

**MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL**  
**HELD ON MONDAY 8<sup>th</sup> DECEMBER 2025**  
**AT THE VILLAGE HALL AT 7.28 PM**

Present: Councillors J Paxton (Chairman), J Mikkelson (Vice-Chair), B Thomas, J Selley, A Tebb, A Fletcher, A Vale, W Rudd and K Qureshi

In attendance: C Callen (Clerk), S Cowie (Assistant Clerk), Central Bedfordshire Ward Councillor A French and 1 member of the public

Minutes: C Callen

**25/340 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor S Laycock and Ward Councillor E Childs.

**25/341 SPECIFIC DECLARATIONS OF INTEREST**

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

**25/342 POLICE REPORTS**

**342.1 To acknowledge receipt of Crime Statistics for October 2025**

The Crime statistics for October 2025 were not yet available on the Police website and will be sent out once received. The summary provided for Central Beds Council, lists 5 crimes for October.

**25/343 PUBLIC QUESTION TIME** – There was one member of the public present, representing the Neighbourhood Plan Steering Group, regarding item 25/345.6.

**25/344 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT**

344.1 Councillor French was present and provided an update on recent issues, including an update on collection of household recycling waste, the next phase of the Local Plan in Spring 2026, and Central Beds Council Highways proposed Capital Projects information, which will be made available in due course.

Councillor Childs provided a written summary of her recent activity, including discussions with Ramsey Manor Lower School regarding the School Streets Scheme, Fly-tipping, damaged pavements, and parcel theft discussions with the PCSO.

Ward Councillor French left at 7.42pm

**25/345 PLANNING COMMITTEE REPORTS/UPDATE**

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

The Clerk has spoken to the Planning Officer regarding the ongoing maintenance of the land/buffer zones on the new Taylor Wimpey Development. His response is:

*I have discussed your question with Taylor Wimpey. I am advised that the maintenance of this area will likely fall under the responsibility of a Management Company. The details of this will be agreed under their Open Space Management Scheme which will be submitted to the Council prior to occupation of the development in order to discharge the relevant clauses within the S106.*

Members expressed their preference to have first refusal on taking this forward for residents rather than appointing a management company.

**345.2 To receive the minutes of the Planning Committee meeting held on 17<sup>th</sup> November 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Fletcher **PROPOSED** the receipt and ratification of the minutes of the meeting held on 17<sup>th</sup> November 2025, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

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

A list of application decisions was circulated to members prior to the meeting and was acknowledged.

345.4 **Update on Enforcement Notices**

There were none.

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

**CB/25/00927/FULL, 97 Bedford Road:** Construction of a detached dwelling with integral garage, utilising the existing access and construction of a detached double garage for the existing house. Following discussion, Councillor Fletcher **PROPOSED** the following objection be submitted, **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

**OBJECT** – The Parish Council object to the proposed construction of a new detached dwelling on this site and support the comments made by Central Beds Council Highways regarding the inadequate access from the busy Bedford Road and lack of parking allocation for both properties on the site. In addition, they support the comments made by the Central Beds Council Tree & Landscape Officer that insufficient consideration has been made regarding the impact on the trees required to deliver the proposed plans.

**CB/25/03488/FULL, 84 Norman Road:** Removal of an existing side extension and garage. Erection of a garage, two storey front and side, part two storey and single storey rear extensions. A front entrance canopy, changes to the external appearance of with cladding and render and new hard standing drive to the front of the property.

Following discussion, Councillor Fletcher **PROPOSED** the following objection be submitted, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

**OBJECT** – The Parish Council object to the proposed planning application, on the basis of its size. The proposal will see the dwelling extended to the boundary of the plot, which is out of keeping with the character of the neighbouring semi-detached properties in this area and would be considered an overdevelopment of the plot. The extension will turn a three bed property into a five bed property, with the ground floor increasing to the party wall with the neighbouring property.

