

**MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL, HELD ON**

**MONDAY 8<sup>th</sup> JANUARY 2018**

**AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.30PM.**

Present: Councillors Mr. D Gunter (Chair), Mr. L Davison-Williams (Vice-Chair), Mrs. B Thomas, Mrs. G Gardner, Mr J Roberts, Mr J Selley, Mr A Channon

In attendance: The Parish Clerk, Assistant Clerk, Councillor I Shingler, Melanie Rayner, Jeanette Murphy, Laura Taylor (Barton Christmas lights committee members), James Knight (Rotary representative)

Minutes: Assistant Clerk

**17/337 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Paxton, Watson and McNulty

**17/338 SPECIFIC DECLARATIONS OF INTEREST – None.**

**17/339 POLICE REPORTS**

339.1 **To acknowledge receipt of Crime Statistics for November 2017** – The Crime statistics were acknowledged, members were concerned to read that the crime levels have increased significantly.

339.2 **To register concern of the monthly Police statistics as the figures provided by Central Bedfordshire Council are different from those on Bedfordshire Police website.** The Clerk advised members at the December Full Council meeting that the crime figures received are sent by Central Bedfordshire Council and these do not mirror the figures published on the Police website. Members felt it was important that true figures were reported to Council but acknowledged that there would be delay in the monthly figures available. The office will provide the monthly figures on the Police website.

Councillor Channon arrived at 7.40pm.

339.3 **Invitation received to attend public meeting with the Police Crime Commissioner K Holloway** - The Clerk advised that it had not been possible to book Councillors Davison-Williams and Thomas at the public meeting as all spaces had been full booked. Members requested that a public meeting be requested with Kathryn Holloway, Police and Crime Commissioner (PCC) for Bedfordshire. **ACTION:** Clerk to write to the PCC to request public meeting.

**17/340 PUBLIC QUESTION TIME**

Melanie Rayner asked what plans does the Parish Council have to tackle the increase in crime and make the community safer? She advised that she has set up a meeting with Bedfordshire Police to come and give advice to her and residents within her close. Councillor Gunter advised that a meeting with the PCC would be requested there is also a Streetwatch and Speedwatch scheme and the Parish Council can put volunteers in touch with the correct people. It was noted that the Parish Council had previously set up a number of public events to promote Streetwatch, initially a large number of volunteers came forward on the night but the number of those who continued with the project was only 6. The Parish Council arranged subsequent meetings but the attendance was very low. Councillor Davison-Williams advised that he completed training for Speedwatch but as the only volunteer cannot act on his own.

Laura Taylor asked what traffic calming measures are being suggested for Sharpenhoe Road particularly regarding speeding vehicles. Councillor Davison-Williams advised that the Parish Council

has a 5 year plan for traffic calming. A survey was undertaken and Luton Road and Hexton Road had the highest number of speeding vehicles, Sharpenhoe Road was fifth in line. Laura felt that the lack of street lighting from Grange Road through Brookend Road and into Sharpenhoe Road was an issue and requested that it be looked at. Councillor Davison-Williams advised that there had previously been complaints regarding street lights shining into properties but a request for additional lighting could be sent to Central Bedfordshire Council. Laura advised that residents do not necessarily know what the Parish Council has planned for traffic calming and it would be a good idea for the information to be shared via social media/website. Councillor Channon reported that a basic Facebook and website has been set up. This must be properly managed and strategy would be agreed to provide good quality information regularly to engage with the community.

**17/341 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT.**

Councillor Shingler gave an updated on Central Bedfordshire Councils Local Plan. He had recently met with planning officers but was unable to gain additional information on how two sites were chosen. The plan will be discussed by CBC Full Council tomorrow and it is expected to be approved on Thursday 10<sup>th</sup> January. Councillor Channon asked what the next steps are? Councillor Shingler advised that following approval from CBC the public consultation will take place, all comments will be collated following the close of the consultation period. It will then be sent to the Planning Inspector to ensure it is legally compliant. Laura Taylor asked what would happen to the sports field as it has been included in the plan. Councillor Davison-Williams advised that the land is CBC own, leased to the Parish Council and no building work can take place without agreement from the Parish Council. Councillor Shingler will advise following Thursdays decision, but residents should not accept 688 new properties without justification.

