



**NOTICE OF THE ANNUAL MEETING OF  
BARTON-LE-CLAY PARISH COUNCIL  
Monday 13<sup>th</sup> May 2019, at the Village Hall, Hexton Road, Barton-le-Clay,  
Following the Annual Parish Meeting**

**AGENDA**

**19/001 ELECTION OF CHAIRMAN**

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

**19/002 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.

**19/003 TO ACKNOWLEDGE RECEIPT OF DECLARATION OF ACCEPTANCE OF OFFICE**

**19/004 ELECTION OF VICE-CHAIR**

To elect a Vice-Chair for the ensuing year.

**19/005 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.

**19/006 REPRESENTATION ON OUTSIDE BODIES**

To elect representation on Outside Bodies:

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

**19/007 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.

**19/008 POLICE REPORTS & ISSUES**

- 008.1 To acknowledge receipt of Crime Statistics for February & March 2019, from the Police.uk website
- 008.2 To acknowledge receipt of the Bedfordshire Police & Crime Commissioners monthly newsletter
- 008.3 To consider attendance at the Community Policing Team Community Priority Setting Meeting on 24<sup>th</sup> May 2019
- 008.4 To consider attendance at the Police and Crime Commissioners Annual Parish Roadshow on 1<sup>st</sup> October 2019
- 008.5 To consider attendance at the Police and Crime Commissioners Third Year Report Launch on 20<sup>th</sup> May 2019

**19/009 PUBLIC QUESTION TIME**

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

**19/010 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT**

010.1 To receive written or verbal report from Cllr Shingler.

**19/011 PLANNING COMMITTEE REPORTS/UPDATE**

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

011.2 To receive the minutes of the Planning committee meeting held on 15<sup>th</sup> April 2019 and to consider and ratify any recommendations contained therein.

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

011.4 Update on Enforcement Notices.

011.5 To consider new planning applications or delegate authority to respond to committee:

[CB/19/00111/FULL](#), **54 Osborn Road**: Two storey side & rear, single storey front & rear extensions, installation of Velux type roof windows on rear elevation

[CB/19/01054/FULL](#), **21 York Close**: Timber shed/outbuilding 5.3m x 4.5m to be positioned at the end of the garden

[CB/19/00822/FULL](#), **Unit H2, Barton Industrial Estate, Faldo Road**: Additional outdoor storage area in existing secure yard adjacent to H2 building, to include a temporary single storage awning structure and fencing alterations

[CB/19/01191/FULL](#), **5 Dunstall Road**: Replacement porch with new pitched roof

011.6 To consider any urgent planning applications received after the agenda was produced

011.7 To acknowledge the NALC Briefing on the Community Structure Levy (CIL)

011.8 To consider Flitton & Greenfield and Pulloxhill Neighbourhood Plan submission

**19/012 MINUTES OF LAST MEETINGS**

012.1 To receive and approve the minutes of the Full Council meeting held 8<sup>th</sup> April 2019.

012.2 Matters arising outside of committee reports/updates

**19/013 CHAIRMAN'S ANNOUNCEMENTS**

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

013.2 To consider Councillor Vacancies to be filled by Co-Option

013.3 Announcements as deemed appropriate by the Chairman

**19/014 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 Bank and Investment mandates

014.3 To adopt 2019/20 Maintenance Schedule

014.4 To adopt 2019/20 Administration Schedule

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

014.6 To acknowledge receipt of the Standing Orders

014.7 To review and adopt Annual Investment Policy 2019/20

014.8 To review Credit Control & Bad Debts Policy

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

014.10 To consider and approve 'Local Plan joint statement of co-operation' between CBC and the Parish Council

**19/015 BURIAL GROUNDS COMMITTEE REPORT/UPDATE**

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

015.2 To acknowledge the Churchyard and Burial Ground Inspections

015.3 To acknowledge the War Memorial Inspection

015.4 To approve style of memorial bench for the Burial Ground

**19/016 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE**

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

016.2 To receive the minutes of the Highway & Environment committee meeting held on 15<sup>th</sup> April 2019 and to consider and ratify any recommendations contained therein

016.3 To acknowledge Bus Shelter Inspections

016.4 To acknowledge response from Central Bedfordshire Council Traffic Management Team regarding 2019/20 Rural Match Funding Scheme and to consider and agree any follow up actions

**19/017 LEISURE COMMITTEE REPORT/UPDATE**

017.1 Matters arising from previous Leisure Committee not included within agenda

017.2 To receive the minutes of the Leisure committee meeting held on 29<sup>th</sup> April 2019 and to consider and ratify any recommendations contained therein

017.3 To acknowledge weekly Playground and Fitness Equipment Inspections

017.4 To acknowledge and consider complaint from resident regarding damage to fencing

017.5 To consider/approve quotation for the removal of hawthorn branches and tree in Norman Road Play area

- 017.6 To consider quotation for the removal of 2 trees beyond the Parish Council's boundary at Norman Road play area
- 19/018 SPORTS FIELD COMMITTEE REPORT/UPDATE**
- 018.1 Matters arising from previous Sports Field Committee not included within agenda
- 018.2 To receive the minutes of the Sports Field Committee meeting held on 15<sup>th</sup> April 2019 and to consider and ratify any recommendations contained therein
- 018.3 To consider/approve quotation for annual service of Pavilion boilers and cost to repair of calorifier 1
- 018.4 To approve additional cost of 1 day hire of drill seed equipment and 2 additional bags of grass seed
- 19/019 MONTHLY FINANCIAL REPORTS (as attached)**
- 019.1 To receive and consider Balance Sheet, Income & Expenditure Account, Creditors & Debtors Reports.
- 19/020 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
- 19/021 TIME ALLOCATION FOR COMMITTEE MEETINGS**
- Dates available for committee or sub-committee meetings: 20<sup>th</sup> May
- 19/022 MISCELLANEOUS CORRESPONDENCE RECEIVED**
- 022.1 To acknowledge receipt of May 2018 Issue of Bedfordshire Bugle and consider issues relevant to Council's business.
- 022.2 To acknowledge receipt of the CPRE Countryside Voice Magazine, Spring 2019 edition
- 022.3 To acknowledge receipt of the Allotment & Leisure Gardener Magazine, Issue 2 2019
- 022.4 To acknowledge receipt of the BABUS Newsletter no 39
- 022.5 To acknowledge receipt of the Rural Services Network Monthly bulletin, May edition
- 022.6 To acknowledge receipt of the Rural Services Network Weekly Bulletin of 9<sup>th</sup>, 16<sup>th</sup>, 24<sup>th</sup>, 30<sup>th</sup> April and 8<sup>th</sup> May
- 022.7 To acknowledge receipt of the National Association of Local Council Chief Executive's Bulletin of 12<sup>th</sup>, 26<sup>th</sup> April and 3<sup>rd</sup> May
- 19/023 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.

**Carolyn Callen**  
**Clerk to the Council**