

MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL, HELD ON
MONDAY 14th SEPTEMBER 2020
ONLINE AT 7.40PM

Present: Councillors Mrs B Thomas (Vice-Chair), Mrs G Gardner, Mr N Day, Mr J Roberts, Mr S Laycock, Mr A Channon, Mrs V Jones (audio only) and Mr L Davison-Williams

In attendance: Mrs C Callen (Clerk), Mrs S Cowie (Assistant Clerk), Central Bedfordshire Councillor Shingler & 1 member of the public

Minutes: Mrs C Callen

20/172 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mr J Paxton, Mr J Selley and Mr K Taylor

20/173 SPECIFIC DECLARATIONS OF INTEREST

Members were reminded of the procedures regarding declaration of interests. There were none.

20/174 POLICE REPORTS

174.1 To acknowledge receipt of Crime Statistics for June & July 2020

The Crime statistics for June 2020, taken from Police.uk website, were acknowledged. A total of 42 crimes were reported, higher than in previous years with the majority relating to anti-social behaviour around the Old Road/Church Road area. The categories for June included: 25 x antisocial behaviour, 5 x violence/sexual offence, 3 x public order, 2 x burglary, 2 other theft, 2 x other crime, 1 x criminal damage, 1 x shoplifting and 1 x drugs. Cases mainly unable to be progressed.

The Crime statistics for July 2020, taken from Police.uk website, were acknowledged. A total of 19 crimes were reported, slightly lower than previous years, the majority unable to progress but 3 still under investigation. The categories for July included: 8 x antisocial behaviour, 4 x violence/sexual offence, 3 x criminal damage/arson, 1 x public order, 1 x vehicle crime, 1 x other crime and 1 x other theft.

174.2 To consider attendance at the next Community Policing Priority Setting Meeting online on Thursday 17th September at 7pm

The next Police Priority Setting meeting for the Leighton Buzzard Area and surrounding villages will be held at 7pm on Thursday 17th September online via Microsoft Teams. The meeting will include an update on Crime figures for the last 3 months, and feedback on the progress with last quarters priorities. Two new priorities will be set for the next quarter. Councillor Thomas agreed to attend, to highlight anti-social behaviour as the key priority to address for the Village, as evident from the latest crime statistics.

174.3 Update regarding the formation of a Street Watch Group for Barton-le-Clay

The Barton-le-Clay Street Watch group was formally launched on 2nd September in Arnold Recreation Ground. Members of the Parish Council, the Clerk, Councillor Shingler, members of other Street Watch groups and the Community Police and Specials attended the event to show their support. They will now start patrols, initially accompanied by Community Police before being allowed out in pairs on their own. A banner to promote the group has been put up outside the Co-op in the centre of the Village. Small street signs are also to be erected once confirmation has been received from Central Bedfordshire Council to discuss the proposed locations.

20/175 PUBLIC QUESTION TIME

One member of the public was present to register a complaint regarding the noise of screaming children coming from the new zip wire installed in Arnold Recreation ground. It was agreed to explore the possibility of installing an acoustic fence at the next Leisure Committee meeting. See item 20/183.3

1 member of the public left at 7.58pm

20/176 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT.

176.1 Councillor Shingler asked if the Parish Council were able to witness a resident's identification for a foreign application. The Clerk confirmed that this had now been completed.
Councillor Shingler then gave some background to the Scoping Report re Land South of Wrest Park and North of Barton-le-Clay. This is an internal document at present to identify any environmental impact considerations for any future planning application and is for awareness only at this stage. It is unclear what impact this could have on the Local Plan, currently in discussion.
The Clerk requested Councillor Shingler's assistance in making contact with Central Bedfordshire Council's Traffic Management Team regarding the outstanding works on Old Road.
No other items were reported.

20/177 PLANNING COMMITTEE REPORTS/UPDATE

- 177.1 **Matters arising from previous Planning Committee not included within agenda -**
Notification has been received that the Local Plan Consultation responses are now with the Planning Inspectors and can be viewed via the Council's website <https://centralbedfordshire.oc2.uk/>. It is anticipated that further hearing sessions will be held later this year.

