

MINUTES OF THE MEETING OF BARTON-LE-CLAY PARISH COUNCIL
HELD ON MONDAY 12th JANUARY 2026
AT THE VILLAGE HALL AT 7.30 PM

Present: Councillors J Paxton (Chairman), J Mikkelson (Vice-chair), A Fletcher, B Thomas, J Selley, A Vale, A Tebb and S Laycock

In attendance: C Callen (Clerk), S Cowie (Assistant Clerk), Central Bedfordshire Ward Councillor E Childs

Minutes: C Callen

25/359 APOLOGIES FOR ABSENCE

Apologies were received from Councillors W Rudd and K Qureshi.

25/360 SPECIFIC DECLARATIONS OF INTEREST

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

25/363 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT

363.1 Councillor Paxton congratulated Ward Councillor Childs on her new position as Executive Member for Communities at Central Beds Council.

Councillor Childs was present and provided an update on recent issues that she has been working on for residents. She is also regularly engaging with the PCSO Community Police representing Barton-le-Clay.

Councillor Childs is currently reviewing the accident data for the A6, to see what actions could be taken to reduce collisions, particularly around the Warren Lane and Pulloxhill junctions. There has also been a consultation launched to address the car racing across the county, which includes the A6 issues previously discussed.

Central Beds Council have started their consultation on their Budgets for 2026/27. Posters and paper copies will be provided to the Parish Council to encourage residents to respond by the 3rd February deadline.

(Ward Councillor Childs left at 7.54pm)

25/361 POLICE REPORTS

361.1 **To acknowledge receipt of Crime Statistics for November 2025**

The Crime statistics for November 2025, taken from Police.uk website, were acknowledged. A total of 19 crimes were reported: 6 still under investigation, 3 unable to prosecute suspect, 4 where investigation is complete, no suspect identified and 6 which have no further details. The categories for November included: 6 antisocial behaviour, 4 criminal damage & arson, 3 violence/sexual offences, 3 public order, 1 vehicle crime, 1 burglary and 1 theft from the person.

361.2 **To agree attendance at the Community Policing Priority Setting Meeting on 14th January**

The next meeting will be held at Dunstable Police Station on Wednesday 14th January at 6pm. Councillor Selley is available to attend and requested Members provide feedback or any concerns to him ahead of the meeting. Ward Councillor Childs will also be in attendance.

25/362 PUBLIC QUESTION TIME – There were no members of the public present.

25/364 PLANNING COMMITTEE REPORTS/UPDATE

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

The Neighbourhood Plan Referendum is scheduled for 19th February. A flyer will be sent to all households and events are planned to educate residents and encourage them to vote. A Facebook page has been set up to aid communications. Members were asked to support the events, where possible.

- 364.2 **Update on planning applications refused/granted**
A list of application decisions was circulated to members prior to the meeting and was acknowledged.
- 364.3 **Update on Enforcement Notices**
There were none.
- 364.4 **To consider new planning applications or delegate authority to respond to committee CB/25/03667/FULL, 18 Higham Gobion Road:** Erection of a first floor side extension, external alterations and change to exterior finish of dormers. Sedum (green) roof over existing flat roof. Councillor Vale declared a non-pecuniary interest as a neighbour.
Following discussion, Councillor Fletcher **PROPOSED** the following objection be submitted, **SECONDED** by Councillor Mikkelson **with 7 in favour and 1 abstention**.
OBJECT – The Parish Council object to the proposed planning application, which is considered an over development of the site. They also have concerns regarding the current business trading from this dwelling, offering teaching to children who struggle in main-stream primary school. There are already additional vehicles coming and going throughout the day and, with the proposed extension creating a fourth bedroom, parking will be an issue. Both the neighbouring properties at nos. 16 and 20 are currently unoccupied and so are unable to comment on the proposed development and how it will impact these properties.
- 25/365** **MINUTES OF LAST MEETINGS**
- 365.1 **To receive and approve the minutes of the Full Council meeting held on 8th December 2025**
The minutes of the Full Council meeting held on 8th December 2025 were circulated to members prior to the meeting. Councillor Paxton **PROPOSED** the receipt and approval of the minutes, **SECONDED** by Councillor Vale **with 7 in favour and 1 abstention**.
- 365.2 **Matters arising outside of committee reports/updates**
There were none.
- 25/366** **CHAIRMAN'S ANNOUNCEMENTS**
- 366.1 **Announcements as deemed appropriate by the Chairman**
Councillor Rudd has now moved away from the Village. The Clerk has sought guidance from BATPC to see if he can continue as a Parish Councillor until the next elections in 2027 and will provide an update in due course.

