

MINUTES OF THE ANNUAL MEETING OF BARTON-LE-CLAY PARISH COUNCIL,
HELD ON MONDAY 13th MAY 2019
AT THE VILLAGE HALL, HEXTON ROAD, BARTON-LE-CLAY AT 7.34PM

Present: Councillors Mr L Davison-Williams (Vice-Chair), Mrs B Thomas, Mrs G Gardner, Mrs V Jones, Mr J Roberts, Mr J Paxton and Mr N Day

In attendance: Mrs C Callen (Clerk), Mrs S Cowie (Assistant Clerk), Central Bedfordshire Councillor Shingler & 2 members of public

Minutes: Mrs C Callen

19/001 ELECTION OF CHAIRMAN

Nominations for Chairman of the Parish Council were called. Councillor Roberts highlighted that it was a critical time for the Parish Council with the Local Plan being decided. Councillor Thomas **PROPOSED** Councillor Davison-Williams, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. Councillor L Davison-Williams was duly elected Chairman of Barton-le-Clay Parish Council and signed his acceptance of office.

19/002 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Mr J Selley

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

It was acknowledged that all Councillors had signed their Declaration of Acceptance of Office prior to the start of the meeting.

19/004 ELECTION OF VICE-CHAIR

Nominations for Vice-Chairman were called. Councillor Davison-Williams **PROPOSED** Councillor Thomas, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. Councillor B Thomas was duly elected Vice-Chairman of Barton-le-Clay Parish Council.

19/005 SPECIFIC DECLARATIONS OF INTEREST

Councillor Jones declared an interest in items 19/017.4 and 19/017.6.

19/006 REPRESENTATION ON OUTSIDE BODIES

Councillor Davison-Williams **PROPOSED** Councillor Thomas to continue to represent the Parish Council on the Barton Educational Trust, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

Councillor Davison-Williams **PROPOSED** Councillor Roberts to continue to represent the Parish Council on the Barton Village Hall Committee, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

Councillor Davison-Williams **PROPOSED** Councillor Paxton to continue to represent the Parish Council with the Barton Tennis Club, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

Councillor Davison-Williams **PROPOSED** Councillor Day to represent the Parish Council with the Schools Link, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

19/007 COMMITTEE MEMBERS

Councillor Davison-Williams **PROPOSED** the committee structure be agreed in line with the membership discussed, with details being confirmed at the Extra-ordinary meeting on 20th May 2019. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. Councillor Davison-Williams also **PROPOSED** the membership of the Sub-Committees, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

19/008 POLICE REPORTS & ISSUES

008.1 To acknowledge receipt of Crime Statistics for February and March 2019

The Crime statistics for February and March 2019, taken from Police.uk website, were acknowledged. A total of 23 crimes were reported in February and 25 in March. The categories

included: 6/5 x antisocial behaviour, 2/7 x violence/sexual offence, 5/4 x burglary, 6/3 x vehicle crime, 1/1 x criminal damage, 1/2 x other theft, 0/1 x other crime and 2/2 x public order offences. Monthly crime statistics analysis from March 2016 - March 2019 was provided to Members, showing a 15/20% increase so far this year. Concerns were raised that opportunists are using Barton due to the lack of policing. There also appears to be a lack of prosecutions.

One member of public arrived 7.55pm

As highlighted in the PCC newsletter for April, new PC's are to be recruited to form a troubleshooting Neighbourhood Intervention Team, focusing on lower level items. Much of the theft, vandalism and anti-social behaviour is drug related. The Assistant Clerk is continuing to liaise with the local Community Policing Team to arrange a public engagement event in the village.

008.2 To acknowledge receipt of the Bedfordshire Police & Crime Commissioners monthly newsletter

The newsletter for April was acknowledged by members. This outlined work undertaken in the past 12 months, with several positive aspects covered. It is hoped that these will improve matters in the future.

