

MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL
HELD ON MONDAY 14th JUNE 2021
AT THE VILLAGE HALL AT 7.32PM

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

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

Minutes: Mrs C Callen

21/043 APOLOGIES FOR ABSENCE

Councillors Mrs G Gardner, Mr S Laycock and Mr J Paxton.

21/044 SPECIFIC DECLARATIONS OF INTEREST

Members were reminded of the procedures regarding declaration of interests – there were none.

21/045 CO-OPTION OF NEW COUNCILLORS & SIGNING OF DECLARATION OF OFFICE

Councillor Thomas asked whether Mrs Vale and Mrs Miller wished to be co-opted to the Parish Council. They confirmed their acceptance. Councillor Thomas **PROPOSED** that Mrs Alison Vale be co-opted Councillor for Barton-le-Clay Parish Council, this was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**. Councillor Thomas **PROPOSED** that Mrs Abigail Miller be co-opted Councillor for Barton-le-Clay Parish Council, this was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**. The newly co-opted Councillors Vale and Miller then signed their Declarations of Office, which were witnessed by the Clerk, Mrs C Callen. Councillors Vale and Miller joined the meeting and were welcomed by the Chairman. Committee membership was confirmed by the Clerk.

21/046 POLICE REPORTS

046.1 To acknowledge receipt of Crime Statistics for April 2021

The Crime statistics for April 2021, taken from Police.uk website, were acknowledged. A total of 18 crimes were reported: 2 still under investigation, 9 investigation complete, 1 unable to prosecute and 6 with no further details. The categories for April included: 6 x antisocial behaviour, 5 vehicle crime, 2 public order offences, 2 violence/sexual offence, 2 burglary and 1 criminal damage/arson.

046.2 To acknowledge invitation to the PCC Meets Town & Parish Councils event on 9th November 2021

The new Police & Crime Commissioner has arranged a meeting for 9th November to give Town & Parish Councils the opportunity to meet him and ask any questions they may have. This will be held online via Microsoft Teams. Members acknowledged the date. The Clerk will seek a volunteer(s) to attend the meeting nearer the date.

046.3 To acknowledge receipt of the Bedfordshire Police & Crime Commissioners June Newsletter

A copy of the Newsletter was emailed to all members on 2nd June. This highlighted the new Police and Crime Commissioner meeting up with young people to understand their concerns. The newsletter was acknowledged.

046.4 To consider and approve attendance at the quarterly Community Policing Priority Setting Meeting online on 24th June 2021

An invite has been received to attend this online meeting. Following discussion, Councillor Selley **PROPOSED** the two main priorities for the Village are Anti-social behaviour and Criminal Damage, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**. No decision was reached regarding attendance.

ACTION – Clerk to email all Councillors for a volunteer to attend the meeting.

21/047 PUBLIC QUESTION TIME

No members of the public were present.

21/048 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT.

048.1 Councillor Shingler confirmed the fine levied on the owners and tree surgeon in respect of the unlawful felling of protected trees at 113 Manor Road. They have been instructed to reinstate established trees.

The Clerk advised that a resident had raised a complaint with Central Beds Council via FixMyStreet regarding the overgrown foot and cycle path on the A6 between Barton and Silsoe. There are several reports on the site due to the overgrown vegetation obstructing both cars at junctions and the pathways and also causing pedestrians and cyclists significant stings and scratches. Councillor Shingler agreed to take the matter to the CBC Walking and Cycling Officer.

ACTION – Clerk to update the resident.

No further questions were raised.

Councillor Shingler left the meeting at 7.50pm

21/049 PLANNING COMMITTEE REPORTS/UPDATE

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

The Parish Council held an update briefing with Taylor Wimpey Developers on 10th June. They advised that their Outline Planning application has been submitted to Central Beds Council and is just awaiting validation before going out to consultation. They shared their draft Heads of Terms which will form part of the application. Councillor Channon went through the main areas where the Parish Council would be seeking S106 funding, should the development be approved, to get an idea on what they will consider. One of the key areas to be resolved is the plans and costs for the Village Hall. Taylor Wimpey agreed that they have experience of delivery of certain facilities and can advise on costs. The Parish Council are discussing a Leisure Strategy under Agenda item 21/056.3 later in the agenda and this will be vital ahead of any further consultations with the Village.

A further meeting will be arranged in due course.

