

MINUTES OF AN EXTRA-ORDINARY MEETING OF BARTON-LE-CLAY PARISH COUNCIL,
HELD ON MONDAY 23rd MAY 2022
AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.30PM

Present: Councillors Mrs B Thomas (Chairman), Miss G Widdowfield (Vice-Chairman), Mrs G Gardner, Mr J Selley, Mrs A Miller, Mr J Roberts, Mrs A Vale and Mr J Paxton

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

Minutes: Mrs C Callen

22/022 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mr N Day and Mr S Laycock. Councillor Mr J Paxton advised that he would be arriving late for the meeting due to work commitments.

22/023 SPECIFIC DECLARATIONS OF INTEREST

Members were reminded of the procedures regarding declaration of interests. There were none.

22/024 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

024.1 Election of Chair and Vice-chair for ensuing year

Councillor Selley **PROPOSED** Councillor Laycock as Chair of the Burial Grounds committee. This was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. Councillor Gardner then **PROPOSED** Councillor Vale as Vice-chair, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

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

The Assistant Clerk reported that repairs to the Church clock were to be undertaken at the beginning of June. Further work to the soakaways in the churchyard has been undertaken. The ancient bones found have been re-buried.

22/025 LEISURE COMMITTEE REPORT/UPDATE

025.1 Election of Chair and Vice-chair for ensuing year

Councillor Vale **PROPOSED** Councillor Thomas as Chair of the Leisure committee, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**. Councillor Vale then **PROPOSED** Councillor Widdowfield as Vice-chair, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

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

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

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

The RoSPA inspection of the play and fitness equipment is due this month. Details of the exact date are still awaited.

The Groundsman has repaired the bench in the Arnold Recreation Ground Play Area, having replaced the wooden slats and bolts.

22.026 SPORTS FIELD COMMITTEE REPORT/UPDATE

026.1 Election of Chair and Vice-Chair for ensuing year

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

026.2 Matters arising from previous Sports Field committee not included within agenda – information only

The Sports Field was due to be fertilised on 19th May but the work had to be postponed as there was no-one available to open up the Pavilion to provide the contractor with water. The contractor will rebook the work at the appropriate time after the reseeding has taken place.

The Chiltern Youth League Tournament took place 15th May and was a success, with several hundred people in attendance as well as vehicles on the site. The Clerk and her husband assisted the Groundsman with what turned out to be a very busy event requiring much more involvement than expected. The Committee will need to consider any future events and what additional provisions are required in terms of hire charge, risk assessments, marshals, co-operation from Barton Rovers FC, etc. The onsite catering business have agreed to provide a donation of £100 to the Parish Council for use of their land.

22/027 PLANNING COMMITTEE REPORTS/UPDATE

027.1 Election of Chair and Vice-chair for ensuing year

Councillor Selley **PROPOSED** Councillor Gardner as Chair of the Planning committee, **SECONDED** by Councillor Widdowfield and **UNANIMOUSLY CARRIED**. Councillor Widdowfield then **PROPOSED** Councillor Miller as vice-chair of the Planning committee, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

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

A resident from Osborn Road had copied the Parish Council into their objections regarding the planning application for 13 Arnold Close (CB/22/00899/FULL) which was considered by the Parish Council in April with 'no comments' submitted. They have written to the Planning Officer threatening legal action if the application is approved as per the recommendation of the officer.

ACTION – Councillors were asked to review the application and site and feedback to the Clerk any observations.

027.3 Update on planning applications refused/granted

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

027.4 Update on Enforcement Notices - There were none.

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

CB/22/01666/FULL, 5 Churchill Road: Demolition of the existing extensions, and erection of a single storey rear, and side extension with alterations.

- No comments

CB/22/01682/FULL, 69 Osborn Road: Part single and part two storey side and rear extensions, following removal of side and rear extension

Following discussion, Councillor Gardner **PROPOSED** the following comment to be submitted, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**

- Comment: The Parish Council have been unable to ascertain from the plans provided, or from a site visit, if there is sufficient accessible parking provision at the rear of the site for this property. They request that the planning officer assesses the situation to clarify before making their decision.

