

11/5/230

MINUTES OF A MEETING OF BARTON-LE-CLAY PARISH COUNCIL HELD ON
MONDAY 9th JANUARY 2017
AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.35 P.M.

Present: Councillors Mr L. Davison-Williams (Chair), Mr D. Gunter (Vice Chair), Mr J. Selley, Mrs B. Thomas, Mr Alun Watson, Mr A. Channon, Mr M. Wright and Mr M. McNulty.

Minutes: Mrs K. Kilby (Assistant Clerk).

In Attendance: Mrs Ann Merryweather (Clerk), CBC Cllr Ian Shingler, Mr J. Gallagher, Mr S. Smart, Mr S. Freer and 6 residents of Sharpenhoe Road.

1. **APOLOGIES FOR ABSENCE** – Cllrs Mr J. Paxton, Mrs G. Gardner and Mr R. Everson

2. **SPECIFIC DECLARATIONS OF INTEREST** – None.

3. **POLICE REPORTS AND ISSUES.**

3.1 The link to the Police website to peruse the crime statistics for Barton-le-Clay and surrounding villages was disseminated to all Councillors prior to the meeting and a copy of the crime statistics disseminated at the meeting.

Crime Figures – The crime figures for 1st December 2016 to 31st December 2016 were as follows: Assault: 1, Common Assault: 2, Criminal Damage to Property: 1, Criminal Damage to Vehicle: 1, Theft from Shops & Stalls: 1, Wounding with intent: 1.

Total for 1st December 2016 to 31st December 2016: 7.

3.2 **Acknowledgement of receipt of Police & Crime Commissioner's monthly newsletter.** – The Council acknowledged receipt of the Police & Crime Commissioner's monthly newsletter. The Clerk advised that a copy would be made available for the public at the Parish Office.

4. **PUBLIC QUESTION TIME** –

Residents of Sharpenhoe Road raised the following concerns regarding the proposed extensions to 22 Sharpenhoe Road:

- Size of the proposed extensions.
- Close proximity to neighbouring properties would severely restrict daylight into the rear of the neighbouring property.
- Two storey extension not in keeping with the neighbouring properties.
- No parking allocated for 22 Sharpenhoe Road.
- A neighbouring property was in dispute regarding the boundary line.

Residents were advised that while the Parish Council would take all concerns into consideration, however, all concerns should be forwarded on to Central Bedfordshire Council.

Other concerns raised were the speed and volume of traffic on Sharpenhoe Road. Also the proposed extension to Arnold Academy could create additional traffic on Sharpenhoe Road and other roads within the village. Cllr McNulty advised that the Council was currently looking at long term Traffic Calming within the village and the extension would be taken into consideration during the planning stages. Roads are to be prioritised as per evidence produced by Central Bedfordshire Council.

Mr Gallagher advised that he was the representative for a group of residents wishing to organise Christmas lights in the village. Cllr Davison-Williams invited him to the next Policies and Resources meeting for further discussions.

5. **CENTRAL BEDFORDSHIRE WARD CLLR REPORTS** –

5.1 Cllr Shingler reported on the following:

- He would meet with the residents of Sharpenhoe Road to hear their concerns regarding planning application CB/16/05643/FULL – 22 Sharpenhoe Road.
- He advised that issuing the Central Bedfordshire Local Plan would be delayed until April 2017.

- He advised the Council of the Arnold Academy Consultation for the expansion of the school primarily due to the housing development in Silsoe. Most pupils would travel by school transport which should not affect Sharpenhoe Road.
- Cllr Davison-Williams enquired whether the Green Belt review had already been to Committee. Cllr Shingler advised that it had not.
- There were no further questions for Cllr Shingler and he left the meeting.

Mr J. Gallagher left the meeting.