008.3 To consider attendance at the Community Policing Team Community Priority Setting Meeting on 24th May 2019

Councillor Paxton agreed to attend the quarterly meeting with Councillor Davison-Williams to also attend, if available. Councillor Thomas requested that vandalism be brought up as an area of concern. Last quarters priorities for the team were drugs and retail crime. An invite has also gone out to the public to encourage them to attend and an online survey sent out for feedback from the community. For information, PC Konopka has advised that the Community Police Team will be attending the Church Fete on Saturday 22nd June (1-4pm) to answer resident's questions/concerns.

008.4 To consider attendance at the Police and Crime Commissioners Annual Parish Roadshow on 1st October 2019

Councillors Day and Thomas agreed to attend to hear from the PCC, the Deputy Chief Constable and the Chief Superintendent, as well as feeding back to our local Community Policing team.

008.5 To consider attendance at the Police and Crime Commissioners Third Year Report Launch on 20th May 2019

No members were available to attend this event.

19/009 PUBLIC QUESTION TIME

Two members of public were present.

A resident from Church Road outlined the issues they are experiencing with parking in the road, which was particularly bad during the Easter weekend when incidents of driveways being blocked, double parking and parking on the grass islands were seen. Some specific issues have been reported to the Police and Central Bedfordshire Council. At the same time, there were no cars parked at the Village Hall. A Residents Association has been formed and they are currently in communication with Central Bedfordshire Council to look at what could be done to ease the issues, caused mainly by visitors to the Barton Hills National Nature Reserve. They are looking for the support of the Parish Council. Councillor Davison-Williams requested that the Parish Office be copied into any exchanges with Central Beds Council to understand the position and support as appropriate.

19/010 CENTRAL BEDFORDSHIRE WARD COUNCILLOR REPORT.

010.1 Councillor Davison-Williams congratulated Councillor Shingler on behalf of the Parish Council, on his re-election as an Independent Councillor for Barton-le-Clay.

Councillor Shingler agreed to ask the Community Safety Team at Central Bedfordshire Council to investigate the parking issues already mentioned by the resident.

Councillor Shingler outlined the changes at Central Bedfordshire Council after the Elections, with 13 Independent Councillors now elected, alongside 41 Conservative, 3 Liberal Democrat, 1 Labour and 1 UKIP. Several old Councillors have gone and he is impressed with the new structure.

Councillor Davison-Williams raised the issue that the Rural Match Funding for the Parish Council this year has been declined, and the poor communication being received from the Traffic Management Team at Central Beds Council. Councillor Shingler agreed to investigate.

Councillor Shingler and 1 member of public left 8.19pm

19/011 PLANNING COMMITTEE REPORTS/UPDATE

011.1 Matters arising from previous Planning Committee not included within agenda

The Planning officer has advised that he has now spoken to the applicant regarding the outstanding work to remove the bund at Arnold Academy. He advises that the school have apologised for the delay and the contractor intends for the works to be completed by the end of the month.

Groundworkers have been on site to assess requirements and the resident is aware of the ongoing situation.

011.2 To receive the minutes of the Planning Committee meeting held on 15th April 2019 and to consider and ratify any recommendations contained therein

A copy of the minutes was circulated to members prior to the meeting. Councillor Gardner

PROPOSED receipt and approval of the minutes of the Planning committee meeting held on 15th April, this was **SECONDED** by Councillor Day with **6 in favour and 1 abstention**.

011.3 Update on planning applications refused/granted

A list of planning application decisions was circulated to members prior to the meeting. This was duly noted. A copy is provided within the minutes.

011.4 Update on Enforcement Notices

A new enforcement notice has been raised regarding Barton Reservoir, Old Road, regarding removal of protected trees and hedgerow. Councillor Gardner informed members that an email had been received from Barton Countryside Conservation regarding the removal of trees and shrubs during the nesting season and advising that the matter had been reported to Central Bedfordshire Council Planners, RSPB and CPRE. It was agreed that this matter would be discussed at the next Planning Committee meeting. **ACTION – Assistant Clerk to provide copies of the last plans approved to members for review.**

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

- OBJECT: The Parish Council has concerns regarding the use of the loft space. In the previous application this was intended to be for bedroom 4 and the revised plans now show this moved to the first floor front extension with no mention of the loft space with Velux windows. The Lack of parking space to accommodate a potential 5 bedroom property has not been addressed.

