

BARLEY PARISH COUNCIL
Minutes of meeting of Barley Parish Council (BPC)
held on Tuesday 6th April 2021 via Zoom

PRESENT

Cllr Jerry Carlisle (Chair), Cllr Ian Turner, Cllr Brian Hughey, Cllr David King, Cllr Yvonne Lee, Cllr Bill Sterland

IN ATTENDANCE

Mel Chammings (Clerk), Tim Martin (RFO), County Cllr Fiona Hill and Mr. Nick Shaw, Lynn Brett (RFO designate).

WELCOME AND APOLOGIES

Apologies were received from District Cllr Tony Hunter, District Cllr Gerald Morris, County Cllr Fiona Hill apologised that she would need to leave by 21.00.

DECLARATION OF INTEREST

No declarations of interest were made.

APPROVAL OF MINUTES OF 1 March 2021

The Minutes of the meeting held on 1 March were read and approved.
Proposed by Cllr Haughey and seconded by Cllr Lee.

MATTERS ARISING

The clerk was asked to report on the action log, which had been distributed with the agenda papers.

Cleared action

- 1) The Village Plan review team met on 24th March. (Update on agenda)
- 2) Significant headway had been made on the London Road drainage work (Update on agenda)
- 3) Response had been received from Julia Clarke on FP issues (see 5) action outstanding)
- 4) Action for BPC on electrical charging delegated to the Village Plan review team
- 5) Greening Campaign delegated as at 4) above.
- 6) Town House re opening arrangements were in place. (On agenda)

Actions outstanding

- 1) The revised NHDC Code of Conduct to be discussed and agreed at May BPC meeting.
- 2) Results of the RSF application were expected mid-April. (On agenda)
- 3) Picknag Road H&S and ditch maintenance to be followed up following completion of drainage work on London Road. (County Cllr Hill update)
- 4) Contact to be made to settle about Plaistow access and responsibilities of tenants when lockdown restrictions were lifted.
- 5) Repairs to the kissing gates on FP 17 crossing Lovely View and repairs to the pipe on FP 10 were still outstanding. The pipe was now running, and members expressed their thanks to Steve Hanson for undertaking repairs. The clerk would press Countryside Management on the gate repairs.

UPDATE FROM COUNTY CLLR HILL

- The initial work to the drainage system in London Road was now complete. HCC through the Asset Management Department confirmed ownership of the hedge on the embankment between Mortimer's and the Lock Up and responsibility for maintenance from now on. To complete the work kerbing would need to be installed to hold back the embankment and funding from Asset Management to carry out this work was being sought.
- Although erecting safety barriers and potentially installing a grille to prevent rubbish from entering the ditch at Picknage road was plausible, on investigation land ownership needed to be established before HCC Highways could carry out any further work. It was agreed that further discussion between BPC, settle and HCC Highways about this matter and the provision for the long- term maintenance of the ditch was necessary
- A feasibility study into the requirement for 20mph speed zones would be carried out with the benefit of the locality budget. All funding decisions were on hold until after the local elections in May.
- Members expressed thanks to County Cllr Hill for her continued interest and support in advancing solutions to highways issues in the village.

PLANNING

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- a) **Erection of rear elevation orangery, replace rear elevation window with French doors, removal of existing front elevation roof light and installation of solar panels to rear side of roof following demolition of existing rear conservatory Ref: 21/00710/FPH Forge House, Church End, Barley**

There were no objections to this application

- b) **Erection of single storey timber clad garden building. Ref: 21/00978/FPH Barley Brook Cottage, High Street, Barley**

There were no objections to the erection of the building. There was however concern about the proposal to install external lighting, which clearly would have a detrimental effect on the environment in neighbouring properties. Members strongly urged that consideration be given to the effects of light pollution and requested that external lighting to the building should be refused.

- c) **Drayton's**

Immediately prior to the meeting an amended plan for the development of Drayton's was received. This being too late for members to consider the Clerk would request an extension to the consultation deadline to fall after the May meeting.

FINANCE

The following list of payments was authorised at this meeting.

Barley Parish Council.

M Chamings	£474.97	Clerking+ printer ink, book
T Martin	£458	RFO March
Came &Co	£3288.16	Town House insurance
HAPTC	£398.40	Subscription 2021/22
Hardcastle Burton	£223.20	Payroll quarter 1 2021

Payments were proposed by Cllr Turner and seconded by Cllr Haughey.