**CB/25/03461/FULL, 6 Orchard Close:** Erection of a single storey side extension, removal of a chimney, a roof light, and alterations to windows and doors.

- *No comments*

345.6 **To review and approve Neighbourhood Plan submission for Referendum**

The Neighbourhood Plan (NP) Steering Group have amended the Submission version of the NP that was approved by the Parish Council in April, to reflect the comments and requirements of the external Examiner. A copy of the revised version was shared with members ahead of the meeting. A resident, representing the NP Steering Group, attended the meeting to answer any questions and gave a brief outline of the changes made, which have seen a reduction in the size of the Plan. The Policies have remained the same but just restructured to meet the format required. Once approved by the Parish Council, the date of the Referendum will be set. The likely timing of the Referendum will be mid-late February.

Following discussion, Councillor Fletcher **PROPOSED** approval of the final Referendum version of the Neighbourhood Plan. This was **SECONDED** by Councillor Qureshi and **UNANIMOUSLY CARRIED**.

Councillor Paxton expressed thanks on behalf of the Parish Council to Councillor Fletcher and her husband for all their hard work with the Plan.

The member of the public left the meeting at 8.06pm

**25/346 MINUTES OF LAST MEETINGS**

346.1 **To receive and approve the minutes of the Full Council meeting held on 10<sup>th</sup> November 2025**

The minutes of the Full Council meeting held on 10<sup>th</sup> November 2025 were circulated to members prior to the meeting. Councillor Paxton **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Selley **with 7 in favour and 2 abstentions**.

346.2 **Matters arising outside of committee reports/updates** – There were none.

## **24/347 CHAIRMAN'S ANNOUNCEMENTS**

### **347.1 Announcements as deemed appropriate by the Chairman**

Wanderbus, Unity Hall, Barton Pre-School, Blooming Barton, Bowls Club, Carpet Bowls Club, Noahs Ark and Helping Hands have all thanked the Parish Council following receipt of their Grants from this year's allocation.

The residents from Gale Court are delighted with their donation of a pool table and have written to express their thanks to the Parish Council, Clerk and Ranger who all helped to deliver this project. They have invited Members to join them for a game at sometime in the future.

Councillors Qureshi, Tebb, Fletcher, Selley and Paxton attended the Councillor Surgery on 22<sup>nd</sup> November, alongside Ward Councillors Childs and French. Unfortunately, very few members of the public attended. The Library staff were very welcoming. Further community engagement activities will be discussed in due course for 2026.

The Community Café will resume in the new year at the Village Hall. It was suggested a rota for Councillors to attend be drawn up.

The Parish Council entered a tree for the Christmas Tree Festival at St Nicholas Church on 6/7<sup>th</sup> December. It received a 'Highly Commended' certificate. Councillor Paxton thanked the Assistant Clerk for all her efforts putting the tree together.

## **25/348 APPROVAL OF DRAFT COMMITTEE BUDGET AND EAR-MARKED RESERVES**

The proposed Ear Marked Reserves were reviewed for the 2026/27 Budgets. Following approval by the Committees, the Budgets have been combined and were reviewed by the Policies & Resources Committee at their meeting on 1<sup>st</sup> December, where it was suggested that a £2k reduction be made for the Sports Field Committee Budget, to keep the overall increase to an acceptable level but ensure all commitments are covered. These revised budgets were then considered by members, as follows.

348.1 **Exempt Business** – Resolution to exclude members of press and public from debate on agenda item 25/348.2 (Standing Order 3d) "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."

There were no members of the press or public present.

