

MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL
HELD ON MONDAY 8th MARCH 2021
ONLINE AT 7.31PM

Present: Councillors Mrs B Thomas (Vice-Chair), Mrs G Gardner, Mr S Laycock, Mr J Paxton and Mr J Selley

In attendance: Mrs C Callen (Clerk), Mrs S Cowie (Assistant Clerk), Central Bedfordshire Councillor Shingler

Minutes: Mrs C Callen

20/596 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mr N Day, Mr J Roberts, Mr A Channon, Mrs V Jones and Mr L Davison-Williams.

20/597 SPECIFIC DECLARATIONS OF INTEREST

Members were reminded of the procedures regarding declaration of interests. Councillors Gardner and Paxton declared non-pecuniary interest in Agenda item 20/608.4 as social members of the Football Club.

20/598 POLICE REPORTS

598.1 To acknowledge receipt of Crime Statistics for January 2021

The Crime statistics for January 2021 were unavailable at the time of the meeting. These will be provided to members when received.

598.2 To acknowledge receipt of the Bedfordshire Police & Crime Commissioners March Newsletter

Councillor Thomas provided a brief summary of the key messages. This was acknowledged.

20/599 PUBLIC QUESTION TIME

No members of the public were present.

20/600 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT.

600.1 Councillor Shingler advised that the parking and anti-social behaviour issues on Church Road and Old Road are continuing, with very little enforcement being seen. The StreetWatch Group have requested support from the Police for their patrols in that area at the weekend but this is not available as a priority.

The Assistant Clerk enquired whether Councillor Shingler had received a response from Central Beds Council regarding the flooding in Arnold Recreation Ground Play Area where it borders Hexton Road. He confirmed nothing has been heard and he will chase this item up.

It would seem that several staff changes have occurred at Central Beds Council Highways Department which might account for the lack of response to the queries being raised by the Parish Council. Councillor Shingler agreed to find out who the current contacts are.

No further questions were raised.

20/601 PLANNING COMMITTEE REPORTS/UPDATE

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

Minute 20/526.9 – As discussed at the last Full Council meeting, the Clerk has reserved 3 tickets for members to attend the BRCC Eastern Community Led Housing Webinars on 16th-18th March regarding the provision of affordable housing solutions for local people. Members were requested to contact the Office to advise if they wished to attend.

601.2 **To receive the minutes of the Planning Committee meeting held on 22nd February 2021 and to consider and ratify any recommendations contained therein**

A copy of the minutes was previously circulated to members. Councillor Gardner **PROPOSED** approval and ratification of the minutes of the meeting held on 22nd February 2021, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

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

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

601.4 **Update on Enforcement Notices**

There were none.

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

CB/21/00560/OUT, 113 Manor Road: Outline Application: Demolition of existing dwelling & garage and erection of five detached dwellings with associated garages & new access drive.

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

Object: The Parish Council objects to the demolition of an established residential property which would be detrimental to the character of the surrounding area and street scene.

The Parish Council understands that Councillor Shingler has requested that this application be called in to be discussed at the next Development Management Committee for a decision and support his request.

CB/21/00628/FULL, 58 Norman Road: First floor rear extension

– *No comments*

CB/21/00728/FULL, Maple Cottage, 79A Hexton Road: Construction of timber clad and framed garden room for use ancillary to main dwelling

– *No comments*

CB/21/00715/FULL, Church End Cottage, 18 Church Road: part single, part two storey rear extensions & minor internal alternations

Following discussion, Councillor Thomas **PROPOSED** the following objection be made, **SECONDED** by Councillor Selley **with 4 in favour and 1 against**.

Object: The Parish Council objects to the proposed design of the new windows in the extension as they do not seem compatible with the existing listed cottage in a conservation area.

CB/21/00716/LB, Church End Cottage, 18 Church Road: Listed Building: part single, part two storey rear extensions & minor internal alternations

Objection as detailed under CB/21/00715/FULL.

CB/TRE/21/00091, 62 Manor Road: Work to trees protected by a Tree Preservation Order:

SB/TPO/64/00002/G7 Reduce Sycamore Trees to previous reduction points.