049.2 **To receive the minutes of the Planning Committee meeting held on 7th June 2021 and to consider and ratify any recommendations contained therein**

A copy of the minutes was previously circulated to members. Councillor Roberts **PROPOSED** approval and ratification of the minutes of the meeting held on 7th June 2021, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

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

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

049.4 **Update on Enforcement Notices**

As per Councillor Shingler's update, justice against the unlawful felling of protected trees at 113 Manor Road has been completed.

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

CB/21/02036/FULL, Maple House, Nicholls Close: New garage with office above.

Councillor Miller expressed a non-pecuniary interest in this application as a neighbour.

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

– Object: The Parish Council have concerns regarding the planned works making the site overcrowded and potentially causing access issues to the property at the rear of the site. They object to the loss of a parking space as a result of the new garage building and the impact to the on-street

parking availability, on what is already a busy road just off the main Village high street. If planning is granted, the Parish Council would support Councillor Shingler's suggestion to take away permitted development rights that could allow the garage to be converted to a habitable room. This would stop the developer from converting the building to another new house without any parking spaces of its own and removing an existing space, in the future.

CB/21/02049/FULL, 3 Simpkins Drive: Conversion of garage to habitable room

– *No comments*

CB/21/01874/FULL, 62 Osborn Road: Part single, part double storey rear extensions

– *No comments*

CB/21/02044/FULL, 14 Meadhook Drive: Demolition of existing garage and erection of part single, part two storey side extension (resubmission of CB/21/00861/FULL)

Following discussion, Councillor Roberts **PROPOSED** the following objection to be submitted,

SECONDED by Councillor Day and **UNANIMOUSLY CARRIED**:

– Object: The Parish Council have concerns regarding the arrangements for the third parking space on the internal corner plot, where roadside parking is limited. It would appear from the plans that access to the space is via the pavement.

CB/21/02119/OUT, 113 Manor Road: Outline Application: Demolition of existing dwelling & garage. Erection of two detached dwellings with associated garages & new paddock access

Following discussion, Councillor Roberts **PROPOSED** the following objection to be submitted,

SECONDED by Councillor Day 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. Given the recent removal of protected trees from the site, if planning is to be granted, then conditions should be applied to protect the remaining trees and biodiversity on the site. In addition, the Parish Council support the comments made in the consultation documents by the Highways Department regarding safe access to the proposed properties and rear paddock, given the narrow, busy road the site is situated on. The concerns raised by Beds & River Ivel Internal Drainage Board regarding water discharge into the neighbouring watercourse is also supported.

CB/21/02096/FULL, 87 Bedford Road: Conversion of a dwelling house into 4 apartments with associated external works

– *No comments*

CB/21/02199/FULL, 7 Smithcombe Close: Proposed two storey side extension following removal of existing side conservatory

– *No comments*

CB/21/02031/PASC, 2 Windsor Parade, Windsor Road: Prior Notification change of use from Retail A1 to Restaurant and Café A3: Bakery, patisserie, pizzas and pastries & the sale of hot and cold beverages

Following discussion, Councillor Roberts **PROPOSED** the following comments to be submitted,

SECONDED by Councillor Channon and **UNANIMOUSLY CARRIED**:

– Comment: The Parish Council have no issues with the request for change of use. However, they request that the trading hours are limited to a closure time no later than 20:00 Monday-Friday, given the residential area where the Café is situated.

CB/21/02370/FULL, 2 Smithcombe Close: Single storey rear extension and part garage conversion to home office

– *No comments*

049.6 **To consider and approve endorsement of Gravenhurst Parish Council's objection submission to planning application CB/21/02011/OUT and to agree way forward in respect of Barton-le-Clay Parish Council's objection response**

Councillor Gardner and the Clerk attended an update meeting with the other Parishes impacted by the proposed development. It was agreed that the full objection document will be submitted by Gravenhurst PC, with endorsements included from the other Parishes, who will then also submit their own tailored objections to the application. A copy of the latest version of the document was emailed to all members ahead of the meeting. Councillor Roberts **PROPOSED** to endorse the Gravenhurst Parish Council Objection to the Greenwoods Planning Application CB/21/02011/OUT, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

In addition, the Clerk provided details of two Planning Consultants who have quoted to assist with compiling an objection document for Barton-le-Clay Parish Council. After considering their credentials, Councillor Roberts **PROPOSED** appointing Martin Small to act as planning consultant at a cost of £65 per hour/max. 6hrs, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.