### **348.2 Review and approval of Draft Pay & Personnel Sub-Committee Budgets 2026/27**

The Budget is based on the NJC salary scales with assumption of a 3.5% increase for cost of living. No queries were raised and Councillor Mikkelson **PROPOSED** a Salary Precept for 2026/27 of £173,016. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

### **348.3 Review and approval of Draft Policies & Resources Committee Budgets 2026/27**

Full details of the Budget were provided ahead of the meeting. Some savings have been made, including cancelling the Zoom subscription and reducing meeting room hire costs by using the Sports Pavilion, where possible. No questions were raised so Councillor Paxton **PROPOSED** a Policies & Resources Committee Precept for 2026/27 of £46,292. This was **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

### **348.4 Review and approval of Draft Burial Ground Committee Budgets 2026/27**

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 2026/27. The additional £900 for Remembrance was discussed, reflecting the cost to hire a traffic management company rather than rely on volunteers for the road closure. This will be discussed further at the next Committee Meeting. Councillor Paxton **PROPOSED** a Burial Ground Committee Precept for 2026/27 of £1,980. This was **SECONDED** by Councillor Qureshi and **UNANIMOUSLY CARRIED**.

### **348.5 Review and approval of Draft Highways & Environment Committee Budgets 2026/27**

Full details of the Budget were provided ahead of the meeting. No questions were raised.

Councillor Paxton **PROPOSED** a Highways & Environment Committee Precept for 2026/27 of £8,650. This was **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

348.6 **Review and approval of Draft Leisure Committee Budgets 2026/27**

Full details of the Budget were provided ahead of the meeting. Additional maintenance costs are anticipated for the Zip Wire and more hedgeworks will be required in the Recreation Ground. No questions were raised. Councillor Vale **PROPOSED** a Leisure Committee Precept for 2026/27 of £17,215. This was **SECONDED** by Councillor Qureshi and **UNANIMOUSLY CARRIED**.

348.7 **Review and approval of Draft Sports Field Committee Budgets 2026/27**

Full details of the Budget were provided ahead of the meeting. Funds have been set aside in EMR, from additional income received in 2025, towards drainage, fencing and 3G costs. No questions were raised. Councillor Selley **PROPOSED** a Sports Field Committee Precept for 2026/27 of £13,025. This was **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

348.8 **Review and approval of Draft Planning Committee Budgets 2026/27**

Full details of the Budget were provided ahead of the meeting. The need for sufficient funds to be held to engage a consultant to support with any proposed new development in the Village was outlined. No questions were raised. Councillor Fletcher **PROPOSED** a Planning Committee Precept for 2026/27 of £1,000. This was **SECONDED** by Councillor Qureshi and **UNANIMOUSLY CARRIED**.

**25/349 APPROVAL OF 2026/27 PRECEPT**

349.1 **To review General Reserve Fund**

Councillor Paxton referred to the General Reserve year-end projection. This reflects increased income from investment interest, pitch hire and burials income and savings with utility contract costs and maintenance work being undertaken in-house by the Groundsman. 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 31<sup>st</sup> March 2026 £133,415 (51% of proposed Precept 2026/27). It was agreed to review the fund again in March ahead of the year end. There were no further queries.

349.2 **To approve 2026/27 Council Precept**

The current rate of inflation and price increases being applied by many contractors and suppliers, plus the additional Parish Rangers employed, means that the Parish Council will be incurring higher costs in 2026/27. Savings have been made, where possible. After discussion, Councillor Paxton **PROPOSED** the approval of the Council Precept for 2026/27 of £261,178, representing a 5% increase on a Band D property. This was **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

**25/350 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**

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

The Community Garden Partnership Group met on 12<sup>th</sup> November. They agreed to hold regular gardening mornings on the first Saturday of every month going forward. They are also considering working with a volunteer to encourage children/families to undertake 'Forest School' type activities from the garden – this is being discussed further on 17<sup>th</sup> December. The Group have requested a first aid kit and noticeboard be made available in the shed for volunteers to use – the Clerk will arrange these from the funds donated to the Group and held in EMR. Other activities are being considered for the Spring.

