

**MINUTES OF A MEETING OF THE POLICIES & RESOURCES COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD ONLINE
ON MONDAY 29th MARCH 2021 COMMENCING AT 8.47PM**

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

20/672 APOLOGIES FOR ABSENCE – Councillor Mr J Paxton

20/673 SPECIFIC DECLARATIONS OF INTEREST – There were none.

20/674 MATTERS ARISING

The Clerk has had an online review meeting with the Peninsula Health & Safety Consultant. All the correct processes are in place and no issues have been raised. The next review will be held in October 2021.

The Groundsman has now attended his final course – Safe use of Mowers – and is already putting it to good use around Sports Field and Burial Ground.

The TSB Online Banking has now been set up and a training session is to be arranged with the authorisers to ensure everything runs smoothly from the April payments.

The Clerk is still trying to clarify the situation regarding the Christmas Tree base in Maulden and will update the Council once details are available.

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.

Minute reference 20/583 - The Clerk confirmed that a response had been sent to NALC regarding the consultation on the MHCLG 'Right to Regenerate' proposal, as agreed at the last meeting.

20/675 APPROVAL OF THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE HELD ON 22nd FEBRUARY 2021

A copy of the minutes was provided to members ahead of the meeting. Councillor Thomas **PROPOSED** the approval of the minutes of 22nd February 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/676 TO RETROSPECTIVELY APPROVE THE REINVESTMENT OF THE HAMPSHIRE TRUST BUSINESS BOND

Notification was received after the last Full Council meeting, regarding the Hampshire Trust 1 Year Business Bond Issue 31 (1.61%) that was due for maturity on 23rd March. The balance for reinvestment was £84,792.44, including accrued interest. The Parish Council have a policy for low risk and to reinvest for no more than one year to retain liquidity. There are limited options available for investing public sector funds and to ensure they are covered by the government protection guarantee up to £85k. The Hampshire Trust were offering 1 Year Business Bond Issue 44 at 0.6%.

In line with the Parish Council's Investment Policy, the Clerk contacted members of Policies & Resources Committee via email to propose reinvesting the funds in the 1 Year Business Bond. This was confirmed by a majority response and the instruction for reinvestment submitted. The Clerk advised that reinvestment had been confirmed in a 1 Year Business Bond Issue 45 at 0.7%. Councillor Thomas **PROPOSED** the retrospective approval of the reinvestment of the Hampshire Trust Bond for 12months, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

20/677 TO RETROSPECTIVELY APPROVE THE RENEGOTIATION OF THE ELECTRICITY CONTRACT FOR THE SPORTS PAVILION

The electricity contract for the Sports Pavilion is due to end on 3rd October 2021. The electricity companies are looking to increase their pricing from April 2021. The Clerk has spoken to several comparison companies, who all recommended to renew the contract now with British Gas on a contract to start from 4th October 2021. Having reviewed our usage over the past 12 months (and the previous 12 months, in view of Lockdown impact), quotes were provided, and the Clerk has agreed to renew the contract with British Gas through Love Energy, for 3 years fixed with a Standing Charge of 45.32p per day and a Daily Unit charge of 17.05p/kWh. This is an increase of c.£54 pa and within the Budget set.

Councillor Thomas **PROPOSED** to retrospectively approve the renewal of the electricity contract with British Gas for 36months from 4th October 2021, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/678 TO RETROSPECTIVELY APPROVE THE RENEGOTIATION OF THE BT BROADBAND CONTRACT FOR THE PARISH OFFICE CLOUD PHONE

At the Committee meeting in December, it was agreed to renew the Broadband contract with BT for a further 2 years to ensure full support of the Cloud based phone system that is in contract until October 2023. At the time a quote of £30.95 was agreed (20/421). Since then, the Clerk has been trying to get the new contract set up with BT, however, they have been quoting a range of different prices, averaging around £37.95. Given the variances with the cost and the ongoing charge of £45.20pm, the Clerk has now renegotiated a new contract to provide the Broadband and also provide a 4G Mini Hub as back-up when the wi-fi drops out, at a cost 9mths at £22.50 and 15mths at £39.95, averaging £33.41per month over 2 years. This will provide a saving of £35 per quarter.

Councillor Thomas **PROPOSED** the retrospective approval of the BT Broadband contract for 24months, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.

20/679 TO RETROSPECTIVELY APPROVE THE CLERKS ATTENDANCE AND COST FOR THE SLCC VIRTUAL REGIONAL TRAINING SEMINAR

The SLCC are holding an Online Regional Training Seminar on 21st April 10am to 4pm. This will cover various items for Clerks – particularly regarding Audit/Year End and GDPR. After reference to the Vice-Chair, the Clerk has reserved a place on the course at a cost of £45 plus VAT.

