

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL
ON MONDAY 28th JUNE 2021 COMMENCING AT 9.27PM**

Present: Councillors Mrs B Thomas (Chairman), Mr J Paxton (Vice-chair), Mrs G Gardner and Mr J Selley

In attendance: Mrs C Callen (Clerk)

Minutes: Mrs C Callen

21/108 APOLOGIES FOR ABSENCE – Councillor Mr A Channon

21/109 SPECIFIC DECLARATIONS OF INTEREST – There were none.

21/110 MATTERS ARISING

Minute no. 20/760 – With reference to the request from the Doctors Surgery to purchase the freehold to the land they currently lease, the Clerk is still trying to get a response from the Secretary of State to confirm that this can be progressed. This will be discussed at the next Committee meeting, once more information is available.

The Parish Council have been approached again by the agent working for Cellnex, regarding the possibility of purchasing the freehold, or a 30yr leasehold, for one of the telemast sites on the Barton Rovers FC land. There would be additional rights. They are willing to offer £40k, subject to contract. Members did not feel they wished to progress this at the present time as it could restrict use of the land.

As previously reported, Civic Leaders are being encouraged to lead their communities in remembrance and tribute to the NHS, Social Care and Key workers and those who have sadly passed away due to COVID on 5th July 2021. It was agreed that no formal actions would be undertaken for Barton-le-Clay.

A request has been received from Barton Christmas Lights to see if the Parish Council has any space for them to store their lights, as the current provider has significantly increased their costs. Further details have been requested and this item will be considered at the Full Council meeting on 12th July.

The Clerk advised that she has been discussing the Council's Insurance renewal with alternative providers and should be able to secure a reduction in premiums. Quotes will be considered at the next meeting, ahead of renewal due at the end of September.

21/111 TO APPROVE THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE MEETING HELD ON 27th APRIL 2021

A copy of the minutes was provided to members ahead of the meeting. Councillor Thomas **PROPOSED** the approval of the minutes of 27th April 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

21/112 TO RETROSPECTIVELY APPROVE COST TO SERVICE FIRE EXTINGUISHERS

The annual service of the Fire Extinguishers at the Pavilion and Parish Office was undertaken on 18th June by Be Safe Fire Protection Ltd. Cost incurred was £45 per site plus safe disposal of an old extinguisher at the Pavilion £3.95.

Councillor Thomas **PROPOSED** retrospective approval of a total cost of £93.95 plus VAT, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

21/113 TO CONSIDER AND APPROVE REPLACEMENT PARISH SKIP FOR THE ALLOTMENT SITE

Following discussion at the Leisure Committee meeting, the Clerk has investigated the cost for putting a temporary lockable skip back on the allotment site to improve security and allow for disposal of surplus waste from the site over the Summer. The current supplier (Cawleys) has very few adhoc closed skips available. However, they can provide an 8yd REL for the site (250kg) at a cost of £56 per lift (0.17p per kilo excess) plus £10.50 rental per month. This is similar to the previous contract. The minimum contract is usually 12months, but the Clerk has negotiated with Cawleys that we can change from fortnightly collections to four weekly collections in the quieter winter months to save on costs, with a reduction down to £49 for 200kgs per lift plus the £10.50 monthly rental.

The Parish Council currently pay £18.17 per lift for the 1100lt carts at the Allotments and the Parish Office. Annual cost £945, plus any excess charges. The REL would cost a max £1582pa

or £1173pa with 6mths reduction with 4wkly collections during the Winter months. Precept Budget for skip for 2021-22 was £1100.

Following discussion, considering the pros and cons of having a skip on the allotment site, Councillor Thomas **PROPOSED** approval to switch to an 8 yard REL for 12 months, to be situated at the Allotments to replace the two 1100lt carts at the Allotments and Parish Office. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

21/114 TO CONSIDER AND APPROVE WAY FORWARD WITH WELCOME BACK FUND

Minute 21/030.6 – The Clerk submitted a plan to Central Beds Council on 19th May regarding the Welcome Back Fund, as discussed at the Council meeting. CBC are awaiting written confirmation regarding the funding from Government, but verbally they have been advised that the 81 projects they put forward have been approved - £256k awarded. The Clerk and Chairman met with CBC on 22nd June to discuss the delivery of the funding to Parish Councils.

