

MINUTES OF AN EXTRA-ORDINARY MEETING OF BARTON-LE-CLAY PARISH COUNCIL,
HELD ON MONDAY 20th MAY 2019
AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.30PM

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

In attendance: Mrs C Callen (Clerk), Mrs S Cowie (Assistant Clerk)

Minutes: Mrs C Callen

19/024 APOLOGIES FOR ABSENCE

None

19/025 SPECIFIC DECLARATIONS OF INTEREST – There were none.

19/026 CO-OPTION OF MR ANTHONY CHANNON AND DECLARATION OF OFFICE

Councillor Davison-Williams asked whether Mr Channon wished to be co-opted to the Parish Council. Mr Channon confirmed his acceptance. Councillor Davison-Williams **PROPOSED** that Mr Anthony Channon be co-opted Councillor for Barton-le-Clay Parish Council, this was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**. The newly co-opted Councillor Channon then signed the Declaration of Office which was witnessed by the Clerk, Mrs C Callen. Councillor Channon joined the meeting and confirmed his membership to the Burial Grounds, Leisure and Sports Field committees.

19/027 PUBLIC QUESTION TIME

No members of the public were present.

19/028 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

028.1 Election of Chair and Vice-chair for ensuing year

Councillor Paxton **PROPOSED** Councillor Channon as Chair of the Burial Grounds committee. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. Councillor Channon then **PROPOSED** Councillor Thomas as Vice-chair, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

028.2 Matters arising from previous Burial Grounds Committee not included within agenda

Councillor Channon confirmed that at the next committee meeting, the strategy for the Burial Ground would be discussed.

The church warden has provided an update on the ongoing problem with the Peace Clock at St Nicholas church which keeps stopping. The Church Warden and Time Assured have agreed that the clock should be closely assessed over the next 3 weeks, a plan of action will then be discussed. Councillor Thomas updated members regarding an incident that occurred at the Burial Ground on 17th May, when a funeral was in course at the church. A lorry trying to deliver to a house missed its turning and got blocked at the end of the road, ending up damaging a tree and causing damage to the gate posts into the Burial Ground. The entrance was cleared to allow the funeral cars access to complete the burial service and subsequently Macaulay Tree Services attended and removed the damaged limb of the tree. Repairs to the gate post have been instructed. The lorry company will cover all costs.

028.3 To consider recommendations and quotations to address damaged limb on tree number 02344

As reported previously, Reynolds Landscaping had advised that one of the branches on tree number 02344 in the churchyard has a large split in it. Reynolds Landscaping and Macaulay Tree Services were asked to assess the split and provide a quotation for any necessary works. Macaulay Tree Services have now viewed the tree and have no concerns regarding its safety. Reynolds have not provided a quote.

18/029 **HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE**

029.1 **Election of Chair and Vice-chair for ensuing year**

Councillor Selley **PROPOSED** Councillor Paxton as Chair of the Highways & Environment committee, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**. Councillor Paxton **PROPOSED** Councillor Day as Vice-chair of the Highways & Environment committee, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

029.2 **Matters arising from previous Highways & Environment Committee not included within agenda**

Notification has now been received to advise that the Phase 2 Traffic Calming installation works in Hexton Road have now had their costings approved with the contractors. Details of the Parish Council's contribution towards the project are still awaited. Provisional date for the works is w/c 22nd July 2019 for a two week period.

029.3 **Update regarding the 2019/20 Rural Match Funding Scheme response**

Further to the letter in response to our application for funding for 2019/20 that was discussed at the last meeting, an email has now been received which explains more details behind the decisions. Hexton Road request was declined as the Phase 2 traffic calming works have already been approved and will be installed this year. With regard to Bedford Road (slip road), speed measures have been taken which indicate the average speed of traffic seen was 21.7mph on that section of road against a 30mph limit. Therefore the decision has been deferred to next year. However, the data collected does show a high number of vehicles using that section of road, which could be used to support any future application. It was agreed to discuss this further at the next Committee meeting.