Goodman Nash have contacted the Parish Council, offering to review the Business Rates on the Sports Pavilion, in view of potential significant increases proposed in the next Government review. They operate on a 'no win-no fee' basis and charge 40% on any savings generated. They have indicated that they could recover £11,140.18 in business rates relief (covering the period 2023-2026), as well as savings in the coming years. They would be happy to visit the Parish Council and discuss this further in the New Year. This will be discussed at the next Committee Meeting.

Puzzle Technology have advised that it is not possible to only back up the two Office accounts on our structure – it's all or nothing with Office 365. The reason given is: *The vendors do not tend to update partial infrastructures or you could get someone licencing 1 account and backing up all the mailboxes and SharePoint (Shared data) for the whole organisation under one account cost.* This item will be discussed further at the next Committee meeting.

350.2 **To receive the minutes of the Policies & Resources Committee meeting held on 1<sup>st</sup> December 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Paxton **PROPOSED** the receipt and ratification of the minutes of the meeting held on 1<sup>st</sup> December 2025, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

350.3 **Exempt Business** – Resolution to exclude members of press and public from debate on agenda item 25/350.4 (Standing Order 3d) “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.”

There were no members of the press or public present.

350.4 **To receive the minutes of the Pay & Personnel Sub-Committee meeting held on 1<sup>st</sup> December 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Paxton **PROPOSED** the receipt and ratification of the minutes of the meeting held on 1<sup>st</sup> December 2025, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**.

350.5 **To confirm the Parish Council closure dates for the Christmas period**

The Statutory Holiday dates for the staff were confirmed as 29<sup>th</sup> and 30<sup>th</sup> December 2025. Office Staff will then take 31<sup>st</sup> December from their holiday entitlement. The Office will be closed from 24<sup>th</sup> December to 2<sup>nd</sup> January, inclusive. The Parish Office closure dates will be advised to the public in advance via notices, website and social media. The Rangers and Groundman will undertake litter picking/inspections and pitch marking over the holiday period. Members were asked to confirm their availability over the Christmas period to the Clerk, in case of any emergencies.

350.6 **To review, approve and adopt the IT Policy**

Councillor Qureshi has drafted a policy which was reviewed by the Committee and several amendments suggested. Councillor Kureshi **PROPOSED** approval and adoption of the revised document, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

350.7 **To review and adopt the Social Media & Electronic Communications Policy**

The bi-annual review of the policy is now due. Minor changes were proposed around the use of WhatsApp. Councillor Paxton **PROPOSED** adoption of the revised document v3.0, **SECONDED** by Councillor Rudd and **UNANIMOUSLY CARRIED**.

350.8 **To retrospectively approve the cost to purchase Arnold Baker on Local Council Administration publication 14<sup>th</sup> Edition**

The latest edition is now available to purchase from SLCC at a discounted rate for SLCC members and the Clerk has placed an order. This details all the up-to-date legislation the Council must comply with and is a reference point for Clerks. Councillor Paxton **PROPOSED** retrospective approval of the total cost of £148.50 plus VAT, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

**25/351 BURIAL GROUNDS COMMITTEE REPORT/UPDATE**

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

The Churchwarden at St Nicholas Church has advised that the annual Peace Clock service is due on 11<sup>th</sup> December. The auto-adjustment issues are planned to be resolved at the same time.

351.2 **To receive the minutes of the Burial Grounds Committee meeting held on 24<sup>th</sup> November 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Rudd **PROPOSED** the receipt and ratification of the minutes of the meeting held on 24<sup>th</sup> November 2025, **SECONDED** by Councillor Qureshi and **UNANIMOUSLY CARRIED**.

351.3 **To acknowledge the Burial Ground, Churchyard and War Memorial inspections**

The inspections undertaken on 1<sup>st</sup> December were acknowledged.

Burial Ground and Churchyard – The hedges were noted as needing cutting and the leaf collection was outstanding. The final leaf collection was completed on 2<sup>nd</sup> December. The hedges will be cut over the winter months.

War Memorial – The benches were cleaned. Everything was in order.

