



**Barley Parish Council Meeting: 3<sup>rd</sup> November 2025 at 8pm,  
Town House, Church End, Barley.**

**Meeting Minutes**

**PRESENT**

Cllr and Chair Yvonne Lee, Vice Chair Ali Hearn, Cllr Jerry Carlisle, Cllr Alan Cayford, Cllr Ian Turner, District Cllr Martin Prescott, Town House Chair Alan Wiltshire

**IN ATTENDANCE**

4 members of the public.

**1. Apologies**

1.1 County Councillor Ruth Brown and the RFO sent their apologies.

**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 6<sup>th</sup> October 2025 were approved, Proposed Cllr Hearn and Seconded Cllr Cayford.

**4. Public Participation**

4.1 One member of the public raised a lot of issues regarding the settle process regarding a right of succession to the property he grew up in. Suggestion for Housing Ombudsmun made by the Chair. The District Counsellor has said they would look into it to see if there is any support that can be done from a NHDC POV.

**5. Planning**

**5.1 Ref 25/02596/FPH & 25/02515/LBC: Old Manor House, Shaftenhoe End, Bogmoor Road, Barley, Royston, Hertfordshire, SG8 8LE**

Full Permission Householder & Listed Building Consent: Extend south gable end, change cladding, and alter fenestration of existing west extension. Internal and external alterations including installation of air source heat pump on west elevation of existing west extension.

**5.2 Ref 25/01949/FPH - Old Manor House, Shaftenhoe End, Bogmoor Road, Barley, Royston, Hertfordshire, SG8 8LE**

Full Permission Householder: Single storey extension and conservatory with glazed link to garden, removal of existing bay window and existing shed and installation of external air source heat pump together with alterations to existing fenestration to the Old Manor Lodge (as amended by plan received on 09/10/2025).

The Council agreed that there are no objections. The Clerk to notify NH Planning Department.

**5.3 Ref 25/02370/FPH - The Gables, High Street, Barley, Royston, Hertfordshire, SG8 8HY**  
Full Permission Householder: Insertion of two front ground floor windows following removal of existing garage doors.

The Council commented that in principle there is no objection but highlighted that the design of the proposed replacement windows was not in keeping with the rest of the property, and raised the question whether the applicants need to get a change of use from a garage. The Clerk to action with NH Planning Officer.

**5.4 Ref: 24/00765/FP - AMENDED Foxlea, The Mount, Barley, Royston, Hertfordshire, SG8 8JH**

Erection of two 4 bed dwellings and one 2-bed chalet bungalow with detached garage and home office with associated parking, amenity space and access to the site through the existing access off The Mount. - Amendments to the above planning application have been submitted to the Council for consideration.

The Council noted that there is no material change to the proposed development/application. The council agree in the majority that the proposed development continues to cause harm to the area and should be objected to. Cllr Lee and the Clerk to action the response.

**5.5 Barkway Road, Royston – Proposed Development**

The District Councillor confirmed that this development has been refused. Cllr Prescott advised it was refused on two grounds:

1. The site, if developed would fail to provide adequate opportunity for travel by residents and visitors by non car transport modes and would therefore be contrary to paragraph 110, 115, 116, of the NPPF and adopted NH Local Plan policy SP9
2. The site was not an allocated housing site within the adopted NH Local Plan and was located outside the settlement boundary of Royston and within the rural area beyond the Green Belt. It was therefore in conflict with policies SP5 and CGB1 of the adopted NH Local Plan.

**5.6** Several Councillors raised concerns over a couple of recently built buildings in the village, questioning if their current use was lawful under the agreed planning permission for them. Cllr Lee, Cllr Cockrell and Cllr Carlisle, with the Clerk, to investigate.

**5.7** Cllr Carlisle raised concerns over an objection by the local water authority relating to the Draytons Close build and the Highway Surface Water Ditch that takes the majority of the villages surface water, and a letter from North Herts “discharging” the decision, but no further information is given/provided to address this objection. This lack of information potentially affects the Draytons Close residents’ responsibility of maintaining the free flow of the Highway Surface Water ditch. Cllr Carlisle to investigate.

**6. Village Speed Management**

Update on the expected report for traffic calming measures in Barley.

