

MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL
HELD ON MONDAY 13th DECEMBER 2021
AT THE VILLAGE HALL AT 7.33PM

Present: Councillors Mrs B Thomas (Chair), Mr J Selley, Mr S Laycock, Mr N Day, Mrs A Vale and Mrs A Miller

In attendance: Mrs C Callen (Clerk), Mrs S Cowie (Assistant Clerk) and 1 member of the public

Minutes: Mrs C Callen

21/402 APOLOGIES FOR ABSENCE

Councillors Mr J Paxton, Mr J Roberts, Mrs G Gardner and Mr A Channon and Central Bedfordshire Ward Councillor Mr I Shingler.

21/403 SPECIFIC DECLARATIONS OF INTEREST

Members were reminded of the procedures regarding declaration of interests.

21/404 POLICE REPORTS

404.1 To acknowledge receipt of Crime Statistics for October 2021

The Crime statistics for October 2021, taken from Police.uk website, were acknowledged. A total of 27 crimes were reported: 13 still under investigation, 5 investigation complete, 4 unable to prosecute, and 5 with no further details. The categories for October included: 12 violence/sexual offences, 5 antisocial behaviour, 3 criminal damage/arson, 2 vehicle crime, 2 other theft, 2 other crime and 1 public order offence.

404.2 To consider attendance at the Community Policing Priority Setting Online Meeting 20th January 2022

The Clerk advised that this meeting had now been moved to Wednesday 26th January 2022. It was agreed to review the priorities and attendance at the next Full Council meeting on 10th January, with the benefit of the November crime figures.

21/405 PUBLIC QUESTION TIME

A resident and member of the Football and Bowls Clubs spoke about the recent break-in at Barton Rovers Football Club and Bowling Club site. Whilst the majority of items were subsequently recovered, the incident has highlighted the lack of Police presence in the Village. The resident asked the Parish Council to consider how best to increase the visibility of the Police in the Village. They then went on to suggest that consideration could be given to possibly merging the Library, Parish Council Office and Police Station on the current Library site, central to the main road through the Village. Councillor Thomas advised the resident that the current Parish Office provides the necessary space and storage needed to operate efficiently. The Library space would not be large enough to accommodate the requirements for the Parish Council and they have a full programme of events already held there which would make it impossible. The Police already have a base in Toddington and would not be looking to relocate, albeit they may be able to offer drop-in surgeries at the Library as they have done in the past. The Parish Council agreed to consider the residents comments with regards to the Police and take them forward at the next Community Policing meeting planned for January.

1 member of the public left at 7.52pm

21/406 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT

Councillor Shingler sent his apologies for absence. No written report was available.

21/407 PLANNING COMMITTEE REPORTS/UPDATE

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

Re: **Minute 21/344** Neighbourhood Plan – Councillors Miller and Gardner and the Clerk have now met with Central Beds Council to discuss the best way to proceed. Councillor Miller and the Clerk have also held an online meeting with BRCC regarding the support they can provide.

A summary of the costs previously incurred has been provided by the Clerk and previous members of the Steering Committee have been contacted to see if they wish to continue. Councillor Miller and the Clerk are reviewing the back papers to see what information is still relevant. An initial meeting of the new Group is planned to be held in January to agree way forward.

Re: **Minute 21/249.7** Councillor Gardner attended the NALC webinar on 'Making Rural Housing More Affordable' on 17th November. Feedback will be provided at the next Committee meeting.

407.2 **To receive the minutes of the Planning Committee meeting held on 15th November 2021 and to consider and ratify any recommendations contained therein**

A copy of the minutes was previously circulated to members. Councillor Day **PROPOSED** approval and ratification of the minutes of the meeting held on 15th November 2021, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

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

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

407.4 **Update on Enforcement Notices**

No formal Enforcement notices have been received.

Re: Development at 55-57 Hexton Road – no further update has been received.

Re: Development of garage next to Maple House – it is understood that the garage is now to be used as storage and showroom for a candle business currently being run by the resident renting Maple House. The Central Beds Council Enforcement Officer continues to monitor the situation, particularly regarding the planned use of the building.