**17/342 BARTON CHRISTMAS LIGHTS**

Mel Rayner introduced herself as Chair of the group. The Switch On took place on Sunday 26<sup>th</sup> November and the committee had not expected such a fantastic response. To date £24,074 has been raised and banked, more funds are expected to come in. 17 installations were purchased and are owned by the village. It will be necessary to continue fund raising for future years, the ongoing costs will be £2,500 to cover PAT testing, erecting and taking down installations, general maintenance and storage. A meeting of the committee to review the event will take place on 16<sup>th</sup> January and they plan to ask for feedback from residents. They advised that the lights are LED and should run for years. They were turned off for 12<sup>th</sup> night and a date for removal has not yet been organised but the Council will be kept updated. The committee was keen to include the Parish Council in the event and thanked them for their grant and the Clerks assistance with the organisation. Councillors were concerned that the Council is accountable on how public money is spent and it was noted that the Council had prioritised the traffic calming scheme and cuts have had to be made elsewhere.

Councillor Shingler and Barton Lights committee left the meeting at 8.37pm

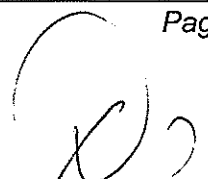
**17/343 PLANNING COMMITTEE REPORTS/UPDATE**

**343.1 Matters arising from previous Planning Committee not included within agenda**

Councillor Gardner advised that the planning investigation for 63 Manor Road had now been closed.

**343.2 To consider new planning applications or delegate authority to respond to committee**

**CB/17/05651/FULL: 29 Norman Road** - Single storey front porch, side & rear extensions, loft conversion and rear roof extension - The Council wish to OBJECT on the grounds that the proposed extensions are an over-development of the site. It is a loss of a 2 bedroom/bungalow to the village, which makes it difficult for people getting on the housing ladder or downsizing.



**CB/17/05744/FULL: The Bull, 77 Bedford Road** - Construction of 2 no. one bedroom dwellings: NB: This is an identical application to CB/14/03673/FULL due to expire on 4/12/17 - The Council strongly OBJECTS to the submitted plans due to the reduction of on-site parking from 15 spaces down to 7 spaces, for The Bull pub, whose business includes the pub with restaurant, a separate function room that can accommodate 100 people and a flat with 3 rooms. The pub hosts entertainment events and offers a Sunday carvery. There is significant parking on the footpath, due to insufficient spaces, which causes problems for pedestrians and road users.

The Design Access Statement is incorrect in a number of places due to the changes to the business since the previous application. There is insufficient turning space for a Refuse Vehicle or Fire Engine.

**CB/17/05819/FULL: Rectory Farm House, Rectory Farm, Hexton Road** - Installation of two dormer windows into existing roof to form a new bathroom facility in existing loft space - No comment.

**17/344 MINUTES OF LAST MEETINGS**

344.1 **To receive and approve the minutes of the Full Council meeting held 11<sup>th</sup> December 2017** – Councillor Gunter PROPOSED approval of the minutes of the Full Parish Council held on 11<sup>th</sup> December 2017 with the amendment of point 331.8 to read **Seconded by Councillor Thomas** SECONDED by Councillor Channon and UNANIMOUSLY CARRIED.

344.2 **Matters arising outside of committee reports/updates** – None

**17/345 CHAIRMAN'S ANNOUNCEMENTS**

345.1 **To acknowledge Local Plan timetable, public drop in event on Thursday 18<sup>th</sup> January at Barton Rovers Football Club** - Acknowledged.

345.2 **To acknowledge receipt of Thank you card from Barton Pre-school for their S137 grant** - Acknowledged.

345.3 **To acknowledge receipt of Thank you letter from Harlington Upper School for their S137 grant** - acknowledged.