Turley's, on behalf of Taylor Wimpey who are looking to develop the land to the East of Barton-le-Clay as per the Local Plan, have requested details of our allotments to consider any additional allotment requirement to be included in their plans. At previous Committee meetings prior to the Pandemic lockdown, Councillors had been asked to consider the requirements for the Village to put to Taylor Wimpey for provision for the Community – this had been deferred but will now be discussed at the next meeting.
- 177.2 **Update on planning applications refused/granted**
A list of planning application decisions was circulated to members prior to the meeting. This was duly noted.
- 177.3 **Update on Enforcement Notices**
There were none.
- 177.4 **To consider new planning applications or delegate authority to respond to committee:**
CB/20/02831/FULL, 88 Osborn Road – Single storey front & part two storey, part single storey rear extensions and internal alterations.
- *No comments*
CB/20/02771/FULL, 51 Norman Road – Single storey front, side and rear extensions, loft conversion and rear dormer extension
- *No comments*
CB/20/02964/FULL, 56 Stuart Road – Two storey side extension
- *No Comments*
CB/20/02943/FULL, 69 Bedford Road – Demolition of existing outbuildings and construction of three dwellings
- *No Comments*
CB/TCA/20/00453, 2 Clipstone Mews, Bedford Road – Works to a tree within a Conservation Area: reduce Ash tree by approximately 40%
- *No Comments*
CB/20/03006/FULL, 71 Bedford Road – Demolition of existing conservatory & erection of a single storey rear orangery style extension
- *No Comments*
CB/TRE/20/00464, 91 Manor Road – Works to a tree protected by a Tree Preservation Order: T1 – Lawson Cypress – Top to previous points (approx. 1/2 metre) & trim all around to tidy – General maintenance for health & safety of the tree
- *No comments*

- 177.5 **To acknowledge Scoping Opinion Report application CB/20/02892/SCO in respect of Land South of Wrest Park and North of Barton-le-Clay**
Councillor Shingler alerted the Parish Council to this Scoping Request which is currently being reviewed by Central Bedfordshire Council to identify what should be included within an Environmental Impact Assessment to accompany any future planning application. There is no public consultation at this stage. The application was duly acknowledged.
- 177.6 **To consider response to the MHCLG Planning Consultation**
Details of the consultation were provided to members ahead of the meeting. It was felt that the level of expertise required to fully consider the implications of the Planning changes was not available and requested that the Clerk make enquiries from other Parishes on what responses they have provided. This item will be further discussed at the next Planning Committee meeting.
- 177.7 **To consider attendance at the CPRE AGM to be held online on Wednesday 16th September at 2pm**
No one was available to attend.
- Councillor Shingler left at 8.31pm
Councillor Davison-Williams joined the meeting at 8.32pm
- 20/178 MINUTES OF LAST MEETINGS**
- 178.1 **To receive and approve the minutes of the Full Council meeting held on 13th July 2020**
The minutes of Full Council held on 13th July 2020 were previously circulated to members. Councillor Thomas **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.
- 178.2 **To receive and approve the minutes of the Extra-Ordinary Council meeting held on 27th July 2020**
The minutes of Extra-ordinary Council meeting held on 27th July 2020 were previously circulated to members. Councillor Thomas **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.
- 178.3 **To receive and approve the minutes of the Extra-Ordinary Council meeting held on 7th September 2020**
The minutes of Extra-ordinary Council meeting held on 7th September 2020 were previously circulated to members. Councillor Thomas **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Davison-Williams **with 6 in favour and 2 abstentions**.
- 178.4 **Matters arising outside of committee reports/updates**
Councillor Thomas requested the suggested Barton Rocks memorial be considered at the next Policies & Resources Committee meeting.
Councillor Gardner requested an updated regarding the Planning application CB/TCA/20/00342 as requested under item 20/145.3. The Clerk advised that no additional information had been provided to the Parish Council and that the Tree Officer had raised no objections to the works proposed following his site visit.
- 20/179 CHAIRMAN'S ANNOUNCEMENTS**
- 179.1 **Announcements as deemed appropriate by the Chairman**
Councillor Thomas advised that a letter of thanks had been received from 2nd Barton Brownies group for their S137 Grant to purchase programme resources.
- 20/180 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**
- 180.1 **Matters arising from previous Policies & Resources Committee not included within agenda**
The S137 Grant Application process runs until 30th September. Interest is low and the Clerk will send out reminders this week.

