

**Minutes of Barkway Parish Council Meeting
Held in the Reading Room on 11 April 2011 at 7.30pm.**

Present: R Davidson (Chair)
G Baker (Vice Chair)
S Alsop
A Terry
K McCormick

Apologies: J Cockerton

Councillor's Declaration of Interest: None received.

Minutes: Approved and signed as read.

Matters Arising: Red telephone box – to date British Telecom had not been back in contact with the Parish Council regarding the adoption. Cllr. Davidson agreed to chase this up. **RD**

Parish Council Surgery – Cllr. Alsop reported that one person had attended and had raised a complaint about the vegetation encroaching the footpath going north from the Village Hall. Cllr. Davidson agreed to mention this to Gary Henning from Highways at the forthcoming quarterly meeting. **RD**

A request had been received from Gwen Warr to borrow the tables from the Reading Room for use in the Craft tent at Barkway Market. No objection was raised.

Public Session: P.C. Marina arrived at the meeting. He informed the Parish Council that generally crime was low in the locality, however Bond's Garage was proving an easy target for theft at present with scrap metal currently fetching such a high price.

Cllr. Davidson reminded the Police of their offer of a donation of a storage cabinet for the Reading Room in order to house the Speedwatch and VEP equipment. P.C Marina agreed to find out what had happened to this.

The Parish Council expressed their thanks to P.C Marina and the PCSO's for all their efforts in our area.

P.C Marina left the meeting and the public session was then closed.

Council Administration:

Recommended Code of Practice on Local Authority Publicity – Cllr. Baker reported that in order to be compliant the Parish Council had to follow certain guidelines including ensuring that amongst other things, any publicity issued by the parish Council was lawful, non-political, objective, cost effective and in times of extra sensitivity, careful.

Fire Risk Assessment, Reading Room – this had been reviewed and two things had been highlighted: Firstly, no chair should be positioned by the door and secondly, nothing should be placed or stored on top of the microwave oven.

Election: It was reported that all Councillors had been re-elected as of 7th April, apart from Cllr. Styles, whose paperwork had not reached NHDC in time and he had therefore ceased to be a Parish Councillor. It was noted that the vacant seat would have to be advertised and any candidates would be interviewed for possible co-option on to the Parish Council. It was agreed that in the meantime, Cllr. McCormick would take care of the Police Portfolio area.

It was discussed that a review of Portfolio areas would take place at the forthcoming AGM on 9th May. It was agreed that there was currently an imbalance of responsibility and workload. Suggestions were invited to improve the Portfolio system allowing for minimum disruption in ongoing work.

AGM 9th May:

The agenda to include appointment of Chairman and Vice-Chairman and Parish Councillor's Declaration of Office and the setting of duties for the forthcoming year.

APM 25th May:

It was proposed that the Agenda should follow mainly the same format as last year. Drinks would be served from 7.15pm and the meeting to commence at 7.30pm. The Chairman to give the Annual Report, followed by our guest speaker Kenneth Grant from Cokenach Estate, followed by the introduction of the new District Councillor. There would then be a break of 20 minutes where drinks and a small buffet would be available. The meeting would then reconvene with reports from the Village organisations.

Section 106: Cllr. Davidson reported that there had been no progress here and that Stuart Izzard from NHDC was aware of our need to push this matter forward.

Pavilion / Youth Club Project: Cllr. Baker was delighted to report that the Recreation and Pavilion Project Group had been awarded a £50,000 grant from the NHDC Parish Amenity Capital Improvement Fund (PACIF) towards the overall cost of the project. The Parish Councillors all gave their heartfelt thanks to Cllr. Baker for all his hard work and effort in achieving this.

With nearly £80,000 of promised funds, it was felt that this put the project into a position of strength to secure the remaining funding required. The possibility of a Biffa grant would now be investigated. **GB**

It was agreed that a meeting should now be arranged with the Architect and the Management Committee to get a Project Plan in place. This would then be brought back to the Parish Council for endorsement. It was suggested that perhaps people from outside the Parish Council could be encouraged to join the Committee, including the Youth of the village.

Fundraising:

Casino Night – it was noted that interest had been expressed for 47 tickets.

Cllr. Davidson reported that the Musicians had now been booked for the Quartet Evening on 17th Sept.

Barkway Market – Cllr. McCormick reported that he had agreed with the Church that prints from the Reading Room could be sold at their stall. It was suggested that the Parish Council could have another stall on the day to raise money for the Pavilion / Youth Project, encouraging people to be a benefactor and 'buy a brick'. Cllr. Alsop agreed to draft a proposal for how this would work. **SA**

Cllr. Terry reported that he was having difficulty arranging a date for the proposed family event this summer and thought that it would have to be postponed for a while.

Portfolio Reports:

Highways – Cllr. Davidson had nothing new to report. A meeting with Gary Henning from Highways was due to take place on 20th April with Cllr. Davidson and the Clerk in attendance. Various issues would be raised at this meeting, including condition of

footpaths on Royston Road and on the road towards Cokenach and the Penns, white lines on Royston Road, 'slow' signs on the road and the pruning of the tree outside no. 1 Royston Road.

Planning – Cllr. Davidson reported that the gas was due to be disconnected from WSMH on 20th April. Apart from that there was no further progress as the bats were still in residence. No hoardings would be erected around the site until work started as it was thought it could encourage criminal activity.

Young Persons Affairs – Cllr. Cockerton reported in her absence that Barkway School had agreed to co-operation with Barley School to share a Head Teacher.

Plans were currently being drawn up for the proposed tree house.

