


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 20th 2025 commencing at 7.00pm to transact the business below.

Dated May 13th 2025 Signed: 

Nicola Phillips – Clerk to Barnwell Parish Council

Tel: 07562372430

Email: barnwellparishclerk@gmail.com Website: barnwellparishcouncil.org.uk

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

AGENDA

- 25/05/115 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 25/05/116 To receive councillors' Declarations of Office and, for any not received, determine when they shall be received
- 25/05/117 Election of Vice Chairman
- 25/05/118 To receive and approve apologies for absence.
- 25/05/119 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).
- 25/05/120 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).
- 25/05/121 To fill by co-option the vacancies due to insufficient candidates standing for election
- 25/05/122 To receive and approve for signature the minutes of the meeting held on Tuesday March 18th 2025.
- 25/05/123 To note any matters arising from the minutes not included on this agenda for report only
- 25/05/124 To note the findings of the internal audit
- 25/05/125 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 24/25
- 25/05/126 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 24/25
- 25/05/127 To resolve to declare BWPC exempt from external audit for the year ending 31.03.2025
- 25/05/128 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2024/25
- 25/05/129 To appoint the Internal Auditor for the year 2025/2026
- 25/05/130 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Scheme of Delegation, Member's Allowances Policy
- 25/05/131 To receive and approve Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, Training Plan for Councillors
- 25/05/132 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,
- 25/05/133 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, Prevention of Sexual Harassment Policy
- 25/05/134 To receive and approve Biodiversity Policy, Biodiversity Plan Environmental Policy, Social Media Policy, Website Accessibility Statement, Website Management Policy, Memorial Tree and Bench

Policy, Equipment Inspection Policy

- 25/05/135 To receive and approve Risk Management Policy Statement, the Financial Risk Assessments, Risk Register and all other Risk Assessments
- 25/05/136 To receive and approve the Assets Register
- 25/05/136 To note the Insurance Review
- 25/05/138 To note balance of PWLB streetlighting loan.
- 25/05/139 To allocate Councillors' roles and responsibilities
- 25/05/140 To review the bank mandate and note the direct debits
- 25/05/141 To receive and approve the Balance of Accounts/Bank Reconciliation
- 25/05/142 To examine and approve the Bank Statements
- 25/05/143 To note the Clerk's incremental increase to salary
- 25/05/144 To discuss and resolve a payment to reimburse the volunteer who mows the Green for expenses
- 25/05/145 To approve and authorise payments of the following invoices

Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	VAT	Power
001.25/26	BAC 1	NCALC	Membership & Audit - 01.04.2025 - 31.03.2026	£603.35	£48.60	LGA 1972 s111
002.25/26	BAC 2	NCALC	Intro to AI	£20.00	£3.33	LGA 1972 s111
003.25/26	100845	N A Phillips	April Salary	£300.08	£58.40	LGA 1972 s112
004.25/26	DD1	HMRC	Clerk's April tax	£74.80	£0.00	LGA 1972 s112
005.25/26	DD2	NPower	Streetlighting 01.2025 - 03.2025	£TBC	£TBC	PCA 1957 s3
007.25/26	100822	N A Phillips	April expenses	£24.94	£TBC	LGA 1972 s111
008.25/26	BAC 3	TBC	Insurance	£TBC	£TBC	LGA 1972 s111
009.25/26	100823	N A Phillips	May Salary	£299.88	£0.00	LGA 1972 s112
010.25/26	DD1	HMRC	Clerk's May tax	£75.00	£0.00	LGA 1972 s112
011.25/26	100848	N A Phillips	June Salary	£TBC	£TBC	LGA 1972 s112
012.25/26	DD1	HMRC	Clerk's June tax	£TBC	£TBC	LGA 1972 s112
013.25/26	DD3	PWLB	Streetlighting loan installment 11	£547.56	£0.00	PCA 1957 s3

- 25/05/146 To note the result of the bi-monthly budget review and to apply virements as necessary
- 25/05/147 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.
- 25/05/148 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.
- 25/05/149 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.
- 25/05/150 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.
- 25/05/151 To note BWPC's response to planning applications received between meetings
NE/25/00335/TCA: Tree Work in Conservation Area. T2; Pear (Willow Leafed) - remove. Four Corners Church Lane Barnwell PE8 5PG
- 25/05/151 To determine what action the PC should take regarding the proposed warehousing at Castle Manor Farm between Thrapston and Titchmarsh
- 25/05/153 To note planning decisions made by NNC
- 25/05/154 To note any issues concerning highways
- 25/05/155 To note any Police Liaison Representative & Neighbourhood Watch issues
- 25/05/156 To note any issues concerning public rights of way.

- 25/05/157 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
- 25/05/158 To note any other issues concerning the children's playground and Recreation Field, and to resolve what action to be taken.
- 25/05/159 To receive an update on the visual speed indicator signs and other traffic calming measures
- 25/05/160 To note any issues around flooding and to resolve any action to be taken
- 25/05/161 To note issues concerning the village trees
- 25/05/162 To note any issues concerning the Community Orchard
- 25/05/163 To receive feedback from the Annual Litter Pick
- 25/05/164 To note any progress on obtaining Asset of Community Value status for the village shop and the pub
- 25/05/165 To discuss the communications received from Lee Barron MP re mobile connectivity issues at Barnwell
- 25/05/166 To confirm the dates of the 2025/26 meetings as: 15/07, 16/09, 18/11, 20/01, 17/03, 19/05
- 25/05/167 To confirm the date of the next meeting of the Parish Council as 15th July 2025
- 24/05/168 To close the meeting