The old BT Broadband and Fax line have now been terminated. The BT Cloud Phone system and Broadband contract is due for review in October.

With regards to Pay and Personnel Sub-Committee update, the Playground Keyholder position was filled WEF 22nd August by two residents on a job-share basis. The Full Time Groundsman retired at the end of August and the new Groundsman is up and running but is still awaiting confirmation of training courses being run at Shuttleworth College from September. In the meantime, the part-time groundsman has offered to assist where necessary. Staff appraisals are being undertaken this month.

180.2 **Exempt Business –**

Resolution to exclude members of press and public from debate on agenda items 20/180.3 to 20/180.4 (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”.

Councillor Thomas advised that as there were no members of the press or public present, the resolution was not required to be passed.

180.3 **To receive the minutes of the Pay & Personnel Sub-Committee meetings held on 31st July and 14th August 2020 and to consider and ratify any recommendations contained therein**

A copy of the minutes was previously circulated to members. Councillor Thomas **PROPOSED** approval and ratification of the minutes of the meeting held on 31st July, **SECONDED** by Councillor Roberts **with 6 in favour and 2 abstentions**.

Councillor Roberts **PROPOSED** approval and ratification of the minutes of the meeting held on 14th August, **SECONDED** by Councillor Day **with 6 in favour and 2 abstentions**.

180.4 **To formally approve the new NJC Salary Pay Scales increase to be applied for staff and backdated to 1st April 2020**

NALC have confirmed the agreement with the Unions for the Pay Scales to be applied from 1st April 2020. These equate to 2.75% increase for staff (excluding Playground Keyholder position on National Living Wage). The Clerk has confirmed costs v. budget show an overall benefit against forecast.

The Clerk has calculated the backpay which has been verified by two Councillors and included in the September pay. Councillor Roberts **PROPOSED** the implementation of the new salary scales, backdated to 1st April 2020, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.

180.5 **To retrospectively approve the annual service of the Alarm system at the Parish Office and Sports Pavilion**

The Annual Service was previously undertaken by KBC Security Systems who installed the systems. Following the retirement of the proprietor, the Clerk sought quotes from two companies, Knights Shield (based in the Village - £180+VAT for both sites) and Maximum Security Systems (recommended by KBC Security when they left - £130+VAT for both sites). Following site visits by both, the contract was agreed with Maximum Security Systems who undertook the service on 24th August. Councillor Thomas **PROPOSED** the retrospective approval of total cost including replacement parts for 2020 of £175 plus VAT, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.

180.6 **To retrospectively approve the new Gas Supply Contract for the Sports Pavilion**

As agreed at the Extra-ordinary Meeting on 27th July, the Clerk has renegotiated the Gas contract for the Sports Pavilion. Councillor Thomas **PROPOSED** the retrospective approval for the renewal with Crown Gas (via Bionic) for 3 years at a total saving of £180pa, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