345.4 **To acknowledge receipt of letter from Hampshire Trust Bank, changes to savings account terms and conditions from 13<sup>th</sup> January 2018** - Acknowledged

345.5 **Announcements as deemed appropriate by the Chairman** – The consultation on Council tax for 2018/19 has been received from Central Bedfordshire Council. Posters have been displayed on the Parish Councils notice boards, the questionnaire is available on-line and in the Parish office.

**17/346 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**

346.1 **Matters arising from previous Policies & Resources Committee not included within agenda** – None.

346.2 **To approve cost for Year End Accounts Closure 2017/18** - Cllr Gunter PROPOSED the approval of the Year End Accounts Closure at a cost of £515.00 + VAT and mileage of 45p per mile, SECONDED by Councillor Thomas and UNANIMOUSLY carried.

346.3 **To consider viable uses of the Community Fund** - Following discussion Councillor Gunter PROPOSED that at the Community Fund should be used in an emergency, unspecified use and at a capped level SECONDED by Councillor Davison-Williams and UNANIMOUSLY carried.

- 346.4 **To consider First Aider training and approval of costs** - Councillor Thomas PROPOSED that the Groundsman/Facilities Maintenance Person be booked to attend First Aid at Work course at a cost of £135.00 + VAT, SECONDED by Councillor Channon and UNANIMOUSLY CARRIED.
- 346.5 **Approve set up of annual direct debit for ICO annual subscription** - Councillor Gunter PROPOSED that a direct debit be set up for the ICO annual subscription, SECONDED by Councillor Thomas and UNANIMOUSLY CARRIED.
- 346.6 **To acknowledge receipt of Bedfordshire Fire & Rescue Service questionnaire on budget and consider response for Council tax request for 2018/19** - The questionnaire was acknowledged by Members with the following response:
- Question 1:** Do you agree that the Fire and Rescue Authority should raise its council tax by 1.99% (or £1.85 for a Band D property) for 2018/19, in order to retain the current service level provisions?  
Response - Yes
- Question 2:** If the Government removes the cap on council tax, would you support an increase of the Fire & Rescue Authority budget in the range between £2.50 and £5.00 per year for a Band D property?  
Response - Yes
- Question 3:** With a budget gap forecast in the near future, are there any areas that you think the Authority should consider for efficiency savings?  
Response - *streamline administration and merge control rooms*
- Councillor Thomas PROPOSED that the responses above be submitted from the Parish Council, SECONDED by Councillor Selley and CARRIED 6 in favour with 1 abstention.
- 346.7 **To consider the arrangements for Afternoon Tea and entertainment at Gale Court and set date** - Councillor Gardner has liaised with the Women's Institute and Thursday 25<sup>th</sup> January was the preferred date with Thursday 1<sup>st</sup> February in reserve. ACTION: Clerk to check the entertainers availability and arrange fliers to be delivered to residents.
- 346.8 **To consider/approve proposal for interim solution to BPC Social media account sharing followed by policy update** - Councillor Channon advised that currently there is one account under the Parish Clerks name and it will be necessary to set up an account for the Assistant Clerk to be able to update the Facebook page, in the meantime the Assistant Clerk will use the Parish Clerks login. Councillor Channon PROPOSED that the Clerks account should be used by the Clerk and Assistant Clerk in the interim and the policy should be updated, SECONDED by Councillor Gunter and UNANIMOUSLY CARRIED.
- 17/347 BURIAL GROUNDS COMMITTEE REPORT/UPDATE**
- 347.1 **Matters arising from previous Burial Grounds Committee not included within agenda** - None
- 347.2 **To acknowledge the Burial ground inspection of 20<sup>th</sup> December 2017 and 3<sup>rd</sup> January 2018** - Acknowledged.
- 17/348 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE**
- 338.1 **Matters arising from previous Highways & Environment Committee not included within agenda** - It was reported that the pedestrian access at The Cutting, left hand side (on the A6) has been blocked by a fallen barrier. An advertising board has been erected on the cutting, it is believed that no planning permission has been granted by Central Bedfordshire Council for this. ACTION; Clerk to report blockage and advertising board to Central Bedfordshire Council
- 348.2 **To acknowledge weekly Bus Shelter Inspections from 12<sup>th</sup> & 20<sup>th</sup> December 2017 and 4<sup>th</sup> January 2018** - Acknowledged.