– *No comments*

601.6 **To consider any follow up actions to the Land Agents Briefing regarding Land to the East of Village**

Several additional questions were raised by members following the last briefing meeting. It was agreed to discuss this item further at the next Committee meeting.

Councillor Shingler left the meeting at 8.09pm

20/602 MINUTES OF LAST MEETINGS

602.1 **To receive and approve the minutes of the Full Council meeting held on 8th February 2021**

The minutes of Full Council held on 8th February 2021 were circulated to members prior to the meeting. Councillor Thomas **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

602.2 **Matters arising outside of committee reports/updates** – There was none.

20/603 CHAIRMAN'S ANNOUNCEMENTS

603.1 **Announcements as deemed appropriate by the Chairman**

A letter of thanks has been received from Keech Hospice in respect of the grant awarded to them in December.

603.2 **To confirm date for Annual Parish Meeting and Annual Meeting of the Parish Council**

By virtue of the Coronavirus Act 2020, s78 and subsequent regulations, meetings of parish and town councils and of parish meetings may currently be held remotely **before 7 May 2021**.

The Coronavirus pages of NALC's website have been updated as below:

Extending the remote meeting regulations

The government is not currently planning to extend the remote meeting regulations beyond 7 May 2021. Along with other local government bodies, NALC is continuing to press for this extension. We are also preparing guidance for local councils on preparing for and managing the return to physical meetings in May and beyond.

As discussed at the last meeting, BATPC and the Parish Council have contacted the local MP on this matter, albeit it is uncertain whether there is enough parliamentary time now to amend the regulations for May.

At the last meeting, the Parish Council agreed the 26th April to hold the meetings. Whilst this date is fine for the Annual Parish Meeting, which should be held between 1st March and 1st June, the Clerk has sought clarification and has been advised that the Annual Meeting of the Parish Council must be held in May. Therefore, it may be prudent to consider holding the council's Annual Meeting on either 4th, 5th or 6th May, with the assurance that it can be held remotely, should it be necessary.

Following discussion, Councillor Thomas **PROPOSED** to hold both the Annual Parish Meeting and Annual Meeting of the Parish Council on Tuesday 4th May 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

603.3 **To remind Chairs and Outside Representatives to submit Annual Reports to the Clerk**

The Clerk and Assistant Clerk will be preparing the Report over the next few weeks. Members were requested to provide reports where they represent the Council on outside organisations. The chairs of each committee were requested to provide details of what they want incorporating in their sections report. Details required by 31st March 2021.

It was suggested that a presentation is produced, to be delivered at the Annual Parish Meeting via Zoom.

ACTION – Clerk to provide details of previous reports and Action Plan to Chairs, as required.

20/604 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE

604.1 **Matters arising from previous Policies & Resources Committee not included within agenda**

At the last Committee meeting, Councillor Channon agreed to investigate the Christmas Tree site in Maulden and provide feedback to Full Council for further discussion, regarding the Christmas Lights request for a concrete base to be set on Lime Close. In his absence it was agreed that the Clerk would make further enquiries and report back at the next Committee meeting.

Minute 20/529.4 The Regional Director from TSB has responded to the Clerks enquiry regarding the possibility of either an ATM or 'pop up' shop option for the Village once the Branch closes in April. He advised that data shows declining usage of the Branch in Barton. 'Pop up' shops are only being considered in towns where there is significantly more usage seen and these are not cash-related but

for service requests only. The Branch staff are currently contacting all vulnerable customers to assist them with setting up either digital or telephony offerings. The TSB also pay the Post Office to provide a paying-in service for their customers. There are no plans to provide a further ATM, with the one in the Co-op being available during opening hours.

As discussed at the last committee meeting, the Clerk has arranged for both the Groundsmen to complete the online Health & Safety training modules provided by Peninsula – this has now all been done.