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

CB/TRE/21/00506, Land between 4 Manor Farm Close and The Coach House, Manor Farm

Close: Works to a tree protected by a Tree Preservation Order SB/TPO/94/0006: Significantly prune back to remove overhanging branches from driveway of 4 Manor Farm Close to Ash Tree T5

After discussion, Councillor Day **PROPOSED** the following comments be submitted, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**:

– Comment: The Parish Council has concerns that the reduction appears excessive and will follow advice and recommendation from the Central Beds Council Tree Officer in this regard.

CB/TCA/21/00627, 20 Bedford Road: Works to trees within a Conservation Area: (T1) Lawson Cypress, fell (T2) Prunus, fell (T3) Thuja, reduce in height by 50% (T4) Holly, crown reduce by approx. 1mtr all round

Councillor Selley declared a non-pecuniary interest in this item as a neighbour of the applicant.

After discussion, Councillor Day **PROPOSED** the following comments be submitted, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**:

– Comment: The Parish Council requests that the Central Beds Council Tree Officer visits the site to review the situation and will follow his recommendation.

CB/21/05274/VOC, 14 Windsor Road: Variation (or removal) of Condition number 5 of planning permission CB/21/02530/FULL (Two storey side and single storey rear extensions with new front porch) To allow study to align with entrance lobby

After discussion, Councillor Day **PROPOSED** the following objection be submitted, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**:

– Object: The Parish Council previously objected to the loss of off-road parking in the original application, following the demolition of the garage to make way for the side extension. No parking plan was provided to evidence sufficient space in front of the property. The request now for the variation of the planning condition has been submitted with the works already started to build the study wall to align with the entrance lobby. This will take up more of the space in front of the property and the lack of parking plan has still not been addressed. Therefore, the Parish Council reiterate their previous objection on the basis of insufficient off-road parking for the extended four-bedroom property.

21/408 **MINUTES OF LAST MEETINGS**

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

The minutes of Full Council held on 8th November 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**.

408.2 **Matters arising outside of committee reports/updates**

There was none.

21/409 **CHAIRMAN'S ANNOUNCEMENTS**

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

Councillor Thomas wished all members and staff a Happy Christmas.

409.2 **To consider attendance at the Town & Parish Councils December Topic Session on 15th December 2021**

The Community Engagement Team from Central Beds Council have decided to hold virtual topic-based sessions. The first one was held on 10th November, covering COP26, the Council's Sustainability Plan and how they intend to work with Town & Parish Council's to deliver elements of the Sustainability Plan, e.g. electric vehicle charging points, funding tree planting, etc. Councillors Thomas and Miller attended and provided feedback.

The second session is planned for Wednesday 15th December 6-7.30pm. Topic is CBC's Design Guide. A recording and feedback details will be provided to those Council's unable to attend. Councillor Gardner agreed to attend and will provide feedback at the next meeting.

21/410 **POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**

410.1 **Matters arising from previous Policies & Resources Committee not included within agenda - information only**

Re **Minute No. 21/252.9** – The Landlords of 22a Bedford Road (former TSB Bank building) have thanked the Parish Council for their feedback on possible future uses of the building. They regain the property in Spring 2022 and will be considering possible options. They have asked what sort of budget there would be if they were to consider the Parish Council relocating to that building. It was agreed that the current building would not suit the Council's needs in its present format.

ACTION – Clerk to update the Landlords.

Re: **Minute 21/290** – Councillors Roberts, Thomas and Selley and the Clerk met with the Village Hall committee on 9th December to discuss the feasibility study they have instructed for the Village Hall. A copy of the meeting minutes was emailed to all members on 10th December, for information.

Following a change in the current Covid guidelines provided by the Government, the Clerk advised that a review of working practices has been discussed by the office staff and at present they are happy to continue to operate in the office, opening to the public subject to wearing masks and the use of screens, as already in place. The 'working from home' option will be considered and reviewed if the situation deteriorates.

The Clerk advised that an email had been received from the Barton Christmas Lights team, requesting permission to hold a carol singing event on Lime Close on 19th December, with song sheets sold in aid of the 'Gorgeous George' fund-raiser. As Lime Close is not owned by the Parish Council, the Clerk was asked to respond to the team, requesting they refer to Central Beds Council for permission and to arrange any street-collection licences required.

