

Minutes of Barkway Parish Council Meeting
Held at the Pavilion, Barkway on Tuesday 8th July 2025 at 7.30pm.

- 1. Attendance:** Cllrs:
Mr W Dennis (Chair)
Ms L Fletcher
Mr W Sapsford
Also present: Mrs C Toms (Clerk/RFO)
Members of the Public: One member of the public was present.
- 2. To receive and accept apologies for absence:** Cllrs. G Swann, J Cox, P Baker and D Marchant (holidays), County Cllr. R Brown and the Police. Apologies were accepted.
- 3. To receive Councillors' Declarations of Pecuniary Interest and to remind Councillors of their requirement to update register of interests under change of circumstances –** None.
- 4. Minutes**
 - 4.1 To approve the minutes of the last meeting -** Proposed, seconded and all in favour to approve. Resolved. **Action: Clerk**
 - 4.2 To consider any matters arising from the last meetings –** None.
- 5. To receive report from District Councillor –** no report.
- 6. To receive report from County Councillor –** no report.
- 7. To receive report from the Police –** no report.

Standing Orders were suspended.

- 8. Public Session – to receive representations from members of the public –** A member of the public was present to explain about their planning application.

Standing Orders were resumed.

- 9. Council Administration –** no report.
- 10. To receive updates from Portfolio Holders**
 - 10.1 Corporate Governance –** Nothing to report.
 - 10.2 Planning**
 - 10.2.1 To receive monthly update report from Redrow regarding BK3 development and agree any response needed –** No monthly report had been received. The Clerk had emailed the North Herts Council (NHC) Urban Planning Officer, copying in the Planning Case Officer and also the Officer who had been dealing with the Barkway & Nuthampstead Neighbourhood Plan (BNNP), following the informal meeting with Redrow back in June, where proposals shown had been changed from rural to more urban in design. Three weeks on, no response had been received.
 - 10.2.2 To receive update on matters relating to the Open Space agreement between NHC and the Parish Council –** All due diligence checks had been completed by the Solicitor and the matter was now going forward.
 - 10.2.3 To consider and make comment on planning application : Full Permission Householder : Installation of external decks and verandas with canopies over, alterations to existing fenestration to include first floor French window and Juliet balcony, and insertion of rooflights to existing east and west side elevation roofslopes.**
Howletts Farm, Gas Lane, Barkway, Royston, Hertfordshire, SG8 8ET. Case Ref No: 25/01571/FPH – After consideration of this application, it was proposed, seconded and agreed

by all that there was no objection to the application. Resolved. The Clerk to submit response to NHC. **Action: Clerk**

10.2.4 To consider and make comment on planning application: Full Permission Householder : Reposition front entrance door, replace existing rear door, replace existing windows and re-clad and paint exterior cladding (as amended by plan received on 30/06/2025)

3 Church Lane, Barkway, Hertfordshire, SG8 8EJ. Case Ref No: 25/01534/FPH – After consideration of the application it was proposed, seconded and agreed by all that the application should be referred to the Conservation Officer to ensure that any works approved and materials used would maintain the existing appearance and character of the cottage and be in keeping with the Conservation Area. The Clerk to respond to NHC. **Action: Clerk.**

10.2.5 To consider and make comment on planning application: Listed Building Consent : Reposition front entrance door, replace existing rear door, replace existing windows and re-clad and paint exterior cladding. Internal alterations (as amended by plan received on 30/06/2025).

3 Church Lane, Barkway, Hertfordshire, SG8 8EJ. Case Ref No: 25/01534/FPH – After consideration of the application it was proposed, seconded and agreed by all that the application should be referred to the Conservation Officer to ensure that any works approved and materials used would maintain the existing appearance and character of the cottage and be in keeping with the Conservation Area. The Clerk to respond to NHC. **Action: Clerk.**

The member of the public present departed from the meeting.

10.3 Highways - To receive for consideration costings for alterations to speed indicator signs – No costings had been obtained so far for changes to the existing flashing signs.

However, the Clerk had circulated details of some equipment currently being considered by Barley Parish Council as an alternative to their current Truvelo cameras, which would now need to be funded by Barley PC as their 3 years of grant funding from the Herts Office of Police and Crime Commissioners (OPCC) had finished. Cost to continue with the Truvelo cameras was estimated at around £2.5k to £3k per annum.