**348.3 To acknowledge complaint from resident regarding hedge cutting** - The office have received a complaint from a resident that the hedge behind their property has recently been trimmed on the sides but the top has not been cut back and it is now overshadowing their garden. It was agreed that a map of the village is needed identifying all areas which are the Parish Councils responsibility and a list of what work needs carrying out can then be compiled. Once compiled it will be clear to the contractors and staff what maintenance should be completed. **ACTION:** Reynolds and M Granger to be asked to quote for reducing the height of the hedge, quotes to be considered at the next Highways and Environment committee meeting.

**17/349 LEISURE COMMITTEE REPORT/UPDATE**

**349.1 Matters arising from previous Leisure Committee not included within agenda** - None

**349.2 To acknowledge weekly Playground Inspections from 12<sup>th</sup> & 18<sup>th</sup> December 2017 and 4<sup>th</sup> January 2018** – Acknowledged, everything in order.

**349.3 To acknowledge weekly Fitness Equipment Inspections from 12<sup>th</sup> & 18<sup>th</sup> December 2017 and 4<sup>th</sup> January 2018** - Acknowledged, everything in order.

**349.4 To retrospectively approve tree works and cost of £80 + VAT at Arnold Recreation Ground following complaint by resident** - Councillor Thomas PROPOSED that the tree works at Arnold Recreation Ground be retrospectively approved at a cost of £80 + VAT, SECONDED by Councillor Roberts and UNANIMOUSLY CARRIED.

**17/350 SPORTS FIELD COMMITTEE REPORT/UPDATE**

**350.1 To acknowledge receipt of the Pitch Inspection follow-up report and consider any action required** - Acknowledged.

**17/351 MONTHLY FINANCIAL REPORTS**

**351.1 To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports** – It was noted that Neville Funeral Services account is now beyond 90 days and no payment has been received from Barton Rovers. A meeting with Barton Rovers was scheduled for Monday 8<sup>th</sup> January but had been postponed due to ill health. **ACTION:** Clerk to contact Neville Funeral Services accounts department and a new meeting to be arranged with Barton Rovers as soon as possible.

**17/352 APPROVAL OF THE 2018/19 PRECEPT**

**352.1 To review the General Reserve fund** - Councillor Channon PROPOSED that the General Reserve fund is accepted at the current rate but is reviewed twice per year (October and February), SECONDED by Councillor Gunter and UNANIMOUSLY CARRIED.

**352.2 To approve the 2018/19 Council Precept** - Following the presentation from the Barton Lights committee earlier Members were keen to support the lights maintenance/storage for future years. Councillor Gunter PROPOSED that £1,000 be added to precept for the maintenance/storage of the Barton Christmas lights with a total Precept of £164,322 for 2018/19, a 2.4% increase on a Band D property, SECONDED by Councillor Davison-Williams and UNANIMOUSLY CARRIED.

**17/353 APPROVAL OF PAYMENT OF ACCOUNTS**

**353.1 To consider and approve payment of accounts as listed within the schedule or added at the meeting** - Councillor Gunter PROPOSED that the payments for January 2018 be approved, SECONDED by Councillor Channon and UNANIMOUSLY CARRIED.



**17/354 TIME ALLOCATION FOR COMMITTEE MEETING**

354.1 **Dates available for committee/sub-committee meetings 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup> January 2018** - Burial and Leisure committee meetings on 15<sup>th</sup> January, Pay & Personnel, Policies and Resources and Planning on 29<sup>th</sup> January 2018.

**17/355 MISCELLANEOUS CORRESPONDENCE RECEIVED**

355.1 **To acknowledge receipt of the December 2017 Barton Pit County Wildlife Site Newsletter** - acknowledged.

