

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL
ON MONDAY 15th JUNE 2026 COMMENCING AT 8.10PM**

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

26/070 APOLOGIES FOR ABSENCE – There were none.

26/071 SPECIFIC DECLARATIONS OF INTEREST – There were none.

26/072 MATTERS ARISING

Councillor Fletcher has overviewed the latest version of the Lease for Barton Rovers FC (BRFC). Queries will be taken up with the Solicitors. The telemast Heads of Terms's have been progresses but are awaiting completion of the overall BRFC Lease. BRFC are arranging to move the access gate for the T-Mobile/Vodafone mast, so that it can be accessed directly from the Access Road and have no impact on the Football Club. The O2 mast can also be accesses via the Access Road, although it is set within a separate compound within the Football Club grounds.

Councillors queried the new hirer at BRFC, who appears to be selling second hand cars. The Clerk has discussed the matter with the Chair of BRFC, who confirms that the cars are just being stored on their site on a temporary basis. Any sales would need a change of use planning application. Councillors requested an update by 19th June on when the cars would be moved off site.

The Clerk last undertook a review of the Risk Assessments in March 2026. Action Plans are still in place regarding the outstanding Data Protection procedures. These will be reviewed over the next quarter to ensure full compliance.

Councillors Paxton and Selley are arranging to sort out their council email accounts, which are not currently working.

26/073 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 30th MARCH 2026

A copy of the minutes was provided to members ahead of the meeting. Councillor Paxton **PROPOSED** the approval of the minutes of 30th March, **SECONDED** by Councillor Mikkelson **with 2 in favour and 4 abstentions**.

26/074 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 2026/27 Grant Policy v14, **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

26/075 TO REVIEW AND APPROVE THE COMPLAINTS PROCEDURE

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 Complaints Procedure v5, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**.

26/076 TO RETROSPECTIVELY APPROVE COST TO SERVICE FIRE EXTINGUISHERS AND CONSIDER WAY FORWARD WITH POTENTIAL REPLACEMENT

The annual service of the Fire Extinguishers at the Pavilion and Parish Office was undertaken on 9th June by Be Safe Fire Protection Ltd. Cost £60 per site. Councillor Paxton **PROPOSED** retrospective approval of the total cost of £120 plus VAT, **SECONDED** by Councillor Fletcher and **UNANIMOUSLY CARRIED**.

It was suggested in the latest Fire Risk Assessment, that the Parish Council should consider replacing the current extinguishers with P50 Service-Free Fire Extinguishers. These cost c. £160 plus VAT each (total 7 in situ), and do not require servicing/replacing for 10 years. The current extinguishers are not due for replacement until 2029. It was also suggested that only one extinguisher is needed for the Office, to be relocated centrally (currently 2x Water & 1x CO2, located by both exits). Be Safe Fire Protection Ltd advise that a minimum of 26A rating is required for the Office (2x extinguishers) and that they should be next to the exits. Councillor Fletcher expressed a pecuniary interest in this matter, as her business undertook the Fire Risk Assessment. She explained the rationale behind the proposed changes. Following discussion, it was agreed that any replacement costs will need to be included in the 2027/28 Budget and will be revisited in November by the Committee.

26/077 TO CONSIDER CONTINUATION OF THE HEALTH & SAFETY SUPPORT CONTRACT

The current contract with Peninsula runs until January 2027. A minimum 6month notice is required to terminate the contract, meaning that it must be done by July 2026. Current cost is £123.34 plus VAT per month. WorkNest provided an alternative quote for H&S Support in 2025 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 Laycock and **UNANIMOUSLY CARRIED**.

26/078 UPDATE REGARDING THE DAMAGED CHRISTMAS LIGHTS AT GALE COURT AND TO CONSIDER REPAIR COSTS AND PURCHASE OF ANY ADDITIONAL CHRISTMAS LIGHTS

As reported at the last Full Council meeting, the tree outside Gale Court has had a significant branch fail. This has resulted in two of the mistletoe clusters being damaged. There are still 4 clusters in the remaining tree. The lights have been disconnected from the lamp post. Due to poor health, the remaining tree may have to be felled. Lamps & Tubes quoted £650 plus VAT to come out and remove the lights from the tree, if required.

In addition, Lamps & Tubes have provided details of ex-rental lights we may be interested in purchasing to expand our display. A specific quote can be provided if required, but as an indication, the 1.5m Snowflakes & Spray decorations are £75 plus VAT. There will be additional costs for connection to the lamp posts and seeking Central Beds Council permission. EMR currently sits at £6k, although some of this will be needed for repairs/replacement for the existing lights. After consideration, it was agreed that no additional lights would be purchased for the 2026 display. A decision regarding the Gale Court lights will be made once the future of the tree is known.

26/079 TO ACKNOWLEDGE INCREASED PRICING FOR THE IT MANAGED SERVICES FROM 1st SEPTEMBER 2026

Puzzle Technologies have advised that there will be an increase in pricing for their managed services from 1st September 2026 of £17.25 plus VAT per month. This was acknowledged.

They have subsequently provided notification that the telecoms service will receive an increase from September of c. £5.13 plus VAT per month. This was noted by members and there is sufficient allowance in the budget for this increase.

26/080 TO CONSIDER AND APPROVE COST TO REPLACE THE OFFICE WATER HEATER

As highlighted in the recent Fire Risk Assessment, the water heater in the Office kitchen leaks, despite previous efforts to repair. It now needs replacing. SJB Innovations Ltd have quoted for a replacement and to relocate the power switch currently above the sink. Cost £641.20 plus VAT. It was agreed to defer this item to the next meeting whilst further quotes are obtained.

26/081 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA – There were none.

The meeting closed at 8.42pm