604.2 **To receive the minutes of the Policies & Resources Committee meeting held on 22nd February 2021 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 22nd February 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

604.3 **To review and adopt the Annual Investment Policy 2021/22**

Following approval of the policy by Policies & Resources Committee on 22nd February, Councillor Thomas **PROPOSED** the Annual Investment Policy 2021/22 (v.3) be adopted, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

604.4 **To review and approve the Annual Review of Effectiveness of Systems of Internal Control**

Following approval of the review by the Policies & Resources Committee on 22nd February, as required under Standing Order 77, 1a, there were no further queries raised. Councillor Thomas **PROPOSED** approval of the Annual Review of Effectiveness of Systems of Internal Control for 2020/21, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

604.5 **To review and adopt the Annual Audit Plan, Internal Audit Terms of Reference and Internal Audit Programme**

No significant changes from previous years had been made when reviewed by the Policies and Resources Committee. There were no further questions regarding the documents. Councillor Thomas **PROPOSED** approval and adoption of the Annual Audit Plan for 2020/21 year end, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

604.6 **To consider and approve any additional Ear-marked Reserve Allocation at Year End**

Details of the current EMR's were provided to all members ahead of the meeting. In view of the impact of the Pandemic on the Council finances and the additional spend incurred for tree works at Lovers Walk and Sports Field, no additional EMR allocation was proposed.

During the Budget process in December, it was agreed to transfer funds of £3k from Sports Field Drainage EMR to a new Plumbing Repairs EMR. £2k was transferred but £1k was held back for anticipated spend during the current year for tap repairs. These have not yet been undertaken and therefore £1k needs to be transferred from EMR 382 to EMR 384 before the year end. Councillor Thomas **PROPOSED** the additional transfer to Plumbing Repairs EMR 384, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

604.7 **To approve transfer of any nominal underspend from committees to Ear-marked Reserve at Year End**

The Clerk has reviewed the expenditure to date and any further expenditure expected before the year end. A breakdown was provided to all members ahead of the meeting, which shows surplus funds from Salaries, Burial Ground and Leisure Committees but deficits from Environment and Sports Field due to tree works. Overall Deficit £16k which will result in a reduction in General Reserves to £79k (45% of annual Precept for 2021/22 or 5.35months – best practice is to maintain between 3-6 months in General Reserves).

In view of the impact of the Pandemic on the Council finances and the additional spend incurred for tree works at Lovers Walk and Sports Field, Councillor Thomas **PROPOSED** that no transfers from

underspent committees be made this year, with funds transferring to General Reserves. This was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

- 604.8 **To acknowledge and review the Risk Assessment summary and any Action Plan 2020/21**
The Clerk has completed the annual review of Risk Assessments for the Council, including updating the additional COVID-19 assessments put in place for the Office, Sports Pavilion, Play Areas and Burial Ground in line with the latest guidance. The Clerk has also completed the Annual H&S Review and 6mthly Fire Risk Assessments which will be reviewed at the next P&R Committee meeting. Copies of the Risk Assessment Overall Summary Sheets and Action Plans were provided for members. All agreed that the individual Risk Assessments should be considered at committee level where any requirements to improve risk vulnerability could be discussed fully and progressed. Councillor Thomas **PROPOSED** acknowledgment and receipt of the Risk Assessment Summary for 2020/21, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.
- 604.9 **To acknowledge Trek24 Bedfordshire's Event in aid of East Anglian Air Ambulance**
The Parish Council have been contacted by Gladiator Events Ltd to advise of a charity event taking place from Hexton Manor, which will pass through the outskirts of the Village on 4th September. Details and route map were provided to members for information and were duly acknowledged.
ACTION – Clerk to share details of event on local Social Media.
- 604.10 **To acknowledge England's Economic Heartland Publication of Transport Strategy**
BATPC have forwarded details of this publication, which was acknowledged.
- 604.11 **To acknowledge Central Beds Council Safer Central's Priorities 2021-2024**
Details were provided to members ahead of the meeting. This was acknowledged.
- 604.12 **To acknowledge Central Beds Council's Schools for the Future consultation on SEND provision**
Children's Services have advised of their consultation on SEND provision. This was acknowledged.
- 20/605 BURIAL GROUNDS COMMITTEE REPORT/UPDATE**
- 605.1 **Matters arising from previous Burial Grounds committee not included within agenda - information only**
Minute 20/554 The ground water risk assessment from Cemetery Development Services has been received and will be discussed at the next Committee meeting. The Assistant Clerk has approached Central Bedfordshire Council to seek assistance with the Burial Ground extension project. CBC have requested further information on the current site and will assign an officer to work with the Council as soon as possible.
- The Assistant Clerk and Groundsman met with the Rector from St Nicholas Church to establish how many cremated remains grave spaces are left in the garden of rest area of the churchyard and to discuss the burial procedure going forward. The Assistant Clerk will provide a plan of the garden of rest ready for the next Committee meeting. The Rector has asked whether the Councils Groundsman will be able to dig the graves when burials arise, he is happy to do this and our normal charge for this service will be applied.
- The Assistant Clerk advised that the Tree Survey in the Churchyard will be undertaken on 9th March.
- 605.2 **To receive the minutes of the Burial Ground Committee meeting held on 15th February 2021 and to consider and ratify any recommendations contained therein**
A copy of the minutes was previously circulated to members. Councillor Paxton **PROPOSED** approval and ratification of the minutes of the meeting held on 15th February 2021, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.
- 605.3 **To acknowledge the Burial Ground and Churchyard inspections**