CB/22/01681/FULL, 71 Osborn Road: Part single and part two storey rear extension, following removal of existing conservatory, and rear extension

- No comments

CB/22/01822/FULL, 38 Osborn Road: Erection of single storey rear extension, and two storey side extension, new porch and loft conversion with rear dormer and roof lights

Councillor Thomas declared a non-pecuniary interest in this application as a neighbour.

Following discussion, Councillor Miller **PROPOSED** the following comment to be submitted, **SECONDED** by Councillor Gardner **with 6 in favour and 1 abstention**.

- **Object:** The Parish Council feel that the size of the extension proposed and the intrusive rear dormer is excessive and not in keeping with other properties within the area.

CB/21/02409/OUT, Land East of Barton-le-Clay: Outline planning application (with all matters reserved except vehicular access from Higham Gobion Road) for up to 500 homes, a 2.1ha site for a lower/primary school, a 60-unit extra care facility (Use Class C2) and provision of public open space with associated infrastructure and earthworks

The modifications to the plans previously submitted were reviewed and discussed. Whilst the Councillors were pleased to note that some of the concerns from the community had been addressed, there were still outstanding issues regarding access, traffic flow, lack of retail, 3-storey buildings in close proximity to the AONB, etc. The CBC Local Plan has been adopted since the last application was put forward.

ACTION – Clerk to review the previous objection and amend it based on the new application. Members to consider a revised objection via email to ensure a response is submitted by the 30th May deadline.

CB/22/01804/OUT, Greenwoods, Land North of Higham Road and East of the A6 Bedford Road:

Outline Application: Erection of up to 3750 residential Units (Use Class C3); up to 80 extra care apartments (Use Class C2); care/nursing home of up to 70 bedrooms (Use Class C2); creation of a new local centre including provision of up to 600 sqm of retail floorspace (Use Class E(a) or E(b)); up to 12,000 sqm of employment floorspace (Use Class E(g)), health centre (Use Class E(e)) and community building (Use Class F.2(b)); provision of a Nursery, 4FE Primary School and 7FE Secondary School, including Sixth Form facilities (Use Class F.1(a)); provision of additional Nursery and 3FE Primary School (Use Class F.1(a)) and community building (Use Class F.2(b)); provision of an Electric Vehicle Charging Station (Sui Generis); provision of landscaped communal amenity space including children’s play space and sports facilities; creation of new publicly accessible woodland comprising of up to 32 hectares; creation of solar park comprising up to 16 hectares; together with associated highways (including dualled section of A6), landscaping, drainage and utilities works. All matters reserved except for details of access to and from the A6, Higham Road and Gravenhurst / Barton Road. Environmental Impact Assessment.

After discussion, Councillor Gardner **PROPOSED** to engage the services of M Small Planning Consultant at a cost of £68.25 per hour (max. 10hrs) to assist with drawing up an objection to this application; **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

ACTION – Clerk to share CPRE’s suggested objection with all Councillors.

Planning consultant to be appointed to review the revised application, commenting on speculative build, loss of prime agricultural land when food production is a national concern, application in line with adopted Local Plan, etc. The response will be discussed further at the June Council meeting.

Gravenhurst Parish Council will be submitting an objection and have requested other Parish Council’s endorse this, as previously, at their June meetings.

027.6 **To acknowledge the Central Beds Council Consultation regarding plans to improve the A6/A507 roundabout at Clophill and consider any response**

Details of the consultation were provided to Councillors ahead of the meeting. They have also been shared on social media for residents to consider their response. The Clerk agreed to attend the consultation event on Thursday 26th May at Maulden Village Hall at 4pm and feedback at the next meeting.

027.7 **To consider and agree attendance at the Central Beds Council Topic Session on 25th May regarding First Homes and Planning policy update**

Details were provided to Councillors ahead of the meeting. Unfortunately, due to previous commitments, including the Jubilee Working Party meeting on the same night, no one was able to attend. A recording of the session will be made available after the event.