6. **PLANNING COMMITTEE** – Cllr Davison-Williams informed the meeting on the following issues:

6.1 **Matters Arising** – None

6.2 **Planning Applications:**

CB/16/05729/FULL: Hollow Springs, Private Road, Barton-le-Clay – Single storey front & rear, two storey front and partial second floor extension and roof alterations. – After discussion, Cllr Channon PROPOSED the Council object on the grounds that the proposed extensions are an overdevelopment of the site. The proposed extensions and alterations by reason of their massing, scale and design are disproportionate to the original dwelling and would result in a dwelling materially larger and more intrusive than the original. The proposal is therefore inappropriate development which would harm the openness of the Green Belt. No very special circumstances have been proven and therefore the application should be declined, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

CB/16/05777/FULL: 22 Norman Road, Barton-le-Clay – Erection of a two storey side and single storey rear extension. – After discussion, Cllr Wright PROPOSED the Council object on the grounds that the proposed extensions are an overdevelopment of the site and would result in an increase of more than 50% of the original dwelling. No additional parking has been highlighted on the plans. The proposed extensions are not in keeping with the street scene, SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED.

CB/16/05643/FULL: 22 Sharpenhoe Road, Barton-le-Clay – Erection of single storey rear extension. – After discussion, Cllr Davison-Williams PROPOSED the Council object on the grounds that the proposed extensions are a considerable overdevelopment of the site and not in keeping with adjacent properties. The proposed extensions would severely restrict daylight and sunlight to the neighbouring property. No allocated parking has been identified on the plans. The property is on the boundary of the Conservation area. SECONDED by Cllr Wright and UNANIMOUSLY CARRIED. **ACTION:** Residents of Sharpenhoe Road were advised to express their concerns with the Central Bedfordshire Council Planning Department.

Cllr Shingler and the residents of Sharpenhoe Road left the meeting.

CB/16/05893/FULL: 54 Bedford Road, Barton-le-Clay – Demolition of existing outhouse and erection of single storey rear extension. – No Comment

ACTION: Assistant Clerk to submit comments to Central Bedfordshire Council Planning Department.

6.3 **Consideration and approval of choice of name for new development at rear of Windsor Parade** – Following discussion Cllr Channon PROPOSED the name of Windsor Close, to continue the theme of Historic names for the estate, SECONDED by Cllr McNulty and UNANIMOUSLY CARRIED. **ACTION:** Clerk to advise Central Bedfordshire Council of suggestion.

6.4 **Consideration of attendance to the emergency planning event at the Town and Parish Council Conference on 22nd February 2017.** – Two places had been allocated for Councillors to attend the emergency planning event at the Town and Parish Council Conference on 22nd February 2017. Cllrs Gardner and Paxton expressed an interest in attending the meeting. **ACTION:** Clerk to confirm places on Town and Parish Council Conference.

6.5 **Acknowledgement of receipt of correspondence regarding the Central Bedfordshire Local Plan.** – The Council acknowledged receipt of correspondence regarding the Central Bedfordshire Local Plan.

7.1 **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12th DECEMBER 2016.** (pgs. 5233 to 5238) – PROPOSED by Cllr Davison-Williams, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

7.2 **MATTERS ARISING OUTSIDE OF COMMITTEE REPORTS/UPDATES** – None.

8. CHAIRMAN'S ANNOUNCEMENTS

- 8.1. The Council was advised that a letter of thanks had been received for the small grants awarded to the Barton Carpet Bowls Group.
- 8.2 He advised that the funds from the Santander Bond has matured and would be returned to the Parish Council Current Account. Investment of all Parish Council reserves to be discussed at the next Policies & Resources Committee meeting.
- 8.3 Notification had been received from Central Bedfordshire Council regarding a consultation on the expansion of Arnold Academy. Documents are available from Arnold Academy's website and an open evening is to be held on Thursday 19th January between 5pm and 7pm. Response to be submitted by 1st February 2017.
- 8.4 There were no other Chairman's announcements.