The Burial Ground and Churchyard inspections undertaken on 15th February and 1st March 2021 were acknowledged. Everything was in order.

605.4 **To acknowledge the War Memorial inspection**

The War Memorial inspections undertaken on 15th February and 1st March 2021 were acknowledged. Everything was in order.

20/606 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE (continued)

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

Minute 20/569 The works to remove the overhanging/dead trees at Bailey's Piece are expected to take place on 10th March.

The Clerk has been contacted by a resident regarding the number of trees that have been removed from the Village over the winter. The Resident has requested that the Council consider replanting more trees to help the environment. The Clerk confirmed that the Council share his concerns and are currently considering their tree planting strategy.

A resident has contacted the Parish Council regarding their concerns over inadequate traffic calming measures on Bedford Road, now that the children are returning to school. This item will be discussed further at the next Committee meeting, as part of the updated Traffic Management Strategy being considered.

A resident has contacted the Parish Council regarding the non-enforcement of the double yellow lines on Old Road and the removal of tape from the fitness equipment during the latest Lockdown. The Clerk has acknowledged their complaint which will be considered further at the next Committee meeting.

Councillor Paxton reported that the conifer hedge on Grange Road had now been cut back, making it easier to walk along the pathway between Brazier Close and Grange Farm Close.

606.2 **To receive the minutes of the Highways & Environment Committee meeting held on 22nd February 2021 and to consider and ratify any recommendations contained therein**

A copy of the minutes was previously circulated to members. Councillor Paxton **PROPOSED** approval and ratification of the minutes of the meeting held on 22nd February 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

606.3 **To acknowledge the Bus Shelters inspections**

The bus shelters inspection on 1st March 2021 was acknowledged. Everything was in order.

20/607 LEISURE COMMITTEE REPORT/UPDATE

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

The hedge cutting at the allotments has been completed and there have been no issues with plot holders or residents, who generally appear to be happy with the work. The digger is due to be on site week commencing 8th March. Barton Countryside Conservation will dig out the blackthorn bushes which are growing in the pathway and the field grown plants and replant in the hedgerow (**minute point 20/545**). The soil heap will be re-distributed as agreed at the committee meeting on 15th February at the same time (**minute point 20/543**).

Minute point 20/546 The Assistant Clerk and Councillor Shingler have emailed highways regarding the flooding in the Arnold Recreation Ground play area. No responses have been received to date.

Minute point 20/547 The template for councillors to put forward their ideas for projects for the uncommitted S106 fund was emailed on 2nd March. Members are asked to complete and return this to the Assistant Clerk by 15th March.

The fitness equipment will re-open on 29th March in line with Government directive. Risk assessments will be reviewed and updated prior to the opening.

607.2 **To receive the minutes of the Leisure Committee meeting held on 15th February 2021 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 15th February 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

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

The Arnold Recreation Ground playground, Fitness Equipment and Norman Road play area inspections for the 15th & 22nd February and 1st March 2021 were acknowledged. Everything was in order, noting the ongoing flooding issues in the Arnold Recreation Ground Play Area and the Fitness Equipment currently taped off.