The next Community Café is on the 2nd February. Councillor Selley has volunteered to attend. The Neighbourhood Plan Group are also looking to attend to publicise the Referendum.

Councillor Paxton confirmed that the staff Christmas lunch was held on 9th December, hosted by Councillors Mikkelson and Selley, and was well received.
- 25/367** **POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**
- 367.1 **Matters arising from previous Policies & Resources Committee not included within agenda - information only**
The Coronation Community Garden Group are holding an event on 17th January to promote the RSPB Big Garden Birdwatch. The event is being hosted by the Forest School Teacher at Arnold Academy in conjunction with the Volunteers.

Following a meeting in November, the draft Head of Terms for the BRFC Lease negotiations is being worked on by the Solicitors. Negotiations are ongoing with the Telecoms Mast companies.

Central Beds Council (CBC) are now consulting on their Draft Budget and Council Tax proposals. This has been promoted on our Facebook Page and posters will be provided by Central Beds Council and displayed on the Noticeboards. Paper copies of the consultation will be available from the Parish Office and Library. In addition, CBC have invited members to attend a briefing on the budget on 20th January 2026 6-7.30pm at Priory House, Chicksands. Councillor Paxton agreed to attend and will provide feedback following the event. Members were encouraged to complete individual survey responses.

CBC are also running a summit on 24th February 2026 9.30am – 12.30pm at The Rufus Centre, Flitwick, regarding food fairness. Members were encouraged to attend.

367.2 To retrospectively approve set up of Direct Debit for Information Commissioner's Office Data Protection Fee

In the December Payments, the Parish Council agreed the annual Data Protection Fee payable to the ICO of £52.00. A £5 reduction is applied if payment is made via Direct Debit. The Clerk has now set up the Direct Debit, and the Council have paid the £47 fee. Councillor Paxton **PROPOSED** retrospective approval to set up the Direct Debit Instruction to the ICO, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

367.3 To review and adopt the Reserves Policy

The bi-annual review of the Reserves Policy has been undertaken by the Clerk – no changes are proposed. Councillor Paxton **PROPOSED** adoption of the Reserves Policy v3, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

367.4 To consider Bowls Club request for emergency Grant

The Bowls Club have advised that they have a water leak at the Club which is being investigated. They are concerned that the cost for the repairs may be high and they may not hold sufficient funds to cover them. The Chairman has asked if there is any chance of a Special Grant being awarded, in line with our Grants Policy. Members confirmed that they were sympathetic to the request and would support, if possible, but would require further information before making any decision.

367.5 Update regarding Waste Collection Service

The Parish Council have continued to experience unreliability with waste collections from Cawleys during December. It would seem that they will no longer accept green waste mixed with general waste. The Clerk has requested quotes for separate skips.

The Clerk has also obtained a quote from the green waste recycling centre at Faldo Road, where a licence could be held to dispose of green waste at c.£50 per van load. Alternatively, the Parish Council could consider purchasing a shredder to disburse cuttings.

Now that the Pavilion Site is fenced in, waste containers could be moved to the Sports Field, which would be easier for the Grounds Staff.

ACTION – Clerk to obtain quotes for a chipper and separate skips for the Committee to consider.

25/368 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

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

Cumbria Clock Company carried out the annual servicing of the Peace Clock at St Nicholas Church on 11th December. There were no issues. The cost was £195 plus VAT (in line with Budget).

368.2 To acknowledge the Burial Ground, Churchyard and War Memorial inspections

The inspections undertaken on 15th and 31st December were acknowledged. Everything was in order.

25/369 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE

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

Central Beds Council have provided the following update on their Grass Cutting:

Town and Parish Council Grass Cutting Contribution service: Further to our previous correspondence, we can confirm that the agreed standard number of cuts for the 2026/27 grounds maintenance season with Central Bedfordshire Council will be 7. The season starts in April and runs until October/November, and the cuts will be spaced out throughout the season to accommodate peak growing periods.