049.7 **To acknowledge the North Herts Local Plan 2011-2031 consultation on the Further Proposed Main Modifications and Additional Work produced by North Herts District Council**

Details were emailed to all members on 10th June.

The North Herts Local Plan was acknowledged at the meeting.

21/050 **MINUTES OF LAST MEETINGS**

050.1 **To receive and approve the minutes of the Annual Meeting of the Parish Council held on 4th May 2021**

The minutes of the Annual Meeting of the Parish Council held on 4th May 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 **with 5 in favour and 2 abstentions**.

050.2 **To receive and approve the minutes of the Extra-ordinary Council meeting held on 10th May 2021**

The minutes of the Extra-ordinary Council Meeting held on 10th May 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 **with 5 in favour and 2 abstentions**.

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

There was none.

21/051 **CHAIRMAN'S ANNOUNCEMENTS**

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

Councillor Thomas advised that Councillor Jones has tendered her resignation as a Parish Councillor with immediate effect. This was acknowledged. **ACTION – Clerk to send a letter of thanks to Mrs Jones for her contribution to the Parish Council over the last two years.**

051.2 **To receive feedback from the NALC 'How to get Young People involved in Local Councils' webinar**

Councillor Thomas attended this webinar on 26th May. A free recording of the webinar is available for anyone interested. Due to holiday commitments, Councillor Thomas will now provide a brief overview to all members via email.

051.3 **To acknowledge the BATPC Finance Training Programme 2021/22 and consider any attendance**

Details of the Finance Training Programme was emailed to all members ahead of the meeting.

Councillor Gardner and the Clerk expressed interest in attending the courses (Finance for Councillors

/ Budgeting for Clerks). Councillor Thomas **PROPOSED** approval of £60 for the cost of two BATPC Finance Training courses, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

20/052 APPROVAL OF ANNUAL RETURN AND ANNUAL GOVERNANCE STATEMENT 31ST MARCH 2021

052.1 To acknowledge receipt of Internal Auditors Report year ended 31st March 2021

This was acknowledged.

052.2 To approve Annual Return Section 1 – Annual Governance statement 2020/21

Councillor Thomas **PROPOSED** that the Parish Council certify the Annual Governance Statement in Section 1 of the Annual Return (page 4 of 6) for the year ended 31st March 2021, and in doing so confirm that we, the members of the Parish Council, positively AGREE to all statements numbered 1-8 within section 1 of this Annual Return. **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

052.3 To approve Annual Return Section 2 – Accounting statements 2020/21

Councillor Thomas **PROPOSED** that the Council approve the statement of accounts as contained in the Annual Return (Page 5 of 6) for the year ended 31st March 2021 showing a year-end balance carried forward figure (Box 7) of £238,205, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

052.4 To approve Statement of Accounts, Notes to Accounts, Bank Reconciliation, Reserves Reconciliation, Explanation of Significant Variances for year ended 31st March 2021

Councillor Gardner has completed the annual internal Bank reconciliation, as required per 2.2 of Financial Regulations. This was noted by Council.

Councillor Thomas **PROPOSED** approval of the supplemental accounting information, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

052.5 To confirm and approve date for exercise of public rights

Councillor Thomas **PROPOSED** that the Councils accounts be made available for the public to view from 21st June 2021 to 30th July 2021. This was **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

052.6 To approve submission date for external auditor, Mazars LLP

Councillor Thomas **PROPOSED** a submission date of Monday 21st June, this proposal was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

21/053 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE

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

Minute 21/030.6 – The Clerk submitted a plan to CBC on 19th May regarding the Welcome Back Fund, as discussed at the last meeting. CBC are now awaiting confirmation regarding the funding from Government. A catch-up meeting has been arranged for 22nd June with CBC and the Clerk and Chairman to discuss the delivery of the funding to Parish Councils.

Breakthrough Communications are undertaking a free audit of our use of Social Media, to help us make more effective use of our sites. Their report will be discussed at the next Committee meeting when received.

Due to current work pressures, the Grounds/Facilities Maintenance Person has changed to working seasonal hours, after discussions with the Clerk. No changes are required to his contract as this is already covered within the existing document, if necessary. In addition, he will complete his first 12 months in role at the end of June and in line with his contract, he will be due an annual increment pay increase based on his satisfactory performance.