A request for a skateboard ramp had been received following a presentation made by Jake Cockerton at the recent Forum meeting. The Parish Council all agreed that this idea would be supported in principle but that the cost effectiveness in spending public money on this was questionable as it would only be used by a limited number of people. They would, however, give every support in fund raising efforts and would encourage the youth and parents to really get involved. It was noted that a basic half-pipe that met all safety standards would cost approximately £12,000. A benefactor had offered £4,000 towards this project if it could be done quickly. Cllr. Baker agreed to look into the possibility of grant funding as it would be an ongoing facility for the young people of the village. **GB**

Environment – Cllr. Alsop reported that P3 work had been carried out in Newsells village involving steps on FP24. Some works had also been done to clear a tree obliterating the sign to FP19. It was noted there was still some funds left in the P3 budget. It was not thought that there would be any more funds forthcoming this next year.

It was mentioned that there was still a skip placed near the Wagon Wash. Cllr. McCormick to ask Mrs Lee if it could now be removed. **KM**

Cllr. Alsop requested that a meeting be arranged with Cllr. Davidson, preferably with Mrs Davidson present to advise on the health and safety issues, in order to discuss what could be done to enhance the village green and pond area. **SA/RD**

Police – Speedwatch update – most members were now signed up and they had two new recruits. So far 6 sessions had taken place, with 75 motorists reported to the Police. A top speed of 65mph was recorded with an average of 42mph reported. Cllr. Davidson told the Parish Council that more information was needed to be recorded in order to report what percentage of vehicles were actually speeding, as with no proper data it would be difficult to recommend expenditure of Parish Council funds. It was reported that a hand held device would be suitable as it would record everything and therefore could be used also for traffic surveys.

Cllr. McCormick agreed to go and see Tony Harris as he was currently looking after the Police Portfolio. **KM**

Grants and Communication – Following receipt of the £50,000 from PACIF, Cllr. Baker reported that he now needed to look at other sources of potential funding. Further S106 monies may be available from building projects in the area.

The website had 1262 hits in March, an average of 41 per day. Meeting Agendas are popular downloads. The redesigning of the website has been put on hold as other things have had to take priority.

It was reported that the Land Registry documents were all back and all 3 areas of Parish Council property, namely the Reading Room, the Recreation Ground and the War Memorial, are now properly registered.

It was requested that the Parish Council source a fire-proof safe in order to store these and other important documents. The Clerk agreed to investigate availability and prices.
CT

Leisure – Cllr. Terry reported that he was currently liaising with the Music on the Rec. Committee regarding use of the Pavilion and the marking out of the Rec. for the event on 18th June.

It was reported that Cokenach Cricket Club had approached the Parish Council with regarding to the possibility of sharing an electricity supply. It would involve a new meter for the Pavilion and new supply phases installed. Any cost involved would be paid by the Cricket Club and it would be an upgraded supply in readiness for the new development. It was agreed that the Electrical Engineer should come and talk to the Parish Council in more detail.

Grass cutting on the Rec. – further to investigation by the clerk it was recommended and agreed by all that Tim Drake should be asked to take on the Grass Cutting contract again this year at a cost of £65 per cut, to include the children's play area.

With the football season nearly over, it was suggested that for next year we should renegotiate rates, terms and conditions and the football clubs using the Rec. should be asked to sign a contract for hire of the pitches and pay a deposit in advance. It was felt that in view of the money being spent on the Pavilion we needed firmer commitment from the football clubs.

Special Projects – it was reported that the Reading Room was going well. Two new chairs had been donated. Six volunteers were now involved with running the Book Exchange. More groups were being encouraged to use the Reading Room for their meetings.

Finance Report

Quarterly Finance Report:

Subject to finalising the accounts for the year ending 31st March, the Parish Council carried forward a balance of £3,045.57.

Parish Council Account:

The Parish Council bank balance at 11.04.2011 was £13,610.75

Receipts since the last meeting:

£12,000 – NHDC - Half Yearly Precept

Cheques paid since the last meeting:

£1,798.76 – Zurich Municipal – Annual Parish Council Insurance

£150.00 – Land Registry Fees

£35.90 – Nicholas Tufton – Plan copies

Payments since last meeting:

£21.00 – Eon - Direct Debit Electricity Pavilion

£10.00 – Veolia – Direct Debit Water Pavilion

Cheques to be signed at this meeting:

£220.00 – Philip Kirk Landscaping – P3 work at Newsells village

£19.14 – Jewson Ltd – Paint for maintenance on Rec.

£100.00 – Communicorp – Annual Subscription.

£433.98 – HAPTC – Annual Subs

£5.90 – G Baker Expenses - Postage

£45.00 – Tom Bentley – Street Cleaning

£575.80 - Catharine Toms – Clerks’s agreed salary 12th Feb – 31st Mar

£25.00 – Catharine Toms – Clerk’s Expenses – Keys and Stationery

Reading Room Account:

Bank Balance at 11.04.11 was £127.52

Receipts since the last meeting: None

Payments since the last meeting:

£19.00 - Eon Direct Debit for Electricity

Correspondence:

1. Land Registry documents received.
2. Confirmation of £50,000 PACIF grant.
3. Invitation from HAPTC for nominations for the HAPTC Executive Committee.
4. BDO External Auditors – Notice of the Annual Return for Year Ending 31st March 2011.

There being no further business the meeting closed at 9.20pm

Date of next meeting: Monday 9th May in the Reading Room at 7.15pm for 7.30pm start. This meeting will be the AGM followed by the monthly Parish Council Meeting.