CB/19/01054/FULL, 21 York Close: Timber shed/outbuilding 5.3m x 4.5m to be positioned at the end of the garden.

- No comments.

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

- No comments.

CB/19/01191/FULL, 5 Dunstall Road: Replacement porch with new pitched roof.

- No comments.

- 011.6 **To consider any planning applications received after the agenda was produced**
CB/19/01267/FULL, 105 Manor Road: single storey front and rear extensions. It was agreed to request an extension to the consultation period to allow this application to be discussed at the next Full Council meeting.
- 011.7 **To acknowledge the NALC Briefing on the Community Structure Levy (CIL)**
A copy was provided to members prior to the meeting. This was duly acknowledged. Councillor Davison-Williams advised that Central Bedfordshire Council are not CIL approved.
- 011.8 **To consider Flitton & Greenfield and Pulloxhill Neighbourhood Plan submission**
It was agreed to carry this item forward to be discussed at the next Planning Committee meeting.
- 19/012 MINUTES OF LAST MEETINGS**
- 012.1 **To receive and approve the minutes of the Full Council meeting held on 8th April 2019**
The minutes of Full Council held on 8th April 2019 were previously circulated to members. Councillor Davison-Williams **PROPOSED** the receipt and approval of the minutes. This was **SECONDED** by Councillor Thomas with **3 in favour and 4 abstentions**. Councillor Davison-Williams then **PROPOSED** the ratification of the recommendations contained within the minutes. This was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.
- 012.2 **Matters arising outside of committee reports/updates**
There were none.
- 19/013 CHAIRMAN'S ANNOUNCEMENTS**
- 013.1 **To advise all members regarding update of Register of Interests Forms and declarations of gifts**
Members were reminded to complete and submit their responses within 28 days of taking up office.
- 013.2 **To consider Councillor Vacancies to be filled by Co-Option**
Members agreed to re-advertise the vacancies around the local shops and on Social Media.
- 013.3 **Announcements as deemed appropriate by the Chairman**
A 'Thank You' email has been received from Barton Scouts Troop regarding the recent S137 grant award. They have now purchased the tent and a copy of the receipt and pictures have been provided.
An email has been received from the Secretary of the Chiltern Youth League to express their thanks following the recent Tournament. They appreciated the Groundsmen's efforts in maintaining the grass and marking out the pitches.
A complaint has been received regarding the Ramsey Manor Football Tournament held on 11th May at Barton Rovers FC. Unity Hall were not advised of the event and the users who had booked the hall struggled with car parking. **ACTION – Assistant Clerk to contact Barton Rovers FC and request that all co-tenants are advised of any events in future.**
- 19/014 POLICIES & RESOURCES COMMITTEE REPORT/UPDATE**
- 014.1 **Matters arising from previous Policies & Resources Committee not included within agenda –**
The timetable for the Annual Audit starts with the Internal Audit being undertaken on 22nd May. The report from the Internal Auditor will then be acknowledged at Full Council on 10th June, alongside approval of the Annual Governance and Accountability Return. This will then be sent to the External Auditors (Mazars) by 21st June.
The annual check of the defibrillators by Community Heartbeats has been requested. Once the report has been received it will be shared at Full Council.
The Hear2Listen Youth Mental Health Crisis presentation discussed at the last Full Council meeting was unfortunately cancelled due to low response.

The Clerk and Councillor Davison-Williams met with the Village Hall Committee to discuss the ongoing issue of lighting in the car park. Councillor Roberts was disappointed that he was not made aware of the meeting, given his role as representative on the Village Hall Committee. This was an oversight and he will be involved in future discussions. The minutes of the meeting were acknowledged.

