

BARLEY PARISH COUNCIL
Minutes of meeting of Barley Parish Council
Held by Zoom on Monday 14 September 2020

1. PRESENT

Cllr Jerry Carlisle (Chair), Cllr Ian Turner, Cllr Yvonne Lee, Cllr Brian Haughey, Cllr Bill Sterland.

2. IN ATTENDANCE

Mel Chammings (Clerk), County Cllr Fiona Hill, Tim Martin (RFO)
1 member of the public.

3. WELCOME AND APOLOGIES.

Apologies for lateness were received from County Cllr Hill. Cllr Turner sent apologies for leaving the meeting early due to internet issues. No other apologies were received.

4. DECLARATION OF INTEREST

No declarations of interest were made.

5. APPROVAL OF MINUTES

The Minutes of the meeting held on 6th July 2020 were read and approved.
Proposed by Cllr Haughey and seconded by Cllr Sterland.

6. NOTIFICATION OF ANY OTHER BUSINESS to be taken later

- Correspondence from John Humphries to be taken under Planning
- Correspondence from Bright Advertising to be taken under Finance
- Correspondence from Air Ambulance
- Fox and Hounds parking
- Kandelight /Crystal charity proposition
- Annual Village Meeting

7. MATTERS ARISING FROM MINUTES 6th July 2020 MEETING

The Clerk led the session on the action log which had been distributed with the agenda papers

Cleared action:

- i. Cllr Lee, the Clerk and the RFO carried out a substantial examination of the BPC stored papers. Any important historical papers were now stored in itemised boxes for easy retrieval. Cllr Carlisle took all papers relating to TH Rights of Way to store at his home. The RFO took charge of any financial documents.
- ii. County Cllr Hill agreed to keep us informed about the dispute of ownership of the lane/lay-by off Picknage Road. Settle have now taken full responsibility for the issues and currently seeking quotes for the work to the slip road and tree.

- iii. Following further complaints about dog fouling in public areas, the clerk put a further piece in the Diary to request to dog walkers to act responsibly. Posters from HCC were also placed at suitable locations in the village. The clerk responded to the complainant.
- iv. The suggestion that outdoor adult fitness equipment for the Plaistow should be added to the new Village Plan was accepted as part of the consultation process.
- v. Country side management responded to an official notification about the broken bridge on FP7. A contractor would be commissioned to repair it.

Actions outstanding:

- i. Savills investigated the Town House roof and chimney and their verbal report indicated that the majority of the roof had a 5-10 year life but the section overlooking the Eastman house had a 6-12 month life and therefore was in urgent need of repair. A written report and invoice was being prepared. *(The full report has subsequently arrived, detailing both minor and major work that needs to be carried out within 3-6 months)*
- ii. Mr Doggett was arranging a meeting with Anglia Water about the ownership and responsibility for maintenance of the land/ditch running along the lane off Picknage Road to the Sewage Works on site. A date for this meeting has yet to be confirmed. Cllr Carlisle would lead on this.
- iii. Although the Village Plan Review meetings were postponed, Cllr Lee hoped to continue work on the survey questions.
- iv. Cllr Turner would purchase a new net for the goal nearest to the High Street.
- v. Cllr Carlisle had arranged a meeting with Tim Drake to discuss the maintenance of the main footpaths

8. PLANNING

Consultation reference: 20/01734/FP. Change of use of use of a flat to surgery use. Barley Surgery, High Street

The council had no objections to this application

Mr. Humphreys, of 3 Bankside had contacted NHDC planning department to seek confirmation that the work he proposed to replace his garage fell within the definition of permitted development. NHDC advised that it did but that he should check that Barley Parish Council had no issues with the plans. There being no issues the clerk was asked to respond to Mr. Humphreys accordingly.

Consideration of the request from Claremont Consultancy with regards to building on the land at Picknage Road.

Cllrs considered the proposed plan and were of view that it was contrary to current and proposed local plans and policies. Recognising that the plan shared by the consultancy was initial thoughts, they agreed that the clerk should respond to their request for a face to face meeting. They did not feel that an online meeting would be effective.

County Cllr Hill arrived at 20.45

- 9. County Cllr Hill gave a general update** on issues affecting the parish to include;

Highways

settle had now taken responsibility for the slip road and bank at Picknage Road and would carry out the necessary repairs to the road and the large tree that was a constant issue for residents.

Cllr Hill confirmed that the Vector Unit would clean and flush the gulleys on the High street and London road on 15th October and 16th October. For the work to be complete properly it would be important that no cars were parked on the High Street on 15th October.

Cllrs expressed concern that this may not resolve the problems recently evidenced during heavy rain fall. Mr. White (a member of the public) explained the recent house flooding problem at the bottom of the High street. County Cllr Hill said she understood the concerns and would discuss with Highways.

Cllr Haughey said that it would be helpful if the scheduled street clean could be done in advance of the gulley clean and that he would approach the appropriate officer responsible.

As part of the resolution of the ongoing drainage problem on London Road, Highways would contact relevant residents to inform them that they would be cutting back the overhanging hedge to gain access to the embankment and drains. The drainage work was still at the planning stage but once finalised Highways would keep the relevant parties appraised.

