

MINUTES OF THE ANNUAL MEETING OF BARTON-LE-CLAY PARISH COUNCIL,
HELD ON TUESDAY 4th MAY 2021
ONLINE, VIA ZOOM, AT 8.40PM

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

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

Minutes: Mrs C Callen

21/001 ELECTION OF CHAIRMAN

Nominations for Chairman of the Parish Council were called. Councillor Selley **PROPOSED** Councillor Thomas, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. Councillor B Thomas was duly elected Chairman of Barton-le-Clay Parish Council and signed her acceptance of office.

Councillor Channon suggested that Councillor Thomas look to share some of her current responsibilities across other councillors to ease the burden on the chairman's role.

21/002 APOLOGIES FOR ABSENCE

There were none.

21/003 ELECTION OF VICE-CHAIR

Nominations for Vice-Chairman were called. Councillor Thomas **PROPOSED** Councillor Paxton, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**. Councillor J Paxton was duly elected Vice-Chairman of Barton-le-Clay Parish Council.

21/004 SPECIFIC DECLARATIONS OF INTEREST

There were none.

21/005 REPRESENTATION ON OUTSIDE BODIES

Councillor Paxton **PROPOSED** Councillor Thomas to continue to represent the Parish Council on the Barton Educational Trust, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. Councillor Thomas **PROPOSED** Councillor Roberts to continue to represent the Parish Council on the Barton Village Hall Committee, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

Councillor Roberts **PROPOSED** Councillor Paxton to continue to represent the Parish Council with the Barton Tennis Club, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

Councillor Day **PROPOSED** Councillor Channon to represent the Parish Council with the Schools Link, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

21/006 COMMITTEE MEMBERS

Councillor Thomas **PROPOSED** the committee structure be agreed in line with the membership discussed, with details being confirmed at the Extra-ordinary meeting on 10th May 2021. This was **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. Councillor Thomas also **PROPOSED** the membership of the Sub-Committees, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

It was acknowledged that membership of the Horticultural Show Sub-Committee needed to be increased and this will be reviewed in December 2021, ahead of preparations for the 2022 Show.

21/007 POLICE REPORTS & ISSUES

007.1 **To acknowledge receipt of the Bedfordshire Police & Crime Commissioners monthly newsletter**

The newsletter for April was acknowledged by members.

21/008 PUBLIC QUESTION TIME

One member of the public was present but chose not to raise any issues.

21/009 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT.

009.1 Councillor Shingler formally expressed his condolences to the Parish Council following the recent death of Councillor Davison-Williams.
Councillor Shingler advised that the Boundaries Commission have recommended the new Barton-le-Clay/Silsoe ward, with 2 elected members, subject to Parliament approval.
Councillor Shingler has continued to pursue the enforcement of parking restrictions around Arnold Recreation Ground and confirmed that Central Beds Council are seeking volunteers to work at weekends to provide enforcement patrols on Sundays. The Clerk reported that the missing double yellow lines on Old Road appear to have been completed on 2nd May.
The Clerk agreed to provide Councillor Shingler with a copy of the Parish Council's response to the latest Local Plan consultation.
Again, the issue with the lack of responses from Central Beds Council Highways Team was raised for Councillor Shingler to investigate.
No further questions were raised.

21/010 PLANNING COMMITTEE REPORTS/UPDATE

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

Minute no. 20/743 – The Clerk has submitted the Local Plan consultation feedback comments to Central Beds Council for review by the Inspectors.

Minute no. 20/742 – Reminder that all Councillors can submit any questions they wish to raise with Taylor Wimpey to the Clerk ahead of the meeting on 24th May.

It has been reported on Social Media regarding an outline planning application being put forward in respect of the land North of Higham Road, Barton-le-Clay and East of the A6 Bedford Road (known as Greenwoods), for the development of 3850 houses, care home, retail units, schooling, sports and healthcare facilities. The Clerk advised that a communication has been received from Central Beds Council advising that no formal application has yet been submitted and once it has, the Parish Council will be notified as consultees in the usual way.

010.2 **Update on planning applications refused/granted**

A list of planning application decisions was circulated to members prior to the meeting. This was duly noted. A copy is provided within the minutes.

010.3 **Update on Enforcement Notices**

There were none.

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

CB/21/01550/FULL, 15 Windsor Road: Single storey rear extension following removal of existing conservatory.

- No comments.

CB/21/01672/FULL, 4 Lime Close: Proposed side and rear extensions.

Comment – application states that work not yet started, however, building works are well underway. It is not clear from the application what changes are proposed from the original planning permission granted in June 2020.

CB/21/01605/FULL, 79 Bedford Road: Replace window to shopfront with bi-folding doors.