351.4 **To consider and approve quotation for additional hedge work in the Burial Ground**

Following Councillor Laycock and the Assistant Clerk's walk around at the Burial Ground, Reynolds Landscaping Services Ltd have provided quotes for the additional hedge work required, as follows:

- Cut large section of rear hedge to 5ft (boundary with the Springs) but leave established trees **£300 + VAT**
- Remove yew hedge growing within grave space **£150 + VAT**
- Remove dead tree covered in ivy at the entrance **£80 + VAT**

The work will be carried out at the same time as other hedge works included in their annual contract. Councillor Rudd **PROPOSED** approval of the total cost of £530 plus VAT, **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

**25/352 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE**

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

Councillor Tebb attended the last CBC Topic session regarding the Environment on 19<sup>th</sup> November. Details from the session will be sent out to all members once a copy of the slides has been provided.

Central Beds Council (CBC) have responded regarding the street names put forward to Taylor Wimpey for the new development and have asked if we would consider some additional ones. Members were disappointed that some of the local names previously suggested have not been agreed, in particular, the use of 'Red Kite' as these birds are prolific around the development site. Feedback was discussed on the additional names put forward by Taylor Wimpey and the Clerk will respond to CBC accordingly.

Central Beds Council have advised that the winter gritting salt bag scheme will no longer be made available to Parish Councils, although they will continue to supply the bins located on the highways.

352.2 **To receive the minutes of the Highways & Environment Committee meeting held on 17<sup>th</sup> November 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Paxton **PROPOSED** the receipt and ratification of the minutes of the meeting held on 17<sup>th</sup> November 2025, **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

352.3 **To acknowledge the Bus Shelters inspections**

The bus shelter inspections of 19<sup>th</sup> November and 1<sup>st</sup> December were acknowledged. On the 19<sup>th</sup> November graffiti was removed. Everything else was in order and the shelters were washed on 1<sup>st</sup> December.

352.4 **To consider response to Central Beds Council's proposal to introduce no waiting restrictions on Nicholls Close**

Councillor Fletcher declared a non-pecuniary interest as a local resident.

Due to parking issues on the entrance to Nicholls Close and in response to the recent petition, CBC are now considering installing restrictions on one side of the road at the junction with Bedford Road. Councillor Fletcher attended the recent Traffic Management Meeting to discuss this item and provided a further update at the meeting. After consideration, Councillor Paxton **PROPOSED** the

following comments be submitted, **SECONDED** by Councillor Vale **with 8 in favour and 1 abstention**.

Comment: The Parish Council have now discussed the proposal to introduce no waiting at any time on Nicholls Close, Barton-le-Clay. They do not object to the proposal put forward but feel it needs to go further to alleviate the problems seen on this road. The 'no waiting' restrictions will only serve to move the problem further down the road and is not considered a long-term solution. Other options need to be considered in addition to this restriction, including possible resident parking permits or creating alternative areas to park, such as opening up the Library car park for users of the local businesses.

**352.5 Update regarding the proposed changes to speed limit on Higham Gobion Road**

Councillors Paxton and Vale declared non-pecuniary interests in this item as family property owners on Higham Gobion Road. Following the consultation in the Summer, CBC discussed the proposal at their Traffic Management Meeting on 2<sup>nd</sup> December. Councillor Paxton represented the Parish Council and Councillor Childs also spoke regarding the item. The proposed 40mph was agreed. The request for a reduction to 30mph was rejected at this stage but could be considered in due course, subject to a petition and separate consultation being instigated.

**25/353 LEISURE COMMITTEE REPORT/UPDATE**

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

A resident has complained regarding the 'tea cup' play equipment in Norman Road Play Area, which is filling up with water in wet weather and not draining. The Assistant Clerk will refer to the manufacturer for guidance.

