

Minutes of Barkway Parish Council Meeting
Held at the Pavilion, Barkway on Tuesday 14th April 2026 at 7.30pm.

1. Attendance: Cllrs:
Mr W Dennis (Chair)
Mr P Baker (Vice Chair)
Mr N Stuart
Ms L Fletcher
Mr G Swann
Ms J Cox

Also present: Mrs C Toms (Clerk/RFO)

Members of the Public: Three members of the public were present (representatives from Redrow)

2. To receive and accept apologies for absence: Cllrs. D Marchant (work commitment), District Cllr. Martin Prescott, County Cllr. Ruth 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 – Item 11.2 – Cllr. J Cox.

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.

Stand Orders were suspended.

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 – Three representatives were present from Barratt Redrow, Louise Simmonds (Senior Planning Manager), Matthew Moore (Senior Technical Manager) and Steve Summers (Area Construction Manager). Louise explained that the Reserved Matters Application was due to be determined by the North Herts Council (NHC) Planning Control Committee on Thursday 16th April and it was hoped that it would be given approval and that the project could finally move forward. This was therefore an opportunity to introduce her colleagues as the main points of contact in form of a handover as it was getting closer to the site start up.

Cllr. Swann arrived in the meeting at 7.35pm.

Cllr. Dennis pointed out that great concern still remained about capability of the Barkway Sewage Treatment Plant (STP) to deal with the extra demand generated by the development. Redrow explained that they had received a letter from Thames Water, as a result their pre-planning enquiry, confirming that the STP had sufficient capacity subject to implementation of the site in accordance with the phasing details submitted. The fact that the commencement of

the site had been severely delayed and the phasing plan was out of date, it would not affect the build rate once work was started. Redrow therefore was now pushing for commencement on site.

Redrow was asked to share this information with the Parish Council as no data seemed to have been made publicly available to substantiate the confirmation of capability stated by Thames Water. The Phasing Plan would allow Thames Water to upgrade the STP as the development moved forward, and on that basis NHC had agreed to a discharge of Condition 9.

The Parish Council would involve MP Mark Hinchliff in order to obtain the necessary detailed information from Thames Water. **Action: WD**

Other matters discussed were treatment of Bridleways 17 and 18. For clarification, Louise Simmonds to provide Cllr. Dennis with exact details.

It was asked if the planting on the northern boundary adjacent to Newsells Stud could be implemented early in order that it was well established by the end of the build, as Newsells were anxious about the welfare of their horses. Redrow pointed out that they would need to do work on the land drains and soakaways in that area first but would be liaising with Newsells Stud.

The Highways Consultant had queries over Herts County Council (HCC) Highways permission for the siting of the bench near the Cambridge Road entrance and the on-verge parking opposite. It was unknown if the bench had HCC permission as it had been in place for many years. The verge parking had been created to alleviate parking issues along Cambridge Road when football matches were being played on the Recreation Ground. The work had been carried out by HCC and paid for through HCC Locality Budget, so HCC Highways permission must have been granted. The Clerk to respond to the Highways Consultant. **Action: Clerk**

Redrow would advise of any site commencement well in advance of starting. If permission was granted on 16th April by NHC, there were still many internal Redrow processes and procedures to follow before any building could start. A temporary site compound would be initially on the Cambridge Road side before being relocated to the Royston Road side.

Louise Simmonds would circulate names and contact details to use during the construction phase.

The representatives from Redrow departed from the meeting at 8.10pm.

Cllr. Cox arrived in the meeting at 8.15pm

Cllr. Baker departed from the meeting at 8.20pm

Standing Orders were resumed.

9. Council Administration – To provide an update on arrangements for the Annual Parish Meeting on Tuesday 19th May – Mr Jon Mein had been invited to be the Guest Speaker. He had been working with the Barkway Local History Group (BLHG) and was shortly publishing a book. The event to be advertised in the Diary. **Action: Clerk**

10. To receive updates from Portfolio Holders

10.1 Corporate Governance – Nothing to report.

10.2 Planning

10.2.1 To receive report from Redrow representatives regarding BK3 development – (See item 8)

10.2.2 To note meeting of NH Planning Control Committee on 16th April for determination of Reserved Matters Application (25/03149/RM) and agree if PC would like to make representation to the Committee – Cllr. Swann had agreed to make a representation to the NHC Planning Control Committee. He would adjust his speech now to reflect information received from Redrow earlier. Cllrs. Dennis and Stuart would also attend to support Cllr. Swann.

