

**Minutes of Barkway Parish Council Meeting
Held in the Reading Room on 13 June 2011 at 7.30pm.**

- 1. Present:** R Davidson (Chair)
S Alsop
A Terry
J Cockerton
- 2. Apologies:** K McCormick (going on holiday)
- 3. Councillor's Declaration of Interest:** None received. * Corrected by resolution on 20/09/2011
- 4. 4.1 Minutes:** Approved and signed as read.
- 4.2 Matters Arising:** Red telephone box – Cllr. Davidson reported that there was still no communication back from BT.
A query had been raised by a member of the public regarding the positioning of the Speedwatch banner in Royston Road. Cllr. Davidson reported that he had erected the banner on behalf of the Speedwatch Group, following advice and approval of the site by both the Police and Highways.
A query had been raised by a member of the public over whether the Parish Council had permission to display Pavilion Brick Donors names on the website. It was agreed that an option to 'opt out' would be placed on the relevant web page.
Biffa Grant – a request for further information to support this application had been received. Cllr. Davidson reported that the Parish Council had responded.
- 5. Public Session:**
It was agreed to postpone this item until later in the meeting, as the person expected had not yet arrived.
- 6. Council Administration:**
- 6.1 Corporate Governance**
- 6.1.1 Cllr. Davidson reported that there was now a new Publicity Code. This would ensure that all publicity was fair, legal, unbiased, non political and sensitive in times of heightened sensitivity. This was approved and duly adopted.
- 6.2 Councillor Vacancy**
- 6.2.1 The deadline for candidates to apply to NHDC for the seat vacated by Cllr Bakers resignation was 16th June. Following that date, if there were not enough candidates applied to generate an election, then the Parish council could go ahead and co-opt to fill the vacancy.
- 7. Annual Parish Meeting 25th May:** Feedback from the meeting had been good. More village organisations had been represented this year. It was suggested and agreed that the reports from village groups should be each allowed a maximum 3 minute time slot as over all the second half of meeting went on for too long.
- 8. Pavilion / Youth Club Project:** It was reported by Cllr. Davidson that a new planning application costing £509.20 was to be put in to NHDC as the project was now going to be a 'New Build', which would cost less money than alteration and extension of the existing building. It was hoped to be of wooden construction with a vaulted roof. Plans would be seen by the Pavilion Committee prior to submission.

PCAG, 2

Cllr. Cockerton agreed to write letters of thanks to all those who had donated to the project by buying the 'virtual bricks'.

9. Fundraising: It was reported that Casino Night had been a huge success, raising £1261.25 towards the Pavilion Project.

Plans would now need to be made regarding the forthcoming Quartet Evening in September.

10. Report from Finance Committee: A meeting had taken place on 7th June where the committee had looked closely at the Parish Council's current financial position. It was reported that expenditure to date was all within budget.

11. Speedwatch Funding: The decision as to whether to agree to assist in the purchase of the required Speedwatch equipment was deferred until the July meeting, pending the decision on 26th June by NHDC on the grant application submitted.

12. Football Club Grant under Section 137: It was reported that a grant application of £250 had been received from Barley Football Club – now renamed 'Barkway and Barley Football Club' – in order to help towards the purchase of new team kit at £500. The Parish Council was basically in favour of this but Cllr. Terry agreed to contact the team Manager to discuss the possibility of them providing some Youth Football Coaching / Activities on the Rec. on a regular basis. **AT**

It was agreed that the decision would be deferred until all the required documentation in support of the grant application had been received.

13. Section 106 Projects Update: Cllr. Davidson reported that the Section 106 meeting at NHDC had taken place over a week ago and there was still no news. District Councillor Gerald Morris was due to have a meeting with Mary Caldwell in the coming week in order to try and find out what was happening.

14. To receive updates from Portfolio Holders:

14.1 Planning and Highways

14.1.1 Parish Council approval had been given to plans submitted for the former RAF Barkway site.

14.1.2 Parish Council approval had been given to plans submitted by the school for the Treehouse Project.

Mr Simon Taylor arrived and was invited to sit in and watch the remainder of the meeting.

14.1.3 Cllr. Davidson reported that a proposed disabled parking application had been made relating to No. 9 Periwinkle Close. There had been 5 objections from local residents. It was suggested that maybe a 'Disabled Parking' sign adjacent to the area would resolve the problem. North Herts. Traffic Planning dept ultimately decided to defer the decision on the allocation for 6 months.

14.1.4 Other items to report were that the tree had been lopped on the corner of Royston Road. The trees trimmed on London Road and the verges cut.

Cllr. Cockerton enquired about progress with the School markings. It had been reported to the Safe Travel to Schools Committee but nothing more had been heard.

P.C. A.K.

14.2 Young Persons Affairs:

Cllr. Cockerton reported that the Youth of the village would like their own entry on the village website. The Parish Council were generally in favour of this request but felt that it would have to be policed by the Webmaster to ensure that the content would be appropriate and there could be no open forum. Cllr. Cockerton agreed to find out more information and report back. **JC**

14.3 Environment:

This information is being withheld pending resolution of outstanding query

14.3.2 To discuss Newsells War Memorial and Gardens

Cllr. Alsop reported that it had come to his attention that the Newsells War Memorial, which is a block of stone, was in a poor state of repair. He had contacted Mr Julian Dollar at Newsells Stud, who had written back with a most constructive letter. They were keen to restore and maintain the Memorial which had originally been erected by the Newsells Estate in memory of their workers killed in action. Cllr. Alsop was keen to support this restoration work and would work with them in the hope that it may be completed before November and that a service to rededicate the stone could take place. **SA**

14.3.3 It was brought to the Parish Council's attention that some local residents were concerned about the works involving the redevelopment of Barkway House – in particular relating to the grounds, where it appeared that some waste materials were being dumped to fill in former ponds and also concern about fallen tree branches following the recent high winds. Cllr Alsop agreed to investigate further and make contact with the developers and also seek advice from the Environment Agency. **SA**

14.4 Police

Following the recent Police intervention on a property in Burrs Lane, it was understood that the person arrested was now being processed through the Judicial system.

