



BARLEY PARISH COUNCIL

Minutes of meeting of Barley Parish Council

on Monday 3rd April 2023 at 8pm at the Town House

PRESENT

Cllr Jerry Carlisle (Chair), Cllr Brian Haughey, Cllr Yvonne Lee, Cllr David King, Cllr Ian Turner, Cllr Ali Hearn, RFO Lynn Brett, Nick Shaw, Parish Clerk Alice Robertson

IN ATTENDANCE

One member of the public.

1. Apologies

1.1 Apologies for absence were received from County Cllr Fiona Hill, District Cllr Gerald Morris, District Cllr Tony Hunter

2. Declarations of Interest

2.1 None

3. Minutes

3.1 The minutes of the Barley Parish Council meeting held on 6th March 2023 were approved as a true and accurate record of proceedings.

Proposed by Cllr Dave King and seconded by Cllr Ian Turner.

4. Public Participation

4.1 No items from the public were brought to the meeting.

5. Planning

5.1 Shop relocation and planning proposals on Picknage Road – The appeal has been dismissed by the planning inspector.

5.2 Addition of a new defibrillator on the Townhouse – NHDC Planning department have responded stating its location would need to be close to the back entrance of the Townhouse due to Listed Building status. Planning must be in place before we can apply for a defibrillator from either the British Heart Foundation or the Local Government. Cllr Carlisle will instruct Tim Ashcroft to apply for necessary planning permission.

Agreed by all Councillors.

6. Finance RFO report

6.1. The RFO Lynn Brett had previously distributed the list of payments for approval at this meeting.

Barley Parish Council

- Alice Robertson - £474.00 - Clerk Mar 2023
- Lynn Brett - £494.10 - RFO Mar 2023
- Broadmead - £108.00 2485 - Quarterly Inspec village playground
- Ali Hearn - £215.82 - IPAD SP1 pads for Defib
- Host-IT - £35.88 - PAID DD
- HMRC - £214.39 - PAYE. Request DD be authorised for future payments.
- HAPTC Membership - £401.02 - previously authorised
- HAPTC - £45.00 - A Robertson Parish Clerk Induction course
- Savills - £540.00 - Inspection & preparation of Club Room reinstatement cost
- AJGallagher - £4,909.45 – Town House annual insurance premium.

TOTAL BPC £7,437.66

All payments agreed - Proposed by Cllr Haughey, Seconded by Cllr Turner

Barley Town House

- B K Haughey - £43.57 - Town House Expenses - Keys and strip light replacement
- N M Shaw - £1,126.81 (Cleaning £360.01, Garden £60, Plaque £318, Subscriptions £388.8)
- Elvira Gusejnova - £527.00 Mar-23 Lettings Fee
- NHDC - £109.53 - Trade Waste Service
- NHDC - £104.00 - Trade Recycling Service
- Savills - £540.00 - Inspection & preparation of Town House reinstatement cost

TOTAL Town House: £2,450.91

GRAND TOTAL £9,888.57

All payments agreed. Proposed by Cllr King, Seconded by Cllr Hearn.

For Information

PNET Town House paid by DD Refund Due for delayed install
NHDC - £34.57 Town House paid by DD (none Feb/march)
Octopus - £257.98 - Town House - Electricity supply DD

TOTAL £292.55

All payments agreed. Proposed by Cllr King, Seconded by Cllr Hearn.

6.2 – Parish Council and Town House Accounts

The RFO then presented the Accounts for the Parish Council and for the Town House for the year to 31st March 2023 and reviewed the figures with the councillors.

6.2.1 - Parish Council

The end of year accounts for the Parish Council for 2022-2023 together with a comparison with the budget set for the year had been sent out to all councillors by the RFO prior to the meeting.

During the review of the accounts for the Parish Council they were compared to both previous years actuals and also against the budget for the year to 31 March 2023 (Budget/Variance Analysis).