The alternative equipment was ‘AutoSpeedWatch’. This being a fully self-contained roadside unit, solar powered and requiring no electrical power supply. These could be used in locations where speed needed to be monitored and would send data over the internet about offenders at that location. The lightweight units could be fixed to existing poles with a simple fixing band. The price per unit, including one year’s data would be £779.00. The only ongoing cost would be from year 2 onwards which would require subscription to a data plan to maintain connectivity and access to the system.

The Clerk to contact County Cllr. Brown to enquire about cost of changing existing flashing signage to show actual speed and to request consideration for grant funding either for existing signs to be upgraded or for purchase of alternative equipment. Safety with current speeding traffic was now a matter of paramount concern for the village. **Action: Clerk**

10.4 Sports and Recreation – To receive for consideration costings for silent fireworks for Bonfire Night 05/11/2025 – to be deferred to the August meeting.

10.5 Community Property

10.5.1 To receive update on progress with improving security measures for the Pavilion and Recreation Ground – to be deferred to the August meeting.

10.5.2 To receive update on refurbishment works for the interior of the Reading Room – It was reported that the decorating had been completed as per the quoted works. All that remained to be resolved was what to do about the areas of floor which had been under the bookcases and kitchen units and was now a different colour to the rest of the floor. It was agreed to ask the decorators if these areas of wooden floor could either be sanded or stripped of stain and revarnished to match the rest of the floor. **Action: Clerk**

The final removal of any remaining items, including the large metal cupboard was organised for the coming Saturday with some help from volunteers.

10.6 Environment - To receive update on progress with Carriage Wash Restoration Project – Cllr. Fletcher reported that she was now pursuing two avenues of potential grant funding, The Pilgrim Trust and launching a ‘Buy a Brick’ campaign.

10.7 Media and Communications – Nothing to report.

11. To receive finance reports from the Clerk

11.1 To provide update on current financial position

Parish Council Account:

The Parish Council bank balance at 08.07.2025 was £40,470.47 (of which £11,920.46 is ring-fenced in the Carriage Wash Fund A/C)

Petty Cash £9.28

Receipts since the last meeting:

CR £270.00 – B Strachan – Hire of Community Room (incl. deposit)

11.2 To authorise payments to be made

Approval of payments since last meeting:

DD £91.97 – Nest – Pension

DD £12.00 – Sage – Payroll Software

DD £29.54 – EDF Energy – Electricity Pavilion

DD £37.79 – Castle Water – Water Pavilion

DD £61.94 – BT – Broadband Pavilion

Approval of payments to be made at meeting:

By bank transfer:

BP £1,252.28 - Catharine Toms – Clerk's Monthly Salary

BP £41.25 - Annie McPherson – Litter Picking May

BP £22.50 – Sophie & Charlotte Anderton – Litter Picking May

BP £765.77 – HMRC – PAYE/NI Apr-Jun

BP £55.00 – Stephen Thornton – Window Cleaning Pavilion, RR & Cleaning Bus Shelters

BP £420.00 – Deluxe Perfect Cleaning Ltd – Cleaning at Pavilion May

BP £137.50 – R Bonfield – Maintenance Pavilion & Rec. Jun

BP £200.00 – Tim Drake – Line Marking & Grass Cutting Jun

BP £150.00 – Jenna Johnson – Refund of Deposit for Hire of Community Room

BP £420.26 – Morgan Fire Protection – Annual Maintenance Fire Extinguishers (incl. 3 new ones)

BP £420.00 – Acacia Tree Surgery Ltd – Tree Survey

BP £75.18 – JRB Enterprise Ltd – Replacement Dog Poo Bags

Reading Room Accounts:

Bank Balance at 08.07.2025 was £5,800.63

Receipts since last meeting: None

Approval of payments since last meeting:

DD £59.20 – British Gas – Electricity

DD £48.00 – NHC - Rates

12. Correspondence – Notification from NHC indicating that they were commencing a review of the Local Plan and a call out been put out for possible sites to be considered for development.

13. Items to be deferred to the next meeting – Carriage Wash restoration project, Survey of Seats and Benches, Reading Room re-fit and funding, Open Space agreement with NHC, Barkway Bulletin, Village Pond, Security measures for the Pavilion and Recreation Ground, Traffic speeding, Bonfire Night, Meeting with Urban Planning Officer regarding BK3.

14. Date of next meeting – Tuesday 12th August 2025.

There being no further business, the meeting ended at 8.00pm