053.2 **To retrospectively approve the May Newsletter and delivery costs**
A copy of the May Newsletter was emailed to all members for approval on 14th May. Printing was completed w/c 17th May, with distribution undertaken by D2D Distribution Ltd by 21st May. Councillor Thomas **PROPOSED** retrospective approval of the distribution costs of £360 plus VAT (in line with previous deliveries), **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

053.3 **To consider vacancy for a Bedfordshire Parish Member on the Chilterns Conservation Board and approve any candidate**
Chilterns Conservation Board have invited nominations to fill the Bedfordshire Parish Member vacancy by 29th June. Full details were provided to members before the meeting and summarised by the Clerk. No nominations were put forward.

21/054 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

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

The Assistant Clerk met with the Church Warden, Rector, Architect and Contractor on 3rd June to discuss the upcoming soak away replacement project. Work is like to begin on 28th June and will take approximately 4-6 weeks to complete. The grass cutting contractor has been advised of the work and will cut as close to the excavations as possible.

CDS carried out memorial stability testing in the Burial Ground on 3rd June. A number of headstones are unstable and need attention with scorings from very low to high. The high-risk level stones were marked up with tape by CDS. The report has now been received and the Assistant Clerk will investigate ownership of the memorials highlighted with concerns. The full report will be discussed at the next committee meeting.

054.2 **To acknowledge the Burial Ground and Churchyard inspections**
The Burial Ground and Churchyard inspections undertaken on 11th & 25th May and 7 June 2021 were acknowledged. No new issues were highlighted.

054.3 **To acknowledge the War Memorial inspection**
The War Memorial inspections undertaken on 11th & 25th May and 7th June were acknowledged. Everything was in order.

054.4 **To consider and approve request to install a key safe in the Burial Ground**
The Custodian of Barton Hills is seeking permission to install a key safe in the Burial Ground. This follows an accident at the Springs on 4th June when a visitor damaged their ankle and an ambulance was called but was unable to gain access as all key holders were uncontactable. Councillor Channon **PROPOSED** approval of key safe to be provided by Natural England in the Burial Ground, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. Exact location to be confirmed.

21/055 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE

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

NALC are encouraging Parish Council's to get involved with the recently launched Queen's Green Canopy initiative – 'Plant a Tree for the Jubilee' and have also published their Tree Charter case studies alongside DEFRA's England Tree Action Plan 2021-2024. These will all be considered at the next Committee meeting alongside agreeing a Tree Planting Strategy for the Village.

A resident from Old Road has suggested planting Cherry Trees along Old Road for the Queens Jubilee next year and to act as a deterrent for unlawful parking. This will be discussed at the next Committee meeting.

A resident from Simpkins Drive has requested the tree bordering their property be reduced in height to prevent blocking light. This will be investigated and discussed at the next Committee meeting.

Minute 20/751 – The tree at the rear of Grange Road/Ashby Drive that was badly cut back, has been inspected by a tree surgeon who confirms that although a main central leader branch has been removed, there is currently no evident risk and recommends ongoing monitoring but no further action at the present time. The resident who's garden it borders has been written to, advising of the Parish Council's concerns regarding the works undertaken and providing a copy of our Tree & Hedge Management Policy for their reference.

It was reported of an incident of off-road motorbikes at Lovers Walk/Caves area. The Police were informed at the time, details of bikes and vehicle were provided.

Minute 20/749 - A Survey of bus shelters around the Village will be undertaken by Councillors Paxton and Day on 18th June with the Groundsman. Findings will be reported back at the next Committee meeting.

055.2 **To acknowledge the Bus Shelters inspections**

The bus shelter inspections on 11th & 25th May and 7th June were acknowledged. Everything was in order after graffiti was removed.

055.3 **To acknowledge support for the Local Authority Treescapes Fund application by Central Beds Council**

CBC Head of Sustainability contacted the Parish Council on 21st May to request support for their bid for the Local Authority Treescapes Fund. This is aimed at increasing tree planting and natural vegetation in local communities (non-woodland settings), specifically in highways settings, with capital and maintenance costs for 4years included. Due to the tight timescale, the Clerk provided a letter of support by the deadline of 28th May. This covered areas such as Lime Close and roadside amenity land where trees have been removed due to disease and also some neglected community spaces within the Village, that would benefit from such a fund. The response was acknowledged.

