

Minutes of Barkway Parish Council Meeting
Held at the Pavilion, Barkway on Tuesday 8th September 2026 at 7.30pm.

1. Attendance: Cllrs:

Mr W Dennis (Chair)
Mr P Baker (Vice Chair)
Ms J Cox
Mr N Stuart

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. D Marchant (work commitment) and G Swann (holiday). District Cllr. M Prescott 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 meetings – Apart from one typing error needing amendment. Proposed, seconded and all in favour to approve. Resolved. **Action: Clerk**

4.2 To consider any matters arising from the last meetings – None.

Standing Orders were suspended.

5. To receive report from District Councillor – No report.

It was noted that Government had decided that a further review was now to be undertaken about the decision to have Unitary Authorities in some areas, including in Hertfordshire.

6. To receive report from County Councillor – No report.

7. To receive report from the Police – No report.

8. Public Session – to receive representations from members of the public – No one present.

Standing Orders were resumed.

9. Council Administration – to receive update on Parish Councillor recruitment – no one had expressed any positive interest so far. Cllr. Dennis would raise the matter at the upcoming Village Lunch and Cllr. Stuart would put a further notice on the website. **Action: WD/NS**

It was noted that the External Auditors had now issued a Notice of conclusion of audit for 2025/26. It concluded that information provided was in accordance with Proper Practices and no other matters had come to their attention giving cause for concern that relevant legislation and statutory requirements had not been met.

10. To receive updates from Portfolio Holders

10.1 Corporate Governance – nothing to report.

10.2 Planning - To receive monthly report regarding Redrow BK3 development and agree any action needed – There had been no monthly report from Redrow. There had been some fencing erected to screen the site from Mill Cottages and signs were now up directing site traffic to the correct entrance. The Litter Picker had reported that each week there was considerable volumes of rubbish around the Cambridge Road site entrance. This would be mentioned to Redrow if the situation continued. Concern was raised that building was progressing fast, without it seemed, the designs having been formalised. This would be queried with North Herts Council (NHC).

10.3 Highways

10.3.1 To receive update on progress with village survey for proposed 20mph speed limit in Barkway – It had been learnt through social media that Herts County Council (HCC) Cllr. Ruth Brown was now pushing ahead with implementing the 20 mph zone in Barkway. All residents had been consulted by letter from HCC and given opportunity to comment. It was still unclear how the new speed limit would be enforced.

10.3.2 To receive update on arrangements for Road Closure for Remembrance Sunday on 8th November – Cllr. Marchant had applied to HCC for the road closure and was awaiting a response. In the meantime, the Traffic Management company used in previous years would be booked to implement the road closure. **Action: WD/Clerk**

10.4 Sports and Recreation

10.4.1 To receive update on football activities for the forthcoming season – The first matches of the new season were due to commence on the coming weekend and the pitches were beginning to recover well following the extended period of dry weather.

10.4.2 To decide whether Bonfire and Fireworks Night can go ahead on 5th November – Cllr. Baker would contact his group of potential volunteers and ascertain by the end of September whether there was enough support to hold the event. Members of the Parish Council, plus 12 additional volunteers would be needed. **Action: PB**

10.5 Community Property

10.5.1 To consider quotation received for the trimming of hedges and ditches around the Rec. in Autumn – Mr Drake had quoted a price of £250. It was proposed, seconded and agreed by all to ask him to proceed with the job as soon as it was an appropriate time. Resolved.

10.5.2 To agree to hire a small skip at a cost of £200 to clear the fly-tipping found behind the Pavilion – The Clerk to look into the matter further as hiring a skip would mean seeking volunteers to load it and it would likely attract rubbish from other sources to be dumped in there as well. **Action: Clerk**

10.6 Environment

10.6.1 To receive quotation for legal fees to enable First Registration of ownership of the Wagon Wash and Village Pond with the Land Registry – The Clerk had contacted a firm of Solicitors used previously and was awaiting a call back.

Cllr. Cox gave the following project update:

The Pilgrim Trust was yet to release the date in January by which the Stage 2 application for funding needed to be submitted.

Cllr. Cox would chase Ed Morton (Structural Engineer) and Steve Parnwell (Ecologist) and provide them with a timetable to meet expectations for proceeding with the project.

A draft tender was coming together, although still needed input from the drainage engineer.

It was hoped to have a final draft tender to review and agree at the October Council meeting. If agreed, then this would be put out to tender over the following month. Ed Morton would then recommend an appropriate supplier and all being well, a decision would be made by the Council to proceed with the work in 2027 (Ecology matters permitting).