Barley Town House

PJ Robinson	£268.80	PAT test and electrical repairs
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Payments proposed by Cllr Turner and seconded by Cllr Haughey

The following payments were made and authorised between meetings and prior to year-end.

Barley Parish Council

T Martin	£35.88	Reimbursement for Host invoice
Elysian Associates	£540	Tax adviser meeting and final report

Barley Town House

Hallmaster	£212.40	Renewal licence for booking system
Nick Shaw	£230.18	Expenses Oct-March for cleaning And products
The Diary	£80	Annual sub for advert
Swift Fire & Safety	£144	6 monthly service

The above payments were approved by Cllr Carlisle and seconded by Cllr Haughey.

Finance update

- Town House Insurance:
The renewal details of the Town House Insurance due on the 15th of April had been distributed prior to the meeting. The 3- year LTA with the Ecclesiastical was coming to an end. However, our brokers have recommended to remain with them for another year but not to sign a new LTA. They feel there will be other opportunities next year when a more normalised business environment would exist. In the meantime, and to provide the necessary continuity we should renew with the Ecclesiastical for a year. This was agreed by the council.
- Accounts and Budget Monitoring:
The end of year accounts for the Parish Council for 2020-21, together with a comparison with the budget set for the year, had been sent out prior to the meeting. Following general discussion and for the reasons for any differences, they were accepted by the council.

- Asset Register:
The Asset register as of 31st March, which had been previously distributed was considered, approved, and signed.

TOWN HOUSE

Nick Shaw reported on:

Reopening arrangements

- 12th April: The building would be officially open for business
- 17th April: Cleaning and tidying up outside by TH committee
- 24th April: Open day. 11 couples have booked to date, with appointments staggered throughout the day
- 8 weddings already booked: 5 this year and 3 next.
- Other event organisers and previous regular users were steadily making commitments to return after 17th May
- All pre-opening tasks were complete and risk assessments in place in line with the road map dates.

Roof

- Savills had been appointed to act on the council's behalf in connection with CDM matters with the roof repairs and had recently held a site meeting with the proposed contractor to review the necessary CDM requirements. Before the work could start Rivetts were required to send the job specific Risk Assessment and Method Statements to Savills. Cllr Carlisle would continue to chase Rivetts, who had apologised for the delay.

RECREATION GROUND

- Cllr Turner reported that the fencing repairs were complete. The work on the entrance gates including installing springs would be dealt with as soon as possible.
- Notification of annual RoSPA H&S visit to the playground would take place in May. The swings that were removed earlier in the lockdown would be re installed on 12th April.

County Cllr Hill left the meeting at 20.50

HEALTH & SAFETY

- The Town House monthly checks were found to be satisfactory.

CORRESPONDENCE

See outstanding action at item 5.5

AOB

- District Cllr Morris would contact the NHDC street cleaning team after Easter. (*post meeting note from NHDC clarifying the process now received*).

- Cllr Haughey had made further progress on quotes for repair to the pumping station but because the scouts were moving forward with plans for a new hut, it was agreed to put the BPCs plans for replacement of the storage containers and investment in the pumping station on hold. The next step would be for BPC and scout representatives to meet to discuss where there may be synergy in the plans.
- The Scouts had recently placed posts in front of their hut which caused issue with access to the storage containers. It was agreed that the end post should be removable (Cllr Carlisle would take forward) and potentially it would extend access if a tree on the school side could be cut back.
- It was agreed that the next BPC meeting on 4th May (AGM) would be the final remote meeting. The Annual Parish meeting would be held this year on Wednesday 19th May in the Town House. The public would need to be reminded about the Covid regulations that would still apply from 17th May. The appropriate risk assessment would be in place.
- The Village Plan committee had met, and each member was working on a set of questions for the survey. The next meeting was booked for 28th April. It was hoped to get the survey out for completion before the school summer holiday started.
- Cllr Sterland confirmed his intention to stand down as soon as possible. The Clerk had received two expressions of interest so far. To allow for responses to the advert placed in the diary, the council will consider applications on Monday 19th April.
- Cllr Turner reported that he had significant response on Face Book (FB) to the idea of an Unlocking Barley Event. The Clerk would set up a zoom meeting for 14th April and Cllr Turner would share the invitation details on FB for interested parties to attend.
- A commercial in confidence closed session followed.

The meeting ended at 22.00.

The **next meeting** would not be held on the usual first Monday of the month because of bank holiday so was planned to be held by zoom on **Tuesday May 4th, 2021**.