055.4 **To acknowledge concerns from resident regarding the safety of school children walking on Manor Road**

A resident has contacted the Parish Council with their concerns regarding safety on Manor Road, specifically the tight bend by the Manor House, when children are walking to school. They have suggested possible one-way system and/or speed humps. The Clerk has acknowledged the complaint and advised the resident to report their concerns via FixMyStreet to CBC Highways department in the first instance. It was agreed to include this in further discussions regarding the Traffic Strategy update at the next Committee meeting.

21/056 LEISURE COMMITTEE REPORT/UPDATE

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

The annual RoSPA inspection took place on Friday 21st May. The findings and action plan for any required works will be discussed at the next committee meeting in June.

The routine pest control check of the Allotments took place on 27th May. There was evidence of mouse activity, bait boxes were replenished, as necessary.

Barton Countryside Conservation have renewed the surfacing at the chicane entrance on footpath 4 (Arnold Rec to Church Road).

ACTION – Assistant Clerk to send letter of thanks to the volunteers for the work undertaken.

Barton Tennis Club reported that, sometime on 2nd June, a large hole was cut in the perimeter fencing leaving the courts exposed. No other damage appeared to have done but repair of the fence will be difficult. The incident has been reported to the Police who are investigating. The Assistant Clerk has advised StreetWatch and asked if they can keep an eye on that area – they confirm that it is on their watch list.

Silsoe Parish Council have given information on the running and involvement with their sports facilities. The response was emailed to councillors on 19th May for further consideration.

- 056.2 **To acknowledge weekly Playground and Fitness Equipment Inspections**
The Arnold Recreation Ground playground, Fitness Equipment and Norman Road play area inspections for the 11th, 17th, 25th May and 1st and 7th June were acknowledged. Several repairs are pending, as previously discussed.
- 056.3 **To consider and approve appointing a Leisure Management Consultant to assist with formation of Leisure Strategy for the Village**
The Parish Council have been approached by a local resident to assist the Parish Council in putting together its Leisure Strategy for taking to Central Beds Council re S106 monies and to apply for any Grant funding. He has 20 years of experience in this field and having seen our recent Newsletter and speaking to Councillor Day and the Clerk, he wants to use his skills to support the Village he lives in. A copy of his proposal was provided ahead of the meeting. It is expected that the costs will be offset by the potential savings, as a result of the report. Councillor Channon **PROPOSED** approval of appointing Tim Wall Leisure at a cost of £975 to be paid in three instalments from Ear Marked Reserves, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.
- 21/057** **SPORTS FIELD COMMITTEE REPORT/UPDATE**
- 057.1 **Matters arising from previous Sports Field committee not included within agenda - information only**
The goal posts were removed on 1st June and pitches reseeded on 4th June (seeding carried out by Barton Rovers). The Groundsman has installed barriers across the entrance points to stop access whilst the grass chits and grows and has covered the goal mouths/centre spots to stop the birds eating the seed.

The new signage (pitches for hire only) has been received and will be installed by the Groundsman shortly.

The Assistant Clerk has spoken to Beds FA regarding grant opportunities for the Sports Pavilion. Initial thoughts are promising regarding a new hot water system and repairs, the Assistant is compiling the information required for the grant process.

Barton Rovers FC have postponed the charity 'colour run' which was due to take place on 12th June due to Covid restrictions. No new date has yet been organised.

In response to the leisure consultation, a resident has suggested that the Council should consider planting trees on the unused area (far side) of the sports field.

The Clerk has applied for a CBC Restart Grant for the reopening of the Pavilion. A response is awaited with funds to be used to prepare for next season, if successful (shower/tap repairs, etc.).
- 057.2 **To approve the cost of the annual boiler service**
SMRHS have provided their usual quote to service hot water and central heating boilers for the start of the 2021/22 season. This is in line with Budget. Councillor Selley **PROPOSED** acceptance of the quote of £450.00 plus VAT, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.
The Assistant Clerk is currently liaising with Beds FA regarding suitable plumbers/quotes for the ongoing repairs to the water system, showers, taps, etc.
- 057.3 **To consider a request from Ramsey Manor FC to hold their annual Tournament at Barton Rovers FC on 26th June**
In the Spring, Ramsey Manor LS FC had previously pencilled in a tournament at Barton Rovers FC for 26th June, pending clarity regarding Covid restrictions nearer the time. In the last week, they had started to advertise the event as going ahead. Barton Rovers FC have advised that they had not given permission for a tournament of this size on this date and are not willing to hold the event.