607.4 **To consider the 2021 Horticultural Show and agree way forward**

At the last Leisure Committee meeting, members discussed whether the 2021 Show should go ahead on 11th September. The show judges have been contacted and are all willing to judge; the Assistant Clerk has prepared the schedule and other documents ready to print. Committee members had raised concern over the amount of time the Office staff spend organising the show, which could then be cancelled, and asked for the decision to be made at Full Council to give all Councillors a chance to voice their opinions. Following discussion regarding the uncertainty around what restrictions will still be in place, post 21st June, and the current lack of support available following the loss of two committee members, Councillor Thomas **PROPOSED** that the 2021 Show be cancelled due to Covid-19 Pandemic, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. It was agreed that this would give plenty of time to consider options to improve the 2022 Show. It was suggested that consideration should be given to holding some form of virtual event in 2021, such as displaying photos of produce grown or made. This will be discussed further at the next Committee meeting.

20/608 SPORTS FIELD COMMITTEE REPORT/UPDATE

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

Minute item 20/592 At the committee meeting on 1st March, members considered the opening and closing dates for grass roots football, which is able to return week commencing 29th March. The season normally ends first week in May but due to Covid-19 Pandemic, the FA has confirmed that clubs may wish to extend this up to the end of June. The committee agreed that the pitches will be available for hire from 29th March until first week in June, when the goal posts would be taken down, fertiliser applied and grass seed sown.

Barton Rovers have agreed to carry out the work and have booked the tractor and drill seed hire for 1st and 2nd June. They are unable to delay this any further due to the availability of the machinery and the time required for the seed to germinate and grow before the new season begins in September. Therefore the last games will need to be played 29th/30th May. This is in line with half term which begins the following week. The Assistant Clerk will organise for the goal posts to be taken down on 1st June with reseeding taking place the following day.

There had been a suggestion at the Committee meeting that the pitches should remain open for use other than football hire, to offer another green space for residents. For information, the Parish Council has an obligation with the Football Foundation under the terms of the Grass Roots Grant Scheme awarded for the cost to set up the site and Pavilion, to provide a 'Community Football Playing Facility', 'maintained in good repair and condition at all times' for a minimum term of 20 years.

To prevent further wear and damage in well used areas, the Groundsmen have placed plastic mesh over several of the goal mouths and displayed signage asking users not to use the goal areas. It is hoped that this will deter unauthorised use so further damage is not caused.

It has been advised that the road markings regarding parking at the entrance to Barton Rovers FC and Sharpenhoe Road entrance are now very worn and need repainting. Barton Rovers FC are experiencing problems with vehicles parking in the 'no parking' zone; the restart of football on 29th March will heighten the problem. The Groundsman has assessed the marking and feels he is able to repaint them himself. The office will look into suitable paint to be used for the project.

Following Central Bedfordshire Council's consultation last year on dog control Public Orders, regulation states that dogs must be kept on leads where sports pitches are marked out. The signage at the Sports Field is out of date. Therefore, the Clerk has ordered from CBC new dog control signage, which will be displayed along the sports field fence.

At the October Full Council meeting, members agreed that a hirer of Unity Hall (home-school group) could use a section of the Sports Field for rugby/cricket practice on Thursday afternoons. It has been agreed that a hire agreement will be issued to cover the period from 15th April to 22nd July and then reviewed for the Autumn term.

The Clerk reported that the all the tree works on the Access Road have been completed and the new fencing has been erected.