The Clerk and Councillor Davison-Williams have met with a representative from Antechs Business Support to discuss upgrading the PC's for the Parish Office. Issues were raised regarding the poor Broadband service in the office which is impacting on the telephones and internet connections. The Clerk is to investigate this further and a revised quote is awaited from the IT company. This will be discussed further at next Committee meeting.

A meeting has been held with the Tennis Club for an update regarding their performance over the last year. The minutes of the meeting were acknowledged.

- 014.2 **To review and approve signatories for Financial Bank and Investment mandates.**
The annual review of all financial signatories was undertaken. Councillor Davison-Williams **PROPOSED** the removal of Councillor Gunter from the TSB and Public Sector Deposit Fund mandates and the addition of Councillors Roberts and Paxton to the TSB mandate. This was **SECONDED** by Councillor Thomas with **5 in favour and 2 abstentions**.
- 014.3 **To adopt 2019/20 Maintenance Schedule**
The maintenance schedule has been reviewed with the Groundsman and a few changes highlighted. Councillor Day queried the topping of the field at the end of Old Road with a view to consideration of a biodiversity option. This was deferred to be discussed at the next Leisure Committee. Councillor Thomas requested the addition of the cutting of the hedge at the Burial Ground now undertaken by the contractor. Councillor Davison-Williams **PROPOSED** the approval of the schedule as amended for 2019/20, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.
- 014.4 **To adopt 2019/20 Administration Schedule**
Councillor Gardner requested that the supplemental attachment regarding the Horticultural Show be amended to move the purchase of gifts for the judges to August. Councillor Davison-Williams **PROPOSED** the approval of the schedule and amended timeline for Horticultural Show for 2019/20, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.
- 014.5 **To acknowledge receipt of the Model Publication Scheme & Freedom of Information Policy**
Copies of the latest Model Publication Scheme and Freedom of Information Policy were provided to members ahead of the meeting. These were acknowledged at the meeting. Approval of the documents was deferred to the next meeting.
- 014.6 **To acknowledge receipt of the Standing Orders 2019/20**
The latest version of the Standing Orders was approved at Full Council on 8th April. Receipt of the amended version was acknowledged.
- 014.7 **To review and adopt Annual Investment Policy 2019/20**
The latest version of the Annual Investment Policy was provided to members ahead of the meeting. Councillor Davison-Williams **PROPOSED** the Annual Investment Policy be approved and adopted, this was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.
- 014.8 **To review Credit Control & Bad Debts Policy**
This item was deferred to the next meeting for approval.
- 014.9 **To consider and approve delegates for new councillor induction training at BATPC and costs therein**
BATPC are running 3 New Councillor Induction Training sessions on Wednesday 12th June 7.30pm - 9.30pm at Toddington Village Hall, Tuesday 2nd July from 7.30pm to 9.30pm at Renhold Village Hall and Thursday 18th July from 7.30pm to 9.30pm at Old Warden Village Hall. Councillor Jones to

attend and will advise the Clerk of preferred date. Councillor Davison-Williams **PROPOSED** the approval of £30 for the cost of the course. This was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

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

Councillors Davison-Williams and Selley have attended a meeting with Central Bedfordshire Council Assets team to discuss the Sports Field. A joint statement has been requested to go before the inspectors at the public consultation hearings being held in May. No plans were available to support the statement at the meeting. Members were concerned that the statement needed to be made clear that no decision or consent has been given and that they are mindful of the views of the community on any proposal. Councillor Roberts agreed to modify the wording to form an appropriate response, to be discussed and approved at the next Council meeting.

19/015 BURIAL GROUNDS COMMITTEE REPORT/UPDATE

015.1 **Matters arising from previous Burial Grounds committee not included within agenda - information only**

Reynolds Landscaping have advised that one of the branches on tree number 02344 in the Churchyard has a large split in it. The Assistant Clerk has asked Reynolds Landscaping and Macaulay Tree Services to assess the split and provide quotation for any necessary works. The church warden has also been advised.

