

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE
ON MONDAY 19th JANUARY 2026 COMMENCING AT 8.21PM**

Present: Councillors J Paxton (Chair), A Fletcher, J Selley, S Laycock and A Vale

In attendance: C Callen (Clerk)

Minutes: C Callen

25/394 APOLOGIES FOR ABSENCE – These were received from Councillor J Mikkelson

25/395 SPECIFIC DECLARATIONS OF INTEREST – There were none.

25/396 MATTERS ARISING

Finance Software - Under the terms of the Rialtas Business Solutions Platinum Scheme 5y contract, the Clerk has requested 10 preferred Year End closure dates during April/May and is waiting for confirmation.

The Assistant Clerk has completed the first online session of Canva training to help produce graphics for posters/flyers, etc. The second session is booked for 21st January. It would be beneficial to sign up to the paid Canva Pro service, to give more variety of graphics. Councillor Paxton **PROPOSED** to recommend approval of a cost of £100pa for Canva Pro (1x licence) to be paid from the Neighbourhood Plan EMR for 2026. This was **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. This cost will be retrospectively ratified at the next Full Council meeting.

The Rangers completed their brushcutter training in December and one is scheduled to complete his hedgecutting training on 21st January.

As discussed at the December Full Council Meeting, 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. Members agree to arrange an initial meeting with them for further information.

Councillor Paxton is due to attend the Budget Briefing meeting at Central Beds Council on 20th January and will provide an update via email and at the next meeting.

25/397 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 1st DECEMBER 2025

A copy of the minutes was provided to members ahead of the meeting. Councillor Paxton **PROPOSED** the approval of the minutes of 1st December, **SECONDED** by Councillor Selley **with 4 in favour and 1 abstention**.

25/398 TO CONSIDER AND APPROVE THE ANNUAL INVESTMENT POLICY

The Clerk has reviewed and updated the existing Policy. A copy was provided ahead of the meeting. Councillor Paxton **PROPOSED** approval of the updated Annual Investment policy version 8.0, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

25/399 TO CONSIDER PURCHASE OF A BLEED CONTROL KIT FOR THE VILLAGE

Details of what a Bleed Control Kit consists of and why it might be required have been sent to the Parish Council for consideration. Following discussion, it was agreed that the Village is a low-risk setting and there is nowhere suitable to locate the kit so that it would be readily available in an emergency. Therefore, the Parish Council declined to pursue this purchase.

25/400 TO CONSIDER AND APPROVE NEW BROADBAND CONTRACT

The current Broadband contract has expired and the service is now being moved to Virgin Media Business standard terms. The Council have previously recommended renewing the fibre

broadband fixed contract with Virgin Media to support the computers and telephony in the Office (24/249). The Clerk has now discussed the contract with Virgin Media and agreed to move to their Voom 400 fixed tariff for the next 24 months. This will reduce the monthly charge from £47 per month to £35 per month, with an increase in speed to 400Mbps. They have also agreed a 25% discount in the first 12 months (to £26.25) as part of their January Sale. Councillor Paxton **PROPOSED** retrospective approval of the new Virgin Media 24month contract, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

25/401 UPDATE REGARDING WASTE COLLECTION CONTRACT AND TO CONSIDER AND APPROVE WAY FORWARD

Following discussion at the last Full Council Meeting, the Clerk has requested quotes to consider the best way to manage the General and Green Waste. These have not yet been received. This item will be carried forward to the next Full Council meeting.

25/402 TO ACKNOWLEDGE THE REVIEW AND UPDATE TO THE RISK ASSESSMENT ACTION PLANS

The Risk Assessment Action Plans were agreed in February 2025. These have been progressed over the year, as time allows, and the Clerk has now undertaken an interim review. Members acknowledged the summary.

The Clerk has put together a data map to assist with the audit of personal data held. Members agreed that there is still a lot of work required to complete these Plans over the coming months, which the Office staff do not have the time to do. As the Parish Council is the Data Controller, it has a duty to manage the personal information held by the Council. It was agreed that the Councillors would help to review files on a rota basis, and shred anything no longer required. Councillor Fletcher agreed to make a start on 29/30th January.

25/403 TO REVIEW AND AGREE THE PARISH COUNCILS ACTION PLAN 2026/27 FOR THE POLICIES AND RESOURCES COMMITTEE

The draft Plan has been drawn up by the Clerk, following the Budget review at the end of 2025. It was suggested to add a section regarding a feasibility study to make better use of Parish Council facilities. The committee were happy with the amended plan proposed in respect of Policies & Resources to be put forward for adoption at the next Full Council meeting. Therefore, Councillor Paxton **PROPOSED** approval of the amended draft Action Plan 2026/27, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

25/404 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 9.20pm