- 180.7 **To consider and approve the costs to replace the shredder in the parish Office and to consider and approve a one-off rental of a shredder**
The shredder in the Parish Office is no longer working efficiently and frequently jams. In addition, there are significant items of shredding required to clear papers previously held at the Pavilion and Garage which are no longer required under GDPR. The Chairman has also accumulated paperwork which now needs to be shredded. After considering option presented by the Clerk, Councillor Thomas **PROPOSED** the approval to purchase a new office shredder Fellowes LX211 at a cost of £221 plus VAT, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**. In addition, Councillor Thomas **PROPOSED** the approval for a one-off onsite mobile shredding service at a cost of £79 plus VAT, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.
- 180.8 **To approve the Council's insurance premium for 2020/21**
The Council's Insurance is due for review as at 30th September. The Insurance policy is on a three year long-term agreement which expires on 30/09/2021. Councillor Thomas **PROPOSED** the approval of the annual Insurance premium of £4571.67 for 2020/21, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.
- 180.9 **To consider and approve the change of Bank and Savings Account mandate signatories**
Councillor Davison-Williams has requested to be removed from the Bank and Investment mandates. The TSB signatories are currently the Clerk, Assistant Clerk, Councillors Davison-Williams, Thomas, Gardner, Roberts and Paxton. Hampshire Trust and Nationwide signatories are currently the Clerk, Councillors Davison-Williams, Thomas and Gardner. The Public Sector Deposit Fund signatories are the Clerk, Councillors Davison-Williams, Thomas and Gardner.
Following discussion, Councillor Thomas **PROPOSED** that Councillor Roberts be added to the investment mandates, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.
- 180.10 **To consider and approve request from Ramsey PTA and the Christmas Lights teams to hold events to raise funds**
Ramsey Manor Lower School PTA and the Christmas Lights Committee have emailed to ask if the Parish Council has any objections to them running competitions for the 'best dressed house' for Halloween and Christmas. It was recommended that providing entrants use silent decorations and consideration is given for a suitable time when the lights should be turned off at night, so as not to offend any neighbours, then the Parish Council would have no objection to this suggestion. The Parish Council wished them well with their fund-raising activities.
- 180.11 **To consider request to relocate the Royal Mail sorting office to Barton Rovers Football Club land and agree the way forward**
Further to the discussions at the Extra-Ordinary Meeting on 7th September, a copy of the draft Heads of Terms was shared with all members ahead of the meeting. Councillor Thomas and the Clerk have met with the Chairman of Barton Rovers FC on site to gain clarity on the issues previously raised. After discussion, Councillor Davison-Williams **PROPOSED** agreement in principle to provide consent for the welfare building for the Royal Mail to be relocated at Barton Rovers, subject to all legal documentation being approved in advance, **SECONDED** by Councillor Thomas **with 7 in favour and one abstention**.
- 20/181 BURIAL GROUNDS COMMITTEE REPORT/UPDATE**
- 181.1 **Matters arising from previous Burial Grounds committee not included within agenda - information only**
Bidwells have confirmed that the offer to purchase the Glebe land next to the Burial Ground has been declined by St Albans Diocese. They have indicated that they would be looking for between £25,000 - £30,000 for the land (Parish Council offer was £5,299). The Diocese meet again in November. This item to be discussed further at the next committee meeting.

UK Power Networks have confirmed that they plan to install new electricity posts on 1st October. News regarding the essential tree works to clear branches from the power line have not yet been scheduled. The Assistant Clerk has reminded UK Power Networks that permission must be sought from Central Bedfordshire Council's Tree Officer before any tree works can take place.

A request for burial from a non-resident has been received. This will be discussed at the committee meeting later in the month.

Councillor Thomas has received a complaint from a resident regarding wheelchair access to the Burial Ground. This item will be discussed by the committee at their next meeting.

The Church Warden has reported that a headstone in the churchyard has fallen. On first inspection, it appears that the headstone may have been pushed over rather than fallen. The stone is laying down and not in a dangerous position. The Church are keen that the stone is re-erected as soon as possible. This item is to be discussed at the September committee meeting.

The Church Warden has advised that he has a meeting with their Architect to discuss various matters, including the church soakaways project, on Friday 25th September at 10am. Any committee members wishing to attend should advise the Assistant Clerk.

181.2 **To acknowledge the Burial Ground and Churchyard inspections**

The Burial Ground and Churchyard inspections undertaken on 15th, 27th July, 14th, 25th August and 7th September were acknowledged. Everything was in order. An update was given regarding the possible grass cutting being missed on 14th August.

181.3 **To acknowledge the War Memorial inspection**

The War Memorial inspections undertaken on 15th, 27th July, 14th and 25th August were acknowledged. Everything was in order.

20/182 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE (continued)

182.1 **Matters arising from previous Highways & Environment committee not included within agenda - information only**

The resurfacing work on Luton Road/Hexton Road junction was completed on 8th September. Included in this work were the alterations to the Bedford Road Slip Road that were only advised to the Parish Council the week before the works started. The Groundsman has cleaned the bus shelters that were heavily soiled during the resurfacing work. The new island has not yet been installed at the junction and the signs are not lit on the slip road. **ACTION – Clerk to chase Central Beds Council Traffic Management team for an update.**

The Clerk has assisted a resident with her application to Central Beds Council to install a memorial bench on Lime Close, near the Bus Stop. Installation took place on Monday 14th September.