ACTION – Clerk to email the Christmas Lights Team.

410.2 **To receive the minutes of the Policies & Resources committee meeting held on 6th December 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 6th December 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

- 410.3 **Exempt Business** – Resolution to exclude members of press and public from debate on agenda item 21/410.4 (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 **PROPOSED** the above resolution be passed, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**. There were no members of the press or public present.

- 410.4 **To receive the minutes of the Pay & Personnel Sub-committee meeting held on 6th December 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 6th December 2021, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

- 410.5 **To receive an update on HM The Queen’s Platinum Jubilee event**

Re **Minute no. 21/326.9** – The Queen’s Jubilee working party met on 1st December, chaired by Councillor Paxton, with representatives from local groups, organisations and school, to discuss the plans to celebrate HM The Queens Platinum Jubilee weekend 2nd-5th June 2022. Notes from the Meeting were provided to members, for information.

The current proposal for discussion was to hold the main event at Barton Rovers, with a street parade from Lime Close to the Rovers. The Parish Council have already agreed for a local singer to perform from 12-2pm and have set aside a maximum budget of £1k towards hosting the event.

Since the meeting, concerns regarding the practicalities of arranging such a large road closure for the parade, obtaining sufficient volunteers to man the closure points and the impact a 2 hour closure would have on businesses and traffic in the area were raised. To date only one school had shown interest in being involved.

The original idea from the Council was to host the beacon lighting on Thursday 2nd June 2022 and a community event on Sunday lunchtime, in line with guidance for the Royal Celebration ‘The Big Lunch’.

It was suggested that a picnic lunch should be held on Arnold Recreation Ground, with parking in the top field and mobile toilets provided or use of Village/Church Hall toilets arranged. Local organisations could be invited to have stalls to help fund raise and entertainment organised, including the singer already agreed. No road closure would be required, and the number of volunteers needed would be far less, if this option was agreed. Residents could then go on to Barton Rovers if they wish to enjoy further entertainment afterwards.

Councillor Day highlighted that the presence of Bee Orchids on the top field would mean that it could not be used for parking in June. He suggested Arnold Academy School and the Village Hall should be approached to provide suitable parking for those residents unable to walk from their homes.

Members were happy to support the suggestion for use of Arnold Recreation Ground.

ACTION – The Assistant Clerk to book the Village Hall for toilets and parking. Arrangements to be discussed further with the working party at their next meeting.

- 410.6 **Update regarding the Welcome Back Fund projects**

Under the terms of the Welcome Back Fund, signage must be provided to recognise the funding source for the planters, bike rack and noticeboard. The Clerk has drawn up a suggested sign and is arranging for a local sign company to produce these. They will be funded from the WBF.

The Noticeboard is still to be purchased and the bike rack installed. The Clerk had an online meeting with Central Beds Council on 7th December to discuss the outstanding projects. All purchases must

be made by the end of January and any surplus funds will be re-distributed by CBC to other projects. The Clerk will arrange for a suitable noticeboard to be discussed and agreed at the January Council meeting.

410.7 To retrospectively approve the renewal of the Office electricity contract

At the last Full Council meeting, the Clerk was delegated authority to renew the Electricity contract for the Parish Office. This has now been completed. Given the rise in costs, this will equate to approx. £780 increase over 12months.

Councillor Thomas **PROPOSED** retrospective approval to renew the Scottish Power electric contract through Love Energy until January 2025 at a cost of 27.84ppd Standing Charge, 24.93ppKWh day and 20.41ppKWh evening rates, with effect from March 2022 (previous tariff 27.55ppd Standing charge, 15.85ppKWh day and 13.13ppKWh evening rates). This was **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**

410.8 To retrospectively approve the renewal of the Office Fibre Broadband contract

The Virginmedia contract to supply fibre Broadband to the Parish Office to support the PC's expired at the end of October (cost £45+VAT pm). The Clerk has spoken to Virginmedia and negotiated a 'Black Friday' deal to continue with the same level of broadband for a further 24mths at a cost of £47 plus VAT pm with the 1st 4mths free. They can also provide 4G Back up service at a cost of £7 plus VAT pm but this will be provided free with the VOLT O2 SIM only deal (see next agenda item).