18/030 **LEISURE COMMITTEE REPORT/UPDATE**

030.1 **Election of Chair and Vice-chair for ensuing year**

Councillor Selley **PROPOSED** Councillor Thomas as Chair of the Leisure committee, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. Councillor Thomas then **PROPOSED** Councillor Channon as Vice-chair, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

030.2 **Election of Chair and Vice-chair for the Horticultural Show sub-committee for ensuing year**

Councillor Thomas **PROPOSED** Councillor Gardner as Chair of the Horticultural show sub-committee, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**. Councillor Gardner then **PROPOSED** Councillor Thomas as Vice-chair, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.

030.3 **Matters arising from previous Leisure Committee not included within agenda**

Councillor Thomas advised of reports being received of a black car at the allotments acting suspiciously. This has been reported to the police.

030.4 **To retrospectively approve the cost of concrete slab base for 2 new bins within Arnold Recreation Ground**

The Groundsman has been preparing the bases for the 2 new double litter bins for Arnold Rec and has purchased 2 concrete slabs to form the base. Councillor Thomas **PROPOSED** retrospective approval of the cost of the 2 slabs at a cost of £10.74 + VAT. This was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

18/031 **SPORTS FIELD COMMITTEE REPORT/UPDATE**

031.1 **Election of Chair and Vice-Chair for ensuing year**

Councillor Paxton **PROPOSED** Councillor Selley as Chair of the Sports Field committee, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. Councillor Selley then **PROPOSED** Councillor Paxton as Vice-Chair, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

- 031.2 **Matters arising from Sports Field committee not included within agenda** – There were none.
- 031.3 **To retrospectively approve the cost for 4 wooden fence posts, postcrete and nails following vandalism at the Sports Field**
A section of wooden fencing was vandalised beyond repair overnight on Monday 15th May. To ensure the security of the site, the Groundsman has repaired the fencing. Councillor Selley **PROPOSED** retrospectively approval of the material costs totalling £74.99 plus VAT. This was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.
- 031.4 **To consider options and quotation for repair of water pressure system in the Sports Pavilion**
SMRHS have provided 2 quotations for repair of the water pressure system at the Pavilion, either to change to mains-fed or repair the existing system. Councillor Selley **PROPOSED** approval of the change to mains-fed system at a cost of £1851.66 plus VAT. This was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.
- 18/032 PLANNING COMMITTEE REPORTS/UPDATE**
- 032.1 **Election of Chair and Vice-chair for ensuing year**
Councillor Roberts **PROPOSED** Councillor Gardner as Chair of the Planning committee, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**. Councillor Gardner then **PROPOSED** Councillor Roberts as vice-chair of the Planning committee, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.
- 032.2 **Matters arising from previous Planning Committee not included within agenda** - There were none.
- 032.3 **To consider and approve response to the Planning Enforcement case re Barton Reservoir, Old Road**
An enforcement notice has been raised regarding Barton Reservoir, Old Road, regarding removal of protected trees and hedgerow, as highlighted at the last Full Council Meeting. Copies of the previous planning approvals were made available to all Councillors prior to the meeting. After discussion, Councillor Gardner **PROPOSED** that a response be sent to the Enforcement Officer, stating that the Parish Council has concerns regarding the hedgerows and trees that have been removed, despite the original planning application that was granted stating that they should be retained and enhanced (CB/18/01820/RM & CB/15/02030/OUT). Furthermore, the Notes to Applicant clearly state No. 3 'The removal of any native hedgerows and trees to facilitate visibility splays must be avoided'. It would appear that there has been a contravention regarding the landscaping and as the Parish Council land borders the site in question and it is within AONB, we request that this matter is addressed accordingly. This was **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.
- 032.4 **To consider new planning applications as follows:**
CB/19/01267/FULL, 105 Manor Road: Single storey front and rear extensions – *No Comments*.
CB/19/01160/FULL, Barton-le-Clay delivery Office, 29 Bedford Road: Proposed extension to existing rear sorting office, through demolition of part of existing roof, and replacement flat roof on rear sorting office as part of the expansion – *No Comments*.
CB/19/01125/FULL, 40 Hastings Road: Single storey front extension, two storey side extension, part garage conversion and new summer house in garden
Councillor Gardner **PROPOSED** the objection detailed below, **SECONDED** by Councillor Day with **7 in favour and 2 abstention**.
OBJECT – The Parish Council has concerns over the size of the proposed extension and believes it to be over-development of the site.
- 032.5 **Update on local Plan**
Ahead of the Inspector Hearings starting on 21st May 2019, Councillor Davison-Williams produced a document outlining the position in relation to the proposed allocations and strategy to defend the

