

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

Present: Councillors Mr D. Gunter (Chair), Mrs G. Gardner, Mr A. Watson, Mrs B. Thomas, Mr J. Selley, Mr M. McNulty, Mr A. Channon and Mr J. Paxton.

In Attendance: None.

Minutes: Mrs A. Merryweather (Clerk)

17/167 APOLOGIES FOR ABSENCE

Cllrs Mr L. Davison-Williams (Vice-Chair), Mr R. Everson and Mr J. Roberts.

17/168 SPECIFIC DECLARATIONS OF INTEREST – None

17/169.1 APPROVAL OF MINUTES OF THE FULL COUNCIL MEETING HELD ON 10th JULY 2017

RESOLVED: Cllr Thomas PROPOSED the approval of the minutes of the Parish Council meeting held on 10th July 2017, SECONDED by Cllr Paxton and CARRIED 5 in favour and 2 abstentions.

17/169.2 MATTERS ARISING – None.

17/170 PLANNING COMMITTEE. Cllr Channon joined the meeting.
Cllr Gardner informed the Council on the following matters:

17/170.1 Matters Arising –

Cllr Gardner gave an update on St Nicholas Church wall, the Conservation Officer had made a report giving approval but adding conditions to the application.

17/170.2 To give an update of planning applications refused/granted

The update on refused/granted applications was provided by Cllr Gardner. Cllr Gunter reported work ongoing at Burr House where the application was refused.

17/170.3 To give update on enforcement notices – None received.

17/170.4 New Planning Applications

CB/17/03024/FULL: 1 Nicholls Close, Barton-le-Clay – Single storey front and rear extensions, two storey front and side extension and garage conversion. – No Comment.

CB/17/03322/FULL: 3 Chiltern Road, Barton-le-Clay – Conversion of existing garage to kitchen/breakfast room and single storey side extension to provide new entrance hall and utility room, plus internal alterations to ground floor. – No Comment.

17/170.5 To consider response to Empty Homes Strategy

After discussion Cllr Gardner PROPOSED to respond to Central Bedfordshire Council with its concerns and request further information on their enforcement policy. **Action: Clerk to draft response and circulate to all Councillors attending.**

17/171 HIGHWAYS & ENVIRONMENT COMMITTEE. Cllr Paxton informed the Council on the following matters:

17/171.1 Matters Arising – The Clerk advised that CBC had no further funds available for re-surfacing Church Road, but would fix the priority Category 1 & 2 potholes.

17/171.2 To acknowledge Bus Shelter Inspections of 10th July 2017 – No faults reported. The Clerk advised that Bus Shelter Inspections will resume once the Handyman is appointed.

17/171.3 To approve costs of removal of Cherry Tree off Simpkins Drive

Cllr Paxton PROPOSED to approve the cost of £280 to remove the Cherry Tree off Simpkins Drive, SECONDED by Cllr Channon and UNANIMOUSLY CARRIED.

Action: Assistant Clerk to contact contractor to arrange removal of Cherry tree.

17/172 **LEISURE COMMITTEE.** Cllr Thomas informed the Council on the following matters:

17/172.1 **Matters Arising** – None.

17/172.2 **Acknowledgement of Playground Inspections of 10th & 17th July 2017** –

Arnold Recreation Ground has had paint scrapped off a bench. Cllr Thomas recommended to repair the bench at the end of the summer. A Cherry tree in Arnold Rec has a split branch Cllr Thomas requested that the branch be removed by the contractor as soon as possible for health and safety reason. **Action: Assistant Clerk to contact contractor to arrange removal of loose branch.** Cllr Thomas requested that replacement safety mats were obtained for the Giro-Spira and gate way area. **Action: Assistant Clerk to order safety mats.**

17/172.3 **To acknowledge Fitness Equipment Inspections of 10th & 17th July 2017 – No Faults.**

Cllr Thomas reminded Councillors of the Allotment walk on 26/07/17.

17/173 **SPORTS FIELD COMMITTEE.** Cllr Selley informed the Council on the following matters:

17/173.1 **Matters Arising** – Legionella testing has commenced by part-time Groundsman. Pavilion shutters have been kicked in, making them difficult to open.