COMMITTEE REPORTS/UPDATES

9 **Policies & Resources Committee.** Cllr Davison-Williams informed the meeting on the following issues:

9.1 **Matters Arising** – None

9.2 **Adoption of Credit Control policy.** – Cllr Davison-Williams PROPOSED the adoption of the Credit Control Policy with the change that the name of the policy to be included on the front of the document, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED. **ACTION:** The Clerk to make amendments to the policy and disseminate to all Councillors.

9.3 **Acknowledgement of resident correspondence regarding Village Hall/Doctors car park.** – The Council acknowledged receipt of correspondence regarding the Village Hall/Doctors car park. **ACTION:** Clerk to contact Central Bedfordshire Council regarding advise on lighting.

9.4 Agenda items 9.4, 9.5 and 9.11 where deferred to the end of Policies and Resources Committee.

9.6 **Consideration of dates for the Gale Court Afternoon Tea and Entertainment and approval of costs.** – The Council was advised that there would be no additional costs to approve. The proposed dates of 2nd or 9th February had not yet been approved by Gale Court. **ACTION:** Cllr Gardner to confirm dates with Gale Court.

9.7 **Acknowledgement and consideration of response to Barton Rovers FC correspondence regarding Car Park and rent.** – Discussion took place regarding income possibilities for Barton Rovers FC at the Sports Field. Mr Darren Whiley to be invited to the next Policies and Resources meeting to discuss. **ACTION:** Defer to next Committee meeting and Clerk to invite Mr Whiley.

9.8 **Consideration and approval of Bedfordshire Football FA proposals for the Sports Field, or to delegate authority to Committee.** – Cllr Davison-Williams advised Central Bedfordshire Council ('CBC') are looking for a site for a 3G pitch for their pitch strategy. The Football Association ('FA') held a meeting attended by Cllr Davison-Williams, the Clerk, Mr Darren Whiley, Mr Steve Smart, Mr D. Liddiard and Mr C. Mann of the FA, where the following was proposed:

- Joint project for New 3G pitch (60x40m) by Beds FA, BRFC, Barton Youth and Barton Parish Council
- Cost 60x40m £200k-£300k, 80x50m £350k-£450k & Full size £500k-£600k approx.
- Beds FA to fund 50-60% and 40-50% by BRFC, Barton Youth & Barton Parish Council combined
- Upfront costs required for planning design £10-£15k (non-refundable) – split 3 ways
- Beds FA preferred site for 3G at Barton on 9x9 pitch 11 area alongside the Pavilion
- A Long Term Plan which could be extended to include community fitness suite/cafe
- Artificial pitches to high standard (2 smaller pitches marked inside larger pitch)
- Floodlights to enable evening use, as well as year round use
- Income generation potential by letting out to community/other villages for daytime walk-in use
- Option 1 – Parish Council apply to build facility then hand over to a Trust
- Option 2 – Management Contract, to collect income & run/maintain the site (3G, pitch maintenance & fitness equipment)
- Window of Opportunity for this project is for the next 16 months, then funds go to urban

The Beds FA recommended a visit to 3G sites at Creasey Park run by Dunstable Town Council via a Manager and Etonbury, Stotfold run by Stevenage Leisure.

After discussion, Cllr Davison-Williams PROPOSED the approval to explore the feasibility of a 3G pitch and advise Bedfordshire FA that they are prepared to investigate the possibility of accommodating a 3G pitch at Luton

Road Sports Field, SECONDED by Cllr Channon and UNANIMOUSLY CARRIED. **ACTION:** Clerk to advise Bedfordshire FA of Councils decision and arrange visit to Creasey Park and Etonbury. Defer to next Committee meeting for further discussion.

Mr S. Smart left the meeting.

9.9. **Acknowledgement of receipt of the Central Bedfordshire Councils Budget Consultation and delegate authority for Policies & Resources Committee to respond.** – Cllr Davison-Williams PROPOSED the Council delegate authority to the Policies and Resources Committee to respond to the Central Bedfordshire Council’s Budget Consultation, SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED. **ACTION:** Defer to next Committee meeting.