It was reported that there had been an accident in the village earlier on the day of the meeting involving a motor bike and a car. The rider of the motorbike had been taken to hospital, although was not believed to be badly hurt.

14.5 Grants and Communication

14.5.1 Barkway Bulletin and Chairman's Report

The Bulletin had now been distributed and reports from residents were very positive, describing it as very informative and very professional. Thanks were given to Gordon Baker for editing this and to all those that helped with the distribution.

14.6 Leisure

Cllr. Terry reported that the children's swings were in the process of being repainted. It was mentioned that there was an urgent need to replenish the bark chippings around the base of the play equipment. It was anticipated that the expenditure would not exceed £250. It was agreed that Cllr. Cockerton would obtain prices and order the supply. **JC/AT**

14.6.1 Cricket Club Power Supply Agreement

It was reported that the agreement to sub-let the power supply from the Pavilion on the Rec. to the new Cricket Club Pavilion at Cokenach had been drawn up and covered the best interests for both parties. It was agreed that the Council could go ahead and sign this.

J.C. Ark.

14.6.2 Contracts for hire of the football pitches

It was agreed that an urgent review of the charges was needed and that contracts should be written up with carefully worded terms and conditions. All future hiring of pitches should be invoiced either via the Clerk or copies lodged with the Clerk. The Clerk to provide the Council with past years income / expenditure information relating to the football pitch hire.

CT/AT

14.6.3 Dog Fouling in the Children's Play Area

The Clerk reported that a complaint had been received about some dog fouling on the Rec. The possibility of erecting a fence around the children's play area was discussed, in order to preclude dogs from the proximity of the play equipment.

14.7 Special Projects

There was nothing to report.

Resumption of item 6.2 - Councillor Vacancies

Following interest received from Mr Simon Taylor in becoming a Parish Councillor, it was proposed and seconded that he be co-opted onto the Parish Council. It was agreed that his Portfolio would be to manage the Pavilion Project and to oversee the revision of the Parish Plan.

15. Finance

15.1 Financial Report & 15.2 Payments to be authorised:

Parish Council Account:

The Parish Council bank balance at 13.06.2011 was £11,376.42

Receipts since the last meeting:

£1,733.33 – Barkway Village Hall – Reimbursement for Music on the Rec. expenses

Payments since last meeting:

£21.00 – Eon - Direct Debit Electricity Pavilion

£10.00 – Veolia – Direct Debit Water Pavilion

Payments to be authorised at this meeting:

£1,500.00 – Edge Entertainment – band for Music on the Rec.

£400.00 – Edwin Kilby – re-imburement for fireworks purchased Music on the Rec.

£180.00 – Rentaloo Ltd – Music on the Rec.

£380.00 – Catharine Toms – Clerk's agreed salary £300 + monthly office exps. £30.00

£75.00 – Tom Bentley – Street Cleaning x 5

£132.05 – Catharine Toms – Clerk's exps – Stationery + Refreshments APM

£59.76 – R Davidson exps – Travel + postage

£30.00 – S Scott – Grass cutting Whiteley Hill Verge

£92.23 – Staples – printer for Chairman for publishing of Bulletin, etc.

£126.43 – Viking Direct – stationery for printing of Bulletin and Annual report, etc.

£20.34 – Jewson Ltd – paint for Rec. football lines

£80.00 – C A King – Wagon Wash maintenance

£360.00 – Algar Signcraft – Speedwatch banners x 3

S.C. At...

Reading Room Account:

Bank Balance at 13.06.11 was £189.52

Receipts since the last meeting: None

Payments since the last meeting:

£19.00 - Eon Direct Debit for Electricity

15.3 Clerk's Salary Review

Cllr. Davidson reported that he had conducted a review and further to advice received from HAPTC it transpired that the Clerk was currently being underpaid. In order to rectify this it was proposed and carried that the Clerk's monthly salary for 10 hours work per week should increase from £350 to £420 per month effective from 1st July. It was also mentioned that once the Clerk has completed and passed the CiLCA qualification then this would increase the monthly salary to £450.

16. Correspondence:

None to report.

17. Date of next meeting: Monday 11th July in the Reading Room at 7.15pm for 7.30pm start.

There being no further business the meeting ended at 9.24pm

**Amendment of Minutes of Barkway Parish Council Meeting
Held in the Reading Room on 13 June 2011 at 7.30pm.**

It was resolved at a Parish Council meeting on 20 September 2011, that the minutes of the meeting held on 13 June 2011, approved and signed by the chairman at the meeting on 11 July 2011, be amended in the following respect to correct an inaccuracy subsequently discovered:

Item 3: Councillor's Declaration of Interest: S Alsop, J Cockerton (re: Item 14.3.1 Environment, Highfield Farm)

 20/09/2011