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**MINUTES OF EXTRA-ORDINARY MEETING OF BARTON-LE-CLAY PARISH COUNCIL HELD ON
MONDAY 16th JANUARY 2017
AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.35 P.M.**

Present: Councillors Mr L. Davison-Williams (Chair), Mr D. Gunter (Vice Chair), Mr J. Selley, Mrs B. Thomas, Mrs G. Gardner, Mr R. Everson, Mr A. Watson, Mr A. Channon, and Mr M. McNulty.

Minutes: Mrs Ann Merryweather (Clerk)

1. **APOLOGIES FOR ABSENCE** – Cllrs Mr J. Paxton & Mr M. Wright.
2. **SPECIFIC DECLARATIONS OF INTEREST** – None.
3. **APPROVAL OF COMMITTEE BUDGETS.**
 - 3.1 **Exempt Business** - Resolution to exclude members of press and public from debate on agenda items 3.2 & 3.3 (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” PROPOSED by Cllr Gunter, SECONDED by Cllr Channon and UNANIMOUSLY CARRIED.
 - 3.2 **Consideration and approval of employment of Burial Ground Attendant.**

Cllr Davison-Williams outlined the non-cost impact of potential changes on existing staff. Cllr Selley mentioned 2 high risk tasks that should have an extra person. Cllr Thomas assured him that the safety element was discussed at the staff appraisals and action would be taken to rectify. Cllr Everson suggested that the Council should stay with a contractor until the new Burial Attendant role had been defined. Cllr Channon PROPOSED not to hire a Burial Ground Attendant, SECONDED by Cllr Everson and UNANIMOUSLY CARRIED. **ACTION: Burial Ground Attendant role to be explored in detail at committee.**
 - 3.3 **Review and approval of Draft Pay & Personnel Sub-Committee Budgets 2017/2018**

The Draft Salaries include the NALC uplift, increase in some staff’s pension contribution and 2017/18 salary uplift

As there were no queries, Cllr Davison-Williams PROPOSED a Salary Precept 2017/18 of £90,629; SECONDED by Cllr Gunter and UNANIMOUSLY CARRIED.
 - 3.4 **Review and approval of Draft Policies & Resources Committee Budgets 2017/2018**

After removing a provision for a Burial Attendant’s training, Cllr Davison-Williams PROPOSED a Policies & Resources Committee Precept 2017/18 of £36,248; SECONDED by Cllr Everson and UNANIMOUSLY CARRIED.
 - 3.5 **Review and approval of Draft Burial Ground Committee Budgets 2017/2018**

Following a brief discussion Cllr Davison-Williams PROPOSED a Burial Ground Committee Precept 2017/18 of £407; SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.
 - 3.6 **Review and approval of Draft Highways & Environment Committee Budgets 2017/2018**

Cllr Davison-Williams clarified that for Phase 2- Hexton Road of the Traffic Calming Scheme £2.5k design cost would be paid in Year 1 and the remaining works costs paid in Year 2. Cllr McNulty sought reassurance that there would not be any delay on the 5 year scheme. Cllr Davison-Williams confirmed the timescale should not alter. Cllr Davison-Williams PROPOSED a Highways & Environment Committee Precept 2017/18 of £13,064; SECONDED by Cllr McNulty and UNANIMOUSLY CARRIED.
 - 3.7 **Review and approval of Draft Leisure Committee Budgets 2017/2018**

Cllr Thomas had no further changes to be made and PROPOSED a Leisure Committee Precept 2017/18 of £3,085; SECONDED by Cllr Everson and UNANIMOUSLY CARRIED.
 - 3.8 **Review and approval of Draft Sports Field Committee Budgets 2017/2018**

Cllr Thomas challenged the high provision for drainage of £5k, there was already £3k in the Ear Marked Reserve. Cllr Selley explained that £1.6k exploratory cost was required to identify where the blockage is and to ascertain how much needs to be replaced. Cllr Selley pointed out that the pitch remarking and goal movement costs were based on the worse case. Cllr Davison-Williams queried if some of the drainage work could be delayed. Cllr Selley reduced the drainage provision for 2017/18 to £3k. Costs for water quality work required would be taken from reserves.