015.2 **To acknowledge churchyard and burial ground inspections**

The inspection undertaken on 2nd May was acknowledged, everything was in order. The Assistant Clerk is to chase the Diocese for an update regarding the faculty required prior to addressing the leaning headstone in the Churchyard. A carpenter has been instructed to look at the damage to the Burial Ground sign and advise on way forward.

015.3 **To acknowledge the War Memorial inspection**

The inspection undertaken on 2nd May was acknowledged. The works for the re-lettering of the names engraved on the war memorial have been instructed.

015.4 **To approve style of memorial bench for the Burial Ground**

A resident has now confirmed that they wish to donate a memorial bench in the burial ground. The 3 seater, Cranbrook bench from Memorial Benches UK has been chosen. The resident would like the memorial to be engraved on the top rail. Councillor Thomas **PROPOSED** approval of the choice of bench, **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

19/016 HIGHWAYS & ENVIRONMENT COMMITTEE REPORT/UPDATE

016.1 **Matters arising from previous Highways & Environment committee not included within agenda - information only**

Councillor Davison-Williams has obtained a copy of the title deeds for the land behind Simpkins Drive. Unfortunately it is not sufficient to confirm definitive land ownership. Therefore, the Clerk is to seek advice from the Insurance Company with a view to write to all residents affected to provide an indemnity before any works are undertaken to remove the trees damaging the properties.

The additional Whitbread Wanderbus service started on 7th May. The company are providing weekly updates on usage. For the first week, the second bus returned to base as there were insufficient passengers. However, although there were only 11 passengers going to Hitchin from all villages, there were 16 passengers on the return service and one who was unable to return as insufficient seats. Of the 5 extra, 4 got off the bus in Barton but how they got to Hitchin in the first place is unclear. Councillor Gardner agreed to spread the word regarding the service at the next WI Meeting.

016.2 **To receive the minutes of the Highways & Environment committee held on 15th April 2019 and to consider and ratify any recommendations contained therein**

A copy of the minutes was previously circulated to members. Councillor Paxton **PROPOSED** approval and ratification of the minutes of the meeting held on 15th April, **SECONDED** by Councillor Day and **UNANIMOUSLY CARRIED**.

016.3 **To acknowledge the Bus Shelter inspections**

The bus shelter inspection of 8th May was acknowledged. The Groundsman is to paint-out the graffiti reported.

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**

A letter has been received in response to the Parish Council's application for funding for 2019/20. This advises that the request for Priority 1 to address excessive speeds and traffic through Bedford Road (slip road) has neither been accepted nor rejected but will be kept on file and reviewed again in 2020/21. The request for Priority 2 regarding the speed of traffic entering the village on Hexton Road by the village gates, will not be progressed. The letter was acknowledged. The Clerk has emailed the Traffic Management Team requesting a meeting to provide further details behind their decision.

19/017 LEISURE COMMITTEE REPORT/UPDATE

017.1 **Matters arising from previous Leisure Committee not included within agenda – information only**

'Mums Under Construction' have asked for permission to run fitness classes in one of the recreation grounds. More information regarding the classes has been requested so that this can be considered at the next Leisure Committee meeting.

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

Councillor Thomas **PROPOSED** receipt and ratification of the minutes of the Leisure committee held on 29th April, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

017.3 **To acknowledge weekly Playground and Fitness Equipment Inspections**

The Arnold Recreation Ground playground inspections of 30th April and 8th May were acknowledged. In Arnold Recreation Ground, the only outstanding work is the repair to the green gate into the play area.

The Fitness Equipment inspections of 30th April and 8th May were acknowledged. Everything was in order.

The Norman Road play area inspections of 26th April and 3rd May were acknowledged. Everything was in order.

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

A resident of Cromwell Road, who's property backs onto Norman Road play area, has made a complaint regarding trees in the play area which have grown into her wooden fence, causing damage. The Assistant Clerk and Clerk have visited the resident and viewed the trees from the garden. The resident is currently seeking quotes for replacement fencing along her rear boundary and has indicated that she is seeking compensation from the Parish Council for the damage caused. The complaint was acknowledged and it was agreed that any request for compensation would need to be received in writing and taken to the Leisure Committee for consideration.