**353.2 To receive the minutes of the Leisure Committee meeting held on 24<sup>th</sup> November 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Vale **PROPOSED** the receipt and ratification of the minutes of the meeting held on 24<sup>th</sup> November 2025 (with typo amended), **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

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

The Arnold Recreation Ground playground, Fitness Equipment and Norman Road Play Area inspections for the 24<sup>th</sup> November and 1<sup>st</sup> December were acknowledged. The surfacing around the roundabout in the Recreation Ground was noted as needing repair on 1<sup>st</sup> December. On 24<sup>th</sup> November, the Fitness Equipment needed fallen branches removing and the table tennis table needed cleaning – both were actioned straight away. Everything else was in order.

**353.4 To consider and approve quotation to install a new self-close gate at the Recreation Ground**

Following the previous quote provided to supply and fit a new self-closing gate in the Play Area (cost £4,442.44), two additional quotes were provided. After consideration, Councillor Vale **PROPOSED** approval of the cost of £1275.34 plus VAT from Gilks Fencing, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

**25/354 SPORTS FIELD COMMITTEE REPORT/UPDATE**

**354.1 Matters arising from previous Sports Field committee not included within agenda - information only**

An update was provided regarding Take-the-Next-Step 121 football training. The group sessions will now be held on Barton Rovers FC training top field. The 121 sessions will be held on the Sports Field, as in previous years. A revised hire agreement will be issued to reflect the increase in 121 sessions agreed. Usage will be monitored going forward.

**354.2 To receive the minutes of the Sports Field Committee meeting held on 24<sup>th</sup> November 2025 and to consider and ratify any recommendations contained therein**

The minutes were circulated to members prior to the meeting. Councillor Selley **PROPOSED** the receipt and ratification of the minutes of the meeting held on 24<sup>th</sup> November 2025 (amended re date), **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

354.3 **To approve the cost to install the defibrillator cabinet at the Pavilion**  
Following the installation of the new fencing, the defibrillator cabinet was temporarily moved. SJB Electrical Services have now quoted to complete the additional wiring required to complete the work. Councillor Selley **PROPOSED** approval of the cost of £508.68 plus VAT for SJB Electrical Services to undertake the necessary work, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

**25/355 MONTHLY FINANCIAL REPORTS**

355.1 **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. An update on the outstanding Debtors was provided. No other issues were raised.

**25/356 APPROVAL OF PAYMENT OF ACCOUNTS**

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

The payments schedule for December was provided to members prior to the meeting. Invoices were verified by the Clerk and Councillors Mikkelson and Vale. Additional invoices for Everflow, HL Hutchinson, Reynolds Landscaping Services and Stuart Brown were added at the meeting. Councillor Paxton **PROPOSED** approval of the payments for December, totalling £52,907.55, which includes transfer from savings account, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

**25/357 TIME ALLOCATION FOR COMMITTEE MEETINGS**

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

It was agreed that no Committee meetings would be held until after the next Full Council meeting on 12<sup>th</sup> January, due to the Christmas break.

Members were requested to advise the Clerk of their availability over the Christmas period in case of any emergencies.

**25/358 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

Details of urgent Planning Applications will be emailed to the Planning Committee so that a response can be provided before Christmas under their Delegated Authority.

Councillor Paxton wished everyone a Happy Christmas.

The meeting closed at 9.45pm

**I certify these minutes are a true and correct record of the Parish Council meeting held on 8<sup>th</sup> December 2025**