Councillor Thomas **PROPOSED** retrospective approval to renew the Virginmedia fibre broadband contract for a further 24 months at a cost of £47 plus VAT with the first 4months free, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**

410.9 To retrospectively approve the cost for a SIM-only mobile contract

Following the renewal of the office Virginmedia Broadband contract, there is now the option to add an O2 SIM only deal onto the Volt package. This would provide 6GBx2 data (i.e.12GB Volt deal), unlimited minutes, unlimited texts at a cost of £12pm plus VAT for 24mths. It would also provide free 4G backup for the office broadband service.

Last year, the Parish Council purchased two Samsung Mobiles which have never been used as it was not possible to get hold of a business 'SIM only' deal at the time. The Assistant Clerk frequently receives work-related calls to her personal mobile (she is able to make calls out through the Council's BT app) – these can sometimes be out of working hours. The Clerk is able to receive calls in and out via the BT app to her personal mobile so does not have the same issues. After reference to Councillors Thomas and Selley, it was agreed to proceed with this contract, which will provide a mobile for the office to either be used by the staff or councillors, as necessary.

Councillor Thomas **PROPOSED** retrospective approval to purchase a SIM-only 24-month contract with O2 at a cost of £12 plus VAT per month, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

410.10 To consider, approve and adopt the draft Reserves Policy

A draft Policy has been drawn up by the Clerk after reference to SLCC guidance. A copy was provided to members ahead of the meeting. After discussion, Councillor Thomas **PROPOSED** adoption of the Reserves Policy, version 1.0, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

410.11 Review of Committee Expenditure for 2021/22 and to consider and approve Draft Budgets for 2022/23

This item was to be discussed at the Committee meeting on 6th December. Councillors Thomas and Selley, who were in attendance, recommended the figures but no decision was approved as the meeting was inquorate. Details of the expenditure to date and draft budgets for 2022/23 were discussed by members. Income has decreased due to fall in interest rates for savings accounts.

After discussion, Councillor Thomas **PROPOSED** the approval of the draft 2022/23 Policies & Resources budget, with a £41,388 committee precept. This was **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

21/411 APPROVAL OF DRAFT COMMITTEE BUDGET AND EAR-MARKED RESERVES

411.1 **Exempt Business** – Resolution to exclude members of press and public from debate on agenda item 21/411.2 (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 **PROPOSED** the above resolution be passed, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. There were no members of the press or public present.

411.2 Review and approval of Draft Pay & Personnel Sub-Committee Budgets 2022/23

Councillor Thomas reviewed the rationale behind the proposed Budget. No queries were raised and Councillor Thomas **PROPOSED** a Salary Precept for 2022/23 of £111,787. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

411.3 Review and approval of Draft Policies & Resources Committee Budgets 2022/23

Full details of the Budget were provided ahead of the meeting. No questions were raised so Councillor Thomas **PROPOSED** a Policies & Resources Committee Precept for 2022/23 of £41,388. This was **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

411.4 Review and approval of Draft Burial Ground Committee Budgets 2022/23

Full details of the Budget were provided ahead of the meeting. The draft budgets include a further £3k towards the new Burial Ground Project EMR for 2022/23. No questions were raised so Councillor Thomas **PROPOSED** a Burial Ground Committee Precept for 2022/23 of £1,105. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

411.5 Review and approval of Draft Highways & Environment Committee Budgets 2022/23

Full details of the Budget were provided ahead of the meeting. No questions were raised. Councillor Thomas **PROPOSED** a Highways & Environment Committee Precept for 2022/23 of £9,250. This was **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

411.6 Review and approval of Draft Leisure Committee Budgets 2022/23

Full details of the Budget were provided ahead of the meeting. No questions were raised. Councillor Thomas **PROPOSED** a Leisure Committee Precept for 2022/23 of £14,800. This was **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

411.7 Review and approval of Draft Sports Field Committee Budgets 2022/23

Full details of the Budget were provided ahead of the meeting. No questions were raised. Councillor Thomas **PROPOSED** a Sports Field Committee Precept for 2022/23 of £12,385. This was **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