Parish Council's position. This was discussed by members during the meeting. Councillor Davison-Williams will be attending the relevant Hearings and will update Council in due course.

19/033 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE

033.1 To formally approve Policies & Resources committee members as being the elected Chairs of the aforementioned committees.

Councillor Davison-Williams **PROPOSED** that the Policies & Resources committee be made up of the Chair of each committee: Councillors Gardner, Channon, Paxton, Thomas and Selley, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

033.2 To acknowledge Chair and Vice-chair for ensuing year

Councillor Davison-Williams was acknowledged as Chair of the Policies & Resources committee, Councillor Thomas acknowledged as Vice-chair of the committee (as per Standing Orders).

033.3 Election of Chair and Vice-chair for the Pay & Personnel sub-committee for ensuing year

Councillor Selley **PROPOSED** Councillor Roberts as Chair of the Pay & Personnel sub-committee, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. Councillor Thomas **PROPOSED** Councillor Selley as Vice-chair, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

033.4 Matters arising from previous Policies & Resources committee not included within the agenda

There were none.

033.5 To consider and approve revised Local Plan joint statement between CBC and the Parish Council

As discussed at the last Full Council meeting, Councillor Roberts has re-drafted a revised joint statement which has been reviewed by Councillor Davison-Williams and the Clerk and minor amendments made. Councillor Roberts **PROPOSED** the amended statement be issued to Central Bedfordshire Council for the Local Plan in respect of the Luton Road Sports Field, **SECONDED** by Councillor Channon with **8 in favour and 1 abstention**.

033.6 To consider and approve Assistant Clerk's attendance on ICCM Cemetery Management Course

A Cemetery Management Course run by ICCM has been identified taking place in Ware, Herts on 3rd September 2019. As part of her training plan, the Assistant Clerk has requested to attend this course. Councillor Davison-Williams **PROPOSED** attendance approved at a cost of £135 plus VAT, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

033.7 To approve and adopt the Model Publication Scheme and Freedom of Information Policy

A copy was previously provided to Councillors. Councillor Davison-Williams **PROPOSED** the approval and adoption of the Model Publication Scheme and Freedom of Information Policy. This was **SECONDED** by Councillor Thomas with **8 in favour and 1 abstention**.

033.8 To approve and adopt the Credit Control & Bad Debts Policy

A copy was previously provided to Councillors. Councillor Davison-Williams **PROPOSED** the approval and adoption of the Credit Control & Bad Debts Policy, **SECONDED** by Councillor Roberts with **8 in favour and 1 abstention**.

19/034 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

Councillors were reminded to complete their Declaration of Interest and expenses returns within the 28 day deadline from taking up office.

Councillor Paxton requested the Leisure Committee consider the former Play area owned by the Housing Association behind the Co-op Supermarket, following several comments made on Social Media.

The meeting closed at 9.16pm

I certify these minutes are a true and correct record of the Parish Council Extra-Ordinary meeting held on 20th May 2019

Dated this the 10th June 2019

**COUNCILLOR L DAVISON-WILLIAMS
CHAIRMAN**