10.2.3 To consider and make comment on planning application:

Full Planning Permission : Material change of use from Storage to Residential (C3) to include alterations to existing fenestration

The Pump House, Royston Road, Barkway, Royston, Hertfordshire, SG8 8BX – Case Ref No: 26/00356/FP

After consideration of this application it was proposed, seconded and agreed (subject to any further comments from Cllr. Swann, once he had been able to check the details), that there was no objection to the application. The Clerk to respond to North Herts Council (NHC). **Action: Clerk**

10.2.4 To consider and make comment on planning application:

Full Permission Householder : Erection of detached garden/pool room

109 High Street, Barkway, Royston, Hertfordshire, SG8 8ED – Case Ref No: 26/00819/FPH

After consideration of this application it was proposed, seconded and agreed (subject to any further comments from Cllr. Swann, once he had been able to check the details), that there was no objection to the application. The Clerk to respond to North Herts Council (NHC). **Action: Clerk**

10.2.5 To receive update on condition of Cart Barn to the rear of 9 High Street

– The Clerk had not received any response from her email to the planning officer raising concern about the further deterioration of the barn. Fencing had now been erected around the barn and it appeared that work was commencing. This matter would be kept under review.

10.3 Highways

10.3.1 To receive cost proposal for speed and vehicle registration indicator devices – item to be deferred to the April meeting.

10.3.2 To agree to proceed with a survey to ascertain the support for a 20mph zone on roads within Barkway – item to be deferred to the May meeting.

It was commented that HCC was allocating a lot of money into the 20mph schemes being implemented across the County whilst existing signage and road markings were becoming in deteriorated condition as a result of this diverted spending.

The Clerk to contact Cllr. Marchant to see if any progress had been made with resuming Speedwatch in the village, as this had been effective at deterring speeding traffic in the past.

Action: Clerk

10.4 Sports and Recreation

10.4.1 To receive update on necessary play equipment repairs – It was reported that the repairs had now all been completed.

10.4.2 To agree strict policy on wood collection for Bonfire Night to prevent early dumping of unwanted waste – It was reported that all the unwanted waste that had been dumped by the Pavilion had been cleared into the skip used by the play area repairers and it had been removed. No other material would be allowed to be left there until the time it was agreed to collect for the bonfire in November.

10.5 Community Property

10.5.1 To review insurance for the Reading Room – The Clerk reported that she had undertaken a detailed discussion with Zurich about insurance for the Barkway Local History Group (BLHG). It concluded that Zurich could not provide cover under the Parish Council insurance policy for a 3rd Party. They could not insure items that did not belong to the Parish Council unless there was a form of contract in place that required insurance for the items. The BLHG would need to obtain its own insurance for its belongings and its activities. Zurich provided a contact number for a department that may be able to help the BLHG, as a non-profit making organisation, find a suitable policy.

10.5.2 To agree to replace 4 wooden fence panels between the two car parks at the Recreation Ground – This was to replace the section of fence removed to manoeuvre the storage container into place alongside the Pavilion. The Clerk to ask Mr Dodkin to contact Cllr. Dennis. **Action: Clerk**

It was agreed to ask Mr Bonfield to run the taps and showers once a week at the Pavilion to make sure that they are kept clean and that the pressure valves keep working. **Action: Clerk**

10.6 Environment – To receive progress update on Carriage Wash restoration project – It was reported that Cllr. Cox had chased Mr Morton from The Morton Partnership Structural Engineers to make progress and produce the report that was needed in order to commence the tender process. Three quotations would be needed. Cllr. Fletcher to contact The Pilgrim Trust to update them on progress and also to clarify that the grant applied for would be to pay for the Capital Works, not the current preliminary costs necessary to establish a

programme of works and obtain tenders. A grant application needed to be submitted to The Pilgrim Trust before August. **Action: LF**

Cllr. Cox would complete a pre-application to The National Heritage Lottery but needed an idea on monies required first. **Action: JC**

The Willow Associates ecology invoice of £473.52 could now be paid. **Action: Clerk**

Next Carriage Wash meeting to be arranged once report from the Morton Partnership had been received.