411.8 Review and approval of Draft Planning Committee Budgets 2022/23

Councillor Thomas outlined the need for sufficient funds to be held to progress the Neighbourhood Plan and to engage a consultant to support with any proposed new development in the Village. No questions were raised. Councillor Thomas **PROPOSED** a Planning Committee Precept for 2022/23 of £4,000. This was **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

21/412 APPROVAL OF 2022/23 PRECEPT

412.1 To review General Reserve Fund

Councillor Thomas referred to the General Reserve year-end projection. This reflects the increased income from burials and reduced costs at the Sports Field as a result of the Restart Grant. Good practice is to maintain approximately 6 months running costs in reserve, but not to hold more than required without it being allocated to a specific purpose. Forecasted General Reserve

as at 31st March 2022 £86,638 (44.5% of Precept). It was agreed to review the fund again in March ahead of the year end. There were no further queries.

412.2 **To approve 2022/23 Council Precept**

It was acknowledged that the 2021/22 Precept had not been increased as much as it should have been because the Parish Council were conscious that some residents would have lost income as a result of the enforced Pandemic Lockdown in 2020/21. The current rate of inflation now seen, and the price increases being applied by many contractors and suppliers, means that the Parish Council will be incurring much higher costs in 2022/23. After discussion, Councillor Thomas **PROPOSED** the approval of the Council Precept for 2022/23 of £194,715 representing a 10% increase. This was **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

21/413 **BURIAL GROUNDS COMMITTEE REPORT/UPDATE**

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

The tree works in St Nicholas Churchyard and Garden have been rescheduled and will now take place on Thursday 16th December.

The Assistant Clerk reported that the dead branches overhanging some of the graves in the Burial Ground have now been cut back.

413.2 **To receive the minutes of the Burial Grounds committee meeting held on 22nd November 2021 and to consider and ratify any recommendations contained therein**

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

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

The Burial Ground and Churchyard inspections undertaken on 23rd November were acknowledged. Everything was in order with the exception of the marked-up headstones.

413.4 **To acknowledge the War Memorial inspection**

The War Memorial inspection undertaken on 23rd November was acknowledged. Everything was in order.

413.5 **To consider request for burial**

Members considered a request for a further burial in an existing cremated remains grave. After considering the family's request in detail and considering the options, Councillor Laycock **PROPOSED** to approve for a 3rd set of ashes to be buried under the headstone, assuming casket size is not excessive and that there is no disturbance to other burials. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

ACTION – Assistant Clerk to write to the family to confirm the Council's decision.

21/414 **HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE**

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

Re: **Minute no. 21/281** – Central Beds Council have installed an additional bin by the bollards on the footpath between Mill Lane and Grange Road.

Re **Minute no. 21/348** – An application has been submitted to the Police & Crime Commissioner for the Road Safety Fund grant towards the purchase of a portable speed sign for the Village. Successful applicants will be advised by late January 2022.

Re: **Minute no. 19/465.5** – The tall trees at the end of Brookend Drive were finally cut back on 26th November by contractors working on behalf of Connelly Homes. Ownership of the trees has been disputed for several years but the developer has now taken responsibility to address the resident's concerns regarding subsidence and damage to neighbouring properties.

- 414.2 **To receive the minutes of the Highways & Environment committee meeting held on 15th November 2021 and to consider and ratify any recommendations contained therein**
A copy of the minutes was previously circulated to members. Councillor Day **PROPOSED** approval and ratification of the minutes of the meeting held on 15th November 2021, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.
- 414.3 **To acknowledge the Bus Shelters inspections**
The bus shelter inspections on 1st December were acknowledged. Everything was in order.
- 21/415 LEISURE COMMITTEE REPORT/UPDATE**
- 415.1 **Matters arising from previous Leisure Committee not included within agenda – information only**
The table tennis table was installed on 30th November. The supplier will return to install the ground surfacing. An email complaint was received from a resident the same day, followed by a telephone complaint by another resident later that week.