Cllr Davison-Williams PROPOSED a Sports Field Committee Precept 2017/18 of £14,233; SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

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3.9 Review and approval of Draft Planning Committee Budgets 2017/2018

Cllr Gardener reflected that on receipt of Consultants day rates of £1k from the Clerk. The 3 areas to be looked at: i) Gypsy Encampment ii) Review of Green Belt iii) Local Plan would require sufficient funds. Cllr Gardener PROPOSED in view of the advice the Council needed to take, to increase the Planning Precept 2017/18 to £2,000; SECONDED by Cllr Watson and UNANIMOUSLY CARRIED.

4. APPROVAL OF 2017/18 PRECEPT

4.1 To review General Reserve fund

Cllr Davison-Williams referred to the General Reserves & Subsidy Options documents and asked members whether there were any queries or subsidy wanted, however this would have a cumulative effect on next year. Cllr Davison-Williams PROPOSED the Council make no subsidy for the Precept 2017/18, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

4.2 To approve 2017/18 Council Precept

Cllr Davison-Williams PROPOSED the Council approve Option 1 £159,666 for the Council Precept 2017/18, SECONDED by Cllr Everson and UNANIMOUSLY CARRIED.

Cllr Gunter took the Chair for item 5 of the meeting.

5. COMMITTEE BUSINESS

5.1 Approval of additional costs for hosting Parish Council Website

Cllr Channon identified that £40 website hosting costs were required for the Council's new website. This included £30 subscription fee for own domain and £10 transfer costs. 1 hour overtime was requested for training to update the site for both the Clerk and Assistant Clerk. Cllr Gunter PROPOSED £40 Web Host costs and 1 hour overtime for the Clerk and Assistant Clerk, SECONDED by Cllr Thomas and UNANIMOUSLY CARRIED. **ACTION: Cllr Channon to agree date for training the Clerk and Assistant Clerk.**

5.2 Approval of revised On-Line Engagement Policy

Cllr Channon outlined the changes to the policy to include the website and publicity. A separate face-book page had been created to avoid using the Clerk/Assistant Clerks personal access. 'WordPress' would be used for virus protection. Cllr Gunter PROPOSED to adopt the On-Line Engagement Policy, SECONDED by Cllr Gardner and UNANIMOUSLY CARRIED. **ACTION: Clerk to disseminate the adopted On-Line Engagement Policy.**

5.3 Approval of formal response to Barton Rovers FC correspondence regarding Car Park and rent

Cllr Gardner declared an interest in BRFC, but remained in the meeting.

Cllr Selley reminded members of their original decision, but has since found out that Barton Rovers Football Club (BRFC) receive no income from Barton Youth, unless through Social Membership but the majority do not, but have use of the car park. The match funding offer from the Council was rejected. Other forms of income generation were discussed:

- Option A – Pitcheside Refreshments
- Option B – Barton Youth Car Parking fees

Cllr Selley PROPOSED to meet both BRFC & Barton Youth to put both options to them, SECONDED by Cllr Everson and CARRIED 8 in FAVOUR and 1 ABSTENTION. **ACTION: Clerk to arrange meetings with BRFC & Barton Youth.**

Cllr Davison-Williams took the Chair for the remainder of the meeting.

6. ITEMS OF AN URGENT NATURE OR FOR INCLUSION IN THE NEXT AGENDA

6.1 Horticultural Show 2017/18

Cllr Gardner informed the Council that the sub-committee would need to have a meeting to start work on the next Horticultural Show on 9th September 2017. Cllrs checked diaries and selected Wednesday 1st February 2017 7.30pm at the Parish Office. **ACTION: Clerk to inform Cllr Paxton, Mr A.Lowe and the Assistant Clerk of the Sub-committee meeting date. Assistant Clerk to provide Cllr Gardener with Horticultural Show schedule.**

6.2 Arnold Academy Consultation

Cllr Davison-Williams outlined there would be no further information available at the meeting being held at Arnold Academy on 19th January 2017, development would be in the existing lands footprint and that the School

required as much support as possible. Cllr Thomas queried whether Luton children would be included, but was told 120 places were primarily for Silsoe. Cllr Gardner voiced her concerns on extra traffic and the disruption it would cause.

- 6.3 **Parish Council Newsletter** – Cllr Davison-Williams asked Members to provide the Clerk with any items they wished to include in the February Newsletter. **ACTION: Councillors to submit newsletter items to the Clerk.**

The meeting closed at 9.55 pm.

I certify that these minutes are a true record of the Parish Council Extra-Ordinary Meeting held on the 16th January 2017, with *no changes/*with agreed amendments to page: item:
(* Delete as applicable)

Dated this day the 13th February 2017

CHAIRMAN