17/173.2 **To approve cost for white lining of football pitches.**

Quotations for white lining were reviewed. The Clerk referred to the letter to the Chairman of Barton Rovers Youth re; pitch hire fees. Cllr Selley PROPOSED to keep with LTS for laser marking on 21st August as stated except resizing pitches 1,2 & 7, SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED. **Action: Clerk to request contractor to proceed.**

17/173.3 **To consider the purchase of a white lining machine**

After discussion Cllr Selley PROPOSED that the 2nd hand machine be purchased as it offered good value and would enable the Groundsman to complete the task in one go, SECONDED by Cllr Paxton and UNANIMOUSLY CARRIED. **Action: Assistant Clerk to place order for line marking machine at a cost of £250, charge to account code 4807.**

17/173.4 **To consider car park arrangements for 2017/18 football season**

Councillors reviewed the agreement and decided they were unable to pre-empt the decision of BRFC members on access to the car park, but would inform users there could be restricted games if the car park was closed. **Action: Assistant Clerk to contact the Chairman of BRFC on 31st July 2017 to request an update on the BRFC members decision re car park use and disseminate to Councillors. Clerk to invite 4 parties to meet to discuss car park and access road maintenance.**

17/173.5 **To consider/approve 2017/18 Sports Field Hire Agreements.**

Councillors reviewed the agreements. Cllr Selley PROPOSED the approval of Barton Youth and Jolly Topers hire, awaiting response from BRFC, SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED. **Action: Clerk to issue the 2 Hire Agreements and Barton Rovers once games confirmed.**

17/174 **POLICIES & RESOURCES COMMITTEE** Cllr Gunter informed the Council on the following matters:

17/174.1 **Matters Arising** – Request to review archiving policy on Planning Applications and ROSPA Reports.

Cllr Thomas PROPOSED to revise archiving of Planning Applications to after 5 years as the office staff refer back to previous applications regularly, ROSPA reports to remain in house, SECONDED by Cllr Channon.

17/174.2 **To consider a response to Central Bedfordshire Council's Home to School and College Travel Assistance consultation.**

Councillors discussed the Travel Assistance Consultation. There will be more cars and congestion at the schools and some lower income families would be disadvantaged as it could cost £300 per term. Cllr Gunter PROPOSED not to respond as a Council and asked individual members to respond independently, SECONDED by Cllr Selley, voted 7 in favour and 1 abstention. **Resolved: No further action required.**

- 17/174.3 **To review/adopt Code of Conduct.**
Cllr Thomas PROPOSED not to adopt the new code of conduct and keep the existing version, SECONDED by Cllr Selley, motion carried 6 in favour and 2 abstentions. **Resolved: No further action required.**
- 17/174.4 **EXEMPT BUSINESS** Cllr Gunter passed the Resolution to exclude members of press and public from debate on agenda item 17/174.5 and 17/174.6 (Standing Order 67). That in view of the confidential nature of business being transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.
- 17/174.5 **To approve the appointment, starting salary, contract and start date for the permanent Grounds/Facility Maintenance person.**
Cllr Thomas PROPOSED to recruit [REDACTED] as Grounds/Facility Maintenance person with a salary of [REDACTED], contract subject to acceptable DBC check. **Action: Clerk to send offer on receipt of satisfactory references. Cllr Davison-Williams to arrange Parish Tour for new staff**
- 17/174.6 **To approve the appointment, salary, contract and start date for temporary handyman.**
Cllr Gunter PROPOSED the temporary appointment of [REDACTED] as handyman for 20 hours per week on [REDACTED], with a start date of 25th July 2017, SECONDED by Cllr Paxton and UNANIMOUSLY CARRIED.
- Cllr Gardner PROPOSED that the Assistant Clerk issue a work schedule to the handyman and review completed tasks in the Clerk’s absence, SECONDED by Cllr Channon and UNANIMOUSLY CARRIED.
Action: Assistant Clerk to issue tasks to [REDACTED] until the Clerks return.
- 17/174.7 **To receive & ratify the minutes of the Pay & Personnel Sub Committee meeting held 10th July 2017**
Cllr Gunter PROPOSED the ratification of the minutes, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.
- 17/174.8 **To receive & ratify the minutes of the Pay & Personnel Sub Committee meeting held 17th July 2017**
Cllr Gunter PROPOSED with the amendment to the spelling of ‘Parish’ the ratification of the minutes, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.
- 17/174.9 **To receive & ratify the minutes of the Policies & Resources Committee meeting held 17th July 2017**
Cllr Gunter PROPOSED the ratification of the minutes, SECONDED by Cllr Paxton and UNANIMOUSLY CARRIED.
- 17/175.1 **APPROVAL OF PAYMENT OF ACCOUNTS:**
Cllr Gunter PROPOSED that the Council approve the payments as listed above, Cllr Selley SECONDED this motion, which was CARRIED UNANIMOUSLY.

17/176 **ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

17/176.1 [REDACTED]

The meeting closed at 9.45pm.