

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE  
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL  
ON MONDAY 25<sup>th</sup> OCTOBER 2021 COMMENCING AT 8.45PM**

Present: Councillors Mrs B Thomas (Chairman), Mr J Paxton (Vice-chair) and Mr J Selley  
In attendance: Mrs C Callen (Clerk)  
Minutes: Mrs C Callen

**21/283 APOLOGIES FOR ABSENCE** – Councillor Mrs G Gardner and Mr A Channon.

**21/284 SPECIFIC DECLARATIONS OF INTEREST** – There were none.

**21/285 MATTERS ARISING**

Re **Minute No. 21/143.3** – The planters funded from the Welcome Back Fund were installed on 22<sup>nd</sup> October in Bedford Road and Windsor Parade. The bike rack has been delivered and is awaiting installation. Signage will be required to show who funded these and quotes will be provided at the next meeting.

Re **Minute No. 21/128.2** – An initial working party meeting was held on 13<sup>th</sup> October, chaired by Councillor Paxton, with representatives from local groups, organisations and schools, to discuss possible plans to celebrate HM The Queens Platinum Jubilee weekend 2<sup>nd</sup>-5<sup>th</sup> June 2022.

Re **Minute No. 21/240** – Councillors Thomas and Selley and the Assistant Clerk are due to meet with the consultant to discuss the draft Leisure Strategy for the Village on 2<sup>nd</sup> November.

**21/286 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 4<sup>th</sup> OCTOBER 2021**

A copy of the minutes was provided to members ahead of the meeting. Councillor Thomas **PROPOSED** the approval of the minutes of 4<sup>th</sup> October 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

**21/287 TO RETROSPECTIVELY APPROVE THE ADDITIONAL COST TO PURCHASE A FIRE-PROOF FILING CABINET FOR THE PARISH OFFICE**

Re **Minute no. 21/236** At the last meeting the Committee approved the cost to purchase a fire-proof filing cabinet for the office. When the Clerk went to purchase the cabinet, the price had gone up on the 1<sup>st</sup> October (between Committee meeting 27<sup>th</sup> Sept and ratifying at Full Council 11<sup>th</sup> Oct). The new cost was £1104 plus VAT (£62 increase). Also, the cabinet is 266kg so will not qualify for the free delivery to our door as we will need it brought into the building – there was an additional delivery charge of £63.

After reference to Councillors Thomas and Gardner, it was agreed to proceed with the order. Councillor Thomas **PROPOSED** retrospective approval of the additional cost of £125 plus VAT for the 4-draw Phoenix Vertical Fire File 2254 from Safelincs at a total cost of £1167 plus VAT, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

**21/288 TO CONSIDER AND APPROVE THE S137 GRANTS FOR 2021/2022**

A summary of grant applications was provided to all committee members prior to the meeting. The 2021/22 budget for small grants had been set at £3,500. Councillor Paxton declared a non-pecuniary interest in Barton Kids Club, Ramsey Manor Lower School PTA, Ramsey Manor Football Club, Barton Players, Unity Hall and Barton Helping Hands as members of his family all utilise these organisations. The committee reviewed all grant applications received and reached a consensus on the proposed 2021/22 grants shown below:

ORGANISATION	ORGANISATIONS ACTIVITIES	GRANT REQUIRED FOR	COST OF PROJECT	AMOUNT SOUGHT	LAST YEAR AMOUNT GRANTED	PROPOSED GRANT 2021/2022
Barton Helping Hands	Local volunteers who provide time and transport to any residents of the village in need	Annual Public Liability Insurance	£173.63	£173.63	£200.00	£173.63
Unity Hall	Scouting & Guiding HQ	Purchase of a garden strimmer (petrol or cordless)	£324.00	£250.00	£300.00	£250.00