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

As per agenda item 017.4, a quotation for the removal of branches and one of the hawthorn trees which is growing at an angle has been provided by Reynolds Landscaping at a cost of £125 plus VAT. Councillor Thomas **PROPOSED** approval for the removal of the branches and one tree at a cost of £125 plus VAT, **SECONDED** by Councillor Paxton with **6 in favour and 1 abstention**.

017.6 **To consider quotation for the removal of 2 trees beyond the Parish Council's boundary at Norman Road Play Area**

There are 2 small trees between the chain link fence boundary of Norman Road Play Area and the back fence of two properties in Cromwell Road. It is believed that these trees are beyond the Parish Council's boundary and are self-set. A request from a resident for the removal of one of the trees behind her property was received some time ago and quotations for the removal obtained. Councillor Thomas **PROPOSED** not to remove the trees as they are not on Council land, **SECONDED** by Councillor Roberts with **6 in favour and 1 abstention**.

Councillor Jones queried that the trees in question are sycamores not seedlings and Councillor Thomas agreed to review the situation and bring back to Council if appropriate.

One member of the public left the meeting at 10.05pm.

19/018 SPORTS FIELD COMMITTEE REPORT/UPDATE

018.1 **Matters arising from previous Sports Field committee not included within agenda, information only**

The replacement wooden fencing along the Luton Road access Road has now been completed. The insurance claim is still outstanding.

On 2nd May, the Groundsman advised that the water pressure at the Pavilion had dropped and no water was available. SMRHS Ltd attended site and confirmed that the water pressure switches (2) and water pump have burnt out and need replacing. Due to the Chiltern League Youth Football tournament and remainder of football matches, SMRHS were instructed to replace one of the switches to get the water supply back on. This was completed on 3rd May. The cost to repair the second switch and pump will be taken to the next committee meeting for consideration.

A second men's Sunday team have asked to use the Sports Field for their matches next season. They currently play in Leagrave and did approach the council last year with the same request. They kick off at 10.30am - this is the same time as the Jolly Topers team. The request will be discussed further at the next committee meeting.

018.2 **To receive the minutes of the Sports Field committee meeting held on 15th April 2019 and to consider and ratify any recommendations contained therein**

Councillor Davison-Williams **PROPOSED** receipt and ratification of the minutes of the Sports Field committee held on 15th April, **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

018.3 **To consider/approve quotation for annual service of Pavilion boilers & cost to repair of calorifier 1**

The quotation for the annual boiler service has been provided by SMRHS Ltd at a cost of £504 plus VAT, as per last year. In addition, Calorifier 1 has broken down and will not light. A Quotation for the replacement pilot assembly and thermopile has been provided at £226.78 plus VAT, providing it is completed alongside the boiler service. Councillor Davison-Williams **PROPOSED** approval of the total cost of 730.78 plus VAT to service and repair the boiler. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

018.4 **To approve additional cost of 1 day hire of drill seed equipment and 2 additional bags of grass seed**

At the committee meeting on 15th April, members agreed a cost of £300 plus VAT for 1 day drill seed equipment hire plus 6 bags of grass seed at a cost of £590 plus VAT. The seeding will be undertaken by Barton Rovers. Following the meeting, the actual cost for hire of the equipment this year was confirmed at £375 plus VAT and an additional 2 bags of seed will be required. Councillor Davison-Williams **PROPOSED** approval of the additional cost of £75 plus VAT for the equipment hire and £176.80 (no VAT) for 2 further bags of seed, if required. This was **SECONDED** by Councillor Roberts and **UNANIMOUSLY CARRIED**.

19/019 MONTHLY FINANCIAL REPORTS

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

It was not possible to provide the monthly financial reports, pending completion of the Year End on the Accounts system, which is due to be undertaken on 17th May. Once this has been completed and the April paperwork uploaded, the Clerk will provide copies to Councillors. In the meantime, the clerk is continuing to chase outstanding debtors in line with the Credit Control Policy.