The Clerk updated meeting with the following message sent by Cllr Ruth Brown:

*“I met with the Highways officer last week and have agreed to proceed with Horse & Pedestrian signage for Shaftenhoe End and Smith’s End Lane funded by my HLB. These can’t be installed in Bogmoor Road as there is no suitable location for them.”*

## **7. Parish Clerk Recruitment**

Update on progress to recruit a new Clerk for the Council.

Two candidates who applied for the role of Barley Parish Clerk have been proposed to be interviewed later in November. All Councillors agreed, the Clerk to arrange.

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

**8.1** To receive a report from County Cllr Brown  
Councillor Brown was not present.

**8.2** To receive a report from District Cllr Prescott

- Cllr Prescott updated the meeting on the Barkway Road proposed development, Royston (as listed above in item 5.5).
- The Clerk requested the District Cllr follow up on the street cleaning frequency and also the bin replacement at Hanaper Yard.

## **9. Finance RFO report for the Parish Council**

**9.1** To consider and approve payments for the Council.

Payee	Date	Amount
Alice Robertson	29/10/2025	£413.20
Lynn Brett	29/10/2025	£304.49
Broadmead Leisure	08/10/2025	£108.00
Hertfordshire Constabulary	24/10/2025	£1,598.00

**TOTAL BPC for approval** **£2,423.69**

**Proposed: Cllr Cayford, Seconded Cllr Carlisle.**

## **10. Finance RFO report for the Town House Charity (As sole Trustee)**

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

Payee	Date	Amount
B Haughey	29/10/2025	£37.50
I Turner	24/10/2025	£1,217.79
I Turner	24/10/2025	£568.63
Elvira Gusejnova	30/10/2025	£452.00
Elvira Gusejnova	30/10/2025	£46.60
Fox & Hounds	30/10/2025	£218.52
Caley Clark	30/10/2025	£90.00

**TOTAL TH for approval** **£2,631.04**

**Proposed Cllr Hearn, Seconded Cllr Cayford.**

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

**11.1** 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.

- There has been a problem with the fridge which should be repaired shortly.
- A new sound system has been proposed for the upstairs hall.
- Cllr Hearn has had to reset the Defib several times which is a concern. This has been identified as needing a dedicated circuit to fix this issue. Cllr Hearn has requested a quote to fix the issue. The Town House Chairman has agreed to get this.
- The Bench outside the Townhouse will be re-anchored into the stone paving.
- Cllr Cayford confirmed all checks had been carried out and the Fire department have checked the building.
- Concerns were raised over whether Fire Evacuation Assembly points notice should be displayed on the back of the exits. The Clerk to ask Peninsula.

## **12.2 Plaistow, Children's Playground, Green areas**

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

- All checks were carried out and no issues raised.

## **13. Clerks Report**

- Derek Jerrard has left Ringway, a contractor for Highways. The Clerk was introduced to his replacement Trevor Ward.
- The Clerk put out a request for manpower on Facebook to help Cllr Cayford with the bench project.
- Some green areas are overgrown in the village. The Councillors agreed that the Clerk should ask Bullards to trim the next time they did the Plaistow.
- The Clerk contacted Robert Lloyd at HCC Footpaths & Rights of Way about overgrown footpaths in various locations and about repairing the kissing gates in the Plaistow.
- No news yet on fixing the rain damage to the recently resurfaced Footpath (006) leading from Church End to the Plaistow.
- New Water Meter installation at the Allotments has been requested by the landowner. Cllr Carlisle to action.
- Remembrance Wreath has been organised for Remembrance Sunday and a donation of £25 was agreed by the meeting. The RFO to organise.

## **13. Items for future discussion**

The Richmonds are seeking to have a new Fibre line installed to the Garage premises which will be taken from the telegraph pole by the Village Lock Up. However, the contractor has advised that they need to access the pole by means of a Cherry Picker and have asked whether the Parish Council would have any objections. The Parish Council advised that we need to wait for the contractor's formal request before actioning.

The question was raised as to whether there are any title documents relating to the Lock Up and War Memorial showing ownership details. Cllr Carlisle advised that it was unlikely there were any title deeds but whatever there are would be with Curwen's Solicitors in their Hoddesdon office.

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

To note the date of next Parish Council Meeting which will be 1<sup>st</sup> December 2025.

**Contact: Alice Robertson, Clerk to Barley Parish Council**