- 608.2 **To receive the minutes of the Sports Field Committee meeting held on 1st March 2021 and to consider and ratify any recommendations contained therein**
A copy of the minutes was previously circulated to members. Councillor Selley **PROPOSED** approval and ratification of the minutes of the meeting held on 1st March 2021, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.
- 608.3 **To consider and approve quotation for repairs to the emergency lighting in the Pavilion**
At the routine 6-monthly fire system service of the Pavilion, it was found that 3 of the emergency lights were not working. A quote has been provided by the company contracted to undertake the service. Parts 3 x 8W EL Exit box at £48.00 each plus Labour costs (max 4 hours at £60.00/hour). Councillor Selley **PROPOSED** approval of the total cost of £384.00 plus VAT, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.
ACTION – Assistant Clerk to investigate alternative companies to quote for the 6-monthly service contract going forward.
- 608.4 **To consider and approve payment to Barton Rovers FC from Ear Marked Reserve towards replanting hedge on Access Road**
During the Budget process in December 2019, the Parish Council agreed to put aside £1000 into the EMR for the Access Road, towards assisting with improvements to the BRFC car park, subject to further discussion. This was confirmed at the Committee meeting in February 2020.
Councillors Selley, Thomas and the Clerk met with the Chairman of Barton Rovers FC on 12th February to discuss their plans for replanting the hedgerow alongside the Access Road and also the planting planned in the Car Park area. It was agreed that the £1k in EMR should be used towards the cost of purchasing the Laurels required to replace the hedgerow. BRFC will then seek a grant for natural hedgerow/trees to be used in the car park area. Therefore, Councillor Selley **PROPOSED** the payment of £1000 from Access Road EMR 381 to Barton Rovers FC for the purchase of laurels, **SECONDED** by Councillor Thomas **with 4 in favour and 1 abstention**.
- 20/609 MONTHLY FINANCIAL REPORTS**
- 609.1 **To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports for month 11**
The monthly financial reports for February month-end were received by members.

It was noted that the outstanding payment due from Nevilles Funeral Services had been received. The Clerk was requested to send a reminder of payment terms. No further questions were raised.

20/610 APPROVAL OF PAYMENT OF ACCOUNTS

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

The payments for March were provided to members prior to the meeting. Councillor Thomas **PROPOSED** approval of the payments for March, totalling £29,149.49 (including transfer from savings account), **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

20/611 TIME ALLOCATION FOR COMMITTEE MEETINGS

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

15th March 2021 – Sports Field and Highways & Environment - to be held online via Zoom, start time 7.30pm.

22nd March 2021 – Leisure and Burial Grounds - to be held online via Zoom, start time 7.30pm.

29th March 2021 – Planning and Policies & Resources - to be held online via Zoom, start time 7.30pm.

20/612 MISCELLANEOUS CORRESPONDENCE RECEIVED

612.1 **To acknowledge receipt of the ICCM Journal Spring 2021 magazine**

- acknowledged

612.2 **To acknowledge receipt of the CPRE Bedfordshire March newsletter**

- acknowledged

612.3 **To acknowledge receipt of the Chiltern Society Spring 2021 magazine Issue 239**

- acknowledged

612.4 **To acknowledge receipt of the BATPC Bedfordshire Bugle March 2021**

- acknowledged

20/613 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 9.42pm

I certify these minutes are a true and correct record of the Parish Council meeting held on 8th March 2021

