

## BARNWELL PARISH COUNCIL

### Minutes of the Meeting held on Tuesday 15<sup>th</sup> May 2018 in The Village Hall Barnwell at 8.00pm

**Present:** Councillors H Hanlon (Chair), D Brown, G Wise, G Shacklock (Parish & Ward Councillor), N. Bould, C Soans, P Holden.

**In attendance:** Mrs N Phillips (Clerk), County Councillor W Brackenbury

<b>18/05/062</b>	<p><b>To elect the Chair</b></p> <p><b>Resolved:</b> Councillor Hanlon agreed to stand for a further year. All in favour. Councillor Hanlon duly signed her Declaration of Acceptance.</p>
<b>18/05/063</b>	<p><b>To elect the Vice Chair</b></p> <p><b>Resolved:</b> Councillor Brown agreed to stand for a year. All in favour.</p>
<b>18/05/064</b>	<p><b>Declaration of Members Interests</b></p> <p>Members were reminded that any changes needed to be reported to ENC – no changes necessary.</p>
<b>18/05/065</b>	<p><b>To receive and approve apologies for absence</b></p> <p><b>Resolved:</b> None</p>
<b>18/05/066</b>	<p><b>Public participation session</b></p> <p>None</p>
<b>18/05/067</b>	<p><b>To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</b></p> <p>None</p>
<b>18/05/068</b>	<p><b>To receive and approve for signature the minutes of the meeting held on Tuesday 20<sup>th</sup> March 2018.</b></p> <p><b>Resolved:</b> The minutes be signed by the Chairman as a correct record after noting correct date.</p>
<b>18/05/069</b>	<p><b>To note any matters arising from the minutes not included on this agenda for report only</b></p> <p>Request that a summary of spending be posted on website and noticeboard to inform residents where the precept was spent.</p>
<b>18/05/070</b>	<p><b>To receive a report from County Councillor W Brackenbury</b></p> <p>Cllr Brackenbury gave an update on the situation at NCC and explained proposals for the community bus scheme. Contributions towards the funding for this is being requested from parish councils and based on the current usage. Commitment would need to be made for 1.5 years. This scheme depends on all PCs signing up.</p>
<b>18/05/071</b>	<p><b>To receive a report from District Councillor G Shacklock</b></p> <p>Feedback on possible unitary authority and new chair of ENC.</p>
<b>18/05/072</b>	<p><b>To receive and approve the Assets Register</b></p> <p>The Assets Register has been updated to include an additional bench which had been missed off earlier registers. The Clerk has checked and all our assets and risks are covered by the insurance policy in place. Cllr Holden to carry out inspection of assets.</p> <p><b>Resolved:</b> To receive and approve the Assets Register</p>