The Conservation Group have advised that they have undertaken the maintenance work on the flower beds at the entrances to the Village and plan to complete the work by the end of the month.

A resident has requested permission to set up a 'Barton in Bloom' group. This will be discussed at the next Committee meeting.

Keep Britain Tidy Great British September Clean takes place 11th – 27th September. Posters have been put up on the Noticeboards and advertised via Facebook to encourage small groups to get involved. The Rotary Club have indicated that they will be getting involved for Barton-le-Clay.

182.2 **To acknowledge the Bus Shelters inspections**

The bus shelters inspections of 21st July, 6th, 19th August and 4th September were acknowledged. Everything was in order. The wear and tear previously highlighted on the seats will be discussed at the next committee meeting.

- 182.3 **To consider and approve quotations for essential tree works following the tree survey and agree way forward**
A further tree survey was undertaken in mid-August, to include resistance testing on the trees closest to the main pedestrian area on Lovers Walk. The trees requiring urgent attention have been marked up. The Clerk has subsequently met with two tree surgeons on site to outline the works required from the Survey and highlighted as required within 3 months. The works comprise of 17 trees to be felled and 23 to be reduced or dead branches to be removed. The work is expected to take about 10 days to complete.
Quotes have been requested but only one was available at the time of the meeting for consideration. As the trees are located within the ANOB, permission must be sought from Central Beds Council (CBC) Tree Officer before the works can be progressed. Advice regarding the possibility of leaving the trees on site was requested. **ACTION – Clerk to speak with CBC Tree Officer.**
An update will be discussed with quotes at the next Committee meeting.
- 182.4 **Update on parking restrictions in Manor Road, Hexton Road, Church Road and Old Road**
The double yellow lines have been installed, with the exception of the top end of Old Road – the Clerk is chasing CBC but is still awaiting a response. Until these are in place, the enforcement officers cannot patrol that area.
The Team at CBC who cover Barton-le-Clay changed at the beginning of September.
CBC have decided not to undertake a formal consultation regarding Church Road and Old Road – advising that *'The work is experimental and will be advertised as such and can be amended as time passes'*. Several residents have contacted CBC directly with their feedback which will be considered by the Traffic Management team in due course. The consultation regarding Manor/Hexton Roads ended on 11th September.
This item will be discussed further at the Committee meeting when hopefully more information will have been provided by CBC on any changes.
- 20/183 LEISURE COMMITTEE REPORT/UPDATE**
- 183.1 **Matters arising from previous Leisure Committee not included within agenda – information only**
Responses have now been received from a number of residents of Dunstall Road regarding the proposed coppicing of the allotment hedgerow, boundary with Dunstall Road gardens. The Committee will discuss the findings and the way forward at their meeting in September.
Following the installation of the cable way it was noted that a section of grass mats under the ladder/platform were not flush to the ground. The contractor has now been back to site and levelled the area.
Highways have advised that they are waiting for costs to install barrier(s) in the alleyway to the Norman Road Play Area.
Comments have been made on Facebook asking why there is no pathway in Arnold Recreation Ground to allow access all year round. This item will be discussed at the next committee meeting.
- 183.2 **To acknowledge weekly Playground and Fitness Equipment Inspections**
The Arnold Recreation Ground playground, Fitness Equipment and Norman Road play area inspections for the 27th July, 3rd, 10th, 17th, 24th August, 1st and 7th September were acknowledged. Everything was in order.
- 183.3 **To acknowledge resident's complaint regarding the cable way**
The office has received numerous complaints from a resident of Hexton Road regarding screaming children in the play area. The resident believes that the noise levels have increased significantly since the cable way was installed and is finding the noise intolerable. Following receipt of the complaints, Councillor Thomas has visited the recreation ground on numerous occasions to take

noise decibel readings. Councillor Thomas has found that the noise of the road is much higher than that coming from Arnold Recreation Ground. It was also noted that the Play Area has been very busy since it re-opened, with all the equipment being used. As agreed under 20/175.1, this item will be discussed further at the next Committee meeting.