9.4 **Exempt Business** - Resolution to exclude members of press and public from debate on agenda items 9.5 & 9.11 (Standing Order 67) “That in view of the confidential nature of business being transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw” PROPOSED by Cllr Davison-Williams and SECONDED by Cllr Wright and UNANIMOUSLY CARRIED.

The Assistant Clerk and Mr S. Freer left the meeting for Agenda items 9.4, 9.5, 9.10 and 9.11.

9.5 **Consideration and approval of employment of Burial Ground Attendant.** – Cllr Davison-Williams asked each Member to make comment on the consideration. Councillors agreed that employing a Burial Ground Attendant would improve the quality of the Grounds maintenance, but were concerned about the increased cost to residents. Due to time constraints Cllr Davison-Williams deferred the Burial Attendant consideration and P&P Committee Precept 2017/18 to an Extra-Ordinary Meeting. Cllr Davison-Williams requested Members to indicate what additional information was required to make a decision. None specified.

9.10 **Review of Policies & Resources Committee Expenditure for 2016/2017 & Draft Committee Budgets**

- Transfers: As applicable.
- Draft budgets 2017/2018

Policies & Resources Budget: Defer approval Draft Budget to Extra-Ordinary meeting.

9.11 **Review of Pay & Personnel Committee Expenditure for 2016/2017 & Draft Committee Budgets**

- Transfers: As applicable.
- Draft budgets 2017/2018

Pay & Personnel Budget: Defer approval Draft Budget to Extra-Ordinary meeting.

The Assistant Clerk and Mr S Freer returned to the meeting.

10 **Burial Ground Committee** – Cllr Davison-Williams informed the meeting on the following issues:

10.1 **Matters Arising** – None

10.2 **Approval of remaining payment for the new Burial Ground sign.** – Cllr Davison-Williams PROPOSED the approval of the remaining payment of £1669.45 plus VAT to be paid upon completion of the Burial Ground sign, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED. **ACTION:** Assistant Clerk to include payment on completion of the Burial Ground sign.

10.3 **Review of the Burial Ground Committee Expenditure for 2016/2017 & Draft Committee Budgets**

Burial Ground Budget: Cllr Thomas enquired whether the year-end forecast total should read (-) £2,036. Defer approval Draft Budget to Extra-Ordinary meeting.

Cllr Davison-Williams PROPOSED the Council do not include provision in 2017/18 for New Burial Ground Project EMR 333. SECONDED by Cllr Thomas and CARRIED with 1 ABSTENTION.

11 **Highways and Environment Committee** – Cllr Davison-Williams informed the meeting on the following:

11.1 **Matters Arising** –

Cllrs Davison-Williams and McNulty and the Clerk met with Ringway Jacobs to discuss the proposed traffic calming measures for slip road off Bedford Road and Hexton Road. It was suggested that it may be possible to stop the one-way slip road on Bedford Road at one end on an experimental basis and then compile feedback to ascertain whether it would be stopped on a permanent basis. Ringway Jacobs proposed 1 table be constructed near the allotments on Hexton Road and road narrowing lines and coloured brickwork, to give the illusion of speed bumps, to be used further along Hexton Road.



Costs for the proposed works would be in the region of approximately £11,000 for the traffic calming on Hexton Road and the slip road off Bedford Road. Cllr Gunter asked for clarification on priority. **ACTION:** Cllr McNulty to disseminate a breakdown of total costs for the Council's 50% portion for precept.