The Parish Council requested:

Public Noticeboard – c.£1000 – for local businesses to advertise/Covid guidance in the centre of the Village (by Library?)

3x Planters & Plants – c.£2000 – for beautification and barriers for social distancing in the centre of the Village/Windsor Parade

1x Planter & Plants – c.£500 – Aid social distancing in public space where cars park to access Nature Reserve (top of Old Road)

Bike storage rack – c.£500 – encourage visitors to centre of Village without increasing pressure on limited parking.

Quotes are required to be submitted by mid-July with installation proposed for August.

The Clerk provided details of possible suitable options to purchase. Quotes will be considered at the next Full Council Meeting.

ACTION – Clerk to contact Councillor Channon to discuss the bike rack options regarding style and location.

21/115 TO CONSIDER AND APPROVE THE 2021/22 S137 GRANT POLICY

The draft policy has been prepared by the Clerk, with only minor amendments from the previous year. A copy was provided to members ahead of the meeting. After review, Councillor Thomas **PROPOSED** the approval of the 2021/22 S137 Grant Policy, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

21/116 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 £60 plus VAT attendance fee and £1.25 per item tested (previously 55 items but will be a few more this time given new IT).

Microwave emissions testing £5.50 and any safety plug replacement required is charged at £4.25. Councillor Paxton **PROPOSED** the approval of a maximum £150 plus VAT to cover the cost of this year's testing, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

21/117 TO REVIEW AND APPROVE VARIABLE DIRECT DEBIT MANATES

As per Financial Regulations 6.7, 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 Thomas **PROPOSED** the approval to continue with these payment mandates, as per the following schedule. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

Beneficiary	Usage
<ul style="list-style-type: none"> • British Gas • British Telecom • F & R Cawley • Central Bedfordshire Council • Crown Gas & Power • Everflow Ltd • NEST • Peninsula Business Services • Puzzle Technology Ltd (previously Antechs Business Support Ltd) • Scottish Power • Virginmedia Business • Xerox Finance Ltd • Xerox UK Ltd 	<ul style="list-style-type: none"> • Electricity Supply at Pavilion • Telephone & Broadband Service • Skip Hire – Office, Allotments, Burial Grd • Council Tax for Office and Pavilion • Gas Supply at Pavilion • Water Supply at Office, Pavilion, Allotments • Staff Pension Provider • H&S Support Contract • IT Support • Electricity Supply at Office • Fibre Broadband service for IT • Office Photocopier Hire • Office Photocopier Usage

21/118 TO CONSIDER AND APPROVE COSTS FOR THE CLERK TO UNDERTAKE CYBER AWARENESS E-COURSE

It is reported that Online fraud has increased by 70% during the Pandemic. Councils are particularly vulnerable as so much information is available in the public domain. SLCC have put together a six-month online training course (total c.8hrs study time) delivered by experts in cyber security and secure cloud computing for local council sector. The course uses bite-sized learning via email. It is recommended for Council's to commit to cyber security to satisfy auditors and the Data Commission. Councillor Thomas **PROPOSED** approval for the Clerk to undertake the course at a cost of £49 plus VAT, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

21/119 UPDATE REGARDING REQUEST FOR A BARTON ROCKS MEMORIAL AREA

As previously discussed, the Parish Council were approached by several residents to see if a suitable site could be found to build a lasting memorial from the painted pebbles and rocks that were left around the village for people to find during Lockdown. Members agreed that it was important to mark the situation using these souvenirs. It was agreed last Autumn that Councillor Paxton would investigate options with the Barton Rocks Group and the Lower School PTA regarding collection of the rocks to ascertain numbers, etc. Since then, further rocks were painted in November for Remembrance Day, and several have been left by the War Memorial. Councillor Paxton has put a message on Social Media for people to hand any rocks they still have in at the Parish Office. Once collected and numbers are known, this item can be discussed further.

21/120 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

Councillor Paxton advised that the local Beaver Scout Group are looking for a new leader to ensure the group can continue. Adverts have been put up on the Parish Noticeboards.

The meeting closed at 10.21pm