183.4 **To consider and approve the cost to remove waste from the Allotment site**

The Groundsman have been working at clearing plots 11 and 12 which are not currently rented. The previous occupants used various items (wood, bricks, metal, plastic, etc.) to make pathways which are now buried in the earth and overgrown. They already have a sizeable pile of waste to dispose of. It has been suggested to ask the chairman of Barton Rovers FC to assist with his digger to help dig out the rubbish and then hire a grab lorry to drive on site and remove the waste in one load. There is currently a waiting list for allotments. Councillor Thomas **PROPOSED** to approve the cost of £375 plus VAT for the hire of a 20 tonne grab lorry, **SECONDED** by Councillor Day **with 7 in favour and 1 abstention**.

20/184 **SPORTS FIELD COMMITTEE REPORT/UPDATE**

184.1 **Matters arising from previous Sports Field committee not included within agenda, information only**

The goal posts were installed on 9th September ready for the football season which began weekend 12/13th September. Covid-19 signage was installed in the Pavilion and on the fence prior to the opening. There has been a delay in installing the wall mounted hand sanitizer dispensers as they are out of stock at all suppliers. Two units are on back order and are expected to be in stock at the end of September. In the meantime, bottles of hand gel have been placed at the entrance and exit of the Pavilion.

Stopsley United's Sunday league team have been confirmed to use our facility as their home ground. They will play 12-14 matches this season. The Hire Agreement has been issued ahead of the start of the season.

As agreed at the Extra-ordinary meeting on 27th July, work to clear the shrubs and replace damaged drain pipe has begun, so far the shrubs have been cut down ready to be dug out. Due to wet weather (which has delayed harvest) the work to dig up the damaged drain and re-lay new drains has not yet started. This will be scheduled in as soon as the harvest is in.

Following the annual service of the boilers, a problem was found with the central heating boiler. Item to be discussed under agenda point 20/184.3.

184.2 **To consider and approve the risk assessment for re-opening of the Sports Pavilion**

A copy of the risk assessment was provided to all members ahead of the meeting. This has been shared with the staff and all users of the facility (mainly toilet facility in operation at present). Councillor Roberts **PROPOSED** the approval and adoption of the risk assessment, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

184.3 **To consider and approve the quotation for essential repairs to Pavilion heating boiler**

During the annual boiler service, it was found that the combustion CO2 level was high. Details of works required have been provided by SMRHS Ltd. After discussing the options, Councillor Roberts **PROPOSED** the replacement of both parts required to repair the boiler at a cost of £917.95 plus VAT, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.

184.4 **To retrospectively approve the Hire Fee for the Sports Pitches without changing facilities**

In April the fees were approved for the coming season for all users. Since that time, the Jolly Topers FC Team has folded and it has been agreed that Stopsley United's Sunday League Team could take on the hire of Pitch 5 for the coming season. The agreed fee for hire was £56.25 plus VAT for Pitch and changing rooms. Due to Covid-19, the changing rooms are currently out of use. Therefore, a new

fee was required for the start of the season for Stopsley United. The Clerk discussed this with Councillor Selley and agreed to set the fee at £38.50 plus VAT (40% increase on the fee charged to Barton Rovers FC and in line with the differential between their subsidised and commercial hire rates). Councillor Roberts **PROPOSED** the retrospective approval of the fee rate for commercial hire of the sports pitches without changing facilities at £38.50 plus VAT, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

184.5 **To consider and approve request to use the Sports Field for rugby and cricket and agree hire fees**

A request has been received from a home school group to use the sports fields on Thursday afternoons after school hours for rugby and cricket skills training. The group meet at Unity Hall and wish to offer outdoor sport to the home school children aged 4-9years. Unity Hall do not have sufficient outside space to offer. Following discussion, it was agreed to provide an agreement in principle to the Group, subject to further discussions.

184.6 **To consider request from Barton Rovers Youth Team to store mini goal posts within the Pavilion**

Barton Rovers Youth are seeking permission to store a set of folding aluminium mini soccer goal posts in the Pavilion. This item was discussed previously and refused (19/135.3 Full Council 8th July 2019) on the basis of no suitable location for storage and potential damage to the building. At present they are stored at Barton Rovers and the coaches have to carry them across the car park for matches on Saturday/Sunday. Access to the Pavilion is currently limited to toilet use only and numbers allowed in the building are being restricted. It is understood that BRFC have already suggested to the Youth Teams that the posts are chained to the car park fence when not in use. Following consideration, Councillor Davison-Williams **PROPOSED** to decline the request as there is no change to the previous objections, **SECONDED** by Councillor Thomas and **with 7 in favour and 1 abstention**.