As previously advised by Ward Councillor Childs, several residents have raised concerns regarding safety using the zebra crossing on Hexton Road, by the Village Hall. Whilst the Parish Council

support their concerns, this matter is for Central Beds Council Highways team to review and has been taken up by Ward Councillor Childs on their behalf.

The Parish Council have been contacted by the Drainage Board regarding ditch clearance work they are planning on behalf of Central Beds Council. They are looking for suitable options to either dispose of or temporarily store the silt from the ditch during the works. A site meeting with the Operations Manager will be arranged with Councillor Paxton and the Clerk to discuss this further.

369.2 **To acknowledge the Bus Shelters inspections**

The bus shelter inspections of 15th and 31st December were acknowledged. Everything was in order.

369.3 **To acknowledge Central Beds Council proposals to upgrade the bus stops on Bedford Road and agree any feedback**

As part of CBC BSIP funding from the Department for Transport, they are upgrading bus stops by including raised kerbs, which allow passengers to board and alight from buses without having to step up or down, beneficial for the infirm and people with wheelchairs and buggies. They are planning to do five locations in Barton-le-Clay along Bedford Road. Work has provisionally been planned for February. No issues were raised.

25/370 LEISURE COMMITTEE REPORT/UPDATE

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

There were none.

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

The Arnold Recreation Ground playground, Fitness Equipment and Norman Road Play Area inspections for the 8th, 15th, 22nd, 30th December and 5th January 2026 were acknowledged. Everything was in order with the Fitness Equipment. In Norman Road Play Area on 22nd December there was graffiti on the multiplay that was removed. On 5th January, flaking on the paintwork of the multiplay was noted and cleared up. This item will be discussed under agenda item 25/370.5. In Arnold Recreation Ground Play Area on 8th December, fallen tree branches were noted and then cleared. Damage was also noted on the seat of the aeroskate. On 15th December the surfacing was noted as previously reported. Everything was in order on 22nd December. On 30th December the surfacing was noted as before and damage to the aeroskate seat edge was also noted as needing replacement. Due to additional damage to the aeroskate, it was then cordoned off and signage displayed. This item will be discussed under agenda item 25/370.4.

370.3 **Update regarding the legal claim following an accident in the Play Area**

The Solicitor acting on behalf of the Parish Council's Insurers has now advised that the Claimant's solicitors have served proceedings against the Parish Council. They have acknowledged these on behalf of the Council and instructed a Barrister to prepare a Defence and Counter-Schedule in reply to the claim. These are due to be filed and served by 26 January 2026.

The Defence and Counter-Schedule will need to be signed by the Clerk to the Council, ahead of the deadline on 26 January 2026. Draft documents for consideration/approval are awaited.

370.4 **To retrospectively approve the cost for replacement part for the aeroskate, Arnold Recreation Ground**

As reported under item 25/370.2, the seat for the aeroskate needs replacing and has been ordered by the Assistant Clerk. The seat will be installed by the Groundsman. Councillor Vale **PROPOSED** retrospective approval for the cost of £224.53 plus VAT for a new seat and fixings to be purchased from Proludic, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

370.5 **To acknowledge complaint received regarding play equipment in the Norman Road Play Area**

A complaint has been received via Ward Councillor Childs, regarding the multiplay unit in the Norman Road Play Area. It is reported that a piece of flaked orange paint went into the eye of a small child. Thankfully the parent was able to remove it.

The equipment was repainted last year with paint specifically for playgrounds purchased from a playground supplier. The supplier has advised that there have been no other reports of flaking paint, and they believe that it may not have been rubbed down sufficiently before painting. The unit will need to be stripped back and repainted when the weather improves. In the meantime, the Groundsman has been asked to make safe any sharp edges, and it will be monitored going forward. The resident was happy with the resolution.

25/371 SPORTS FIELD COMMITTEE REPORT/UPDATE

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

Royal Industrial Doors completed the repair to the shutter at the Pavilion on 16th December.

Take the Next Step 121 Training have negotiated to hold their group training sessions at Barton Rovers FC and only use the Sports Field for the one-to-one training. They have stopped using the Recreation Ground.

