

**Minutes of Barkway Parish Council AGM**  
**followed by**  
**Parish Council Meeting**  
**Held in the Reading Room on 11 May 2010 at 7.30pm.**

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

**Apologies:** V Styles (attended to give apologies and reaffirm his role as Parish Councillor)

**Minutes:** Approved and signed as read.

**Matters Arising:** There had been no applications received for the vacant post of Parish Councillor, therefore Steve Alsop was co-opted onto the Parish Council to replace Cllr. Graham Penning.

**Public Session:** Mr W. Nottage was in attendance for the duration of the meeting.

### **Annual General Meeting**

**Parish Council Constitution:** A drafted version of a NHDC approved document had been circulated. All were in favour of adopting this. This was duly signed and dated.

**Reaffirmation of Councillors:** All Councillors agreed to continue their duties for a further year.

**Re-appointment of Officers:** The following were re-elected for the forthcoming year:

R Davidson – Chair  
G Baker – Vice Chair  
C Toms – Parish Clerk  
R Atkins – Internal Auditor

**Reaffirmation of Councillor Portfolios:** All Councillors were happy to continue with their Portfolios.

### **End of Year Financial Statement 2009/2010**

A spreadsheet detailing the Accounts was shown.

In summary:

Balance B/Fwd 08/09	£ 2,183.81
Income 09/10	+ £18,516.14
Expenditure 09/10	- £17,941.02
Balance C/Fwd 10/11	£ 2,758.93

The Annual Return had now been completed and the records were ready to pass over to the Internal Auditor for approval and signing off, prior to being despatched to the External Auditors by 9<sup>th</sup> July.

The Parish Councillors viewed the Financial Documents and agreed the content to be an accurate documentation of the Financial position of Barkway Parish Council for the Year Ending 31<sup>st</sup> March 2010. The Annual Governance Statement was also read and approved.

Chairman Davidson signed and dated the Audit Commission Annual Return.

Appreciation was expressed by the Councillors to the Parish Clerk for all the work involved here.

There being no further business the AGM closed at 7.45pm

### **Parish Council Meeting**

#### **Quality Parish Status:**

Cllr. Baker indicated that the Parish Council was making good progress in its aim to achieve this. It will be a big step for the village and is an important part of improving the quality and management of the Parish Council, which will benefit the village.

#### **Parish Plan:**

All now completed and printed and ready to be sent to the Authorities. Draft copies had been sent to Cllrs. Howard Marshall and Tony Hunter and high praise had been received. The Councillors thanked Chairman Davidson for all his hard work and also the Steering Group who had done a marvellous job. A grant had been applied for to pay for the materials used to produce the plan. Over £1000 had been saved on the production costs by using our own facilities. It was noted that the Parish Plan was a living document and the momentum needed to be kept going. The Plan will be launched at the Annual Parish Meeting on 26<sup>th</sup> May and a copy will be delivered to each household in the Parish at the end of May.

#### **Annual Parish Meeting:**

To be held on 26<sup>th</sup> May. Drinks and canapés will be served prior to commencement of meeting. 17 village organisations were due to be represented. The Police were also expected. With guest speaker Julian Dollar from Newsells Park it promised to be a very interesting evening.

#### **Portfolio Reports:**

**Planning** – No planning applications had been received. Listed Building Planning had been applied for the Reading Room renovation works. This will be an 8 week process.

It had been discovered that the Parish Council land relating to the Rec. and the Reading Room was not registered. It was all agreed that this should be registered.

North Herts Homes and Architects Vincent Gorbng will be doing a presentation of the Plans for the Wheatsheaf Meadow House Redevelopment on Saturday 19<sup>th</sup> June at the Village Hall. Cllr. Davidson had written to North Herts Homes following a complaint received about the drains between 8-14 Royston Road.

**Young Persons Affairs** – Cllr. Cockerton reported that it looked likely that an Acting Head from County would be replacing Mrs Heinzemann at Barkway School after the summer, as no suitable candidate for permanent Head Teacher had so far been found. The school is currently short of 5 governors.

