

**MINUTES OF AN EXTRA-ORDINARY MEETING OF BARTON-LE-CLAY PARISH COUNCIL
HELD AT BATON-LE-CLAY VILLAGE HALL
ON MONDAY 24th APRIL 2017 COMMENCING AT 7.30PM**

Present: Councillors Mr L. Davison-Williams (Chair), Mr D. Gunter (Vice-Chair), Mr J. Selley, Mrs G. Gardner, Mrs B. Thomas and Mr M. Wright. Mr J. Roberts.

Minutes: Mrs A. Merryweather (Clerk)

1. **APOLOGIES FOR ABSENCE** - Cllrs Mr R. Everson, Mr A. Watson, Mr A. Channon & Mr J. Paxton.

2. **CO-OPTION OF MR JOHN ROBERTS AND SIGNING OF DECLARATION OF OFFICE**

2.1 Cllr Davison-Williams PROPOSED Mr John Roberts's co-option to Barton-le-Clay Parish Council, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED. Cllr Roberts signed his Declaration of Acceptance of Office, witnessed by the Clerk. **Action: Clerk to send Declaration of Interests to Central Bedfordshire Council (CBC).**

3. **SPECIFIC DECLARATIONS OF INTEREST** – None.

4. **MATTERS ARISING**

Cllr Davison-Williams informed the Council of the following matters:

- 1st 50% Tranche of the Precept has been received.
- A Planning Training session is being held at CBC on 16th May 2017.
- Annual Reports outstanding urgently required by the office.
- Emergency Plan sub-committee members – D.Gunter, J.Paxton and G.Gardner. Set meeting date at Full Council.

5. **PLANNING COMMITTEE:**

5.1 **Update on enforcement notices** – None.

5.2 **Update of planning applications refused/granted**

The list dated 19/04/17 disseminated to all Councillors with the agenda was acknowledged. The application for 10 Hollow Springs had been granted, subject to conditions.

5.3 **Planning Applications:**

CB/17/01437/FULL: 14 Norman Road, Barton-le-Clay – First floor side extension. - No comment.

CB/17/00131/LB: 18 Bedford Road, Barton-le-Clay – Listed Building: Partial conversion of bedroom to form shower room and w/c.- No comment.

CB/17/01713/FULL: 16 Whitehill Road, Barton-le-Clay – Single storey side extension. Cllr Gardner PROPOSED to comment that the Council was concerned that there was potential for reduced parking, SECONDED by Cllr Wright and UNANIMOUSLY CARRIED. **Action: Clerk to send comment to CBC Planning Department.**

5.4.1 **To approve response for the Parking Strategy Consultation** – response by 16th June 2017.

The Parking Strategy was disseminated to all Councillors prior to the meeting. Cllr Davison-Williams noted a change for new developments that 1 bedroom properties requires 1 parking space.

5.4.2 Cllr Gardner read through each of the questions in turn to seek the majority opinion on agreement of each;
Question 1 – Neither
Question 2 – Nothing



- 5.4.2 Question 3 – Neither
 Question 4 – Agree
 Question 5 – Agree
 Question 6 – Strongly Agree (Residential Parking)
 Question 7 – Agree
 Question 8 – Neither
 Question 9 – Agree
 Question 10 – Neither
 Question 11 – N/A
 Question 12 – Parish Council

Action: Clerk to complete Questionnaire as above and submit to CBC by the 16th June 2017 deadline.

- 5.4.3 Cllr Davison-Williams has phoned CBC to question the length of time for Parish Council consultation. There are sufficient funds available for consultants costs but the Council needs to see before deciding.
Action: Clerk to add item onto July Full Council agenda 'To Review Local Plan'. It will exclude site allocation. Once report is issued contact will be made with consultants on how best to proceed.

6. SPORTS FIELD COMMITTEE:

6.1. Approval of costs for weed spraying at Luton Road Sports Field

Cllr Selley informed the Council that he wanted to try two weed and feed treatments as recommended by the pitch inspector for the new season, using the £2k. budgeted for fertiliser on Sports Field Committee. Re-seeding needs doing. Cllr Selley PROPOSED 2 x weed & feed at £1,400 + VAT. Cllr Davison-Williams suggested cutting off the South/West corner of the field to attempt to save costs but must include pitch 11.
Action: Assistant Clerk to get revised quote to exclude South/West corner from 'Complete Weed Control' for the 8th May meeting and request Groundsman to mark out South/West corner.

6.2. Approval of costs for grass seeding at Luton Road Sports Field

The cheapest quote was £4,500+ VAT from R.S. Groundcare, the Council have used this contractor before.
Action: Assistant Clerk to get revised quote to exclude South/West corner from 'RS Groundcare' for the 8th May meeting with availability and request Groundsman to mark out South/West corner. To be completed 2 weeks after weeding.

6.3. Approval of cost for Test & Inspection of Lightning Protection System and to approve contract.

Cllr Selley outlined the 3 options 1,3 and 5years for the lightning protection contract. Cllr Selley PROPOSED to approve the 5 year option subject to payment being made annually, SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED. **Action: Assistant Clerk to check paid in annual instalments**

7. POLICIES & RESOURCES COMMITTEE:

7.1 Approval of costs for maintenance work on Doctors and Village Hall access road.

The Clerk provided additional information on timescales and work entailed by the contractors. Cllr Davison-Williams PROPOSED to contract DJT Surfacing to resurface the access road at a cost of £8,267.30, SECONDED by Cllr Thomas and UNANIMOUSLY CARRIED. Cllr Davison-Williams PROPOSED the road lining contract by 'Three Counties Lining' at a cost of £416.43, SECONDED by Cllr Wright and UNANIMOUSLY CARRIED. Cllr Davison-Williams PROPOSED that the cost be taken from EMR 323 Doctors/Village Hall Access Road and any deficit for the cost to be taken from General Reserve, SECONDED by Cllr Wright and UNANIMOUSLY CARRIED. Cllr Wright commended the Clerk's work organising this complex task. **Action: Clerk to forward quotes and work required to contractors. Council to request the Doctors Surgery/Village Hall to put lighting sensor or timer to switch lights on at dusk.**

7.2. Review of Tennis Club Tenancy Agreement.

Cllr Davison-Williams PROPOSED to revise Rental Agreement to increase the Tennis Club rent from £1,450 to £1,550 on 1st April 2017 and for the next review to be in year 7, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED. Cllr Wright commented that this rental agreement be replicated to other Tenants. **Action: Clerk to send out revised rent Tennis club Rental Agreement and Invoice.**

7.3. **Approval of year end transfers of under-spend.**

Cllr Davison-Williams PROPOSED to transfer the underspend on Chairman's Allowance account 4116 to EMR 327 Community Fund but not to transfer IT Equipment funds to EMR 324, SECONDED by Cllr Roberts and UNANIMOUSLY CARRIED. **Action: Clerk to put through Year End transfer to EMR 327 and to include an item at P&R Committee to decide upon the use for the Community Fund.**

8. **HIGHWAYS & ENVIRONMENT:**

8.1 **To update on traffic calming on Luton Road.**

The Clerk informed members that an update had been received from Mr S. Lakin at CBC that Traffic Calming works on Luton Road had been re-scheduled for 5th to 9th June 2017. **Action: Clerk to seek written confirmation from CBC.**

9. **ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION IN THE NEXT AGENDA**

9.1. Cllr Wright requested that the Peninsular contract item be progressed.

BRFC invoicing letter has been drafted, Cllr Davison-Williams to confirm for sending. A Car Park Agreement needs to be drafted for the BRFC Executive.

The meeting closed at 9.02pm.