

# BARNACK PARISH

## ANNUAL COUNCIL MEETING

Minutes of a meeting of Barnack Parish Council held on  
Monday 9<sup>th</sup> May 2022 at 7.00pm at the Village Hall

DRAFT MINUTES FOR APPROVAL AT NEXT MEETING

- 1) **ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2022-2023** Margaret Palmer was elected as Chair.
- 2) **DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN** Signed in the presence of the Clerk.
- 3) **ATTENDANCE**  
Chair: Margaret Palmer (MP), Sophie Moore (SM), Sonia Lane (SL), Susie Caney (SC), Iris Payne (IP), Kimberley Cameron (KC), David Laycock (DL), Debbie Lines – Clerk (DaL)  
Apologies: David Over (DO)
- 4) **DECLARATIONS OF INTEREST AND DISPENSATIONS** *None*
  - a) To receive Declarations of Interest from Councillors in items on the Agenda.
  - b) To receive written requests for Dispensations for Disclosable Pecuniary Interests.
  - c) To grant any requests for Dispensation as appropriate.
- 5) **TO ADOPT REGULATORY DOCUMENTS FOR 2022-2023:** *Approved. Clerk to update website.*  
Standing Orders, Financial Regulations, Code of Conduct, Press Policy, Complaints Procedures, ICO Publication Scheme, Internet & Email Policy, Privacy Notice – Councillors & Employees, Privacy Notice – Residents & Public, Equality & Diversity Policy, Disciplinary Policy, Grievance Policy, Sickness & Absence Policy, Health & Safety Policy, Training & Development Policy, Risk Management Scheme, Risk Register, Grant Policy.
- 6) **PREVIOUS MEETING**
  - a) To confirm Meeting Minutes of 11<sup>th</sup> April 2022 held at the Village Hall *Confirmed.*
- 7) **OPEN FORUM** *(for issues raised by residents and Councillors to the Clerk)*
  - a) Increase of graffiti around Pilsgate and Barnack *The Clerk advised that this has been escalated to the local police. Residents are requested to notify any new instances found to Peterborough Highways Authority by way of Fixmystreet.com or to notify the Clerk.*
  - b) *MP advised that there was loud strimming in the school grounds close to houses at 7.15am on Monday morning. Clerk to ask the school to delay making such noise until after 8pm.*
- 8) **OUTSTANDING ITEMS**
  - a) Request for additional benches around village *Clerk to investigate fixings required to secure as a replacement to the damaged bench in Little Northfields.*
  - b) Overgrown footpath along the B1443 *Clerk continues to chase Highways.*
  - c) Requests for poo bin at Hills & Holes near Cricket Club *MP will follow up with Natural England (NE)*
  - d) Notice board refurbishment *Clerk continues to investigate options.*
  - e) Hills & Holes fencing amelioration *The resident group is not yet active. DL advised loose wood left lying around is potential fire risk and should be notified to NE. MP to follow up with NE.*
  - f) New doors on village hall *The planning application is awaiting review by PCC.*
  - g) Funded pond conservation project *A potential place has been found south of the village. Clerk to contact farmer with request.*
  - h) Millstone Lane parking concerns *Highways have provided input on what is allowed in terms of*

*fencing or hedges and this has been passed to the residents.*

- i) *Trees for publicly accessible land The Council continue to research options for places to put the offered trees. MP to consult with NE regarding possibility of using some around edge of the reserve.*
- j) *Cleaning of the village white gate signs: The council would like to thank our Duke of Edinburgh volunteers as they continue to do this, and other tasks, in the village.*
- k) *War Memorials bollards: we await installation of more robust bell shaped bollards by Highways. Clerk to chase.*

## 9) CORRESPONDENCE

- a) *NALC, CAPALC & PCC circulars. Noted.*

## 10) PLANNING

New or revised applications:

- a) *22/00413/HHFUL and 00414 amendment – Kylemore Cottage, Uffington Road, Barnack – Demolition of conservatory and store, construction of extensions and other alterations (part retrospective) No objections.*
- b) *22/00409/HHFUL – 9 Orchard Road, Barnack, lowering of kerbside for off-road parking No objections.*
- c) *22/00317/LBC – The Village Hall, School Road, Barnack, new doors No objections.*
- d) *22/00578/CTR – Paddock Gate, 3m reduction to silver birch branch No objections.*

Decisions since last meeting:

- a) *22/00367/CTR – 2 Bishops Walk, Barnack – Fell ash tree Permitted*
- b) *22/00359/CTR Tower House Main Street Barnack – works to Cedar tree Permitted*
- c) *22/00345/CTR - Gate House Main Street Barnack - Lapsed leylandii hedge to reduce by approx 40% (red) Permitted*
- d) *22/00344/CTR Gate House Main Street Barnack Holly (red) remove tree and Apple (blue) reduce by 1-2 metres Permitted*
- e) *22/00119/HHFUL 6 Pudding Bag Lane Pilsgate - Single storey rear extension, replacement of roof to existing extension and construction of rear dormer Permitted*
- f) *22/00253/PRIOR - Pre-Planning Consultation Cellnex PE318 – telephone aerial installation at back of industrial estate. Pre-approval permitted.*
- g) *22/00055/NONMAT - The Old Nursery Stamford Road Pilsgate Stamford - Non-material amendment (porch design) pursuant to planning permission 19/01456/HHFUL Amendments approved.*
- h) *21/01117/FUL - Land to the north of Stamford Road, Pilsgate, Stamford - Change of use of redundant agricultural building to employment use, creating four open plan offices, kitchen space and bathrooms, as well as 18 parking spaces. Permitted.*
- i) *21/01883/FUL – Burghley House – replacement parking area. Permitted.*
- j) *21/01884/FUL – Burghley House – creation of Adventure Play Area. Permitted.*
- k) *22/00050/CLP – 9 Sissons Close Barnack - Single storey rear extension Decision Lawful*
- l) *22/00391/CTR – St John the Baptist Church, Barnack – removal of epicormic growth on 9 mature lime trees. Permitted.*
- m) *22/00385/CTR – Westways, Pilsgate – fell lime tree, prunus serrula, gean and willow Permitted.*
- n) *21/01819/HHFUL 33 Uffington Road Barnack - Installation of vehicular access to front with hard-standing (part retrospective). Refused. The councillors feel that this is a shame, given similar dropped kerbs have been allowed nearby. Although concerns around backing into the road seem valid, the alternative may lead to cars being parked on the road which is clearly not a good result.*

Awaiting Decision:

- a) *21/01170/HHFUL – 2 The Old Stackyard, Pilsgate – resubmission of garage and extension works. Awaiting decision.*
- b) *21/01708/HHFUL and 22/00058/LBC – 22 Main Street, Barnack - Single storey extension to garage annexe, with link to house, replacement of outbuilding with single storey garden office and in-ground swimming pool. Revised plans submitted. Awaiting decision.*

- c) 22/00074/HHFUL - 7 Whitman Close Barnack - Two storey side/rear extension and installation of solar panels following demolition of existing conservatory, front porch and single storey element *Awaiting decision*
- d) SK 22/036 Land Off Kettering Road, Stamford, PE9 2JS - Erection of 4 detached dwellings and garaging, creation of access, and associated landscaping *Awaiting decision*
- e) 22/00271/FUL The Post House, Main Street, Barnack - Demolition of existing dwelling and outbuilding and erection of new Georgian style dwelling with associated outbuilding, landscaping and boundary *Awaiting decision*

## 11) BURIAL GROUNDS

- a) Approve Terms & Conditions and Price Lists for year 2022/23 *Approved.*
- b) Maintenance: on-going bench renovation. *Work continues as time and weather allows.*
- c) Reinstatement of gravestone knocked down by sycamore. *It was agreed that this would be left prone.*
- d) Plot 861 & 880 Browne: request to have a slightly larger headstone centred across the two plots. *Approved to be wider than normal, but no higher.*

## 12) FINANCIAL

- a) To approve:
  - i. Monthly Finances, April 2022 *Approved.*
  - ii. Financial year 21/22 Internal Audit Report – Council to approve *Approved.*
  - iii. Financial year 21/22 AGAR – Council to approve *Approved.*
  - iv. *SL advised that the Clerks annual appraisal has now been held and pay grade increase in line with her contract recommended. Councillors approved. This will be backdated to 1.4.22.*
- b) To approve payment of the following outstanding accounts: *Approved.*
  - i. £360.03 Clerk pay and expenses for April 2022
  - ii. £69.98 Sophie Moore – expenses. MUGA padlocks reimbursement.
  - iii. £145.52 Amazon business – miscellaneous sports equipment for MUGA
  - iv. £246.84 Amazon business - notice boards for MUGA fencing
  - v. £10.80 BJ's Print – 2 x A3 laminated posters Nature Recovery
- c) To approve payments made since last meeting: None
- d) To note monies received: *Noted*
  - i. £12,855.51 Peterborough City Council 1<sup>st</sup> half year precept

