


### **BARNWELL PARISH COUNCIL**

All Councillors are hereby summoned and required to attend a Meeting of Barnwell Parish Council to be held at Barnwell Village Hall on Tuesday May 21<sup>st</sup> 2024 commencing at 7.00pm to transact the business below.

Dated May 14<sup>th</sup> 2024 Signed: 

Nicola Phillips – Clerk to Barnwell Parish Council

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**THIS IS A PUBLIC MEETING TO WHICH MEMBERS OF THE PUBLIC AND PRESS ARE INVITED**

### **AGENDA**

- 24/05/872 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 24/05/873 Election of Vice Chairman
- 24/05/874 To receive and approve apologies for absence.
- 24/05/875 Public participation session. (Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting).
- 24/05/876 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the Disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
- 24/05/877 To receive and approve for signature the minutes of the meeting held on Tuesday March 12<sup>th</sup> 2024.
- 24/05/878 To note any matters arising from the minutes not included on this agenda for report only
- 24/05/879 To note the findings of the internal audit
- 24/05/880 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 22/23
- 24/05/881 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 22/23
- 24/05/882 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2022/23
- 24/05/883 To appoint the Internal Auditor for the year 2024/2025
- 24/05/884 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Scheme of Delegation, Member's Allowances Policy
- 24/05/885 To receive and approve Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, Training Plan for Councillors
- 24/05/886 To receive and approve Records Retention Policy, Data Protection Policy, Subject Access Request Procedures, Data Breach Policy, Data Map, Publications Scheme, General, and Councillor/Staff /Role Holder Privacy Notice,
- 24/05/887 To receive and approve Health and Safety Policy, Safeguarding Policy, Lone Working Policy, Staff Appraisal Policy and Procedure, Expenses Policy, Sickness and Absence Policy, Grievance and Disciplinary Policy, Dignity at Work Policy, Officer/Councillor Protocol
- 24/05/888 To receive and approve Biodiversity Policy, Environmental Policy, Social Media Policy, Website Accessibility Statement, Website Management Policy, Memorial Tree and Bench Policy, Equipment Inspection Policy
- 24/05/889 To receive and approve Risk Management Policy Statement, the Financial Risk Assessments, Risk Register and all other Risk Assessments
- 24/05/890 To receive and approve the Assets Register
- 24/05/891 To note the Insurance Review

- 24/05/892 To note balance of PWLB streetlighting loan.
- 24/05/893 To allocate Councillors' roles and responsibilities
- 24/05/894 To remind members to review their Declarations of Interest and update as needed
- 24/05/895 To review the bank mandate and note the direct debits
- 24/05/896 To receive and approve the Balance of Accounts/Bank Reconciliation
- 24/05/897 To examine and approve the Bank Statements
- 24/05/898 To note the Clerk's incremental increase to salary
- 24/05/899 To approve and authorise payments of the following invoices

Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	VAT	Power
001.24/25	DD1	NPower	Streetlighting 01.01.24 - 31.03.24	£222.08	£10.58	PCA 1957 s3
002.24/25	BAC 1	Finding Fitness Ltd	Supply/fit Monkey Challenge Climbing Wall	£7,860.00	£1310.00	LG(MP)A 1976 s 19
003.24/25	BAC 2	NCALC	Membership & Audit 24/25	£657.14	£58.40	LGA 1972 s111+143
004.24/25	100821	N A Phillips	April Salary	£360.68	£0.00	LGA 1972 s112
006.24/25	100822	N A Phillips	April expenses + March extra	£29.58	£0.00	LGA 1972 s111
007.24/25	BAC 3	Clear Council	Insurance yr 3 of 3 yr LTA	£TBC	£TBC	LGA 1972 s111
008.24/25	BAC4	Turney Landscapes Ltd	Urban highway grass mowing - Mar 24 (S136) 1/7	£TBC	£TBC	H'ways 1980 s96
009.24/25	100823	N A Phillips	May Salary	£360.68	£0.00	LGA 1972 s112
010.24/25	BAC 5	Turney Landscapes Ltd	Urban highway grass mowing - April 24 (S136) 2/7	£TBC	£TBC	H'ways 1980 s96
011.24/25	100824	I E Croft	Contribution towards fuel cost for mowing The Green	£200.00	£0.00	LG(MP)A 1976 s 19
012.24/25	BAC 6	Turney Landscapes Ltd	Urban highway grass mowing - May 24 (S136) 3/7	£TBC	£TBC	H'ways 1980 s96
013.24/25	100825	N A Phillips	June Salary	£360.68	£0.00	LGA 1972 s112
014.24/25	DD2	ICO	Data Protection Registration	£35.00	£0.00	LGA 1972 s112
015.24/25	DD3	PWLB	Streetlighting loan installment 7	£547.56	£0.00	PCA 1957 s3
016.24/25	BAC 7	Andrew Granger	Recreational/Cricket Field Rent (PDBF)	£250.00	£0.00	LGA 1972 s 124