20/185 MONTHLY FINANCIAL REPORTS

185.1 **To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports for months 4 & 5**

The monthly financial reports for July and August month-ends were received by members. No questions were raised.

20/186 APPROVAL OF PAYMENT OF ACCOUNTS

186.1 **To consider and approve payment of accounts as listed within the schedule or added at the meeting**

The payments for September were provided to members. The annual insurance payment was added at the meeting. Councillor Thomas **PROPOSED** approval of the payments for September, totalling Gross: £111,398.20, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.

20/187 TIME ALLOCATION FOR COMMITTEE MEETINGS

187.1 **Dates available for committee/sub-committee meetings –**

21st September 2020 – Leisure and Burial Grounds – to be held online via Zoom, start time 7.30pm.

28th September 2020 – Planning, Highways & Environment and Policies & Resources – to be held online via Zoom, start time 7.30pm

5th October 2020 – Pay & Personnel Sub-committee – to be held online via Zoom, start time 7.30pm.

20/188 MISCELLANEOUS CORRESPONDENCE RECEIVED

188.1 **To acknowledge receipt of the Bedfordshire Bugle September edition – Acknowledged**

188.2 **To acknowledge receipt of the Allotment & Leisure Gardener magazine – Acknowledged**

188.3 **To acknowledge receipt of the Countryside Voices magazine – Acknowledged**

20/189 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 10.15pm

I certify these minutes are a true and correct record of the Parish Council meeting held on 14th September 2020

Dated this the 12th October 2020

**COUNCILLOR B THOMAS
VICE-CHAIR**

**PAYMENT OF ACCOUNTS
September 2020**

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
20/0152	Everflow	Water Supply 07/09/2020 to 06/10/2020	-£ 172.43	£ -	-£ 172.43	SPLIT		DD
20/0184	Central Bedfordshire Council	Council Tax - Parish Office (September)	£ 240.00	£ -	£ 240.00	4137		DD
20/0185	Central Bedfordshire Council	Council Tax - Sports Pavilion (September)	£ 651.00	£ -	£ 651.00	4811		DD
20/0186	Peninsula Business Services	H&S Support Services - September 2020	£ 100.60	£ 19.00	£ 119.60	4151		DD
20/0187	Cawleys	Skip Emptying - Burial Ground (Aug)	£ 40.44	£ 8.09	£ 48.53	4314		DD
20/0188	Cawleys	Skip Emptying - Office Recycling & General (Aug)	£ 40.10	£ 8.02	£ 48.12	4134		DD
20/0189	Cawleys	Skip Emptying - Allots (Sept)	£ 87.85	£ 17.57	£ 105.42	4134	£ 202.07	DD
20/0190	Scottish Power	Electricity - Parish office (01/08/20-31/08/20)	£ 84.76	£ 4.24	£ 89.00	4137		DD
20/0191	Crown Gas	Gas - Pavilion (01/08/20-31/08/20)	£ 35.04	£ 1.75	£ 36.79	4812		DD
20/0192	British Gas	Electric supply Pavilion (01/08/20-31/08/20)	£ 92.79	£ 4.63	£ 97.42	4806		DD
20/0193	Antechs Business Support Ltd	IT Support maintenance, Licences, Backup -September	£ 165.60	£ 33.12	£ 198.72	4142		DD
20/0194	Everflow	Water Supply 07/10/2020 to 06/11/2020	£ 398.17	£ -	£ 398.17	SPLIT		DD
20/0195	Virginmedia	Fibre Broadband Office - September	£ 45.00	£ 9.00	£ 54.00	4105		DD
20/0196	Xerox Finance Ltd	Versalink Photocopier (01/06/2020 - 01/09/2020)	£ 81.04	£ 16.21	£ 97.25	4111		DD
20/0197	NEST	Pension payments August 2020 (Payment due Sept)	£ 1,176.56	£ -	£ 1,176.56	526		DD
20/0198	HM Rev & Customs	Mth 5 PAYE	£ 1,240.20	£ -	£ 1,240.20	525		7472
20/0199	HM Rev & Customs	Mth 5 Nat. Emp'ee NI Contribution	£ 700.59	£ -	£ 700.59	525		7472
20/0200	HM Rev & Customs	Mth 5 Nat. Emp'er NI Contribution	£ 838.79	£ -	£ 838.79	525	£ 2,779.58	7472
20/0201	I Nicholls	September Salary	Salary	.	Salary	4002		FP
20/0202	K Small	September Salary	Salary		Salary	4004		FP
20/0203	S Cowie	September Salary	Salary		Salary	4001		FP
20/0204	C Callen	September Salary	Salary		Salary	4000		FP
20/0205	I Swales - N/a	September Salary	Salary		Salary	4003		FP
20/0206	J Fitzgerald	September Salary	Salary		Salary	4003		FP

