

MINUTES OF AN EXTRA-ORDINARY MEETING OF BARTON-LE-CLAY PARISH COUNCIL,
HELD ON MONDAY 20th MAY 2024
AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.30PM

Present: Councillors J Paxton (Chairman), J Mikkelson (Vice-Chair), G Gardner, B Thomas, J Selley, A Vale, W Rudd, A Tebb and K Qureshi

In attendance: C Callen (Clerk) and S Cowie (Assistant Clerk)

Minutes: C Callen

24/022 APOLOGIES FOR ABSENCE

Apologies were received from Councillors S Laycock and A Fletcher.

24/023 SPECIFIC DECLARATIONS OF INTEREST

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

24/024 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

024.1 Election of Chair and Vice-chair for ensuing year

Councillor Paxton **PROPOSED** Councillor Laycock as Chair of the Burial Grounds Committee. This was **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. Councillor Paxton then **PROPOSED** Councillor Rudd as Vice-chair, **SECONDED** by Councillor Qureshi and **UNANIMOUSLY CARRIED**.

024.2 Matters arising from previous Burial Grounds committee not included within agenda - information only

The Assistant Clerk advised that the Church have reported structural issues to the south-side of St Nicholas Church building. They are arranging for significant investigation works to be undertaken to establish the cause and then will provide a further update.

024.3 To acknowledge the Burial Ground, Churchyard and War Memorial inspections

No inspections have taken place since the last meeting.

024.4 To receive an update on the D-Day 80th Anniversary Beacon Lighting and agree actions and costs

The Assistant Clerk provided a summary of the arrangements so far:

- Sound system is being provided by Barton Rovers FC who will set up and be on site for the duration of the event.
- Community Choir have confirmed their attendance.
- Stewards – 5 volunteers have been confirmed. There will be 2 persons at each entrance point – Old Road x2 and Church Road entrance. There will be a handout for stewards to distribute. Councillors Tebb, Thomas and Rudd volunteered to help with stewarding.
- First aider has been booked.
- Police & Fire Brigade have been informed. Central Beds Council Safety Advisory Group have been contacted.
- Reading the Tribute – Councillor Paxton, Ward Councillor Childs and a resident are confirmed.
- Lighting the Beacon – a gentleman with military background has come forward. He is a member of Barton Rotary Club and heavily involved in liaison with the schools on behalf of the Rotary Club. He lives in Silsoe.
- War Memorial – A Tommy statue and poppies will be displayed at the War Memorial.

Councillor Rudd **PROPOSED** that a budget of £100 will be set to cover the cost of the lamp post signs from the Royal British Legion and if a temporary events notice is needed. This was **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

024.5 To consider damage to the Burial Ground entrance and agree the way forward

It was reported that a vehicle has hit the fence post between the pedestrian and vehicle gates at the Burial Ground, shearing the post off at the base. Both gates are also in poor condition and are likely to need replacing as well as the posts. The Assistant Clerk has arranged to meet with a fencing

contractor on 22nd May to discuss a solution to the recurring problem and obtain a quote to replace the gates. This will be discussed further at the next meeting.

24/025 LEISURE COMMITTEE REPORT/UPDATE

025.1 Election of Chair and Vice-chair for ensuing year

Councillor Thomas **PROPOSED** Councillor Vale as Chair of the Leisure Committee, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. Councillor Vale then **PROPOSED** Councillor Thomas as Vice-chair, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. Councillor Paxton expressed thanks, on behalf of the Parish Council, to Councillor Thomas for her many years of service as Chairman of this committee and their gratitude that her experience will continue to be provided to the Committee going forward.

025.2 Election of Chair and Vice-chair for the Village Show sub-committee for ensuing year

Councillor Gardner **PROPOSED** Councillor Qureshi as Chair of the Village Show sub-committee, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. Councillor Vale then **PROPOSED** Councillor Mikkelson as Vice-chair, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

025.3 Matters arising from previous Leisure Committee not included within agenda – information only

Councillors Gardner, Qureshi and the Assistant Clerk visited Ramsey Manor Lower School to hear their pupils views of the current play equipment and receive ideas for new equipment. The children were excited to share their thoughts and had prepared drawings of what they would like to see. A meeting has been arranged at Arnold Academy on 3rd June.

CBC have confirmed that the next round of grant funding from the UK Shared Prosperity Fund opens on 10th June, with a deadline for applications on 19th July. Hopefully the Working Group will have all the information needed in time to apply.

025.4 To acknowledge weekly playground inspections – Arnold Recreation Ground play area, Fitness Equipment and Norman Road play area

The Arnold Recreation Ground playground, Fitness Equipment and Norman Road play area inspections for 14th May were acknowledged. Everything was in order.

025.5 To retrospective approve the cost for urgent tree works in Arnold Recreation Ground

Councillor Vale **PROPOSED** retrospective approval of the cost for Steve Dear Trees to clear the fallen tree and additional overhanging branch from the resident's garden at a cost of £475 plus VAT, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

025.6 To retrospectively approve the cost for the tree survey of Arnold Recreation Ground

Following Councillor approval via email, RGS Arboricultural Consultants have been instructed to go ahead with the urgent tree survey covering Hexton Road and Church Road boundaries and a small section by the top field. Councillor Vale **PROPOSED** retrospective approval of the cost for the survey of £450 plus VAT, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. The survey is expected to be undertaken before the end of the week.

For information, the resident has submitted their claim for the damage caused by the fallen tree, which will be handled by our insurers.

025.7 To consider and approve quotation to replace the missing latch on the pedestrian gate, Arnold Recreation Ground

Project Metalcraft have provided a quote to supply and fix a new latch to the pedestrian gate (Washbrook Close entrance). As the door furniture is missing, new plates will need to be made to fix the lock then the latch bracket will be positioned on the gate. After consideration, Councillor Vale **PROPOSED** approval of the total cost of £285 plus VAT from Project Metalcraft, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**.