Following discussion, Councillor Roberts **PROPOSED** the following objection be made, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

Object: The Parish Council objects to the proposed installation of bi-folding doors to replace the shop-front. It was considered that these doors would not be appropriate for the shop, which is located within the conservation area, and would be detrimental to the street scene. In addition, they would

create access problems onto the street and encourage greater external seating which would obstruct the footpath and restrict vital social-distancing space.

21/011 MINUTES OF LAST MEETINGS

011.1 To receive and approve the minutes of the Full Council meeting held on 12th April 2021

The minutes of Full Council held on 12th April 2021 were circulated to members prior to the meeting. Councillor Thomas **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

011.2 Matters arising outside of committee reports/updates

The legal challenge regarding the continuation of remote meetings has been rejected by the High Court. It will now be for Parliament to consider any changes to the law to allow remote meetings to be held in the future. **ACTION – Clerk to seek clarification regarding whether Committee meetings will also need to be held in person, to allow public participation, going forward.**

21/012 CHAIRMAN'S ANNOUNCEMENTS

012.1 To advise all members regarding update of Register of Interests Forms and declarations of gifts

Members were reminded to ensure their details were up to date.

012.2 To consider Councillor Vacancies to be filled by Co-Option

Members agreed to re-advertise the vacancies around the Village and on Social Media. Councillor Thomas will be attending a NALC webinar later in the month regarding encouraging young people to get involved with Parish Councils – she will provide an update at the June meeting.

012.3 Announcements as deemed appropriate by the Chairman

CPRE Bedfordshire have written to thank the Parish Council for the £100 donation towards the work they undertake to support the area, particularly with the CBC Local Plan, M1-A6 Link Road, London Luton Airport expansion and Neighbourhood Planning workshops.

21/013 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE

013.1 Matters arising from previous Policies & Resources Committee not included within agenda –

The Year End Closedown was undertaken on 30th April. The Clerk is now putting together the figures for the Internal Auditor so that she can complete her review and checks over the coming couple of weeks. The final reports and Accounts will be reviewed at the June Full Council meeting.

013.2 To review and approve signatories for Financial Bank and Investment mandates.

The annual review of all financial signatories was undertaken. Councillor Thomas **PROPOSED** no changes to the current arrangements, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

013.3 To approve and adopt 2021/22 Maintenance Schedule

Following review and approval of the schedule by the Policies & Resources Committee on 27th April, Councillor Thomas **PROPOSED** the adoption of the schedule for 2021/22, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

013.4 To approve and adopt 2021/22 Administration Schedule

Following review and approval of the schedule by the Policies & Resources Committee on 27th April, Councillor Thomas **PROPOSED** the adoption of the schedule for 2021/22, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

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

Copies of the latest Model Publication Scheme and Freedom of Information Policy were provided to members ahead of the meeting, with only minor amendments highlighted. Councillor Thomas **PROPOSED** the adoption of the Model Publication scheme and Freedom of Information Policy V.3, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.

21/014 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

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

There were none.

014.2 **To acknowledge churchyard and burial ground inspections**

The inspection undertaken on 27th April was acknowledged. Everything was in order.

014.3 **To acknowledge the War Memorial inspection**

The inspection undertaken on 27th April was acknowledged. Everything was in order.

21/015 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE

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

There were none.

015.2 **To acknowledge the Bus Shelter inspections**

The bus shelter inspection of 29th April was acknowledged. Everything was in order.

21/016 LEISURE COMMITTEE REPORT/UPDATE

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

There were none.

016.2 **To acknowledge weekly Playground and Fitness Equipment Inspections**

The Arnold Recreation Ground playground inspection of 27th April was acknowledged. No new issues were highlighted.

The Fitness Equipment inspection of 27th April was acknowledged. Everything was in order.

The Norman Road play area inspection of 27th April was acknowledged. Everything was in order.

21/017 SPORTS FIELD COMMITTEE REPORT/UPDATE

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

There were none.

21/018 TIME ALLOCATION FOR COMMITTEE MEETINGS

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

10th May – Extra-Ordinary Meeting to appoint Chairs and Vice-Chairs of Committees and any other business of an urgent nature - to be held in the Village Hall, start time 7.30pm.

17th May – Possible date for any urgent business not concluded at the Extra-Ordinary Meeting.

24th May – Update discussion with Taylor Wimpey Developers regarding S106 Priorities for the Village, Online via Zoom at 7.30pm.

21/019 MISCELLANEOUS CORRESPONDENCE RECEIVED

019.1 **To acknowledge receipt of CPRE Countryside Voices magazine Spring 2021 – acknowledged.**

21/020 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

Highways & Environment Committee to discuss the nuisance bike issues at Lovers Walk.

Councillor Roberts reported that the derelict play area at Park Meadow Close is planned to be restored by the Management Company.

The meeting closed at 10.00pm

**I certify these minutes are a true and correct record of the Parish Council meeting held on 4th May 2021.
Dated this the 14th June 2021**

COUNCILLOR B THOMAS, CHAIRMAN