Speed

Although Cllr Hill had hoped for an early meeting with Sir Oliver Heald MP, PCC and Highways Safety to discuss the latest proposal for a speed camera, David Lloyd's office required two months advance notice to set up a meeting. Cllr Haughey said that getting confirmation of the meeting was essential even if it was two months hence. Barkway and Ickleford Councils had also shown an interest in this new proposal and Cllr Hill would feed this into the discussion.

Cllr Haughey had scrutinized Hertfordshire Speed Management Strategy on behalf of the Parish Council and County Cllr Hill said that all comments both positive and negative should be sent as part of the consultation.

Waste

One of the waste lorries broke down in Barley today, but Cllr Hill gave assurance that any rubbish left uncollected would be attended to the following day.

County Cllr Hill left the meeting 21.30

10. TOWN HOUSE

In advance of the meeting, the clerk had distributed relevant papers concerning the re opening of the Town House, now that two weddings were confirmed for October. Of most concern was the cleaning regime and it was agreed that, as is stated in the risk assessment that the Booking Officer would ensure that the hall(s) would be thoroughly cleaned before and after weddings or celebrations.

These two October events would be monitored to ensure compliance and the clerk would provide a status report to the Parish Council at their November meeting

11. FINANCE

Barley Parish Council

The following payment was approved.

Came & Co	2376.45	Annual Insurance premium
-----------	---------	--------------------------

Proposed by Cllr Carlisle and seconded by Cllr Haughey

The RFO had previously distributed the list of payments to be made and these were approved between meetings;

Barley Parish Council

M Chammings	130.55	Clerk for August
T Martin	238.19	RFO for August + stationery
HAPTC	120.00	Training for Clerk
HMRC	493.24	Underpaid tax

Barley Town House

M Chammings	98.59	Reimbursement for PPE
M Chammings	230.40	Work for reopening Town House

The Barley Parish and Town House payments were agreed and approved. Proposed by Cllr Haughey and seconded by Cllr Turner.

Other financial matters

The council considered correspondence from the leaseholders of the Club Room, Bright Advertising. Because it was felt that there was insufficient information on which to reach a decision and acceptance that some of that information may be sensitive, it was agreed that the RFO and Cllr Carlisle

would meet with the CEO as soon as convenient to gain the information needed and feed back to councilors for a decision between meetings.

There had been several examples of quality issues with the payroll provider and it was agreed that the RFO would investigate accounting systems like Sage with a view to bringing the payroll in house.

It was agreed that a new laptop be purchased for the Clerk. Cllr Turner would lead on this. The budget, assuming the purchase of Microsoft Office in addition to the laptop was £750. Microsoft's preferred application was currently 365 rather than Windows 10.

Details of the Parish Council insurance policy renewal were distributed in advance of the meeting. It was agreed to sign a new 3 three year LTA with Axa, via our brokers Came & Co and pay the premium of £ 2,376-45, a little bit higher than last year.

The Parish Council received their second tranche of the Precept of £11,000. The Council now had £62,000 in their bank account plus £10,000 in the Roof Sinking Fund account.

The RFO had successfully applied on behalf of Barley Town House for a small business grant from NHDC for £10,000.

12. SPEED

These items were covered under by County Cllr Hill under item 9.

13. DRAINS AND DRAINAGE

These items were discussed under County Cllr Hill's update at item 9 and Action Log outstanding item 2

14. TREES

In previous correspondence Cllr Carlisle had received a quote of £576 including vat from Herts Tree Care for the work on the trees overlooking the Plaistow/Tennis Club. It was agreed that the quote should be accepted.

Cllr Carlisle had received two quotes for the tree work behind the scout hut: £5750 and £4000 ex vat respectively. It was agreed that the lower quote, which was from Herts Tree Care should be accepted.

It was also agreed that the minor work required to clear the overhanging branches and lvy in the car park should be added to the above.

The head teacher had sent a quote for the tree work in the school asking for a contribution from the Parish Council. It was agreed to contribute £350 towards the work. The clerk would let the school know.

15. SEWAGE PUMPING STATION

Cllr Haughey had obtained a quote from Brace Engineering for £9275 plus Vat. to replace the septic tank and pumps behind the scout hut. He would seek a further quote but asked Cllrs to note that so far he had been unable to source any other willing companies.

16. RECREATION GROUND

The re opening of the playground had gone well and was being used. No Covid 19 compliance issues had been reported.

17. HEALTH AND SAFETY

All items relating to the Town House and Plaistow had already been reported.

18. ANY OTHER BUSINESS

Cllr Carlisle reported that there was insufficient parking available for Fox and Hounds customers at peak times and cars were now parking on London Road. He asked Cllrs to consider how the issue might be dealt with.

Air Ambulance had written to ask for a donation. Whilst this is a worthwhile organization the council received many requests for monetary help from notable charities and could not support them all nor one over another. The clerk would respond to air Ambulance explaining this policy.

Similarly Cllr Sterland had received a request to support a tree planting operation in support of a Kandelight/Crystal collaboration. It was not entirely clear what was being requested from the Parish Council and the Clerk would make further enquiries.

For an Annual Village meeting to be effective it was agreed that it would need to be face to face. Cllr Carlisle queried if this was a statutory meeting (*Note sent by RFO to clarify that normally this meeting is required but due to Covid 19 a dispensation not to hold the meeting this year was allowed*)

The meeting closed at 22.30

The next meeting would be held by zoom on Monday 5th October 2020