Also, the reconciled bank balances shown in Monthly Financial Summaries were evidenced against bank statements and verified by a non-signatory Councillor.

The Fixed Assets Register has been updated to show the revised insurance amounts with correct dates.

The RFO then presented the Draft AGAR sections 1 & 2 for consideration which were agreed by the meeting. The other sections to complete the AGAR will follow, following the feedback from the internal auditor.

The RFO then presented the Notice of Public Rights of Inspection to be published on the website and noticeboards. The contents of which the meeting noted.

The RFO was also requested to arrange ICO membership (Information Commissions Office), at an estimated cost of £35 per annum.

Following discussion, the accounts were accepted by the council.

6.2.2 Town House

The end of year accounts for the Town House for 2022-2023 together with a comparison with the budget set for the year had been sent out to all councillors by the RFO prior to the meeting.

As part of the review the RFO was asked to investigate with NHDC the possibility of waiving the Rates Bill for the Town House as it is a registered charity.

Following discussion, the accounts were accepted by the council.

6.2.3

It was noted that as previously agreed by The Parish Council as Sole Trustee of The Townhouse Charity that in relation to the anticipated cost of the long term repairs/replacement of the Townhouse roof, the sum of £5,000 is to be transferred from the Parish Council funds to a separate Sinking Fund/Savings Account for this purpose.

Agreed. Proposed Ian Turner, Cllr Brian Haughey.

6.3 Marquees

It was noted that the Barley Show Committee was recommending the purchase of 1 new marquee in the sum of £3,543 inc VAT.

The meeting agreed to this proposed purchase in respect of which the Clerk and RFO will liaise with the supplier regarding necessary order and payment.

Proposed: Cllr Dave King, Seconded Cllr Yvonne Lee

6.4 Financial Risk Assessment

The Financial Risk Assessment was reviewed by the councillors. The meeting noted some minor typographical errors to be rectified and the new arrangements for the Internal Audit. Arising from the review, the Clerk and the RFO were asked to ensure that the Council's Standing Orders and Financial Regulations were up to date and to recommend any amendments considered necessary.

7. Reports from County/District Councillors

In their absence Cllr Fiona Hill and Cllr Gerald Morris emailed reports as follows:

7.1 District Cllr Gerald Morris

The Fox and Hounds is or has been acquired jointly between the owners of Newsells Park Stud and Cokenach Estate. With an uncertain future for many village pubs, part of their motivation was to ensure a secure future for the pub. This is reassuring for the village and the area in general.

The Easter bin collections schedule has hopefully been circulated to everybody. This Friday remains the same, then the new temporary schedule commences Monday 10th April.

A general reminder again that local North Herts Councillor elections, take place on Thursday 4th May.

Royston and Rural area which includes Barley crime statistics. Crime is down year-on-year. This is reassuring when one reads the worrying statistics for other parts of the UK.

Finally, to note that in respect of the Probation Service community payback team, the villages of Reed and Barkway are taking up the offer.

7.2 County Cllr Fiona Hill

HIGHWAYS

All HLB and IWP schemes for the year 2022/2023 are now complete. Schemes scheduled for the year 2023/2024 are works on Bogmoor Road and Smiths End Lane, both planned between April and July. The drainage issues in the High Street are currently being considered by the Highways team and a meeting will take place with Parish Councillors to discuss any plans (date to be confirmed).

Regarding the issue of the footpath works in Cambridge Road, raised at the last meeting, as stated in the response following the last meeting, after consulting with officers, this work was apparently undertaken following a request by some Parish councillors at a site visit.

There are no further updates for the Highways Action Plan and Cllr Hill will forward any updates as and when received from the Highways officers.

GENERAL

The Integrated Plan (Budget) process is now complete for 2023/2024 and was agreed by the County Council, with an increase of 4.99% (2% specifically for Adult Social Care and Health). There has been a 9.68% wage increase for care staff. The

HLB and Locality Budgets remain in the budget. The two highest areas of spend for the Council continue to be Adult Social Care and Health and Children's Services (just received an Outstanding).