22/028 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE

028.1 Election of Chair and Vice-chair for ensuing year

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

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

Several residents have raised comments either with the Clerk or on Social Media, regarding further tree planting around the Village, having seen the Treescape funded trees. A complaint has also been received regarding the type of trees on Ramsey Road. The Clerk has passed on all feedback to the CBC Tree Officer for their consideration.

The Clerk advised that signage had been put up at the 'No Mow May' sites, as agreed. Notification has also been put on the website about the campaign.

The Blooming Barton Group have replenished the soil and replanted all the planters around the Village with red, white and blue flowers ahead of the Jubilee celebrations. Further planters have been purchased and are due to be delivered on Wednesday 26th May. The Parish Council expressed their thanks to the group for all their efforts.

028.3 To acknowledge the nuisance motorbikes at Lovers Walk, Old Road and agree any further actions

As highlighted at the Annual Parish Meeting on 9th May, there has been an increase in nuisance motorbikes and quad bikes accessing the 'Caves' at the top of Lovers Walk and causing damage to neighbouring farmland. The local farmer had offered to show Councillors around the farm area to help their understanding - unfortunately this was not able to be arranged ahead of the meeting but will be sorted over the coming weeks. The Clerk provided photos of the areas.

Central Beds Council (CBC) Public Rights of Way Officer has been contacted regarding the plans for the bridleway improvements at the top of Old Road. A response is awaited.

It was agreed that a combined effort is needed to tackle the problem, including the Police and Community Safety Officers, CBC, Parish Council and landowners.

ACTION – Clerk to contact Councillor Shingler for support in getting a response from CBC. Site visit to be arranged with farmer.

Councillor Paxton joined the meeting at 9.20pm

028.4 Update regarding the Rural Match Fund application

Central Beds Council (CBC) have advised that they have received several similar applications from other parish councils where the Police Commissioner has approved a grant to supply Speed Indicator Signs. They are going to speak to the Police to clarify the situation regarding the funding.

Once a decision has been made, CBC will review the 30+ applications received for Rural Match Funding. They expect to undertake auto traffic counts on roads specified (Bedford Road and Sharpenhoe Road) in mid-June as part of their assessment of needs.

22/029 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE

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

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

029.2 To acknowledge Chair and Vice-chair for ensuing year

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

- 029.3 **Election of Chair and Vice-chair for the Pay & Personnel sub-committee for ensuing year**
Councillor Selley **PROPOSED** Councillor Roberts as Chair of the Pay & Personnel sub-committee, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. Councillor Roberts **PROPOSED** Councillor Day as Vice-chair, **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.
- 029.4 **Matters arising from previous Policies & Resources Committee not included within agenda**
Central Beds Council have provided permission to erect the Noticeboard and bike rack in Bedford Road, as per the Welcome Back Fund, subject to utility checks. The Groundsman will undertake the work in due course.
- 029.5 **To acknowledge receipt of the Electrical Installation Condition Report for the Parish Office and to approve remedial actions and costs required**
A copy of the report undertaken on 28th March by SJB Electrical Services was provided ahead of the meeting. The outside wiring for the lighting at the rear of the building and down the side of the building is not compliant and must be changed as soon as possible. A quote for the works was provided totalling £431.60 plus VAT. The Clerk has notified the landlords regarding the poor standard of wiring and seeking clarification on whose responsibility it is to undertake the remedial work. They have now agreed to cover the costs of the works. Members discussed the further recommendations included in the report.
ACTION – Clerk to clarify the work agreed and seek a further quote to undertake all the C3 recommendations. This will be discussed at the next meeting.
- 029.6 **To acknowledge and consider request from a local family for a memorial tree and bench**
A local family have approached the Parish Council to ask about the possibility of planting a memorial tree, plaque and possibly a bench on the area near the War Memorial in memory of their son who passed away last month.
The Clerk has approached Central Beds Council Tree Officer for their advice regarding the possibility of an additional tree to be planted. They have advised that formal guidance for a trial memorial tree-planting scheme will be available in the Autumn.
The family's request was discussed at length. There were concerns regarding the suitability of the area, given the busy, noisy junction and the close proximity to the established War Memorial. It was suggested that a bench or picnic table in the Recreation Ground might provide a better location for families and children to enjoy and remember the teenager.
ACTION – Clerk to speak to the family further regarding their request.
- 029.7 **To receive an update on the Queens Platinum Jubilee Celebrations and agree any actions**
A copy of the notes from the last meeting were provided. Councillor Paxton provided a brief summary of all the actions undertaken since the last meeting in the lead up to the event. These included:
- The Risk Assessments & Management Plan have been submitted to CBC's Safety Advisory Group (SAG). Streetwatch volunteers will be in attendance at both events.
 - The First Aider and Lamp post signs have been ordered and the personalised medal has arrived for the bugler.
 - 12 groups have booked stalls so far - a mix of information stalls, plants, refreshments, games and children's activities.
 - Letters have been sent to the surrounding residents (Old Road, Orchard Close, part of Washbrook Close, Church Road, part of Hexton Road) advising them of the events and one resident has telephoned to thank the Council for communicating this to them.
 - The newsletter has been delivered to households on 19th May.
 - A local family have accepted the invitation to light the beacon.
 - The rota for volunteers and location for stalls will be drawn up shortly.
 - Fire extinguishers have been hired for the event at £45+VAT.
 - Next meeting to be held on Wednesday 25th May.