**Dated this the 12<sup>th</sup> January 2026**

**COUNCILLOR J PAXTON  
CHAIRMAN**

**PAYMENT OF ACCOUNTS**  
**December 2025**

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
25/0409	Everflow	Water Supply (07/01/2026-06/02/2026)	£ 83.00	£ -	£ 83.00	SPLIT		DD
25/0410	Central Bedfordshire Council	Business Rates - Office (Dec)	£ 344.00	£ -	£ 344.00	4136		DD
25/0411	Central Bedfordshire Council	Business Rates - Sports Pavilion (Dec)	£ 489.00	£ -	£ 489.00	4811		DD
25/0412	Peninsula Business Services	H&S Support Services - Dec	£ 115.18	£ 21.75	£ 136.93	4151		DD
25/0413	Peninsula Business Services	Employee Assistance Programme - Dec	£ 56.25	£ 11.25	£ 67.50	4151		DD
25/0414	Cawleys	Skip Emptying - Allots (Nov)	£ 253.04	£ 50.61	£ 303.65	4134		FP
25/0408	Cawleys	Credit Note	-£ 248.70	-£ 49.74	-£ 298.44	4134	£ 5.21	FP
25/0414	EDF Energy	Electric-Parish Office (01/11/25-30/11/25)	£ 137.72	£ 6.89	£ 144.61	4135		DD
25/0415	British Gas Lite	Gas supply Pavilion (01/11/25-30/11/25)	£ 121.35	£ 6.07	£ 127.42	4812		DD
25/0416	British Gas	Electric supply Pavilion (01/11/25-30/11/25)	£ 155.26	£ 7.76	£ 163.02	4806		DD
25/0417	Puzzle Technology Ltd	IT Support maintenance, Backup, licences - Dec	£ 187.00	£ 37.40	£ 224.40	4142		DD
25/0418	Puzzle Technology Ltd	Phone system monthly charge - Dec	£ 40.39	£ 8.07	£ 48.46	4105		DD
25/0419	Virginmedia	Fibre Broadband Office - December	£ 47.00	£ 9.40	£ 56.40	4105		DD
25/0420	Copybox Document Systems	Photocopier Usage Nov 2025	£ 60.72	£ 12.15	£ 72.87	4111		DD
25/0421	NEST	Pension payments Mth 8	£ 1,514.78	£ -	£1,514.78	526		DD
25/0422	HM Rev & Customs	Mth 8 PAYE	£ 828.47	£ -	£ 828.47	525		
25/0423	HM Rev & Customs	Mth 8 Nat. Emp'ee NI Contribution	£ 486.18	£ -	£ 486.18	525		
25/0424	HM Rev & Customs	Mth 8 Nat. Emp'ee NI Contribution	£ 1,499.07	£ -	£1,499.07	525	£2,813.72	FP
25/0425	S Cowie	December Salary	Salary		Salary	4001		FP
25/0426	C Callen	December Salary	Salary		Salary	4000		FP
25/0427	J Fitzgerald	December Salary	Salary		Salary	4003		FP
25/0428	K Small	December Salary	Salary		Salary	4004		FP
25/0429	S McConville	December Salary	Salary		Salary	4004		FP
25/0430	J Pope	December Salary	Salary		Salary	4002		FP
25/0431	S Jennings	December Salary	Salary		Salary	4002		FP
25/0432	P Horton	December Salary	Salary		Salary	4002		FP
	<b>TOTAL SALARIES</b>		<b>£ 10,834.87</b>	<b>£ -</b>	<b>£10,834.87</b>			
25/0434	J Pope	Nov Mileage 104 miles @ 45p	£ 46.80	£ -	£ 46.80	4107		FP
25/0435	S Jennings	Nov Mileage 95 miles @ 45p	£ 42.75	£ -	£ 42.75	4107		FP
25/0436	P Horton	Nov Mileage 95 miles @ 45p	£ 42.75	£ -	£ 42.75	4107		FP