ProDirect Academy have asked if they can display a banner/sign on the mesh fencing to advertise their services. There have been previous requests from other hirers for similar signage which have been refused in the past by Council. Those hirers were permitted to display a temporary sign whilst their sessions were in progress. Members agreed that no permanent signage can be displayed on the new fencing. Councillor Selley proposed that a small sign might be allowed at the entrance to the Sports Field on Luton Road, but this was not seconded. Councillor Vale **PROPOSED** a temporary sign or sandwich board be allowed when the Academy are on site only, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

25/372 MONTHLY FINANCIAL REPORTS

372.1 To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports for month 9

The monthly financial reports for December month-end were received by members. No issues were raised.

25/373 APPROVAL OF PAYMENT OF ACCOUNTS

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

The payments schedule for January was provided to members prior to the meeting. Invoices were verified by the Clerk and Councillors Mikkelson and Vale. Additional invoices for Cawleys and SLCC were added at the meeting. Councillor Paxton **PROPOSED** approval of the payments for January, totalling £69,770.39, which includes transfers from investment accounts, **SECONDED** by Councillor Tebb and **UNANIMOUSLY CARRIED**.

25/374 TIME ALLOCATION FOR COMMITTEE MEETINGS

374.1 Dates available for committee/sub-committee meetings –

19th January – Planning, Highways & Environment and Policies & Resources committees to be held at the Parish Office, start time 7.30pm.

26th January – Sports Field, Burial Ground and Leisure committees to be held at the Parish Office, start time 7.30pm.

A review of the Action Plan for 2026/27 will be required at each committee meeting.

25/375 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 9.18pm

I certify these minutes are a true and correct record of the Parish Council meeting held on 12th January 2026

Dated this the 9th February 2026

**COUNCILLOR J PAXTON
CHAIRMAN**

PAYMENT OF ACCOUNTS
January 2026

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
25/0470	Central Beds Council	Business Rates - Office (Jan)	£ 344.00	£ -	£ 344.00	4136		DD
25/0471	Central Beds Council	Business Rates - Sports Pavilion (Jan)	£ 489.00	£ -	£ 489.00	4811		DD
25/0472	Peninsula Business Servs	H&S Support Services - Jan	£ 115.18	£ 21.75	£ 136.93	4151		DD
25/0473	Peninsula Business Servs	Employee Assistance Programme - Jan	£ 56.25	£ 11.25	£ 67.50	4151		DD
25/0474	Cawleys	Skip Emptying - Allots (Dec)	£ 260.04	£ 52.01	£ 312.05	4134		FP
25/0519	Cawleys	Credit Note re missed collections Dec25	-£ 248.70	-£ 49.74	-£ 298.44	4134	£ 13.61	FP
25/0475	EDF Energy	Electricity - Office (01/12/25-31/12/25)	£ 154.49	£ 7.72	£ 162.21	4135		DD
25/0476	British Gas Lite	Gas supply Pavilion (01/12/25-31/12/25)	£ 144.89	£ 7.24	£ 152.13	4812		DD
25/0477	British Gas	Electric - Pavilion (01/12/25-31/12/25)	£ 128.78	£ 6.43	£ 135.21	4806		DD
25/0478	Puzzle Technology Ltd	IT Support maintenance, Backup, licences - Jan	£ 187.00	£ 37.40	£ 224.40	4142		DD
25/0479	Puzzle Technology Ltd	Phone system monthly charge - Jan	£ 44.70	£ 8.94	£ 53.64	4105		DD
25/0511	Puzzle Technology Ltd	Remote Access Licences x2	£ 250.00	£ 50.00	£ 300.00	4142		DD
25/0480	Virginmedia	Fibre Broadband Office - Jan	£ 47.00	£ 9.40	£ 56.40	4105		DD
25/0481	Copybox Document Systems	Photocopier Usage Dec 2025	£ 20.52	£ 4.10	£ 24.62	4111		DD
25/0501	Tower Leasing Ltd	Photocopier rental	£ 93.07	£ 18.61	£ 111.68	4111		DD
25/0482	NEST	Pension payments Mth 9	£ 1,496.24	£ -	£1,496.24	526		DD
25/0483	HM Rev & Customs	Mth 9 PAYE	£ 761.47	£ -	£ 761.47	525		
25/0484	HM Rev & Customs	Mth 9 Nat. Emp'ee NI Contribution	£ 460.08	£ -	£ 460.08	525		
25/0485	HM Rev & Customs	Mth 9 Nat. Emp'er NI Contribution	£ 1,448.60	£ -	£1,448.60	525	£2,670.15	FP
25/0486	S Cowie	January Salary	Salary		Salary	4001		FP
25/0487	C Callen	January Salary	Salary		Salary	4000		FP
25/0488	J Fitzgerald	January Salary	Salary		Salary	4003		FP
25/0489	K Small	January Salary	Salary		Salary	4004		FP
25/0490	S McConville	January Salary	Salary		Salary	4004		FP
25/0491	J Pope	January Salary	Salary		Salary	4002		FP
25/0492	S Jennings	January Salary	Salary		Salary	4002		FP
25/0493	P Horton	January Salary	Salary		Salary	4002		FP
	TOTAL SALARIES		£ 9,040.09	£ -	£9,040.09			