	TOTAL SALARIES		£ 5,678.01	£ -	£ 5,678.01			
20/0207	I Swales	August Mileage 191 miles @ 60.1p	£ 114.79	£ -	£ 114.79	4107		FP
20/0208	J Fitzgerald	Groundsman Sundries - Petrol, Sand & Key cutting	£ 18.03	£ 3.61	£ 21.64	4140		FP
20/0209	J Fitzgerald	August Mileage 176 miles @ 60.1p	£ 105.78	£ -	£ 105.78	4107	£ 127.42	FP
20/0210	Office Petty Cash	Postage	£ 28.20	£ -	£ 28.20	SPLIT		7473
20/0211	Prestige Design & Workwear Ltd	New Groundsman Uniform	£ 170.00	£ 34.00	£ 204.00	4141		7470
20/0212	Reynolds Landscaping Services	Cut Grass - July	£ 350.00	£ 70.00	£ 420.00	SPLIT		FP
20/0213	MJ Granger Grounds Maintenance	Grass cutting 8/7	£ 383.21	£ 76.63	£ 459.84	SPLIT		FP
20/0214	MJ Granger Grounds Maintenance	Grass cutting 8/7	£ 383.21	£ 76.63	£ 459.84	SPLIT	£ 919.68	FP
20/0215	CPRE	Annual Subscription	£ 36.00	£ -	£ 36.00	4108		FP
20/0216	Boston Crop Sprayers Ltd	Annual Service of 2nd White Line Marker	£ 150.52	£ 30.10	£ 180.62	4805		7474
20/0217	Ocean Print Solutions Ltd	Horticultural Show Banners	£ 155.00	£ 31.00	£ 186.00	4608		7475
20/0218	Hertfordshire County Council	Office stationery & anti-Covid-19 products	£ 75.55	£ 15.11	£ 90.66	4113/328		7476
20/0219	SMRHS Ltd	Annual Boiler Service	£ 450.00	£ 90.00	£ 540.00	4815		FP
20/0220	Maximum Security Systems	Annual Alarm Service Pavilion & Office	£ 175.00	£ 35.00	£ 210.00	SPLIT		7477
20/0221	Boston Crop Sprayers Ltd	Replacement Battery for Line Marker	£ 27.50	£ 5.50	£ 33.00	4805		7478
20/0222	S Cowie	Groundsman Retirement gift	£ 67.50	£ 3.50	£ 71.00	4116		FP
20/0223	S Cowie	Allotment Prizes	£ 45.00	£ -	£ 45.00	4605	£ 116.00	FP
20/0224	British Telecom	Telephone & Broadband Charges (1/6/20 - 30/11/20)	£ 270.35	£ 54.07	£ 324.42	4105		DD
20/0225	Nationwide Building Society	Transfer to savings	£ 50,000.00	£ -	£ 50,000.00	n/a		7471
20/0226	TSB Bank	Transfer from Current to Savings Account	£ 40,000.00	£ -	£ 40,000.00	n/a		TF
20/0227	TSB Bank	Transfer from Current to Tennis Account	£ 1,650.00	£ -	£ 1,650.00	n/a		TF
20/0228	Came & Company	Annual Insurance Premium	£ 4,571.67	£ -	£ 4,571.67	4109		7479
TOTAL SEPTEMBER 2020 PAYMENTS			£ 110,751.42	£ 646.78	£111,398.20			