19/020 APPROVAL OF PAYMENT OF ACCOUNTS

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

The payments for May were provided to members. Monthly payment for British Gas was added at the meeting. Councillor Davison-Williams **PROPOSED** approval of the payments for May. This was **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

19/021 TIME ALLOCATION FOR COMMITTEE MEETINGS

021.1 Dates available for committee/sub-committee meetings –

20th May – Extra-Ordinary Meeting to appoint Chairs and Vice-Chairs of Committees and any other business of an urgent nature - to be held in the Village Hall, start time 7.30pm.

19/022 MISCELLANEOUS CORRESPONDENCE RECEIVED

022.1 To acknowledge receipt of May 2019 Issue of Bedfordshire Bugle and consider issues relevant to Council's business - acknowledged.

022.2 To acknowledge receipt of the CPRE Countryside Voice Magazine, Spring 2019 edition - acknowledged.

022.3 To acknowledge receipt of the Allotment & Leisure Gardener Magazine, Issue 2 2019 - acknowledged.

022.4 To acknowledge receipt of the BABUS Newsletter no 39 - acknowledged.

022.5 To acknowledge receipt of the Rural Services Network Monthly bulletin, May edition - acknowledged.

022.6 To acknowledge receipt of the Rural Services Network Weekly Bulletin of 9th, 16th, 24th, 30th April and 8th May - acknowledged.

022.7 To acknowledge receipt of the National Association of Local Council Chief Executive's Bulletin of 12th, 26th April and 3rd May - acknowledged.

19/023 ITEMS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

There were none.

The meeting closed at 10.19 pm

I certify these minutes are a true and correct record of the Parish Council meeting held on 13th May 2019

Dated this the 10th June 2019

**COUNCILLOR L DAVISON-WILLIAMS
CHAIRMAN**

**PAYMENT OF ACCOUNTS
May 2019**

FOLIO No	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
19/0012	Peninsula Business Services	HR Services - May 2019	£ 199.00	£ 39.80	£ 238.80	4151		DD
19/0013	Central Bedfordshire Council	Council Tax - Parish Office - May	£ 236.00	£ -	£ 236.00	4137		DD
19/0014	Central Bedfordshire Council	Council Tax - Sports Pavilion - May	£ 577.00	£ -	£ 577.00	4811		DD
19/0015	Direct 365	Skip Emptying - Allotments (May)	£ 126.86	£ 25.37	£ 152.23	4134		DD
19/0016	Direct 365	Excess Weight Charge 19/3/19	£ 47.88	£ 9.58	£ 57.46	4134		DD
19/0017	Cawleys	Skip Emptying - Burial Ground (April)	£ 40.36	£ 8.07	£ 48.43	4314		DD
19/0018	Scottish Power	Electricity - Parish office (01/04/19-30/04/19)	£ 100.95	£ 5.05	£ 106.00	4137		DD
19/0019	Crown Gas	Gas - Pavilion (01/04/19-30/04/19)	£ 111.15	£ 5.56	£ 116.71	4812		DD
19/0020	British Gas	Electric supply Pavilion (01/04/19-30/04/19)	£ 117.18	£ 5.85	£ 123.03	4806		DD
19/0021	Everflow Ltd	Water Supply Office, Sports, Allots (7/6/19 - 6/7/19)	£ 33.23	£ -	£ 33.23	SPLIT		DD
19/0022	NEST	Pension payments April 2019 (Payment due May)	£ 806.12	£ -	£ 806.12	526		DD
19/0023	HM Rev & Customs	Mth 1 PAYE	£ 697.00	£ -	£ 697.00	525		7129
19/0024	HM Rev & Customs	Mth 1 Nat. Emp'ee NI Contribution	£ 465.36	£ -	£ 465.36	525		7129
19/0025	HM Rev & Customs	Mth 1 Nat. Emp'ler NI Contribution	£ 535.16	£ -	£ 535.16	525	£ 1,697.52	7129
19/0026	I Nicholls	May Salary	Salary	.	Salary	4002		7130
19/0027	E Rhodes	May Salary	Salary		Salary	4004		7131
19/0028	S Cowie	May Salary	Salary		Salary	4001		7132
19/0029	C Callen	May Salary	Salary		Salary	4000		7133
19/0030	I Swales	May Salary	Salary		Salary	4003		7134
	TOTAL SALARIES		£ 5,410.51		£ 5,410.51			
19/0031	I Swales	April Petty Cash	£ 53.69	£ 10.74	£ 64.43	4140		7135
19/0032	I Swales	April Mileage 280 miles @ 60.1p	£ 168.28	£ -	£ 168.28	4107	£ 232.71	7135
19/0033	C Callen	Mileage 61.6 miles @ 45p	£ 27.72	£ -	£ 27.72	4107		7136
19/0034	C Callen	Expenses - Amari Plastics Sheets for Bus Shelter repairs	£ 96.90	£ 19.38	£ 116.28	4503	£ 144.00	7136
19/0035	Viking	Digital Camera for Staff usage per 18/422.6	£ 49.99	£ 10.00	£ 59.99	4113		7128
19/0036	MJ Granger Grounds Maintenance	Grass cutting 26/03/19	£ 278.38	£ 55.68	£ 334.06	SPLIT		7137
19/0037	MJ Granger Grounds Maintenance	Grass cutting 09/04/19	£ 374.01	£ 74.81	£ 448.82	SPLIT	£ 782.88	7137