25/0437	J Fitzgerald	Exps - Sainsburys Petrol for equipment	£ 20.84	£ 4.17	£ 25.01	4140		FP
25/0438	Amazon UK	Gift Card - bugler for Remembrance	£ 50.00	£ -	£ 50.00	4325		DCard
25/0439	Amazon UK	Pool Table for Gale Court Donation	£ 483.32	£ 96.67	£ 579.99	4121/327		DCard
25/0440	Amazon UK	Cable clips for Xmas Lights	£ 2.66	£ 0.53	£ 3.19	4140		DCard
25/0441	Amazon UK	Reflectors for wooden posts	£ 24.98	£ 5.00	£ 29.98	4807		DCard
25/0442	Screwfix Direct Ltd	Pruning saw & screws	£ 18.56	£ 3.72	£ 22.28	4140		DCard
25/0443	Screwfix Direct Ltd	Reciprocating Saw & Battery	£ 156.65	£ 31.33	£ 187.98	4191/324		DCard
25/0444	MJ Granger Grounds Maintn	Hedge Cutting Grange Rd Est (1st cut)	£ 659.96	£ 131.99	£ 791.95	SPLIT		FP
25/0445	Herts FullStop	Stationery	£ 15.93	£ 3.19	£ 19.12	4113		FP
25/0446	Barton Village Hall	Hall Hire November	£ 112.00	£ -	£ 112.00	4112		FP
25/0447	Community Heatbeat Trust	Annual Defib Support x2	£ 270.00	£ 54.00	£ 324.00	4152		FP
25/0448	Lamps & Tubes Illuminations	Xmas 2025 Display (75%)	£ 2,895.00	£ 579.00	£3,474.00	4160		FP
25/0449	Jewsons	Concrete slabs/fixing materials	£ 61.65	£ 12.33	£ 73.98	4140		FP
25/0450	Jewsons	Nuts & bolts	£ 3.04	£ 0.61	£ 3.65	4140	£ 77.63	FP
25/0451	Information Commissioners	Renewal of Data Protection fee	£ 52.00	£ -	£ 52.00	4108		FP
25/0452	Prestige Design & Workwear	Hats for Rangers	£ 14.00	£ 2.80	£ 16.80	4141		FP
25/0453	First Fence Ltd	Slam Plates for gates at Pavilion	£ 29.30	£ 5.86	£ 35.16	4807		FP
25/0454	D2D Distribution Ltd	Newsletter delivery Oct	£ 400.00	£ 80.00	£ 480.00	4124		FP
25/0455	Proludic	Installation/replacemt buffer for Zip Wire	£ 1,082.45	£ 216.49	£1,298.94	4654		FP
25/0456	Breakthrough Comms	Council Hive Hub (Data Protection)	£ 495.00	£ 99.00	£ 594.00	4108		FP
25/0457	Viking Office UK	Refill date stamp	£ 11.35	£ 2.27	£ 13.62	4113		FP
25/0458	Tim Garside	PA System for Remembrance	£ 210.00	£ -	£ 210.00	4325		FP
25/0459	Professional Pest Mngement	Pest control at Allotments	£ 86.51	£ 17.30	£ 103.81	4609		FP
25/0460	SLCC Enterprises	Local Council Administration 14th Edition	£ 148.50	£ 0.90	£ 149.40	4114		FP
25/0461	BATPC	Training courses for Assist Clerk	£ 70.00	£ -	£ 70.00	4120/321		FP
25/0466	HL Hutchinson Ltd	White line Paint x6	£ 372.78	£ 74.56	£ 447.34	4805		FP
25/0467	Reynolds Landscaping Serv	Grass Cutting & leaf Collection	£ 324.56	£ 64.91	£ 389.47	SPLIT		FP
25/0468	Stuart Brown	Brushcutter	£ 850.00	£ 170.00	£1,020.00	4191		FP
25/0462	Amazon UK	Gift Voucher for P/T Groundsman	£ 50.00	£ -	£ 50.00	4116		DCard
25/0463	Amazon UK	Reciprocating Saw blades	£ 16.66	£ 3.33	£ 19.99	4140		DCard
25/0464	SumUp Card Payments	Card Transaction Fees Nov 2025	£ 1.40	£ -	£ 1.40	4181		CARD
25/0465	CCLA	Transfer from PSDF Savings	£25,000.00	£ -	£25,000.00	n/a		TF
<b>TOTAL DECEMBER 2025 PAYMENTS</b>			<b>£ 51,125.98</b>	<b>£1,781.57</b>	<b>£52,907.55</b>			