Libraries continue to be busy and are still acting as Warm Hubs. Other events have included Slipper Swaps and drop-in sessions by the PCSOs and Barclays Bank, in addition to the regular activities.

Cllr Hill confirmed that she had responded to Cllr Brian Haughey regarding his emails in respect of EV charging, which was discussed at the Highways and Transport Cabinet Panel meeting at HCC in November. There were to be discussions between HCC/HAPTC and for HAPTC to feed through to Parish and Town Councils. An update has been requested. The request has been passed to officers and Cllr Hill will advise when she has an answer regarding the current situation.

Salt Bins for Barley – Cllr Hill will await a formal application to the Community Locality Budget in May.

8. Reports from Working Parties, Committees and Portfolio Holders

8.1 Town House

8.1.1 Plaque has been made and ready to go up on the wall.

8.1.2 Internet has been Upgraded to Fibre Plus

8.1.3 New smart electricity meter has been fitted

8.1.4 New water heating element replaced. Boiler engineer to advise if a water softener would be worth installing.

8.1.5 Annual PAT testing complete.

8.1.6 No major works planned. Potential to update the music system – being reviewed.

8.1.7 Mel Chammings Memorial Bench Location to be confirmed for outside the front of The Townhouse.

8.2 Plaistow

8.2.1. Padlock has gone missing for the gate at the bottom. Cllr Turner obtaining replacement.

8.2.3 Inspection of Plaistow completed by Cllr Turner. Cllr Turner to send his report to the Parish Clerk for records.

8.2.5 Broadmead Leisure completed quarterly inspection of the children's playground, some minor repairs were recommended. The Clerk was asked to instruct Broadmead Leisure to carry repairs as soon as possible.

8.3 Other items

8.3.1 Tennis Club

Cllr Lee sending a Draft Management Agreement for the Tennis Club to review.

8.3.2 Scout Hut Proposal

Cllr's Carlisle, Hearn and Haughey reviewed the initial discussions held with the scouts on site on 23rd March 2023 regarding their proposals for a replacement building. The meeting agreed that the initial proposals were not acceptable to the Council. It was agreed however to continue discussions with the scouts to see if a solution acceptable to both parties can be arrived at. Such discussions to be resumed following the forthcoming council elections.

9. Parish Council Elections:

Cllr Lee advised that she will be standing down at the next election and will not be seeking re-election.

The Council thanked Cllr Lee for her long and valuable service to the village and to the Parish Council.

10. Clerks Report

10.1 Dog Fouling continues despite further notices being put up. Urbaser are scheduled to come and clean Church End along Manor House Brick Wall.

10.2 The Clerk has organised for CDA Herts & North Herts Council to make a presentation on Social Housing Needs to the council in June/July 2023. And separately for The Probation Service to give a talk on the services they can offer to our communities.

10.3 Allotments – Invoices are in the process of being issued for year 23-24.

10.4 The Clerk is continuing to go through historical files and documents.

10.5 Coronation – Commemorative Mugs have been offered to the children of Barley primary school age and under. Games and other activities are being organised for the day. The event will be advertised in the May Diary edition.

11. Items for future discussion

- Civility and Respect project – To be put onto Agenda following the elections.
- Armed Forces Covenant – To be put onto Agenda following the elections. Cllr Hill to report on commitment required. (Armed forces week in June)
- Annual Village Meeting – scheduled for 17th May 2023

- Parish Council Annual Meeting – scheduled for May 15th 2023
- Clerk to review current Parish Council Policies and to recommend any updates and/or amendments.

12. Date of next Barley Parish Council meeting.

The next meeting will be held on Monday 15th May 2023 at 8pm in the Town House.

Contact: Clerk to Barley Parish Council
Barley.pariishclerk@gmail.com