Subsequently, the Clubs have agreed to postpone the event, pending further lifting of restrictions. Full Risk Assessments will be provided when required.

Councillor Vale left the meeting at 9.44pm

21/058 MONTHLY FINANCIAL REPORTS

058.1 To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports for month 2

The monthly financial reports for May month-end were received by members.
No further questions were raised.

21/059 APPROVAL OF PAYMENT OF ACCOUNTS

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

The payments for June were provided to members prior to the meeting. Councillor Thomas **PROPOSED** approval of the payments for June, totalling £56,510.92 (including transfers from savings accounts), **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

Councillor Vale returned to the meeting 9.46pm

21/060 TIME ALLOCATION FOR COMMITTEE MEETINGS

060.1 Dates available for committee/sub-committee meetings –

21st June 2021 – Sports Field, Leisure and Burial Grounds - to be held at the Village Hall, start time 7.30pm.

28th June 2021 – Planning, Highways & Environment and Policies & Resources - to be held at the Village Hall, start time 7.30pm.

21/061 MISCELLANEOUS CORRESPONDENCE RECEIVED

061.1 To acknowledge receipt of the Chiltern Society magazine Issue 240 Summer 2021

- acknowledged.

21/062 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 9.50pm

I certify these minutes are a true and correct record of the Parish Council meeting held on 14th June 2021

Dated this the 12th July 2021

B Thomas

**COUNCILLOR B THOMAS
CHAIRMAN**

PAYMENT OF ACCOUNTS
June 2021

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
21/0024	Cawleys	Skip Emptying - Burial Ground (Apr)	£ 36.34	£ 7.27	£ 43.61	4314		DD
21/0025	Cawleys	Skip Emptying - Office Recycling & General (Apr)	£ 42.12	£ 8.42	£ 50.54	4134		DD
21/0026	Cawleys	Skip Emptying - Allots (Apr)	£ 39.74	£ 7.95	£ 47.69	4134	£ 141.84	DD
21/0067	Everflow	Water Supply 07/06/2021 to 06/07/2021	£ 373.60	£ -	£ 373.60	SPLIT		DD
21/0068	Everflow	Water Supply 07/07/2021 to 06/08/2021	-£ 50.62	£ -	-£ 50.62	SPLIT		DD
21/0069	Central Bedfordshire Council	Council Tax - Parish Office (June)	£ 240.00	£ -	£ 240.00	4137		DD
21/0070	Central Bedfordshire Council	Council Tax - Sports Pavilion (June)	£ 489.00	£ -	£ 489.00	4811		DD
21/0071	Peninsula Business Services	H&S Support Services - Jun 2021	£ 100.60	£ 9.00	£ 119.60	4151		DD
21/0072	Cawleys	Skip Emptying - Burial Ground (May)	£ 36.34	£ 7.27	£ 43.61	4314		DD
21/0073	Cawleys	Skip Emptying - Office Recycling & General (May)	£ 42.12	£ 8.42	£ 50.54	4134		DD
21/0074	Cawleys	Skip Emptying - Allots (May)	£ 36.34	£ 7.27	£ 43.61	4134	£ 137.76	DD
21/0075	Scottish Power	Electricity - Parish office (01/05/21-31/05/21)	£ 73.33	£ 3.67	£ 77.00	4137		DD
21/0076	Crown Gas	Gas - Pavilion (01/05/21-31/05/21)	£ 64.68	£ 3.23	£ 67.91	4812		DD
21/0077	British Gas	Electric supply Pavilion (01/05/21-31/05/21)	£ 108.19	£ 5.40	£ 113.59	4806		DD
21/0078	Puzzle Technology Ltd (Antechs)	IT Support maintenance & Backup - June	£ 105.00	£ 21.00	£ 126.00	4142		DD
21/0079	Puzzle Technology Ltd	IT Support Licences - June	£ 53.00	£ 10.60	£ 63.60	4142		DD
21/0080	Virginmedia	Fibre Broadband Office - June	£ 45.00	£ 9.00	£ 54.00	4105		DD
21/0081	Xerox Finance Ltd	Versalink Photocopier rental (1/3/2021-31/5/21)	£ 81.04	£ 16.21	£ 97.25	4111		DD
21/0082	Xerox UK Ltd	Versalink Photocopier usage (1/3/2021-31/5/21)	£ 195.48	£ 39.10	£ 234.58	4111		DD
21/0083	British Telecom	Telephone & Broadband charges Qtly (1/2/21-1/5/21)	£ 128.23	£ 25.64	£ 153.87	4105		DD
21/0084	NEST	Pension payments May 2021 (Payment due June)	£ 864.17	£ -	£ 864.17	526		DD
21/0085	HM Rev & Customs	Mth 2 PAYE	£ 762.40	£ -	£ 762.40	525		
21/0086	HM Rev & Customs	Mth 2 Nat. Emp'ee NI Contribution	£ 481.69	£ -	£ 481.69	525		
21/0087	HM Rev & Customs	Mth 2 Nat. Emp'ler NI Contribution	£ 578.77	£ -	£ 578.77	525	£1,822.86	FP
21/0088	I Nicholls	June Salary	Salary	.	Salary	4002		FP
21/0089	S Cowie	June Salary	Salary		Salary	4001		FP