Dated this the 12th April 2021

**COUNCILLOR B THOMAS
VICE-CHAIR**

PAYMENT OF ACCOUNTS
March 2021

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
20/0416	Everflow	Water Supply 07/03/2021 to 06/04/2021	£ 318.43	£ -	£ 318.43	SPLIT		DD
20/0450	Central Bedfordshire Council	Council Tax - Sports Pavilion (March)	£ 651.00	£ -	£ 651.00	4811		DD
20/0451	Peninsula Business Services	H&S Support Services - March 2021	£ 100.60	£ 19.00	£ 119.60	4151		DD
20/0453	Cawleys	Skip Emptying - Burial Ground (Feb)	£ 51.24	£ 10.25	£ 61.49	4314		DD
20/0454	Cawleys	Skip Emptying - Office Recycling & General (Feb)	£ 40.10	£ 8.02	£ 48.12	4134		DD
20/0455	Cawleys	Skip Emptying - Allots (Feb)	£ 34.60	£ 6.92	£ 41.52	4134	£ 151.13	DD
20/0456	Scottish Power	Electricity - Parish office (01/02/21-28/02/21)	£ 73.33	£ 3.67	£ 77.00	4137		DD
20/0457	Crown Gas	Gas - Pavilion (01/02/21-28/02/21)	£ 126.05	£ 6.30	£ 32.35	4812		DD
20/0458	British Gas	Electric supply Pavilion (01/02/21-28/02/21)	£ 73.32	£ 3.66	£ 76.98	4806		DD
20/0459	Antechs Business Support Ltd	IT Support maintenance, Licences, Backup - Mar	£ 161.80	£ 32.36	£ 194.16	4142		DD
20/0460	Virginmedia	Fibre Broadband Office - March	£ 45.00	£ 9.00	£ 54.00	4105		DD
20/0461	Xerox Finance	Versalink Photocopier rental (1/12/2020 - 28/02/2021)	£ 81.04	£ 16.21	£ 97.25	4111		DD
20/0462	NEST	Pension payments February 2021 (Payment due Mar)	£ 852.36	£ -	£ 852.36	526		DD
20/0463	HM Rev & Customs	Mth 11 PAYE	£ 745.40	£ -	£ 745.40	525		
20/0464	HM Rev & Customs	Mth 11 Nat. Emp'ee NI Contribution	£ 472.47	£ -	£ 472.47	525		
20/0465	HM Rev & Customs	Mth 11 Nat. Emp'er NI Contribution	£ 568.17	£ -	£ 568.17	525	£ 1,786.04	7534
20/0466	I Nicholls	March Salary	Salary	.	Salary	4002		FP
20/0467	S Cowie	March Salary	Salary		Salary	4001		FP
20/0468	C Callen	March Salary	Salary		Salary	4000		FP
20/0469	J Fitzgerald	March Salary	Salary		Salary	4003		FP
20/0470	K Small	March Salary	Salary		Salary	4004		FP
20/0471	S McConville	March Salary	Salary		Salary	4004		FP
	TOTAL SALARIES		£ 5,478.56	£ -	£ 5,478.56			
20/0472	J Fitzgerald	February Mileage 246 miles @ 60.1p	£ 147.85	£ -	£ 147.85	4107		FP

20/0473	N Day	Roof repairs at Sports Pavilion	£ 200.00	£ -	£ 200.00	4807		FP
20/0474	Prestige Design & Workwear Ltd	Safety boots for P/T Groundsman	£ 28.00	£ 5.60	£ 33.60	4141		FP
20/0475	Reynolds Landscaping Services Ltd	Hedge Cutting Beech Hedge at Heritage Garden	£ 95.00	£ 19.00	£ 114.00	4604		
20/0476	Reynolds Landscaping Services Ltd	Hedgecutting and spraying at Burial Grd & Churchyard	£ 768.00	£ 153.60	£ 921.60	SPLIT	£ 1,035.60	FP
20/0477	Astral Fire & Security Ltd	6mth Service Fire Alarm & Emergency Lighting Pavilion	£ 110.00	£ 22.00	£ 132.00	4815		FP
20/0478	Shredx Document Shredding	Secure Shredding bags x10	£ 92.50	£ 18.50	£ 111.00	4117		FP
20/0479	Roy Hawkins	Grave Digging Ashes 17/2/21	£ 150.00	£ -	£ 150.00	4311		FP
20/0480	Hertfordshire County Council	Office Stationery	£ 28.87	£ 5.77	£ 34.64	4113		FP
20/0482	J Leigh Thompson	Allotments (rear Dunstall Rd) Hedgeworks	£ 1,240.00	£ -	£ 1,240.00	4604		7535
20/0483	Xerox UK Ltd	Versalink Photocopier usage (1/12/2020 - 28/02/2021)	£ 270.21	£ 54.04	£ 324.25	4111		DD
20/0484	Prestige Design & Workwear Ltd	Whiteline marker paint x6	£ 195.00	£ 39.00	£ 234.00	4805		FP
20/0485	Boston Crop Sprayers Ltd	Repairs to Whiteline machines	£ 169.10	£ 33.82	£ 202.92	4805		FP
20/0486	British Telecom	Quarterly telephone service & broadband	£ 262.31	£ 52.46	£ 314.77	4105		DD
20/0487	TSB Bank	Transfer to Current from Savings Account	£ 15,000.00	£ -	£15,000.00	n/a		TF
		TOTAL MARCH 2021 PAYMENTS	£ 28,630.31	£ 519.18	£ 29,149.49			