Councillor Thomas **PROPOSED** the retrospective approval for the Clerk to attend the SLCC Training Seminar on 21st April 2021 at a cost of £45 plus VAT, **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.

20/680 TO RETROSPECTIVELY APPROVE THE COST FOR PAINTING THE PARISH OFFICE

The Parish Council Office is required to be painted every 3 years in accordance with the terms of the lease. The Part-time Groundsman is currently assisting with tasks in the absence of football commitments at the Pavilion/Sports Field. The Clerk has purchased 3 tins of paint at a cost of £48 from Homebase, to cover the main office area. Additional paint will be required to paint the kitchen area in due course. The Painting has been completed over the weekends of 22/23 and 27/28 March. Additional painting equipment (brushes, rollers, filler, etc.) has been purchased by the Groundsman from his petty cash budget.

Councillor Thomas **PROPOSED** the retrospective approval of the cost of £48 for paint for the Parish Office, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/681 UPDATE REGARDING REQUEST FROM DOCTORS PARTNERSHIP REGARDING THE PURCHASE OF THE FREEHOLD FOR THE SURGERY AND AGREE WAY FORWARD

As discussed at the last Committee meeting, the Clerk provided a copy of the briefing prepared by Councillor Davison-Williams last Autumn. Confirmation has also now been received from the Valuation Office Agency that they are unable to assist with the Valuation, given their conflict with supporting the NHS.

The Clerk has contacted the Valuer who has assisted the Council previously at Kirkby and Diamond. She undertook the valuation back in 2003. She advises that there will need to be three valuations undertaken: the value of the freehold land currently owned by the Parish Council; the value of the Doctors surgery leasehold land and the value of the freehold for the land after the acquisition by the Doctors. She has requested a copy of the leases and will provide a quote for the valuations once she has reviewed the information. This will be discussed further at the next Committee Meeting.

20/682 TO CONSIDER AND APPROVE THE ANTI-FRAUD AND CORRUPTION POLICY

A draft policy been prepared by the Clerk, after reference to NALC/SLCC and other Town & Parish Councils. A copy was provided to members ahead of the meeting. Following review, Councillor Thomas **PROPOSED** the approval of the new Anti-Fraud and Corruption Policy, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

20/683 TO ACKNOWLEDGE RESPONSE FROM NADINE DORRIES MP REGARDING THE PLANNED CLOSURE OF THE TSB BRANCH

A copy of the response from Nadine Dorries' Office was provided to members ahead of the meeting. This reflects the feedback given to the Clerk by the Regional Director for TSB, as reported at the last Full Council meeting. The response was acknowledged.

20/684 TO ACKNOWLEDGE THE FIRE RISK ASSESSMENTS FOR THE PARISH OFFICE AND SPORTS PAVILION

The Clerk has completed the 6mthly Fire Risk Assessments for both the Parish Office and Sports Pavilion. Copies of the Assessments were provided to members ahead of the meeting. These were acknowledged.

20/685 TO ACKNOWLEDGE THE ANNUAL HEALTH & SAFETY REVIEW

The Clerk has completed the Annual Health & Safety Review. A copy was provided to members ahead of the meeting. This was acknowledged.

20/686 TO REVIEW THE RISK ASSESSMENT ACTION PLAN IN RESPECT OF GDPR AND AGREE WAY FORWARD

Following acknowledgement at the last Full Council meeting, a copy of the Action Plans in respect of GDPR were provided to members ahead of the meeting. Following discussion, Councillor Channon **PROPOSED** the Clerk be appointed as Data Protection Officer for the Council, subject to review in September on progress and any training requirements. This was **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

ACTION – Job Description for Clerk to be updated and item to be included in September Agenda for review.

20/687 TO CONSIDER INVOLVEMENT IN THE NHS, SOCIAL CARE & FRONTLINE WORKERS DAY 5TH JULY 2021

Notification of this date has been received and a copy of the proposed events and timings were provided to members ahead of the meeting. Members agreed to promote the events on website and Social Media nearer to the day.

20/688 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

Several Councillors raised concerns regarding the new Barton Rovers Grill that opened at the Football Club on 27th March. Councillor Gardner declared a non-pecuniary interest as a member of the Football Club. The main areas of concern were regarding appropriate licences, Covid-19 compliance and suitable landlord permission. The Grill has been advertised on Social Media and with a temporary advertising board – opening weekends only between 9am-2pm. The Clerk confirmed that the correct licences were held by the Football Club. Councillors Selley and Channon agreed to visit the site again on 3rd April and report back at Full Council.

Councillor Channon enquired if Ramsey Manor Football Club could hire the sports pitches. The Clerk confirmed that this had been discussed previously and that at present Sunday's had vacancies if they wanted to make a booking. Councillor Channon will report back to his contact at the Club.

The meeting closed at 9.39pm