355.2 **To acknowledge receipt of the Bedfordshire Bugle, January edition** - acknowledged.

355.3 **To acknowledge receipt of BABUS Newsletter 34 Autumn/Winter 2017** - Acknowledged.

**17/356 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA** - None

The meeting closed at 10.25pm.

I certify these minutes are a true and correct record of the Parish Council meeting held on 8<sup>th</sup> January 2018.

Dated this the 12<sup>th</sup> February 2018

**CHAIRMAN**

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
0360/17	Central Bedfordshire Council	Rates Sports Pavilion - December 2017	602.00	0.00	602.00	4811		DD
0361/17	Central Bedfordshire Council	Rates Parish Office - December 2017	224.00	0.00	224.00	4137		DD
0362/17	Peninsula Business Services	HR Services - December 2017	199.00	39.80	238.80	4151		DD
0363/17	NEST	Pension payments December 2017 (Payment due December)	799.31	0.00	799.31	526		DD
0364/17	Scottish Power	Parish Office Elec December 17	63.61	3.18	66.79	4137		DD
0365/17	Crown Gas Power	Changing rooms	231.82	46.36	278.18	4812		DD
0366/17	Direct 365	Skip Emptying - Allotments (December)	120.25	24.05	144.30	4143		DD
0367/17	British Gas	Pavilion Electric (December)	98.58	4.92	103.50	4806		DD
0368/17	Society of Local Council Clerks	Membership renewal 31/1/18 to 30/1/19	233.00	0.00	233.00	4108		6802
0369/17	Assoc. of Local Council Clerks	Membership renewal	30.00	0.00	30.00	4108		6803
0370/17	Smith of Derby Clockmakers	Maintenance of St Nicholas Church Clock (D.Garside to pay)	Cancelled					6804
0371/17	Cawleys	Skip Emptying - Br'l Ground (December)	34.68	6.94	41.62	4314		DD
0372/17	I. Nicholls	January Salary	Salary		Salary	4002		6797
0373/17	A. Merryweather	January Salary	Salary		Salary	4000		6798
0374/17	E. Rhodes	January Salary	Salary		Salary	4004		6799
0375/17	D. Procter	January Salary	Salary		Salary	4003		6800
0376/17	S. Cowie	January Salary	Salary		Salary	4001		6801
	<b>TOTAL SALARIES</b>	<b>NET JANUARY SALARIES</b>	<b>4,570.60</b>		<b>4,570.60</b>			
0377/17	Village Hall	Meeting December x 1	33.00	0.00	33.00	4112		6805
0378/17	HM Rev & Customs	Mth 9 PAYE	700.40	0.00	700.40	525		
0379/17	HM Rev & Customs	Mth 9 Nat. Emp'ee NI Contri	487.00	0.00	487.00	525		
0380/17	HM Rev & Customs	Mth 9 Nat. Emp'er NI Contri	560.06	0.00	560.06	525	<b>1,747.46</b>	<b>6806</b>
0381/17	Dan Procter	December Mileage 124 miles @ 60.1p	74.52	0.00	74.52	4107		<b>6807</b>
0382/17	A. Merryweather	Mileage claim Oct-Dec 2017 41.6 @ 45p	18.72	0.00	18.72	4107		<b>6808</b>
0383/17	Reynolds Landscaping	Cut back tree branches at Arnold Rec	80.00	16.00	96.00	4656		<b>6809</b>
0384/17	Moir & Son Electrical Contractor	Uses of Clamp Tester - Sports changing facility	25.00	5.00	30.00	4806		<b>6810</b>
0385/17	Customer First Business Sol	Quarterly PC Maintenance	90.00	18.00	108.00	4142		<b>6811</b>
0386/17	Community Heartbeat	Annual membership - Defibrillators	252.00	50.40	302.40	4152		<b>6812</b>
<b>TOTAL JANUARY 2018 PAYMENTS</b>				<b>9,527.55</b>	<b>214.65</b>	<b>9,742.20</b>		