The Groundsman reported an incident of damage to some water stand-pipes in the allotments. The water has been turned off for the winter, the Groundsman advises that he can repair the damage.
- 415.2 **To receive the minutes of the Leisure Committee meeting held on 22nd November 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 November 2021, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.
- 415.3 **To acknowledge weekly Playground and Fitness Equipment Inspections**
The Arnold Recreation Ground playground, Fitness Equipment and Norman Road play area inspections for the 23rd and 30th November were acknowledged.
- 21/416 SPORTS FIELD COMMITTEE REPORT/UPDATE**
- 416.1 **Matters arising from previous Sports Field committee not included within agenda - information only**
The ditch clearance work has been completed. The cost came in lower than the budget agreed and there was no need to remove the silt from site. It has been spread over the burning/storage area of the field.

The outside lighting and timer have been installed at the Pavilion, making the area and access road more visible. **ACTION – Assistant Clerk to write to the Chairman of Barton Rovers FC to thank him for undertaking this work.**

The architect carried out the condition survey of the Pavilion on 25th November. The report is awaited.

As previously highlighted under item 21/405, on 7th December a break in a Barton Rovers FC and the Bowls Club was reported. Fences and locks were cut, items stolen from Barton Rovers and equipment from the Bowls Club (stored in their garage). On investigation, it was found that the padlock on the emergency gate, Sharpenhoe Road entrance and the emergency barrier into the sports field had also been cut. Some items stolen from the Bowls Club had been dumped in the sports field ditch and covered over, other items were hidden in the hedge by the BRFC training pitch. The Bowls Club had confirmed that all the stolen items have now been recovered. All parties reported the incident to the Police and crime numbers issued. The office emailed the local community Policing team separately and asked that they include the area on their patrols. Councillor Selley was disappointed that the main gates are not being locked at night by the staff leaving Barton Rovers Club house but understood their reasons, due to safety. He suggested that a meeting be arranged with the Club in the New Year to review options to improve the security on the site.

The Bowls Club have requested that the S137 Grant they have been awarded towards the purchase of a mower (£350) is now used to purchase security equipment. Members agreed that this change could be made. **ACTION – Clerk to write to Bowling Club to confirm.**

- 416.2 **To receive the minutes of the Sports Field Committee meeting held on 22nd November 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 22nd November 2021, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.
- 416.3 **To retrospectively approve the additional cost for speed ramps on the access road**
The number of speed ramp sections required to make up three 4meter lengths has been miscalculated by the supplier. The parts supplied are only sufficient for 1 full length ramp and the second ramp is short by 2 sections.

One ramp has been successfully installed close to the Pavilion which will slow down traffic at the main congregating/busy area. The second speed ramp will be located close to the Luton Road entrance gates. Councillor Selley **PROPOSED** retrospective approval to purchase two additional sections from Barriers Direct at a cost of £77.12 plus VAT, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.
If a 3rd ramp is required, it will need to be ordered separately.
- 21/417 MONTHLY FINANCIAL REPORTS**
- 417.1 **To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports for month 8**
The monthly financial reports for November month-end were received by members. The Clerk confirmed that all debtors were now up to date.
- 21/418 APPROVAL OF PAYMENT OF ACCOUNTS**
- 418.1 **To consider and approve payment of accounts as listed within the schedule or added at the meeting for December**
The payments for December were provided to members prior to the meeting. Councillor Thomas **PROPOSED** approval of the payments for December, totalling £35,119.06 (including transfer from savings account), **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.
- 21/419 TIME ALLOCATION FOR COMMITTEE MEETINGS**
- 419.1 **Dates available for committee/sub-committee meetings –**
Members agreed that no committee meetings would be held until after the next Full Council meeting on 10th January, due to the Christmas break.
- 21/420 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**
Councillor Thomas highlighted the need to consider emergency cover over the Christmas period. After discussion, Councillor Thomas **PROPOSED** to grant delegated authority to the Clerk to deal with any emergency situations, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

The meeting closed at 9.56pm

I certify these minutes are a true and correct record of the Parish Council meeting held on 13th December 2021