10.7 Media and Communications – It was confirmed that once the minutes from the previous meeting had been approved the Webmaster could immediately upload them onto the website.

11. Finance – 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 14.04.2026: £34,871.75

The Carriage Wash Fund A/C balance: £13,531.45

Petty Cash £9.28

Receipts since the last meeting:

Parish Council A/C:

CR £60.00 – Kail – Hire of Community Room

CR £6,356.11 – HMRC – VAT Reclaim

CR £50.00 – Larkin – Hire of Community Room

CR £100.00 – Baker – Hire of Community Room

CR £120.00 – Price – Hire of Community Room

CR £60.00 – Buntingford Cougars – Hire of Football Pitches

CR £23,250.00 – North Herts Council – Half Year Precept

11.2 To authorise payments to be made

Approval of payments since last meeting:

DC £16.79 x 2 – Zoom – Software Subscription

DD £96.49 – Nest – Pension

DD £13.20 – Sage – Payroll Software

DD £33.40 – EDF Energy – Electricity Pavilion

DD £57.54 – BT – Broadband Pavilion

DD £11.42 – Castle Water – Water Pavilion

Approval of payments to be made at meeting:

By bank transfer:

BP £1,281.06 - Catharine Toms – Clerk's Monthly Salary

BP £57.38 - Annie McPherson – Litter Picking Mar

BP £29.75 – Sophie & Charlotte Anderton – Litter Picking Mar

BP £823.17 – HMRC – PAYE& NI Jan – Mar 2026

BP £87.50 – R Bonfield – Maintenance Pavilion & Rec. Mar

BP £810.00 – Tim Drake – Line Marking & Grass Cutting Mar + Reinstatement of Bonfire Site

BP £420.00 – Deluxe Perfect Cleaning Ltd – Pavilion Cleaning Mar

BP £55.00 – Steve's Windows – Window Cleaning Pavilion and RR + Bus Stops

BP £247.80 – N White Plumbing & Heating – Repair of Hot Water System Pavilion

BP £134.00 – The Printed Page – Easter Card 2026

BP £10.00 - The Hundred Parishes Society – Annual Subscription

BP £599.32 – HAPTC – Annual Subscription

BP £506.40 – Sage (UK) Ltd – Accounts Software Subscription

BP £6,449.08 – Playground Facilities Ltd – Inspection Repairs Play Equipment

Carriage Wash Account:

BP £473.52 – Greenwillows Associates Ltd – Ecology Consultancy for Carriage Wash Project

Reading Room Accounts:

Bank Balance at 14.04.2026 was £1,522.81

Receipts since last meeting: None

Approval of payments since last meeting:

DD £103.23 – British Gas – Electricity

Proposed, seconded and agreed by all.

12. Correspondence – Barley Parish Council regarding planning appeal on 12th May re: large development on Barkway Road, Royston. Requested that someone from Barkway Parish Council attended to present a united objection on behalf of Barley, Barkway and Reed. No one would be available from Barkway PC as 12th May was the Annual Meeting and monthly meeting of the Parish Council. Suggest that one of the other Barley Cllrs. read out a presentation and maybe asked for support from Reed Parish Council as that village was also likely to be affected with more potential traffic using The Joint to access the A10. The Clerk to respond to Barley Clerk. **Action: Clerk**

13. Items to be deferred to the next meeting – Carriage Wash restoration project, Survey of Seats and Benches, Social Media Policy for 2026, Village Pond, Security measures for the Pavilion and Recreation Ground, Traffic speeding and 20mph zone.

14. Date of next meeting – Tuesday 12th May 2026 the Annual Meeting followed by the monthly Parish Council Meeting. Annual Parish Meeting – Tuesday 19th May @ 7.30pm

There being no further business, the meeting ended at 20.47pm.