21/0090	C Callen	June Salary	Salary		Salary	4000		FP
21/0091	J Fitzgerald	June Salary	Salary		Salary	4003		FP
21/0092	K Small	June Salary	Salary		Salary	4004		FP
21/0093	S McConville	June Salary	Salary		Salary	4004		FP
	TOTAL SALARIES		£ 5,534.29	£ -	£ 5,534.29			
21/0094	J Fitzgerald	May Mileage 250 miles @ 60.1p	£ 150.25	£ -	£ 150.25	4107		FP
21/0095	J Fitzgerald	Light bulbs, wooden posts, batteries & secateurs	£ 61.74	£ 12.35	£ 74.09	4140		FP
21/0096	Thomas Bros Excavations (Luton) Ltd	Grab Lorry clearance x2 at Allotments	£ 750.00	£ 150.00	£ 900.00	4606		FP
21/0097	Signs Express (Bedford)	Sports Field signage	£ 288.03	£ 57.60	£ 345.63	4807		FP
21/0098	Test Strike UK Ltd	Annual inspection & testing of lightning protection system	£ 207.00	£ 41.40	£ 248.40	4815		FP
21/0099	MJ Granger Grounds Maintenance	Grass cutting 19/05/21	£ 389.30	£ 77.87	£ 467.17	SPLIT		FP
21/0100	Playsafety Ltd	Annual RoSPA inspection	£ 275.50	£ 55.10	£ 330.60	4655		FP
21/0101	Reynolds Landscaping Services	Grass cutting 30/3, 12/4, 27/4	£ 415.00	£ 83.00	£ 498.00	SPLIT		FP
21/0102	Herts County Council	Office stationery	£ 70.52	£ 14.10	£ 84.62	4113		FP
21/0103	HL Hutchinson	White Line Paint for Sports Field x6	£ 291.78	£ 58.36	£ 350.14	4805		FP
21/0104	Barton Rovers FC	50% Telemast Rental T-Mobile	£ 1,625.00	£ -	£ 1,625.00	4802		FP
21/0105	Professional Pest Management Ltd	Pest Control at Allotments 27/5/21	£ 65.53	£ 13.11	£ 78.64	4609		FP
21/0106	D2D Distribution Ltd	May Newsletter distribution	£ 360.00	£ 72.00	£ 432.00	4124		7537
21/0107	Moneysoft Ltd	Annual subscription for Payroll Software	£ 74.00	£ 14.80	£ 88.80	4138		Dcard
21/0108	FH Brundle	Orange safety fencing at Sports Field	£ 39.40	£ 7.88	£ 47.28	4140		Dcard
21/0109	S L Bains	Internal Auditor Fee 2020/21 Yr End	£ 130.00	£ -	£ 130.00	4110		FP
21/0110	Nationwide Building Society	45DN Transfer from Savings	£ 30,000.00	£ -	£ 30,000.00	n/a		n/a
21/0111	TSB Bank	Transfer to Current from Savings Account	£ 10,000.00	£ -	£ 10,000.00	n/a		TF
		TOTAL JUNE 2021 PAYMENTS	£ 55,653.90	£857.02	£ 56,510.92			