

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL
ON MONDAY 20th JUNE 2022 COMMENCING AT 8.56PM**

Present: Councillors Mrs B Thomas (Chairman), Miss G Widdowfield (Vice-chair), Mr J Paxton, Mr S Laycock and Mr J Selley

In attendance: Mrs C Callen (Clerk)

Minutes: Mrs C Callen

22/073 APOLOGIES FOR ABSENCE – Councillor Mrs G Gardner.

22/074 SPECIFIC DECLARATIONS OF INTEREST – There were none.

22/075 MATTERS ARISING

In 2020, NALC launched a survey to identify the work that local (parish and town) councils were doing to assist those most vulnerable in their communities and gain insight into potential barriers to this progress. Following this, NALC published the [Dementia-Friendly Communities](#) guide, demonstrating the positive impact of building dementia-friendly communities and providing our local councils with the tools to help them develop their own.

Following discussion, it was agreed to discuss this item further at the July Full Council meeting.

ACTION – Members to investigate what groups and activities are already running in the Village to support vulnerable residents.

22/076 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 28th FEBRUARY 2022

A copy of the minutes was provided to members ahead of the meeting. Councillor Thomas **PROPOSED** the approval of the minutes of 28th February, **SECONDED** by Councillor Selley **with 3 in favour and 2 abstentions.**

22/077 TO CONSIDER AND APPROVE THE S137 GRANT POLICY

The draft policy has been prepared by the Clerk, with only minor amendments from the previous year. A copy was provided to members ahead of the meeting. After review, Councillor Thomas **PROPOSED** the approval of the 2022/23 S137 Grant Policy, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED.**

22/078 TO CONSIDER AND APPROVE THE COMPLAINTS PROCEDURE POLICY

The latest version of the Policy was reviewed ahead of adoption at the next Full Council meeting. Councillor Thomas **PROPOSED** the approval of the amended Complaints Policy (V.3.1), **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED.**

22/079 TO CONSIDER HEALTH & SAFETY SUPPORT CONTRACT AND APPROVE RENEWAL

The current contract with Peninsula runs until January 2023. A minimum 6month notice is required to terminate the contract, meaning that it must be done by July 2022. The Clerk recommends renewal of the contract for a further year, to support with management of Health & Safety and Fire requirements for the Parish Council, including staff training modules. Current cost is £107.64 plus VAT per month. Councillor Widdowfield **PROPOSED** approval to renew the Peninsula Health & Safety Support Contract for a further year, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED.**

22/080 TO CONSIDER RENEWAL OF PHOTOCOPIER CONTRACT AND AGREE WAY FORWARD

The current photocopier contract runs to September 2022 (5yr term). Xerox have provided details and costings of the machines currently available as upgrades to the existing machine. If no actions are taken, the contract will move to the secondary rental period with continued use of the existing machine, subject to 90days notice period, and a current rental cost of £81.04 plus VAT per quarter. The Clerk has also requested a quote for a booklet finisher to add to the copier. Following discussion, it was agreed to explore further quotes to enable a comparison to be made. **ACTION – Quotes to be considered at the next meeting.**

22/081 TO CONSIDER EMPTY SHOP UNITS IN VILLAGE AND AGREE ANY ACTIONS

Further to discussion at the June Full Council meeting, members considered possible actions to improve the look of the centre of the Village, with several empty shop units and the broken window at the Post Office.

ACTION – Clerk to write to the Post Office regarding their broken window, in light of safety concerns.

Clerk to also contact the landlords of the empty shop units to request they consider possible short-term lets to local groups.

22/082 UPDATE REGARDING REQUEST FOR A MEMORIAL TREE/BENCH FROM A LOCAL RESIDENT

Since the last meeting, the Clerk has spoken to the local resident. They have been given a Rowan tree ('Tree of Life') which they have mentioned they would like to plant by the War Memorial, if possible. Central Beds Council are currently reviewing their tree planting strategy for the Autumn, including requests for memorial trees. The Clerk has expressed the Parish Council's view that the War Memorial area is not suitable for the memorial. The Clerk has suggested a memorial bench/picnic bench in Arnold Recreation Ground, as recommended by the Parish Council. A meeting has been requested with the family to consider their options.

22/083 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 9.40pm