24/026 SPORTS FIELD COMMITTEE REPORT/UPDATE

026.1 Election of Chair and Vice-Chair for ensuing year

Councillor Paxton **PROPOSED** Councillor Selley as Chair of the Sports Field Committee, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**. Councillor Selley then **PROPOSED** Councillor Vale as Vice-Chair, **SECONDED** by Councillor Rudd and **UNANIMOUSLY CARRIED**.

026.2 Matters arising from previous Sports Field committee not included within agenda – information only

The materials and machine hire for reseeding the pitches has been ordered with Barton Rovers FC. There is a budget of £2000 for field maintenance – the materials (soil, sand and grass seed), machine hire and taking down and erecting of goal posts is within this budget. Once the seed has germinated, the pitches will be verti-drained (owed from last year) and fertilised ready for play to resume in September.

The last games of this season were played on 19th May and the posts have now been taken down ready for the Summer maintenance programme to start.

24/027 PLANNING COMMITTEE REPORTS/UPDATE

027.1 Election of Chair and Vice-chair for ensuing year

Councillor Paxton **PROPOSED** Councillor Fletcher as Chair of the Planning Committee, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. Councillor Paxton then **PROPOSED** Councillor Gardner as Vice-chair, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

027.2 Matters arising from previous Planning Committee not included within agenda – information only

Re: **CB/23/01659/FULL, 56 Manor Road** 2x two storey side extension, one and a half storey front extension and raising roof ridge – Following the planning appeal process, the Planning Inspector has dismissed the appeal.

027.3 Update on planning applications refused/granted

A list of application decisions was circulated to members prior to the meeting. This was noted.

027.4 Update on Enforcement Notices - There were none.

027.5 To acknowledge planning appeal in respect of application **CB/24/00216/FULL, 67 Bedford Road**

An appeal has been submitted by the property owners following refusal of planning permission for a two-storey side extension. The appeal is proceeding under the Householder Appeals Service, and there is no opportunity for further submission of comments. It was agreed that the Parish Council's previous response should be considered.

24/028 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE

028.1 Election of Chair and Vice-chair for ensuing year

Councillor Vale **PROPOSED** Councillor Paxton as Chair of the Highways & Environment Committee, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**. Councillor Selley then **PROPOSED** Councillor Laycock as Vice-chair, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

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

The Clerk reported that the local farmer at Barton Hill Farm has reported issues again with unauthorised motorbikes and quad bikes accessing their fields. They may be gaining access via Lovers Walk woodland or the privately owned old reservoir site. The Clerk will investigate and report back to members. The Police have been alerted and managed to catch and confiscate one of the bikes at the weekend.

24/029 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE

- 029.1 **To formally approve Policies & Resources committee members as being the elected Chairs of the aforementioned committees.**
Councillor Paxton **PROPOSED** that the Policies & Resources committee be made up of the Chair of each committee: Councillors Mikkelson, Fletcher, Laycock, Paxton, Vale and Selley, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.
- 029.2 **To acknowledge Chair and Vice-chair for ensuing year**
Councillor Paxton was acknowledged as Chair of the Policies & Resources committee, Councillor Mikkelson was acknowledged as Vice-chair of the committee (as per Standing Orders).
- 029.3 **Election of Chair and Vice-chair for the Pay & Personnel sub-committee for ensuing year**
Councillor Selley **PROPOSED** Councillor Mikkelson as Chair of the Pay & Personnel sub-committee, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. Councillor Mikkelson then **PROPOSED** Councillor Selley as Vice-chair, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.
- 029.4 **Matters arising from previous Policies & Resources Committee not included within agenda**
NALC have provided revised model Financial Regulations for Parish Councils. The Clerk will review these in line with our existing procedures and bring them back to the next meeting for consideration.

The Coronation Community Garden Preview Day was held on Sunday 19th May. Councillor Vale provided feedback from the event, which was well received by those who attended. The Group now need to agree the rules, regulations and responsibilities for the Garden going forward, before the formal opening in June, including co-ordination of the various aspects. The rear gates to the garden have been installed by the Groundsmen. Volunteers from the Village have been undertaking the initial planting prior to the Preview Day.
- 029.5 **To retrospectively approve the cost for the entrance gate at the Community Garden**
Following approval via email for the Parish Council to purchase the entrance gates at the Community Garden, pending further Grant funding being awarded, Councillor Paxton **PROPOSED** retrospective approval of the total cost of £3660 plus VAT for Anglia Steelcraft to make and install the gates, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**.

Following vandalism to the water standpipe in the Community Garden over the weekend of 11/12th May, a suitable standpipe enclosure has been sought to restrict access with a padlock and to protect the unauthorised usage of water and further damage. After consideration, Councillor Paxton **PROPOSED** approval of a budget of £350 to purchase the enclosure and lock, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.
- 029.6 **To retrospectively approve the cost for Chairmanship Training**
Councillor Paxton has been booked on the BATPC Chairmanship 2 course on 13th June at Shefford. Councillor Paxton **PROPOSED** retrospective approval of the cost of £45 for the training, **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.
Members were asked to advise the Clerk if any further training is required.
- 24/030 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**
The Assistant Clerk asked if the Parish Council wished to have a stall at the Church Fete on 29th June, to engage with residents. It was agreed that a space would be booked. Members to confirm their availability for attending so that the stall can be run successfully during the event.

The meeting closed at 8.37pm

I certify these minutes are a true and correct record of the Extra-ordinary meeting of the Parish Council held on 20th May 2024

Dated this the 10th June 2024

COUNCILLOR J PAXTON
CHAIRMAN