25/0494	J Pope	Dec Mileage 22 miles @ 45p	£ 9.90	£ -	£ 9.90	4107		FP
25/0495	S Jennings	Dec Mileage 162 miles @ 45p	£ 72.90	£ -	£ 72.90	4107		FP
25/0496	P Horton	Dec Mileage 95 miles @ 45p	£ 42.75	£ -	£ 42.75	4107		FP
25/0497	J Fitzgerald	Dec Mileage 165 miles @ 45p	£ 74.25	£ -	£ 74.25	4107		FP
25/0498	J Fitzgerald	Exps - Petrol for equipment	£ 20.83	£ 4.17	£ 25.00	4140		FP
25/0499	Forvis Mazars LLP	Audit YE 31/3/25	£ 840.00	£ 168.00	£1,008.00	4110		FP
25/0500	BATPC	Training for Rangers - Inspections	£ 288.40	£ -	£ 288.40	4120/321		FP
25/0502	Herts FullStop	Stationery	£ 58.65	£ 9.01	£ 67.66	4113		FP
25/0503	Barton Village Hall	Hall Hire December	£ 42.00	£ -	£ 42.00	4112		FP
25/0504	KC Horner	Topping Old Road Meadow 2025	£ 190.00	£ 38.00	£ 228.00	4657		FP
25/0505	Stuart Brown	Brushcutter repairs	£ 29.70	£ 5.94	£ 35.64	4191		FP
25/0506	Vale Training Services	Brushcutter courses x2 for Rangers	£ 320.00	£ 64.00	£ 384.00	4120/321		FP
25/0507	Royal Industrial Doors	Repairs to rollershutter Pavilion	£ 565.00	£ 113.00	£ 678.00	4807		FP
25/0508	The Cross Keys	Staff Xmas Meal	£ 163.15	£ -	£ 163.15	4116		Dcard
25/0510	S Cowie	Mileage April-Dec 2025	£ 75.06	£ -	£ 75.06	4107		FP
25/0514	ICCM	Memorial Inspection Workshop x2	£ 350.00	£ 70.00	£ 420.00	4120/321		FP
25/0515	Cumbria Clock Co Ltd	Annual Peace Clock maintenance	£ 195.00	£ 39.00	£ 234.00	4144		FP
25/0516	Woodland Trust Shop	Trees for Lovers Walk Planing scheme	£ 163.13	£ 32.62	£ 195.75	4405/341		Dcard
25/0517	Integrated Radio Systems	Portable transceiver	£ 130.00	£ 26.00	£ 156.00	4325		FP
25/0518	SLCC	Legionella Webinar for Clerk	£ 57.75	£ 11.55	£ 69.30	4120/321		FP
25/0509	SumUp Card Payments	Card Transaction Fees Dec 2025	£ 22.82	£ -	£ 22.82	4181		CARD
25/0512	Nationwide B/Soc	Notice of Transfer from 45DN Ac	£ 30,000.00	£ -	£30,000.00	n/a		TF
25/0513	Public Sector Dep Fund	Transfer from PSDF Savings	£ 20,000.00	£ -	£20,000.00	n/a		TF
TOTAL JANUARY 2026 PAYMENTS			£ 69,003.99	£ 766.40	£ 69,770.39			