Dated this the 10th January 2022

**COUNCILLOR B THOMAS
CHAIRMAN**

**PAYMENT OF ACCOUNTS
December 2021**

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
21/0336	Everflow	Water Supply 07/01/2022 to 06/02/2022	£ 38.54	£ -	£ 38.54	SPLIT		DD
21/0337	Central Bedfordshire Council	Council Tax - Parish Office (Dec)	£ 240.00	£ -	£ 240.00	4137		DD
21/0338	Central Bedfordshire Council	Council Tax - Sports Pavilion (Dec)	£ 489.00	£ -	£ 489.00	4811		DD
21/0339	Peninsula Business Services	H&S Support Services - Dec 2021	£ 100.60	£ 19.00	£ 119.60	4151		DD
21/0340	Cawleys	Skip Emptying - Burial Ground (Nov)	£ 46.54	£ 9.31	£ 55.85	4314		
21/0341	Cawleys	Skip Emptying - Office Recycling (Nov)	£ 5.78	£ 1.16	£ 6.94	4134		
21/0342	Cawleys	Skip Emptying - Allots (Nov)	£ 122.50	£ 24.50	£ 147.00	4134	£ 209.79	DD
21/0343	Scottish Power	Electricity - Parish office (01/11/21-30/11/21)	£ 73.33	£ 3.67	£ 77.00	4137		DD
21/0344	Crown Gas	Gas - Pavilion (01/11/21-30/11/21)	£ 99.55	£ 4.98	£ 104.53	4812		DD
21/0345	British Gas	Electric supply Pavilion (01/11/21-30/11/21)	£ 123.73	£ 6.18	£ 129.91	4806		DD
21/0346	Puzzle Technology Ltd (Antechs)	IT Support maintenance & Backup - Dec	£ 105.00	£ 21.00	£ 126.00	4142		DD
21/0347	Puzzle Technology Ltd	IT Support Licences - Dec	£ 56.80	£ 11.36	£ 68.16	4142		DD
21/0348	Virginmedia	Fibre Broadband Office - Dec	£ 45.00	£ 9.00	£ 54.00	4105		DD
21/0349	Xerox Finance Ltd	Versalink Photocopier rental (01/09/2021-30/11/2021)	£ 81.04	£ 16.21	£ 97.25	4111		DD
21/0377	Xerox UK Ltd	Versalink Photocopier Usage (01/09/2021-30/11/2021)	£ 182.07	£ 36.41	£ 218.48	4111		DD
21/0350	British Telecom	Telephone & Broadband chg Qtly (1/08/21-1/11/21)	£ 237.28	£ 47.45	£ 284.73	4105		DD
21/0351	NEST	Pension payments November 2021 (Paymt due Dec)	£ 979.64	£ -	£ 979.64	526		DD
21/0352	HM Rev & Customs	Mth 8 PAYE	£ 840.00	£ -	£ 840.00	525		
21/0353	HM Rev & Customs	Mth 8 Nat. Emp'ee NI Contribution	£ 524.38	£ -	£ 524.38	525		
21/0354	HM Rev & Customs	Mth 8 Nat. Emp'er NI Contribution	£ 627.88	£ -	£ 627.88	525	£1,992.26	FP
21/0355	I Nicholls	December Salary	Salary	.	Salary	4002		FP
21/0356	S Cowie	December Salary	Salary		Salary	4001		FP
21/0357	C Callen	December Salary	Salary		Salary	4000		FP

