

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL
ON MONDAY 17th JUNE 2024 COMMENCING AT 8.06PM**

Present: Councillors J Paxton (Chair), J Mikkelson (Vice-chair), A Fletcher, J Selley, A Vale and S Laycock
In attendance: C Callen (Clerk)
Minutes: C Callen

24/059 APOLOGIES FOR ABSENCE – There were none.

24/060 SPECIFIC DECLARATIONS OF INTEREST – There were none.

24/061 MATTERS ARISING

The new gates for the Community Garden are nearly finished and should be installed by the end of the week. The formal opening of the garden can then be arranged. A decision on the Connolly Foundation Grant application has been delayed but should hopefully be received in the next week.

A resident from Harlington, who regularly visits the Village, has enquired whether a public toilet facility could be included for the Village. This request will be considered at the next meeting.

The Village Hall/Doctors meeting has still not been arranged – the chair of the Village Hall can only do evening meetings Tues-Thur. The Clerk will see if a suitable date can be arranged with the Doctors.

Councillor Paxton attended the Chairmanship Training workshop run by BATPC on 13th June. He reported that he found it useful and recommended other councillors consider attending at a future date. He requested that the Clerk re-circulate the Councillor Code of Conduct document, that was adopted in April, to all members.

The Clerk provided an update regarding the insurance liability claim from a resident in Church Road, following damage caused to their property by a falling tree.

The Community Police will be holding another drop-in surgery at the Library, on 9th July between 10am and Noon.

24/062 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 22nd APRIL 2024

A copy of the minutes was provided to members ahead of the meeting. Councillor Laycock **PROPOSED** the approval of the minutes of 22nd April, **SECONDED** by Councillor Laycock **with 2 in favour and 4 abstentions**.

24/063 TO REVIEW AND APPROVE THE COMPLAINTS PROCEDURE POLICY

The latest version of the Policy was reviewed ahead of adoption at the next Full Council meeting. Councillor Paxton **PROPOSED** the approval of the amended Complaints Policy V4.0, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**.

24/064 TO REVIEW AND APPROVE THE GRANT POLICY

The revised policy was 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 Paxton **PROPOSED** the approval of the 2024/25 Grant Policy v12, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

24/065 TO RETROSPECTIVELY APPROVE COST TO SERVICE FIRE EXTINGUISHERS

The annual service of the Fire Extinguishers at the Pavilion and Parish Office was undertaken on 12th June by Be Safe Fire Protection Ltd. Cost incurred was £50 per site. In addition, some of the extinguishers had their 5-year extended service work completed.

Councillor Paxton **PROPOSED** retrospective approval of a total cost of £414 plus VAT, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

- 24/066 TO CONSIDER HEALTH & SAFETY SUPPORT CONTRACT AND APPROVE RENEWAL**
The current contract with Peninsula runs until January 2025. A minimum 6month notice is required to terminate the contract, meaning that it must be done by July 2024. The Clerk recommended 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 £115.18 plus VAT per month. Councillor Paxton **PROPOSED** approval to renew the Peninsula Health & Safety Support Contract for a further year, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.
- 24/067 TO CONSIDER REQUEST FOR GRANT FUNDING**
Councillor Paxton declared a non-pecuniary interest in this item.
Barton-le-Clay Pre-School (Charity) have contacted the Parish to request a grant to assist them with replacing their astro-turf in the garden. They are struggling with flooding issues. The garden is shared with Barton Kids Club (Not-for-Profit organisation).
The two groups each have a contribution but need to raise an additional £8k. The Clerk has provided them with details of the Ward Councillor Grant scheme and the UKSPF Government Community Grant scheme.
They have requested the Parish Council consider supporting them with a £500 small grant. The Parish Council usually consider these requests during July-November, with funds paid out in December.
Following discussion and consideration, Councillor Fletcher **PROPOSED** to decline the request at this time, as it does not meet the terms of the Special Grant criteria in the Grant Policy (3.2), and the sum of £500 would not be sufficient to complete the project. This was **SECONDED** by Councillor Selley **with 5 in favour and 1 abstention**.
ACTION – Clerk to advise the Pre-school of the decision and encourage them to apply for larger grants through the other schemes previously suggested.
- 24/068 TO CONSIDER USE OF THE COMMUNITY PAYBACK SCHEME IN THE VILLAGE**
An email has been received from the co-ordinator of the Community Payback scheme (historically Community Service), to see if the Parish Council have any tasks suitable for them to undertake around the Village – toilet and handwashing facilities and shelter for breaks must be provided. After discussion, it was agreed that the Clerk puts forward to see if suitable arrangements could be made for them to complete the painting of the bus shelters that is due this Summer.
- 24/069 TO CONSIDER SUPPORT FOR THE CAMPAIGN TO IMPROVE THE SAFETY OF LITHIUM ION BATTERIES AND THEIR DISPOSAL**
The Parish Council have been contacted to see if they would support a campaign to improve the safety of lithium batteries and their disposal. Members agreed to defer this item for further discussion after the General Election, in view of the political nature of the proposed bill.
ACTION – Clerk to add this item to the agenda for the July Full Council meeting.
- 24/070 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**
Councillor Paxton confirmed that he would be attending the CPRE Bedfordshire AGM on 18th June.

The meeting closed at 8.35pm