- 11.2 **Acknowledgement of Bus Shelter Inspections of 15th December 2016 & 5th January 2017** – Cllr Davison-Williams acknowledged receipt of the Bus Shelter inspection sheets and advised that no faults were reported.
- 11.3 **Review of Highways & Environment Committee Expenditure for 2016/2017 & Draft Committee Budgets**
Highways & Environment Budget: Defer approval of Draft Budget to Extra-Ordinary meeting.
- 12 **Leisure Committee** – Cllr Davison-Williams informed the meeting on the following issues:
- 12.1 **Matters Arising** – None
- 12.2 **Acknowledgement of weekly Playground Inspection Sheets of 14th December 2016 & 4th January 2017** – Cllr Davison-Williams acknowledged receipt of playground inspection sheets.
 Norman Road play-area – No faults were reported.
 Arnold Recreation Ground play-area – No faults were reported.
- 12.3 **Acknowledgement of Fitness Equipment Inspections of 14th December 2016 & 4th January 2017** – Cllr Davison-Williams acknowledged receipt of fitness equipment inspection sheets and advised no faults were reported.
- 12.4 **Consideration of the continued use of a skip at the allotments and approval of costs incurred.** – After discussion, Cllr Davison-Williams PROPOSED the removal of the skip at the allotments due to the high increase in costs being unsustainable, SECONDED by Cllr Thomas and UNANIMOUSLY CARRIED. **ACTION:** Assistant Clerk to send letters to allotment holders advising of Councils decision.
- 12.5 **Review of Leisure Committee Expenditure for 2016/2017 & Draft Committee Budgets**
Leisure Budget: Defer approval of Draft Budget to Extra-Ordinary meeting.
- 13 **Sports Field Committee** – Cllr Davison-Williams informed the meeting on the following issues:
- 13.1 **Matters Arising** – None
- 13.2 **Acknowledgement of receipt of correspondence from Ramsey Manor FC regarding 2017 Football Tournament** – The Council acknowledged receipt of correspondence from Ramsey Manor FC advising that they would not be holding the Football Tournament at the Luton Road Sports Field in 2017. **RESOLVED:** No action required.
- 13.3 **Review of permission given to fly model aeroplanes on Luton Road Sports Field** – After a brief discussion, Cllr Davison-Williams PROPOSED the Council renew permission to Mr Rex Landon to fly model aeroplanes on Luton Road Sports Field, SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED. **ACTION:** Clerk to notify Mr Rex Landon of Council's decision.
- 13.4 **Review of Sports Field Committee Expenditure for 2016/2017 & Draft Committee Budgets**
- Transfers: As applicable.
 - Draft budgets 2017/2018
- Sports Field Budget:** Cllr Selley PROPOSED the approval to remove the £4,500 provision for new Boiler Replacement, SECONDED by Cllr Channon and UNANIMOUSLY CARRIED. **ACTION:** Sports Committee to look at alternative options in 2017/18. Defer approval of Draft Budget to Extra-Ordinary meeting.
- Sports Field Transfers:** Cllr Davison-Williams PROPOSED the transfer of any current financial year underspend from Contingencies Repairs/Renewals (Account 4807) to Building Project Repairs (EMR380). SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.
- 14 **MONTHLY FINANCIAL REPORTS**
- 14.1 Balance Sheet, Committee Income & Expenditure and Creditors & Debtors Reports for period ending 31st December 2016 were disseminated to all Councillors prior to the meeting.
- 14.2 Balance Sheet confirmed Current Assets: £227,643 less Liabilities: £4,497 totalling Net Assets: £223,146 Represented by General Fund: £100,742, Current Year Fund: £21,423 and Earmarked Reserves: £100,981.