21/0358	J Fitzgerald	December Salary	Salary		Salary	4003		FP
21/0359	K Small	December Salary	Salary		Salary	4004		FP
21/0360	S McConville	December Salary	Salary		Salary	4004		FP
	TOTAL SALARIES		£ 5,986.09	£ -	£ 5,986.09			
21/0361	J Fitzgerald	November Mileage 214 miles @ 60.1p	£ 128.61	£ -	£ 128.61	4107		FP
21/0362	J Fitzgerald	Expenses - purchase of wood for Allotment markers	£ 110.20	£ 22.04	£ 132.24	4604		FP
21/0363	Amazon UK	Vouchers for Bugler - Remembrance Service	£ 50.00	£ -	£ 50.00	4325		Dcard
21/0364	Wicksteed Leisure Ltd	Repairs to tea-cup	£ 362.70	£ 72.54	£ 435.24	4654		FP
21/0365	Prestige Design & Workwear Ltd	Hi-viz waistcoats for Remembrance Service	£ 21.00	£ 4.20	£ 25.20	4325		FP
21/0366	Breakthrough Communications	Compliant Councils Hubs Renewal	£ 102.00	£ 20.40	£ 122.40	4108		FP
21/0367	Information Commissioners Office	Data Protection renewal fee	£ 40.00	£ -	£ 40.00	4108		FP
21/0368	Barton Village Hall	Hire of Village Hall for meetings - October (x4)	£ 144.00	£ -	£ 144.00	4112		FP
21/0369	MJ Granger Grounds Maintenance	Grass cutting 03/11/21	£ 389.30	£ 77.87	£ 467.17	SPLIT		
21/0370	MJ Granger Grounds Maintenance	Hedgecutting - Grange Rd Estate	£ 555.64	£ 111.13	£ 666.77	4401	£1,133.94	FP
21/0371	K Horner	Cut and top roadside hedge Sports Ground	£ 65.00	£ 13.00	£ 78.00	4816		
21/0372	K Horner	Ditch Clearance Sports Field	£ 1,890.00	£ 378.00	£ 2,268.00	4807/382		
21/0378	K Horner	Topping Old Rd Field - Yearly Contract	£ 150.00	£ 30.00	£ 180.00	4657	£2,526.00	7545
21/0373	Professional Pest Management Ltd	Pest control at Allotments	£ 65.53	£ 13.11	£ 78.64	4609		FP
21/0374	Barriers Direct Ltd	Additional speed ramps for Access Rd, Sports Field	£ 77.12	£ 15.42	£ 92.54	4807/385		FP
21/0375	Herts County Council	Office Stationery & PPE	£ 67.00	£ 13.40	£ 80.40	SPLIT		FP
21/0376	HL Hutchinson Ltd	White Line Paint	£ 291.78	£ 58.36	£ 350.14	4805		FP
21/0379	The Community Heartbeat Trust	Defibrillator Annual Support x2	£ 270.00	£ 54.00	£ 324.00	4152		FP
21/0380	S Cowie	Mileage April-Nov 2021	£ 47.03	£ -	£ 47.03	4107		FP
21/0381	C Callen	Mileage April-Nov 2021	£ 20.07	£ -	£ 20.07	4107		FP
21/0382	Barton Helping Hands	S137 Small Grant	£ 173.63	£ -	£ 173.63	4121		FP
21/0383	Unity Hall	S137 Small Grant	£ 250.00	£ -	£ 250.00	4121		FP

21/0384	Barton Carpet Bowls Club	S137 Small Grant	£ 375.00	£ -	£ 375.00	4121		FP
21/0385	Barton-le-Clay Bowling Club	S137 Small Grant	£ 350.00	£ -	£ 350.00	4121		FP
21/0386	Noahs Ark at St Nicholas Church	S137 Small Grant	£ 50.00	£ -	£ 50.00	4121		FP
21/0387	The Barton Players	S137 Small Grant	£ 500.00	£ -	£ 500.00	4121		FP
21/0388	Barton Kids Club	S137 Small Grant	£ 200.00	£ -	£ 200.00	4121		FP
21/0389	Barton Scout Troop	S137 Small Grant	£ 400.00	£ -	£ 400.00	4121		7543
21/0390	Ramsey Manor Football Club	S137 Small Grant	£ 500.00	£ -	£ 500.00	4121		FP
21/0391	Ramsey Manor Lower School PTA	S137 Small Grant	£ 100.00	£ -	£ 100.00	4121		FP
21/0392	Harlington Upper School	S137 Small Grant	£ 125.00	£ -	£ 125.00	4121		FP
21/0393	Arnold Academy	S137 Small Grant	£ 50.00	£ -	£ 50.00	4121		7544
21/0394	The Royal British Legion	S137 Small Grant	£ 100.00	£ -	£ 100.00	4121		7542
21/0395	TSB	Transfer from Savings Account	£ 15,000.00	£ -	£15,000.00	n/a		TF
		TOTAL DECEMBER 2021 PAYMENTS	£ 34,025.36	£1,093.70	£35,119.06			