19/0038	Local Council Public Advisory Serv	Annual Data Protection Officer Fee	£ 150.00	£ -	£ 150.00	4108		7138
19/0039	BABUS	Annual Subscription	£ 12.00	£ -	£ 12.00	4108		7139
19/0040	Rialtas Business Solutions	Annual Accounts Support Package Fee	£ 661.00	£ 132.20	£ 793.20	4138		7140
19/0041	Moneysoft	Annual Payroll Management Licence fee	£ 68.00	£ 13.60	£ 81.60	4108		7141
19/0042	P&R Property	Office & Garage quarterly rental 26/5/19 to 25/8/19	£ 2,000.00	£ -	£ 2,000.00	4137		7142
19/0043	Fire Facilities Management	6mthly Fire Alarm and Emergency Lighting service	£ 110.00	£ 22.00	£ 132.00	4815		7143
19/0044	Barton Countryside Conservation	Design, manufacture & install Gate on FP4 Arnold Rec	£ 705.32	£ -	£ 705.32	4650		7151
19/0045	Proludic	Provision and installation of new swings Arnold Rec	£12,151.25	£2,430.25	£14,581.50	EMR3 62		7145
19/0046	Pear Technology	PT Mapper Support/Updates Annual Contract	£ 225.00	£ 45.00	£ 270.00	4108		7146
19/0047	HL Hutchinson/LW Vass	Pro 70 Recreation Seed 20kg	£ 176.80	£ -	£ 176.80	EMR3 65		7147
19/0048	Barton Village Hall	April PC Meeting	£ 35.00	£ -	£ 35.00	4112		7148
19/0049	Reynolds Landscaping	Clearing site on junction of Bedford and Grange Roads	£ 190.00	£ 38.00	£ 228.00	4404		7149
19/0050	Reynolds Landscaping	Grass cutting 1/4/19, 15/4/19, 30/4/19	£ 525.00	£ 105.00	£ 630.00	SPLIT	£ 858.00	7149
19/0051	Everflow Ltd	Adjust Water Supply Office,Sports,Allots (7/4/19 - 6/5/19)	-£ 47.87	£ -	-£ 47.87	SPLIT		DD
19/0052	Gilks Fencing Ltd	Repairs to Broken fencing at Sports Field	£ 3,311.07	£ 662.21	£ 3,973.28	4807		7150
TOTAL MAY 2019 PAYMENTS			£30,825.30	£3,718.15	£34,543.45			