## 13) REPORTS

- a) Ward Group Meeting *Minutes from the last meeting are still to be circulated.*
- b) Parish Liaison Group: Amenity Tip permits *Councillors agreed that as we provide a bulky waste collection each year, these permits are not needed for Barnack.*  
Parish Conference, 8<sup>th</sup> June. *Clerk to find out what parishes are expected to produce to 'showcase' their Nature Recovery Plans.*
- c) JCC / Barnack Nature Recovery Plan. *Work continues.*
- d) Traffic Calming *We await feedback from PCC to the various proposals submitted last month. In the meantime the Clerk has met with two VAS suppliers to discuss the potential for additional signs on the approaches to the village. We await quotes. Consultations as needed will be held with the villages before any decisions are finalised.*
- e) Communications and website. *No updates to report.*
- f) Local Heritage List. *Daniel Worley will present an update on this subject at the Village Meeting on 16<sup>th</sup> May 6.30pm at the Village Hall.*

## 14) OTHER ITEMS

- a) Barnack Sports Pavilion: design and planning application. *Consultations with the cricket club and residents continue. Once these are complete Planning Application will be submitted. It is hoped*

grants will contribute toward the cost of the shed.

- b) Barnack Sports Facility - to discuss the following:
  - i. Opening Date SL advised that the contractors are unable to release the facility for use until the shed is installed. The shed has been delayed and at this time no date for its installation has been provided. Meanwhile, work to get the site ready and booking systems in place continues, with a view to use as soon as we can after the site is handed over.

*Residents are reminded that they must not use the facility at this time. The facility is still under the control and ownership of the contractors, not the school or the parish council.*

- ii. Rules for use of the facility Clerk to circulate latest draft to Councillors. Clerk to obtain quotes for new signs at the gates regarding use of the recreation ground.
  - iii. To discuss options for Membership software and Booking software LoveAdmin, the previously selected supplier, has pulled out, leaving us with the need to start over. The Clerk is investigating alternative options.
  - iv. To approve Membership subscriptions rates Approved. **[SHOULD AMOUNT BE STATED??]** To learn more about the facility and how it will operate, please come along to the Village Meeting at 6.30pm on Monday 16<sup>th</sup> May at the Village Hall.

- c) Jubilee celebrations  
*The BCA continue to plan for the celebrations on Saturday at the Cricket Club. Clerk to follow up with H. Brassey to ensure plans for the beacon lighting are in place. Residents are invited to contact Zeinab at Cross Keys office if they are able to offer lifts to the residents of Little Acres.*

- d) Annual Village Meeting update – May 16<sup>th</sup> Please come along at 6.30pm to the Village Hall to enjoy nibbles and a drink and to hear updates from our Chair Margaret Palmer, from the committee of the new Sports Facility, from Daniel Worley talking about the Heritage List and from other local organisations. Local organisations who wish to speak for about 5 minutes regarding their organisation should contact the Clerk please to book a slot.

- e) Home from Home request for grant: to approve grant requested for £3,610.10 Approved.

- f) The Acres defibrillator – to discuss request to assist with funding Councillors agreed in principle to support this project, but we await final figures and would like to know more about the intended location. It was felt that the CrossKeys office is quite hidden and isolated and a more prominent position might be worth considering. Clerk to contact CrossKeys Homes to discuss.

- g) Management of the grounds at Sissons Close The wildflowers at Sissons Close Hills & Holes continue to struggle, with mostly poppies and thistles so far in sight. The Councillors continue to monitor and to work with Firstport and the PCC Wildlife Officer to improve this area.

- h) Parish Council Vice-chair No volunteers. We will continue to operate without a vice-chair.

## 15) HEALTH & SAFETY

- a) Update regarding the unsafe trees on Chapel Lane. MP advised that this is due to be done on 18<sup>th</sup> to 20<sup>th</sup> May.

### DATE AND TIME OF NEXT MEETING

- Annual Village Meeting Monday 16<sup>th</sup> May at 6.30pm in the Village Hall
- Monday 13<sup>th</sup> June 2022 7pm at the Village Hall

Meeting finished at 9.05 pm.

**Signed as a true record: Chair .....** **Dated: .....**