The Pre-Application would be prepared for the Heritage Lottery Grant and the 2nd Stage Application for The Pilgrim Trust. A volunteer from the village, with knowledge and expertise in these matters, would be asked for help reviewing with these applications ahead of submission. These would need approval at the December Council meeting.

It was noted that the application for a grant from the Barkway Market Committee had been successful with a grant awarded of £650.00.

10.6.2 To receive update on progress with obtaining advice on maintenance of the village pond – Cllr. Dennis to contact Campaign to Protect Rural England (CPRE). **Action: WD**

10.7 Media and Communications – Cllr. Stuart to include a calendar of future Parish Council meetings on the website. **Action: NS**

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 08.09.2026: £16,365.83

The Carriage Wash Fund A/C balance: £9,750.49

Petty Cash £9.28

Receipts since the last meeting:

Parish Council A/C:

CR £100.00 – Larkin – Hire of Community Room

CR £55.32 – Barclays Bank – Interest

Carriage Wash A/C:

TRF £19.02 Trf from Reading Room A/C - Just Giving Donations

CR £25.41 – Barclays Bank - Interest

11.2 To authorise payments to be made

Approval of payments since last meeting:

DD £16.80 – Sage – Payroll Software

DD £62.34 – BT – Broadband Pavilion

DD £29.26 – Castle Water – Water Pavilion

DD £43.67 – EDF Energy – Electricity Pavilion

TRF £1,000.00 – Reading Room A/C – Electricity Contribution 2026/27

TRF 450.80 – Reading Room A/C – Rates 2026/27

BP £500.00 – Barkway Social Club – Grant

DD £192.98 – Nest – Pension Contribution

Approval of payments to be made at meeting:

By bank transfer:

BP £1,469.00 - Catharine Toms – Clerk's Monthly Salary

BP £61.63 - Annie McPherson – Litter Picking Aug

BP £17.00 – Sophie & Charlotte Anderton – Litter Picking Aug

BP £121.50 – R Bonfield – Maintenance Pavilion & Rec. Aug

BP £264.00 – Deluxe Perfect Cleaning Ltd – Pavilion Cleaning Aug

BP £274.19 – HMRC – PAYE & NI Aug

BP £378.00 – PKF Littlejohn – External Audit 2025/26

BP £475.00 – Tim Drake – Grass Cutting, Weed Treatment, Line Measuring and Marking Out Aug

BP £84.00 – Playground Facilities Ltd – Quarterly Play Area Inspection

BP £396.00 – A Dodkin – Various Maintenance Pavilion and Recreation Ground May-Aug

BP £55.00 – S Thornton – Window Cleaning Bus Stops, Pavilion & Reading Room

Reading Room Accounts:

Bank Balance at 08.09.2026 was £2,767.40

Receipts since last meeting:

£25.00 - BLHG Donation

£1,000.00 – Barkway Parish Council – Electricity Contribution 2026/27

£450.80 – Barkway Parish Council – Rates 2026/27

£37.83 – COIF – Interest

£0.51 – Barclays Bank - Interest

Approval of payments since last meeting:

DD £17.65 – British Gas – Electricity

DD £45.00 – NHC – Rates

BP £19.02 – Carriage Wash A/C – Just Giving Donations Received

12. Correspondence:

- A letter received from organisers of the Barkway Christmas Tree Festival for 2026 to raise money for the Carriage Wash and the Friends of Barkway Church – asking for financial support for the Christmas Tree to be sited by the village pond. After discussion, it was proposed, seconded and agreed by all to offer a grant of £200. Resolved.

- A letter from NHC asking if the Parish Council wanted to be included in the schedule for an annual play area inspection. This was agreed. The Clerk to contact NHC. **Action: Clerk**

- A response from Campaign for Real Ale (CAMRA) further to a request for advice regarding the closing of the Tally Ho pub. It was confirmed that the case of the Tally Ho had been passed to their 'Pubs at Risk' team. Their advice was for the Council to ascertain whether there was enough active support locally to set up a Campaign Group to save the pub. In addition, to make NHC planning enforcement aware of the situation and reiterate that should any application for a change of use for the property be forthcoming, that it should be refused.

13. Items to be deferred to the next meeting – Recruitment of a new Parish Councillor, Carriage Wash Restoration Project and quotation for Informative Sign, Survey of Seats and Benches, Social Media Policy for 2026, Village Pond maintenance, Security measures for the Pavilion and Recreation Ground, Traffic speeding and 20mph zone survey, Repair to multi-play equipment.

14. Date of next meeting – Tuesday 13th October 2026.

There being no further business, the meeting ended at 8.25pm