern development but rather on one side only, comprising the terrace of Nos 5,6 and 7, and clearly forms part of the openness of the*

*Conservation Area referred to earlier and not as part of the built environment of the village. White Posts, The Gables, and Sells Close House are in sufficiently close proximity to be adversely affected by this proposal.*

*Although the proposed development, the subject of this application, is smaller than that proposed in the previous application for the site in terms of overall footprint (approx. 62m<sup>2</sup> compared to approx. 72m<sup>2</sup>) the height of the proposed building remains about the same and quite apart from our comments regarding the loss of open space and the impact on the Conservation Area, Barley Parish Council additionally consider the scale, bulk and visual intrusion of the proposed development upon 7 Butterfield, The Gables and Sells Close House, together with the loss of the two visitor parking spaces previously noted, remains in our view unacceptable and should be refused.*

*We note that, due to the proximity to 7 Butterfield, the window to the 1st floor bedroom of the proposed new dwelling may give rise to overlooking issues in relation to the garden of No 7 and potentially also to the garden of Sells Close House. The proposal also includes the installation of solar panels on the south facing roof slope overlooking Sells Close House. These will be wholly ineffective due to the shade cast by the trees within the Sells Close House property close to the boundary.*

*The plan no 316 x 0704 accompanying the application designated "Single Bedroom Plot 7a Drawings as proposed" is inaccurate particularly with reference to the omission of any mention of a significant and substantial fir tree located on the South-East corner of the site close to the boundary with The Gables and Sells Close House. This is a substantial tree the existence and removal of which to facilitate the proposed development is not referred to by the applicant anywhere in their application and which we would strongly oppose in any event. It is a significant tree positively contributing to the landscape of this part of the Butterfield development generally the loss of which, and associated shrubbery, as part of this development proposal would also further negatively impact the Conservation Area causing even greater harm to this area.*

*The reasons for refusal set out in the NHDC Decision Notice dated 26<sup>th</sup> July 2023 in respect of the applicant's previous application for this site are in our view wholly valid and applicable to this application also.*

*Barley Parish Council see no merit in this application and ask NHDC that the application be refused.*

*Barley Parish Council would like to add the comment that we have made before that this application appears to be yet another attempt to enlarge a consented scheme, the development of which has only recently been completed. The multiplicity of applications that have been made, of which this is the latest example, only serve to substantially change and undermine the consented scheme totally disregarding the sensitivity of the site (Butterfield) as a whole in the context of nearby listed buildings and the Barley Conservation Area. The justification of the original scheme was predicated on the benefits it would bring to the local community in the form of improved car parking for the doctor's surgery and a mix of housing types. With the possible exception of the doctor's car park, which has always seemed questionable, the scheme has provided little community benefit whatsoever.*

## **7. Finance RFO report**

**7.1.** To consider and approve payments for the Council and the Town House.

### **Barley Parish Council EXPENSES**

Alice Robertson - £602 (Clerk gross pay Aug 23)

Lynn Brett - £503.04 (RFO gross pay July & Aug 23)

CDA Herts - £36.00 (CDA Membership)

PKF - £252.00 (AGAR Report – External Audit)

Thomas Marsh - £1,888.61 (Election Expenses to be paid on receipt of NHDC invoice)

Adcock Refrigeration - £292.80 (To be recovered from the Tenant, Bright Advertising)

**TOTAL BPC for approval - £3574.45**

### **For Information**

PortalPlan Quest - £295.00 (Planning application land to rear of Scout Hut Paid)

Alice Robertson - £554.00 (Clerk pay for July 2023)

Peninsula - £223.45 (H & S Services Agreed 26/7/23)

Alice Robertson – £49.99 (2 year Norton Security renewal)

Peninsula - £223.45 (H & S Services Agreed 26/8/23)

**TOTAL BPC for information - £1345.89**

### **INCOMES Year to Date**

VAT refund - £1412.37

Club Room - £4,691.61 (Rent & Ins)

NHDC precept - £14,700.00 (Part precept)

CTRS Grant - £293.10

Other incomes - £280.00 (Allotments)

Donation from Barley Show - £3,500.00

Donation from Hertfordshire CC - £400.00 (Salt bins)

**TOTAL BPC Incomes - £25,277.08**

### **Bank Balances Held**

Barley Parish Council Main- £35,097.86

TH Sinking Fund - £13,694.55

**TOTAL BPC Banks - £48,792.41**

**All payments agreed, Proposer Cllr Turner, Seconder, Cllr Carlisle**

### **Town House Expenses**

Elvira Gusejnova	£600.00 (Inv July – Aug 23)
Nick Shaw	£554.68 (Cleaning and Gardening Expenses)
<b>TOTAL TH for approval</b>	<b>£1154.68</b>