- 24/05/900 To discuss and resolve ways to reduce the PCs expenses.
- 24/05/901 To note the result of the bi-monthly budget review and to apply virements as necessary
- 24/05/902 To resolve that it is in this Council's best interest to apply for the Barclay's Business Debit Card service, and that this Council agrees to be bound by the Barclay's Debit Card terms and conditions.
- 24/05/903 To resolve that whilst the existing bank mandate provides for more than one person to instructions to the bank, in the case of the provision of a Business Debit card, to allow Barclays to accept and act on the instructions from any one nominated cardholder.
- 24/05/904 To resolve that authorised persons identified in section 3 of the Appointment of Bankers are authorised to apply for, nominate cardholders, and to accept the Business debit Card terms, contained in the Business Customer Agreement, on behalf of BWPC.
- 24/05/905 To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by North Northamptonshire Council and available on its website between the circulation of this agenda and the meeting to which it pertains.  
NE/24/00119/FUL: Proposed 2 Bedroomed Bungalow at The Spinneys Church Lane Barnwell PE8 5PG
- 24/05/906 To note BWPC's response to planning applications received between meetings
- 24/05/907 To note planning decisions made by NNC
- 24/05/908 To receive a report from Cllr Wise on issues concerning the highways.
- 24/05/909 To receive a report from Cllr Herring - Police Liaison Representative & Neighbourhood Watch
- 24/05/910 To receive a report from Cllr Soans on issues concerning public rights of way.
- 24/05/911 To note the results of the weekly safety checks at the children's playground and Recreation Field, and

to resolve what action to be taken

- 24/05/912 To receive an update on any other issues concerning the children's playground and Recreation Field, and to resolve what action to be taken.
- 24/05/913 To receive an update from Cllr Mailey on the visual speed indicator signs and other traffic calming measures
- 24/05/914 To receive a report from Cllr Brown on issues around flooding and to resolve any action to be taken
- 24/05/915 To receive a report from Cllr Forrest on issues concerning the village trees
- 24/05/916 To receive an update from Cllr de Bock on the Community Orchard
- 24/05/917 To receive an update from Cllr Wise on the CommMini Bus scheme
- 24/05/918 To note the receipt of a portrait photograph of King Charles III to be displayed in the Village Hall
- 24/05/919 To receive feedback from the Annual Litter Pick
- 24/05/920 To receive feedback on the application to the Rural England Prosperity Fund for a grant to further enhance facilities at the Recreation Field
- 24/05/921 To resolve to adopt two streetlights situated in Well Lane
- 24/05/922 To receive and adopt the Biodiversity Plan
- 24/05/923 To review the environmental action list and the annual action list of aims and objectives for the year.
- 24/05/924 To discuss a resident's request for bollards to be installed on the Green to prevent parking of vehicles
- 24/05/925 Correspondence
- 24/05/926 To confirm the dates of the 2024/25 meetings as: 16/07, 17/09, 19/11, 21/01, 18/03, 20/05
- 24/05/927 To confirm the date of the next meeting of the Parish Council as 16<sup>th</sup> July 2024
- 24/05/928 To close the meeting