The Clerk asked for clarification on plans to compensate the staff for working over the Jubilee Bank Holiday weekend at the events. The Pay & Personnel Sub-committee will discuss this at a separate meeting.

029.8 To retrospectively approve the cost for the May newsletter distribution

The May newsletter has been distributed by D2D Distribution Ltd. The newsletter advertises the upcoming Parish Council events (Jubilee and Horticultural Show). Councillor Thomas **PROPOSED** retrospective approval of the cost of £360 plus Vat, **SECONDED** by Councillor Widdowfield and **UNANIMOUSLY CARRIED**.

029.9 To approve and adopt the Lost Children and Vulnerable Adults Policy

As part of the preparations for the Jubilee events, it was highlighted that the Council should have a policy for lost children. A copy of the draft policy has already been submitted to CBC Safety Advisory Group, along with our risk assessments and management plan, which have all been approved. It is suggested we amend the policy in future, as follows: *"the point will be always manned by two responsible adults"* - Preferably by person(s) who are DBS checked. This amendment will be added to the revised policy. Councillor Thomas **PROPOSED** approval of the Lost Children and Vulnerable Adults Policy v.1.1, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

029.10 To consider cyber security training for Councillors

As part of the requirements for Data Protection compliance, Councillors are required to undertake training on cyber security.

ACTION – Clerk to send out the link to all Councillors to complete the training by the end of June. Members to confirm to Clerk when completed. Progress will be reviewed at the June Full Council meeting.

029.11 To approve delegation to the Clerk to renew the electricity contract for the Parish Office

Love Energy provided quotes for Electric Supply in the Parish Office, that were approved last November for the new contract to be applied from 30th April 2022. Scottish Power have now advised that we are out of our existing contract and been placed on their Standard Tariff rather than the fixed tariff approved. The Clerk has contacted Love Energy and despite confirmation emails last November and again in March, it would seem that for some reason the contract was 'abandoned' and not put in place by Love Energy. The Clerk has been trying to resolve the issue but the Parish Council may have to move to a new fixed contract, which will be at higher rates than those previously agreed. Councillor Thomas **PROPOSED** to delegate authority to the Clerk to resolve the issue and to get the best possible deal agreed. This was **SECONDED** by Councillor Miller and **UNANIMOUSLY CARRIED**.

22/030 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

None

The meeting closed at 10:07 pm

I certify these minutes are a true and correct record of the Extra-ordinary meeting of the Parish Council held on 23rd May 2022

Dated this the 13th June 2022

COUNCILLOR B THOMAS, CHAIRMAN