### **Town House for Information**

PNET TH paid by DD	£14.10
NHDC	£34.00
Octopus	£0.00 - TH Electricity supply DD
Everflow Ltd	£40.55 - TH Water supply DD
Elvira Gusejnova	£585.47 (Inv Apr – Jun 23)
<b>TOTAL TH for Information</b>	<b>£701.12</b>

### **INCOMES**

Town House YTD	£14,432.61
<b>TOTAL TH Incomes</b>	<b>£14,431.61</b>

### **Bank Balances Held**

#### **Barley Town House**

Main	£33,710.69
Deposits	£3,100.00
Savings	£5,883.45
<b>Total</b>	<b>£42,694.14</b>

### **Deposits**

Opening balance	£4,462.50
Received	£1,100.00
Refunded	- £1,350.00
Transfer to main ac	- £1,112.50
<b>Closing Balance</b>	<b>£3,100.00 (4/9/2023)</b>

**All payments agreed. Proposed Cllr Turner, Seconded Cllr Carlisle**

- The RFO advised and the council agreed that a Waste Bins Direct Debit should be set up at a cost of £109.53 per month.
- Regarding the annual audit for 2017-18 the RFO & the Parish Clerk reported that we had heard back from the External Auditors PKF Littlejohn, everything was in order and had been signed off

and they had no matters to report. A notice of the Conclusion of the Audit as well as a copy of the Annual Governance and Accountability Return has been posted on the website and on the village noticeboard.

- The RFO advised that we are still looking at different banks.
- Cllr Turner requested we look at some savings accounts also.
- The Financial Regulations on our governance page on the website are due to be reviewed.
- The updated Town House Insurance Employment Liability certificate is to be put on display inside the Town House.

## **8. Reports from Working Parties, Committees and Portfolio Holders**

### **8.1 Town House**

- A new audio set up throughout the Town House will be installed by Cllr Turner in the coming weeks.
- It was agreed that work will be carried out to remove any moss build up in the valley gutter to the roof of the Town House.

### **8.2 Plaistow**

- The Council agreed that the Clerk should request Broadmead Leisure to carry out the repairs recommended in their recent summer report.
- Cllr Turner requested the Clerk to investigate purchasing spare bench seats.
- The disrepair of the fence between the adjoining field and The Plaistow was discussed along with various quotes to repair it. The Council decided on moving forward with installing concrete spurs although Matthew Doggett (Manor Farms) has requested a meeting to discuss other improvements to the fence which the Parish Clerk is to arrange and investigate before instructing a contractor to proceed.

## **9 Other items**

### **9.1 Possible re-surfacing of the footpath from Church End to the Plaistow**

Footpath – down the side of the townhouse to the Plaistow – Cllr Cayford will discuss the options to resurface the path with Tim Drake in the coming weeks.

Cllr Cayford to contact County Council Rights of Way department to advise of our wish to improve the surface to the footpath and to clarify whether there would be any objection to these proposals and/or perhaps even for the County Council to contribute towards the costs.

### **9.2 The apple tree that over hangs the footpath to the Plaistow and onto the Town House carpark requires trimming. The Parish Clerk to contact the owners to request cutting it back.**

### **9.3 The appointment of Peninsula as the Council's Health and Safety Consultants – a meeting took place earlier today with Peninsula attended by Cllr's Carlisle, Cayford & Haughey as part of the initial review of the councils Health and Safety policies and requirements. This included a Fire Risk Assessment for the Town House at which no major issues were raised apart from a couple of minor items which the Town House Committee will be asked to attend to.**

## **10.0 Clerks Report**

Costs are being investigated for setting up new Parish Council .gov email addresses. These will be discussed at a future meeting.

Regarding the Probation Service List of possible projects, it was agreed for the Clerk to send round the list of projects previously discussed for another review.

1 x Salt Bin for Greenbury Close and 1 x salt bin for Bankside will be ordered this month, size to be 200ltr capacity. The Clerk also confirmed she has already ordered Salt from NHDC from their salt grant, delivery expected Oct/Nov.

Work on the proposed Safeguarding, and Marketing & Communications, policies is ongoing.

Business Directory Update – the council agreed to open this up to anyone who has historically worked in Barley.

Parking on Pavements is a current issue. The Parish Clerk agreed to write a post on the village Facebook page to highlight the issue.

Cllr Turner suggested we take new imagery of The Parish Council to update the website. Agreed this will be done at a future meeting.

A change to the route of the footpath from Smiths End Lane past Mr and Mrs Rands new house to Cambridge Road appears to have been made. The Parish Clerk was investigating.

#### **11. Date of next Barley Parish meeting and items for the agenda**

The date of next Parish Council Meeting which will be 4th September 2023 commencing at 8pm.

**Contact: Alice Robertson, Clerk to Barley Parish Council**  
**[Barley.parishclerk@gmail.com](mailto:Barley.parishclerk@gmail.com)**