14.3 Cllr Davison-Williams advised that any queries on monthly financial reports to be sent to the Parish Clerk.

16 APPROVAL OF PAYMENT OF ACCOUNTS

Payments approved as follows:

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MULTIPLE INV. TOTAL	CHQ No.
0432/16	CNG	Pavilion Gas (November)	94.97	4.75	99.72	4812		DD
0433/16	Community Heartbeat Trust	Annual Membership Defibrillators O/No: 752	252.00	50.40	302.40	4152		6518
0434/16	Central Bedfordshire Council	Rates Sports Pavilion - January	738.00	0.00	738.00	4811		DD
0435/16	Central Bedfordshire Council	Rates Parish Office - January	232.00	0.00	232.00	4137		DD
0436/16	Peninsula Business Services	HR Services - January	199.00	39.80	238.80	4151		DD
0437/16	Anglian Water	Sports Pavilion Charge Sept to Dec 2016	96.37	0.00	96.37	4809		DD
0438/16	Anglian Water	Allotment Charge Sept to Dec 2016	27.66	0.00	27.66	4602		DD
0439/16	Anglian Water	Office Charge Sept to Dec 2016	46.45	0.00	46.45	4137		DD
0440/16	British Gas	Pavilion Electric (November)	79.04	3.95	82.99	4806		DD
0441/16	EON	Parish Office Elec Nov	77.82	15.56	93.38	4137		DD
0442/16	NEST	Pension payments December 2016 (Payment due 22/1/17)	645.08	0.00	645.08	526		DD
0443/16	I. Swales	January Salary & Mobile Phone Allowance	salary 10.00		Salary	4003		6531
0444/16	K. Kilby	January Salary	Salary		Salary	4001		6520
0445/16	I. Nicholls	January Salary	Salary		Salary	4002		6521
0446/16	A.Merryweather	January Salary	Salary		Salary	4000		6522
0447/16	E. Rhodes	January Salary	Salary		Salary	4004		6523
	TOTAL SALARIES	NET JANUARY SALARIES	4,959.61	0.00	4,959.61	-		
0448/16	HM Rev & Customs	Mth 9 PAYE	844.00	0.00	844.00	525		
0449/16	HM Rev & Customs	Mth 9 Nat. Emp/ee NI Contri	521.23	0.00	521.23	525		
0450/16	HM Rev & Customs	Mth 9 Nat. Emp'er NI Contri	597.75	0.00	597.75	525	1,962.98	6524
0451/16	H.L. Hutchinson Ltd	White Line Paint O/No: 796	270.00	54.00	324.00	4805		6525
0452/16	Prestige Design & Workwear	Hi Viz Coat O/No: 797	24.00	4.80	28.80	4141		6526
0453/16	Ian Swales	December Mileage (74) miles @ 60.1p	44.47	0.00	44.47	4107		6527
0454/16	Village Hall	Meeting Hire December	32.00	0.00	32.00	4112		6528
0455/16	VFM Products Ltd	Powerclean for Whiteliner O/No: 798	24.60	4.92	29.52	4805		6529
0456/16	Countrywide Grds Mtce	Sports Field Barrier O/Nos: 735/784	630.00	126.00	756.00	4807		6530
0457/16	Cawleys	Skip Emptying - Allotment (Dec)	98.36	19.67	118.03	4134		DD
0458/16	Cawleys	Skip Emptying - Br1 Ground (Dec)	33.46	6.69	40.15	4314	158.18	DD
TOTAL JANUARY 2017 PAYMENTS			10,567.87	330.54	10,898.41			

Approval of Payment of Accounts: Cllr Davison-Williams PROPOSED that the Council approve the payments as listed above, Cllr Thomas SECONDED this motion, which was UNANIMOUSLY CARRIED.

17. TIME ALLOCATION FOR COMMITTEE MEETINGS –

16th January 2017. – Extra-Ordinary meeting 7.30pm.

23rd January 2017 – Burial Ground 7.30pm, Leisure 8.30pm.

30th January 2017 – Policies & Resources 7.30pm and Planning 9pm.

18. ITEMS OF AN URGENT NATURE OR FOR INCLUSION IN THE NEXT AGENDA – None

The meeting closed at 10.20 pm.

I certify that these minutes are a true record of the Parish Council Meeting held on the 9th January 2017, with *no changes/*with agreed amendments to page: item:
(* Delete as applicable)

Dated this day the 13th February 2017

CHAIRMAN