<b>Barton Carpet Bowls Club</b>	Social and sporting club to promote the game of indoor carpet bowls for those aged 14+	Purchase of an electric carpet winder	£7666.00 (£4125.12 raised from Co-op Grant)	£1000.00+	Nil	£375.00
<b>Barton-le-Clay Bowling Club</b>	Outdoor bowling club, providing coaching and bowling from club to county level and social activities for members	Purchase of a lawn mower	£6853.91	£500.00	Nil	£350.00
<b>Noah's Ark</b>	Non-profit making group offering a weekly get-together for parents/carers and pre-school aged children.	Purchase of Picnic Mats for use in the garden for outdoor sessions with babies & toddlers	£50.00	£50.00	£100.00	£50.00
<b>The Barton Players</b>	Amateur Dramatic Society	Purchase of additional staging to expand Youth Productions	£1000.00	£500.00	Nil	£500.00
<b>Barton Kids Club</b>	Wraparound childcare for 4-11 year old children attending Ramsey Manor Lower School and Arnold Academy, including Holiday Club. Run by Parent Volunteers	Purchase replacement gym mats (20yrs old)	£200.00	£200.00	£275.00	£200.00
<b>Barton Scout Troop</b>	Weekly Scout Group with an active outdoor programme. Aimed at young people in the village from 10yrs to 15yrs	Purchase mess tent and pioneering poles	£600.00	£500.00	Nil	£400.00
<b>Ramsey Manor Football Club</b>	School/community football club run by volunteers for children aged 5-10yrs	Funding for first aid training, child protection training, DBS Checks, Coaching qualifications	£2000.00	£1000.00	Nil	£500.00
<b>Ramsey Manor Lower School PTA</b>	Parents, students and teachers working together to raise money from organised events to improve the school	Purchase of Gardening Club equipment	£300.00	£300.00	£200.00	£100.00
<b>Harlington Upper School</b>	Educational establishment for children aged between 13 and 18	Prizes for annual awards evening	£125.00	£125.00	£125.00	£125.00
<b>Arnold Academy</b>	Educational establishment for children aged between 9 and 13	Prizes for annual Year 8 leavers award evening	£50.00	£50.00	£50.00	£50.00
<b>Gale Court Residents</b>	Sheltered housing for elderly residents	Lunch/entertainment event	Approx. £325	£325.00	£300 (not spent 2020/21)	£325.00
<b>TOTAL</b>						<b>£3498.63</b>

Councillor Thomas **PROPOSED** the approval to allocate grants totalling £3498.63 as per the schedule of S137 grants above, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

**21/289 TO CONSIDER AND APPROVE THE SOCIAL MEDIA POLICY**

A new Policy was drawn up by the Clerk, after reference to guidance provided by NALC and SLCC. Following discussion, Councillor Thomas **PROPOSED** that the draft Social Media and Electronic Communication Policy version 1.0 be approved, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

**21/290 UPDATE REGARDING THE VILLAGE HALL FACILITY AND CONSIDER WAY FORWARD**

As discussed at the last meeting, a feasibility study is really needed to progress any strategy for improving the current Village Hall facility. This will be a key item when looking at S106 funds from developers. Councillor Roberts attended the Village Hall Committee meeting on 14<sup>th</sup> October. At the meeting, they agreed to undertake the feasibility study to review options for an improved Village Hall able to better serve the needs of the expanding Village. The cost of the study is c. £6k. The Village Hall Committee have requested the Parish Council consider sharing the cost. It is suggested that a joint meeting between the Hall Committee and the PC be held to discuss the best way to proceed.

**ACTION – Clerk to arrange joint meeting**

**21/291 TO CONSIDER AND APPROVE COST FOR RIALTAS BUSINESS SOLUTIONS YEAR END LOYALTY SCHEME**

Rialtas Business Solutions have launched a cost-saving scheme for Parishes looking to commit to utilising their Year-End Closedown support for a three-year term. The loyalty scheme provides 7% saving on the standard cost for the Year-End Closure. In addition, the Council will have priority to choose its preferred closedown date.

This service has been used by the Parish Council each year previously, saving the Clerk time from having to complete all the processes and providing an overview of any potential issues that might arise when completing the annual AGAR. The Cost for 2022 is £600 plus VAT – 7% saving on this would be £42 plus VAT. After consideration, Councillor Thomas **PROPOSED** approval to sign up for the 3year RBS Year-End Loyalty Scheme, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

**21/292 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

The Clerk has been unable to fix the tariff for the electricity contract for the Parish Office, currently with Scottish Power, due to the volatility in the energy market. It was agreed that this item should be carried forward to Full Council to delegate authority to the Clerk to action the contract on behalf of the Council.

The costs to deliver the latest Parish Newsletter have already been budgeted for and will be retrospectively approved at the next Full Council meeting.

The meeting closed at 9.45pm