

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PAVILION, LUTON ROAD SPORTS FIELD
ON MONDAY 23rd JUNE 2025 COMMENCING AT 8.44PM**

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

25/074 APOLOGIES FOR ABSENCE – There were none.

25/075 SPECIFIC DECLARATIONS OF INTEREST – There were none.

25/076 MATTERS ARISING

The Clerk and Councillor Qureshi attended the Village Hall Committee AGM on 12th June. There were no additional individual members of the public in attendance, despite the advertising, but one volunteer from Helping Hands has agreed to become a member. A new Chair was appointed from the Group representatives. The changes requested to add a trustee who is also a paid employee/contractor have now been approved by the Charity Commission and were approved at the meeting, allowing the owner of Up Stage to become a Trustee going forward. Unfortunately, the new Treasurer was not in attendance but is reported to be getting on well in taking things over. The CCTV Policy is still outstanding and following a few recent disturbances, the Data Controller is keen to get this switched back on as soon as possible for safety concerns. This will be discussed at their next meeting.

Arnold Academy have invited the Parish Council to attend their Award Ceremony on 10th July. Councillor Rudd has agreed to attend. A second Council would be welcome to join him, if anyone is available.

25/077 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 24th MARCH 2025

A copy of the minutes was provided to members ahead of the meeting. Councillor Paxton **PROPOSED** the approval of the minutes of 24th March, **SECONDED** by Councillor Mikkelson **with 5 in favour and 1 abstention**.

25/078 TO REVIEW AND APPROVE THE GRANT POLICY

The revised policy was prepared by the Clerk, with amendments from the previous year highlighted in yellow. A copy was provided to members ahead of the meeting. After review, Councillor Paxton **PROPOSED** the approval of the 2025/26 Grant Policy v13, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

25/079 TO RETROSPECTIVELY APPROVE COST TO SERVICE FIRE EXTINGUISHERS

The annual service of the Fire Extinguishers at the Pavilion and Parish Office was undertaken on 5th June by Be Safe Fire Protection Ltd. Cost £50 per site. In addition, one of the extinguishers in the Office had its 5-year extended service work completed (last done in 2020) at a cost of £49. Councillor Paxton **PROPOSED** retrospective approval of the total cost of £149 plus VAT, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

25/080 TO CONSIDER CONTINUATION OF THE HEALTH & SAFETY SUPPORT CONTRACT

The current contract with Peninsula runs until January 2026. A minimum 6month notice is required to terminate the contract, meaning that it must be done by July 2025. Current cost is £115.18 plus VAT per month. WorkNest have provided an alternative quote for H&S Support at £1700 plus VAT pa. 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. Councillor Paxton **PROPOSED** approval to renew the Peninsula Health & Safety Support Contract for a further year, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

25/081 TO CONSIDER AND APPROVE BI-ANNUAL ELECTRICAL APPLIANCE PAT TESTING COSTS

The bi-annual electrical appliance PAT testing is due in July for the Pavilion and Parish Office. Pure-Pat have provided their usual quote for this service at £75 plus VAT attendance fee and £1.45 per item tested (previously 76 items). Microwave emissions testing £7 and any safety plug replacement required is charged at £4.95. Councillor Paxton **PROPOSED** the approval of a maximum £250 plus VAT to cover the cost of this year's testing, **SECONDED** by Councillor Selley with **5 in favour and 1 against**.

25/082 TO REVIEW AND APPROVE VARIABLE DIRECT DEBIT MANDATES

As per Financial Regulations 7.9, a bi-annual review of all Direct Debit mandates must be undertaken. A list of all mandates currently in place was provided to members. Following review, Councillor Paxton **PROPOSED** the approval to continue with these payment mandates, as per the following schedule. This was **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

Beneficiary	Usage
<ul style="list-style-type: none">British GasBritish Gas LiteEDF EnergyCentral Bedfordshire CouncilCopybox Document Systems LtdEverflow LtdNESTPeninsula Business ServicesPuzzle Technology LtdSuez Recycling and Recovery LtdTower Leasing LtdVirginmedia Business	<ul style="list-style-type: none">Electricity Supply at PavilionGas Supply at PavilionElectricity Supply at OfficeBusiness Rates for Office and PavilionPhotocopier usageWater Supply at Office, Pavilion, AllotmentsStaff Pension ProviderH&S Support ContractIT Support / Telephone ServiceSkip Hire – Office, AllotmentsOffice Photocopier HireFibre Broadband service for IT

25/083 TO CONSIDER AND APPROVE PURCHASE OF SCAFFOLD PLATFORM

Following the incident with the step ladder at the War Memorial, the Groundsmen have requested a 'hop-up' or small scaffold tower be purchased to assist them with occasional jobs requiring work at height. Councillor Fletcher advised that any ladder used should have a handrail, as well as conform to EN131. She will provide some suitable options for consideration at the next meeting.

25/084 TO CONSIDER SUGGESTED OPTIONS FOR THE FORMER PLAY AREA ON PARK MEADOW CLOSE AND AGREE RESPONSE TO THE MANAGEMENT COMPANY

Ward Councillor Childs has chased Greenbelt Group Ltd regarding repairs and maintenance at the derelict playground site, in response to a request from a resident. They have now contacted the Parish Council for their views on suggested improvements, including benches, plants, gravel and grass options. The Parish Council would not be in favour of benches which would be of limited value in this area and could encourage anti-social behaviour. After discussion and consideration, Councillor Paxton **PROPOSED** to recommend low maintenance landscaping and turf be laid with an ongoing maintenance programme, **SECONDED** by Councillor Mikkelsen and **UNANIMOUSLY CARRIED**.

25/085 TO CONSIDER BUSINESS RATES AUDIT FOR THE SPORTS PAVILION

The Clerk has been approached by Goodman Nash Ltd to undertake a property audit to look at possible savings in Business rates at the Pavilion. This would be on a no-win-no-fee basis. Examples of what they have achieved for other clients were provided. Given the longer-term change of use at the Pavilion with the proposed 3G Project, it was recommended that this be deferred until the future use of the Pavilion is agreed.

25/086 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 9.25pm