

**MINUTES FOR THE MEETING OF BARLEY PARISH COUNCIL
HELD AT THE TOWN HOUSE ON MONDAY 5TH MARCH 2018**

1. Present

Cllr Jerry Carlisle, Cllr Yvonne Lee, Cllr Peter McPartland, Cllr Bill Sterland, County Cllr Fiona Hill, Cllr Tony Hunter, Mrs Laura Childs (Clerk), Mr Tim Martin (RFO) joined the meeting at 21:00

4 members of the public, Mr Graham Clark

2. Apologies

Cllr Mel Chamblings, Cllr Ian Turner, District Cllr Gerald Morris

3. Councillor's declaration of interest

Cllr Lee asked it to be noted that she is an adjoining land owner to Pye Cottage, Pudding Lane, Barley which is to be discussed as a planning application on the Agenda.

There were no other declarations of interest made.

4. Minutes of last meeting

The minutes of the meeting held on 5th February 2018 were read. Cllr McPartland requested a small change to the paragraph regarding the website (page 1254). Following this change the minutes were approved. Proposed by Cllr Sterland and seconded by Cllr Lee.

5. Matters arising

It was noted that the repairs have now been completed to the 'hump' in the Great Chishill Road and that the culvert area didn't flood the last time we had heavy rain. It is hoped that these issues have finally now been resolved and County Cllr Fiona Hill agreed to email with information of what the findings of the investigations were.

Cllr Carlisle has now received a date for the proposed meeting with Mr David Lloyd, Police & Crime Commissioner for Hertfordshire, but unfortunately will be unavailable to attend. Mr Brian Haughey, Barley Village Speed Watch representative will attend and it was suggested that Mr Richard Emerson could attend as the Parish Council representative, due to his previous involvement with Speed Watch. Mr Emerson was happy to attend and the Clerk agreed to liaise with County Cllr Hill via email with meeting times, location etc.

Mr Graham Clark, who acts as police liaison on behalf of the Parish Council, reported on his most recent meeting with Sgt Guy Westwood. He confirmed that two speeding checks took place in the village during February, which reinforces the continued support of the police. It was understood that 3 verbal warnings had been issued. As we move towards BST the mornings and evenings become lighter and this provides additional time slots to conduct speed checks during the critical morning & evening 'rush hour' times. The Clerk agreed to notify Mr Clark of future meeting dates as it is hoped that Sgt Westwood and PC Mark Ellwood would be able to attend one of our meetings.

Mr Clark left the meeting at 20.15

Cllr McPartland apologised for the delay but confirmed that he will shortly be posting the latest Parish Council minutes on the website, which haven't been updated since October. He also agreed to liaise with Cllr Lee about posting information regarding the renovation works being carried out to the Lock Up.

It is hoped that a meeting will take place very shortly with Mr Jack Shephard, Mr Tim Martin and Cllr Carlisle to discuss the Village Show marquees and associated issues regarding insurance etc.

Cllr Hunter continues to investigate who has responsibility for the trees on Bankside, he has requested historical records to be searched but is finding that the further back in time you go the less records there are. Cllr Carlisle reiterated that the trees need cutting back and we really do need to resolve this issue as soon as possible.

The Clerk agreed to pursue action regarding the footpath signs.

Whilst it is understood that the Fox & Hounds has now been sold there appears to be no works being carried out and Cllr McPartland agreed to speak to the agent to see if he could obtain contact information for the purchaser of the pub so that the Parish Council could formally approach them to enquire what their plans were so that this information could be passed on to the villagers.

Discussions took place regarding the recently uncovered drain at the bottom of Pudding Lane, with Cllr Carlisle asking if County Cllr Hill could take this issue up with the relevant people because we appeared to be struggling to get any action. Cllr Carlisle reiterated the concerns about the surface water run off down Pudding Lane especially given the flooding history of this area.

County Cllr Hill confirmed that she was liaising with Mr Gary Henning of Herts Highways regarding the repair / replacement of various signs around the village.

Cllr Carlisle asked if County Cllr Hill knew, or could find out, if there were any further improvement works to be carried out to the junction of the A505 at Flint Cross. Whilst it is understood that this is a South Cambs matter it greatly affects residents in the village and the local area.

6. Planning

Case ref: 18/00317/FP Creeve, The Mount, Barley – Erection of 1 x 4 bed dwelling, detached double garage and creation of new access off Cambridge Road.

Following discussions it was agreed that there were no objections to this application.

Case ref: 18/00374/FP 8 Cambridge Road, North, Barley – Two storey side extension following demolition of existing detached garage and single store side and rear extension to accommodate indoor swimming pool.

Following discussions it was agreed that the Parish Council would object to this application. The Parish Council's concerns lay in relation to that part of the application that proposes the side extension to the property on the south side and the covered swimming pool to the rear of this. With its close proximity to the neighbouring property we believe there will be an adverse impact in terms of loss of light, privacy and noise intrusion and propose that particular element of the proposal be moved further into the applicant's garden, away from the boundary. It is difficult to scale from our reduced drawings so we are unable to gauge exactly how close to the boundary this extension is proposed but we can see that it is very close.