**Parish Plan – Barkway Forum:** The young people of the village had asked if the Parish Council could please replace the basket ball net in the Rec. It was agreed to look into the cost. **AT**

**Environment** – Graham Penning had completed the hand over to Cllr. Alsop. It had been established that length of the Rights of Way that the Parish Council is responsible for amounts to 10.45 miles. The Parish Council expressed many thanks to Graham Penning for all his hard work.

**Police** – Cllr. Styles reported in his absence that 7 crimes had been committed in the last month. A map had been produced showing dates, locations and details of those crimes. In view of the increase in crime the Parish Council agreed that it was imperative to get the Neighbourhood Watch Scheme back up and running again. **VS**

**Grants and Contributions** – Cllr. Baker reported that another Grant of £1000 for the Reading Room renovation works had been applied for from County Councillor Tony Hunter's Locality Budget. The application for a Grant from Herts Grass Roots for £5000 was now submitted and it was hoped to hear the result by July. The Deeds, Constitution and Accounts for the Reading Room had all now been sorted out. A Grant of £500 in total had been applied for from NHDC for the printing of the Parish Plan.

It was mentioned that a Biffa Award might be worth applying for with regards the Pavilion Development. This is available if you are within a certain distance from a landfill site. Between £5,000 and £50,000 is available for Community Buildings. Need to apply within 6 months. Cllr. Terry to get costing from original plans drawn up. **AT/GB**

**Parish Plan - Communication** – the website has had 2154 hits with 1272 1<sup>st</sup> time visitors. The Barkway Welcome Pack is still being worked on. The June Bulletin is almost ready to print.

**Leisure** – Cllr. Terry reported that the football season was now over. The grass cutting on the Rec. was going well until the mower broke. It was agreed that in the meantime the Clerk should contact Tim Drake to do a one-off grass cut. **CT**

**Archery – Parish Plan Recreation and Leisure** – 31 people have expressed an interest in the Archery lessons. The Tutor indicated that he would arrange 2 sessions of 2 hours initially, but now only wants to do 1 session. Discussion with Royston Archery Club is ongoing to increase to 2 sessions.

**Special Projects – Reading Room** – Cllr. McCormick reported that he was confident that we would get approval for the renovation works to the Reading Room. Furniture feasibility and room design is now being looked at.

**Dimsdales Overhanging Trees** – Cllr. McCormick reported that he had met with Mr Dimsdale and that cutting the trees back would involve a planning proposal being submitted to NHDC and in view of that Mr Dimsdale was seeking advice from a tree specialist.

**Barkway Forum** – The first meeting had been very well attended and many good ideas had come out of it. Thanks were given to Cllr. Cockerton for taking this project on board and getting it up and running.

### **Finance Report**

The Parish Council bank balance at 11.05.10 is £6812.59

Parish Council Account:

Receipts since the last meeting: None

Payments since last meeting:

£51.00 – Eon - Direct Debit Electricity Pavilion

£15.00 – Veolia – Direct Debit Water Pavilion

Cheques to be signed at this meeting:

£483.71 – Viking Direct – Printing Expenses Parish Plan

£80.88 – Gordon Baker – Printing Expenses Parish Plan

£60.00 – Tom Bentley – Street Cleaning x 4 weeks

£310.00 - Catharine Toms – Agreed monthly Clerk’s salary

£48.48 - Clerk’s Expenses

£30.00 – Barkway Village Hall – Hire for Annual Parish Meeting

Reading Room Account:

Bank Balance at 11.05.10 = £1367.78

Receipts since the last meeting: None

Payments since the last meeting:

£22.00 - Eon Direct Debit for Electricity

Cheques to be signed at this meeting:

£2.98 – Gordon Baker – postage costs

### **Correspondence:**

A letter had been received from Mr Peter Bassett regarding a local Community Speed Watch scheme. It was noted that Cllr. Davidson had been invited to attend a meeting at Herts Police Headquarters on 20<sup>th</sup> May about the possibility of a similar scheme being introduced into North Herts.

There being no further business the meeting closed at 9.01pm

**Date of next meeting: 8th June 2010, in the Reading Room 7.15pm for 7.30pm**

