

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD ONLINE
ON TUESDAY 27th APRIL 2021 COMMENCING AT 9.07PM**

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

20/755 APOLOGIES FOR ABSENCE – Councillor Mr A Channon

20/756 SPECIFIC DECLARATIONS OF INTEREST – There were none.

20/757 MATTERS ARISING

The Clerk attended the SLCC Regional Training Seminar on 21st April. She found this informative on several subjects, particularly around Year End Governance and GDPR and will be looking to introduce the learnings into her procedures in due course.

The Clerk has submitted a response to MHCLG on behalf of the Parish Council in respect of their Local Authority Remote Meetings: Call for Evidence survey.

The Parish Office has reopened to the public – usual hours of 10am to 12noon. The Covid-19 Risk Assessment has been reviewed and updated accordingly.

Minute no. 20/697.3 - The Clerk has booked the main hall at the Village Hall for 10th May, 14th June and 12th July for the Full Council meetings. A full Covid-19 Risk Assessment will be completed ahead of the meetings.

Minute reference 20/581 - The outstanding item regarding the telemasts at Barton Rovers/Sports Field has been deferred to the next meeting due to lack of update available.

Councillor Paxton advised that the headteacher from Ramsey Manor Lower School is retiring at the end of the Summer term. The current head of Westoning Lower School will replace her for the next 12months, in addition to her existing role.

ACTION – Clerk to send a letter to Mrs Freaks to wish her well in her retirement. Clerk to advise Councillor Day as School Liaison councillor.

20/758 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 29th MARCH 2021

A copy of the minutes was provided to members ahead of the meeting. Councillor Thomas **PROPOSED** the approval of the minutes of 29th March 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/759 TO CONSIDER AND APPROVE WAIVING THE QUARTERLY WATER PAYMENT FROM UNITY HALL

Unity Hall have provided their quarterly meter reading for the period January to March 2021. This calculates to a figure of £24.52 due for water usage for the period. The Parish Council have previously waived the quarterly charges since April 2020, totalling £154.31, due to the impact of the Pandemic on their facility. Unity Hall users have been gradually resuming their activities since restrictions were lifted in late March.

Councillor Thomas **PROPOSED** the approval to waive the water payment of £24.52 for quarter ending March 2021, resulting in a total of waived charges to date of £178.83, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

20/760 TO CONSIDER AND APPROVE VALUATION COSTS FOR THE DOCTORS SURGERY AND AGREE WAY FORWARD

The Clerk has contacted Kirkby Diamond LLP who have undertaken valuations for the Parish Council in the past. They have seen copies of the leases and understand the request. A copy of their quote and guidance was provided to members ahead of the meeting.

Members discussed whether permission is allowed by the Secretary of State to sell the freehold of the land, given that it was originally allocated allotment land. This needs to be clarified before any valuation costs are incurred.

ACTION – Clerk to investigate the legal position regarding the land in question and to report back at the next meeting.

20/761 TO RETROSPECTIVELY APPROVE THE RENEWAL COSTS FOR THE ZOOM LICENCE

Given the Council's desire to continue with remote online meetings where possible, the Clerk has looked to renew the Zoom licence which expired on 24th April. A 20% discount was offered to

renew the licence ahead of this date. Therefore, the Clerk has renewed the licence for 12 months at a cost of £94.28 (Full cost £119.90).

Councillor Thomas **PROPOSED** the retrospective approval of the Zoom licence fee of £94.28 for 12 months, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/762 TO CONSIDER AND APPROVE THE DRAFT MAINTENANCE SCHEDULE 2021-22

A draft schedule has been prepared by the Clerk, with reference to the Groundsman. A copy was provided to members ahead of the meeting. After review, Councillor Thomas **PROPOSED** the approval of the Maintenance schedule 2021-22, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/763 TO CONSIDER AND APPROVE THE DRAFT ADMINISTRATION SCHEDULE 2021-22

A draft schedule has been prepared by the Clerk. A copy was provided to members ahead of the meeting. After review, Councillor Thomas **PROPOSED** the approval of the Administration Schedule 2021-22, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

20/764 TO CONSIDER THE POLICE & CRIME COMMISSIONER'S YOUTH SPACE GRANT FUND 2021/22 AND APPROVE ANY APPLICATION

Details of the Grant Fund were provided to members ahead of the meeting. The deadline for applications is 7th May. After discussion, it was agreed that no application should be completed on this occasion, given that there is currently no suitable project in the pipeline and a lack of match funds available.

20/765 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There was none.

The meeting closed at 9.43pm