Case ref: 18/00249FHP Pye Corner, Pudding Lane, Barley – Single storey extension and part conversion of existing garage to facilitate conversion into additional accommodation

Following discussions it was agreed that the Parish Council have no objections to this application in principle although disappointed with the elevational treatment. We do have some concerns over the scale of the development and ask if NHDC are minded to approve the application then it should be subject to the condition of use and occupation of Pye Corner.

4 members of the public left the meeting at 21:15

7. Town House

Mr Nick Shaw, Chairman of the Town House Management Committee, emailed the Clerk prior to the meeting to advise that the new lettings officer Robin Saklatvala is liaising with Mrs Alison Stacey about the take over and is due to commence duties on 1st April. Mr Shaw has applied to NHDC to include Mrs Saklatvala on the list of 'approved responsible persons' for weddings.

Mr Martin reported that lights and heaters are being left on by hirers and that a letter will be sent to all regular hirers to remind them to turn these off when they leave.

Mr Martin also advised that the Terms & Conditions still need to be clarified, in connection with insurance issues, as there are so many different types of hirers and users of the Town House, professional legal advice may be required.

District Cllr Hill and Cllr Hunter left the meeting at 21:50

8. Financial Officers Report & Signing of Payments

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

Parish Council

Mr Tim Martin	RFO (February) & stationary expenses	£ 393.20
Mrs Laura Childs	Clerk fees (February) and office expenses	£ 248.40

It was agreed that all these payments should be made

Proposed by Cllr McPartland and seconded by Cllr Sterland

Town House

Mrs Carole Robinson	Cleaning (January)	£ 72.00
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Mr Darren Partt	Replastering & painting of Town House store room	£ 420.00
Mrs Alison Stacey	Letting Officer fees (February)	£ 113.75
Mr Bernard Hickford	Electrical repairs	£ 50.36

It was agreed that all of these payments should be made

Proposed by Cllr Sterland and seconded by Cllr Lee

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

Cllr McPartland confirmed that the expenses incurred by the Council in connection with the potential village bid to buy the Fox and Hounds and due to be refunded by the Plunkett Foundation had been applied for. This was a reimbursement for the cost of the building survey, valuation and stationary expenses incurred. With regards to the company formed to fund the villages bid for the Fox & Hounds, the necessary accounting returns will need to be made and discussions also took place as to whether the company should be closed or kept going until we know for sure what is happening with the pub.

Mr Martin advised the meeting that we need to update our Financial Regulations and Standing Orders as there have been changes to the Model Policies for both since they were last written back in 2011. However, as there are a number of points that need to be decided upon and clarified, Mr Martin suggested that a sub-committee be formed to go through these documents to suggest final recommendations before presenting to the full Council. Cllr McPartland volunteered to go through the Financial Regulations with Mr Martin to agree a new set of policies and Cllr Lee agreed to go through the Standing Orders with a review by Cllr Sterland.

Mr Martin informed the meeting that a review of our Risk Assessment Schedule is now due. He had previously circulated a copy of the Schedule to all Councillors. The meeting conducted a review of the effectiveness of our systems of internal audit control with particular reference to our financial risks and the arrangements for the management of these risks. The meeting concluded that our current systems and arrangements appeared suitably robust and that no changes to our Risk Management appeared necessary at the present time.

9. Recreation Ground

In the absence of Cllr Turner there was nothing to report other than it had been noted that the bins needed emptying.

10. Scout Hut

Cllr Carlisle confirmed that there has been some progress made, with the lawyers acting for the Scout Association confirming that subject to proof reading the draft lease for drafting errors they will be sending this to the local group for approval by them.

Cllr Lee agreed to follow up with the building surveyors for a guide figure on what it would cost to build the proposed pavilion.

11. Lock Up

Cllr Lee reported that renovation works are progressing although have been somewhat hampered by the poor weather. The brick plinth has been built and the wooden structure will be lowered back on to this however the weather needs to have improved before the wood can be limed.

12. Health & Safety

In Cllr Chamming's absence it was understood that there were no matters arising.

13. Correspondence

All correspondence received is to be distributed amongst the councillors.

14. Any Other Business

The meeting considered the questions raised by NALC in response to Crime & Poor Performance in the Waste Sector consultation. The Clerk will submit our responses.

The Chairman reported with great regret that the Clerk had tendered her resignation. However, she has agreed to stay in post until a replacement has been found. The Chairman thanked her on behalf of the Council for all her hard work since becoming Clerk and that she will be sorely missed. It was agreed that a notice will be placed in The Diary and on the notice boards for a replacement.

The next meeting date was set for 16th April and the dates for the AGM and Annual Village Meeting were set for 14th and 16th May respectively. The Clerk agreed to post these dates in The Diary.

Meeting finished 22:45