



**NOTICE OF THE ANNUAL MEETING OF  
BARTON-LE-CLAY PARISH COUNCIL  
Monday 14<sup>h</sup> May 2018, at the Village Hall, Hexton Road, Barton-le-Clay,  
Following the Annual Parish Meeting**

**AGENDA**

**18/001 ELECTION OF CHAIRMAN**

To elect a Chairman for the ensuing year and receive Declaration of Office.

**18/002 APOLOGIES FOR ABSENCE**

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record forms part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.

**18/003 ELECTION OF VICE-CHAIR**

To elect a Vice-Chair for the ensuing year.

**18/004 CO-OPTION OF MR RON WORSNOP & SIGNING OF DECLARATION OF OFFICE**

**18/005 SPECIFIC DECLARATIONS OF INTEREST**

Under the Localism Act 2011 (Sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of any such interest.

Members are invited to make written requests for Dispensations which should be submitted to the Chairman prior to the meeting.

**18/006 REPRESENTATION ON OUTSIDE BODIES**

To elect representation on Outside Bodies:

- Barton Educational Trust
- Village Hall Committee
- Tennis Club
- Schools Link

**18/007 COMMITTEES MEMBERS**

To elect Committee members and Sub-Committee members:

**COMMITTEES:**

- Burial Grounds
- Highways & Environment
- Leisure
- Planning
- Sports Field

**SUB-COMMITTEES:**

- Pay and Personnel
- Horticultural Show
- Community Emergency Plan

Chairs & Vice-Chairs of Committees and Sub-Committees to be elected at the next Committee/Extra-Ordinary meeting.

**18/008 POLICE REPORTS & ISSUES**

008.1 To acknowledge receipt of Crime Statistics for [March 2018](#), from the Police.uk website

**18/009 PUBLIC QUESTION TIME**

Members of the public may put questions to the Council at this point of the meeting.

**18/010 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT**

010.1 To receive written or verbal report from Cllr Shingler.

**18/011 PLANNING COMMITTEE REPORTS/UPDATE**

011.1 Update on planning applications refused/granted - for information only

011.2 Update on Enforcement Notices.

011.3 Matters arising from previous Planning Committee not included within agenda.

011.4 To consider new planning applications or delegate authority to respond to committee

**18/012 MINUTES OF LAST MEETINGS**

012.1 To receive and approve the minutes of the Full Council meeting held 9<sup>th</sup> April 2018.

012.2 To receive and approve the minutes of the Extra-Ordinary Council meeting held 16<sup>th</sup> April 2018

012.3 To receive and approve the minutes of the Extra-Ordinary Council meeting held on 30<sup>th</sup> April 2018

012.4 Matters arising outside of committee reports/updates

**18/013 CHAIRMAN'S ANNOUNCEMENTS**

013.1 To advise all members regarding update of Register of Interests Forms and declarations of gifts.

013.2 To acknowledge donation of £500 received from Barton Conservation Group for use on play equipment.

013.3 Announcements as deemed appropriate by the Chairman

**18/014 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**

014.1 Matters arising from previous Policies & Resources Committee not included within agenda.

014.2 To review and approve signatories for Financial investment mandates

014.3 To adopt 2018/19 Maintenance Schedule.

014.4 To adopt 2018/19 Administration Schedule.

014.5 To acknowledge receipt of the Model Publication Scheme & Freedom of Information Policy

014.6 To acknowledge receipt of the Code of Conduct

014.7 To acknowledge receipt of the Financial Regulations

014.8 To acknowledge receipt of the Standing Orders

014.9 To adopt the Complaints Procedure

014.10 To receive update on GDPR and Data Protection Bill from BATPC

014.11 To acknowledge annual check of defibrillators located at the Parish office and Village Hall

014.12 To consider/approve delegates for new councillor induction training at BATPC and costs therein

014.13 To receive the minutes of the Pay & Personnel sub-committee held on 27<sup>th</sup> March and to consider and ratify any recommendations contained therein.

014.14 **Exempt Business** - Resolution to exclude members of press and public from debate on agenda items 014.15 (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"

014.15 To consider correspondence received relating to an employment-related matter and to decide the response

**18/015 BURIAL GROUNDS COMMITTEE REPORT/UPDATE**

015.1 Matters arising from previous Burial Grounds Committee not included within agenda

015.2 To acknowledge the Churchyard Inspections of 10<sup>th</sup> & 24<sup>th</sup> April & 9<sup>th</sup> May

015.3 To acknowledge the Burial Ground Inspections of 10<sup>th</sup> & 24<sup>th</sup> April & 9<sup>th</sup> May

015.4 To acknowledge the War Memorial Inspection of 27<sup>th</sup> April

015.5 To receive update on WW1 100 Year commemoration Beacon Lighting

015.6 To consider inviting the Lord-Lieutenant of Bedfordshire's representative to WW1 commemorations on Sunday 11<sup>th</sup> November 2018

015.7 To review proposed tree works in St Nicholas churchyard

**18/016 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE**

016.1 Matters arising from previous Highways & Environment Committee not included within agenda

To acknowledge Bus Shelter Inspections of 16<sup>th</sup>, 25<sup>th</sup> April & 1<sup>st</sup> May

**18/017 LEISURE COMMITTEE REPORT/UPDATE**

017.1 Matters arising from previous Leisure Committee not included within agenda

017.2 To acknowledge Playground Inspections of 3<sup>rd</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 24<sup>th</sup> April and 1<sup>st</sup> & 8<sup>th</sup> May

017.3 To acknowledge Fitness Equipment Inspections of 3<sup>rd</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 24<sup>th</sup> April and 1<sup>st</sup> & 8<sup>th</sup> May

To consider quotation from Caloo to reset ground foundations of cross rider at Arnold Recreation Ground

**18/018 SPORTS FIELD COMMITTEE REPORT/UPDATE**

018.1 Matters arising from previous Sports Field Committee not included within agenda

018.2 To retrospectively approve cost of 1 tonne of topsoil for goal mouths

**18/019 MONTHLY FINANCIAL REPORTS (as attached)**

019.1 To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports.

**18/020 APPROVAL OF PAYMENT OF ACCOUNTS (as per attached schedule).**

To consider and approve payment of accounts as listed within the schedule or added at the meeting

**18/021 TIME ALLOCATION FOR COMMITTEE MEETINGS**

Dates available for committee or sub-committee meetings: 21<sup>st</sup> May.

**18/022 MISCELLANEOUS CORRESPONDENCE RECEIVED**

022.1 To acknowledge receipt of May 2018 Issue of Bugle and consider issues relevant to Council's business.

022.2 To acknowledge update for Beacons of the Past Hill Fort Project

022.3 To acknowledge receipt of the Allotment & Leisure Gardener Issue 2

**18/023 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

Items raised will be restricted in order to avoid the Council reaching ultra vires resolutions.

**Suzanne Cowie**

**Assistant Clerk to the Council**