18/05/073	<b>To receive and approve the Financial Risk Assessments</b> <b>Resolved:</b> Financial Risk Assessment received and approved																																																																																
18/05/074	<b>To receive and approve the Annual Governance Statement</b> <b>Resolved:</b> Annual Governance Statement received and approved																																																																																
18/05/075	<b>To receive and approve the End of Year Accounting Statement</b> <b>Resolved:</b> End of year Accounting Statement received and approved																																																																																
18/05/076	<b>To approve the Standing Orders, Complaints, Procedures, Equal Opportunities Policy and Financial Regulations.</b> The Clerk has produced new Standing Orders using the approved NCALC Model <b>Resolved:</b> To adopt the new Standing orders and to approve all other documentation.																																																																																
18/05/077	<b>To receive and approve the Balance of Accounts/Bank Reconciliation</b> Cllr Hanlon examined the Balance of Accounts/Bank Reconciliation <b>Resolved:</b> Approved and signed by Cllr Hanlon.																																																																																
18/05/078	<b>To examine and approve the Bank Statements</b> Bank balance stands at £30172.33 <b>Resolved:</b> Approved and signed by Cllr Hanlon																																																																																
18/05/079	<b>To approve and authorise payment of the following invoices</b> <table border="1" data-bbox="306 1043 1485 1697"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Item</th> <th>Amount</th> <th></th> </tr> </thead> <tbody> <tr> <td>100490</td> <td>PDBF (Glebe A/c)</td> <td>Recreational Field rent</td> <td>£300.00</td> <td>LGA 1972 S124</td> </tr> <tr> <td>100491</td> <td>Eon</td> <td>Streetlighting 01.01.18 – 31.01 18</td> <td>£266.06</td> <td>PCA 1957 S3</td> </tr> <tr> <td>100492</td> <td>Ncalc</td> <td>Audit and subscription 2018</td> <td>£425.21</td> <td>LGA 1972 S111, S143</td> </tr> <tr> <td>100493</td> <td>Eon</td> <td>Replacement for lost chq 100489</td> <td>£99.68</td> <td>PCA 1957 S3</td> </tr> <tr> <td>100494</td> <td>Eon</td> <td>Streetlight repair</td> <td>£103.21</td> <td>PCA 1957 S3</td> </tr> <tr> <td>100495</td> <td colspan="3">Written in error and destroyed</td> <td></td> </tr> <tr> <td>100496</td> <td>Came &amp; Company</td> <td>Insurance</td> <td>£298.48</td> <td>LGA 1972 S111, S143</td> </tr> <tr> <td>100497</td> <td>Inkwell Printing</td> <td>Spring Newsletter</td> <td>£87.00</td> <td>LGA 1972 S137</td> </tr> <tr> <td>100498</td> <td>Hunt &amp; Coombs LLP</td> <td>Playground lease costs</td> <td>£500.00</td> <td>LGA 1972 S124</td> </tr> <tr> <td>100499</td> <td>Clerk</td> <td>Salary &amp; expenses</td> <td>£257.14</td> <td>LGA 1972 S111, S112, S143</td> </tr> <tr> <td>100500</td> <td>Groundswork UK</td> <td>Repayment of unused NHP grant</td> <td>£959.24</td> <td>NHP grant</td> </tr> <tr> <td>100501</td> <td>J&amp;S Pendred</td> <td>Refurbishment of phone box</td> <td>£474.00</td> <td>Cllr WB grant</td> </tr> <tr> <td>100502</td> <td>Eon</td> <td>Streetlight repair</td> <td>£28.16</td> <td>PCA 1957 S3</td> </tr> <tr> <td>100503</td> <td>ENC</td> <td>Playground Planning Application fee</td> <td>£231.00</td> <td>LGA 1972 S124</td> </tr> <tr> <td>100504</td> <td>Turneys</td> <td>April mowing (1/7)</td> <td>£176.40</td> <td>Highways Act 1980, section 96</td> </tr> </tbody> </table> <b>Resolved:</b> All payments authorised	Cheque	Payee	Item	Amount		100490	PDBF (Glebe A/c)	Recreational Field rent	£300.00	LGA 1972 S124	100491	Eon	Streetlighting 01.01.18 – 31.01 18	£266.06	PCA 1957 S3	100492	Ncalc	Audit and subscription 2018	£425.21	LGA 1972 S111, S143	100493	Eon	Replacement for lost chq 100489	£99.68	PCA 1957 S3	100494	Eon	Streetlight repair	£103.21	PCA 1957 S3	100495	Written in error and destroyed				100496	Came & Company	Insurance	£298.48	LGA 1972 S111, S143	100497	Inkwell Printing	Spring Newsletter	£87.00	LGA 1972 S137	100498	Hunt & Coombs LLP	Playground lease costs	£500.00	LGA 1972 S124	100499	Clerk	Salary & expenses	£257.14	LGA 1972 S111, S112, S143	100500	Groundswork UK	Repayment of unused NHP grant	£959.24	NHP grant	100501	J&S Pendred	Refurbishment of phone box	£474.00	Cllr WB grant	100502	Eon	Streetlight repair	£28.16	PCA 1957 S3	100503	ENC	Playground Planning Application fee	£231.00	LGA 1972 S124	100504	Turneys	April mowing (1/7)	£176.40	Highways Act 1980, section 96
Cheque	Payee	Item	Amount																																																																														
100490	PDBF (Glebe A/c)	Recreational Field rent	£300.00	LGA 1972 S124																																																																													
100491	Eon	Streetlighting 01.01.18 – 31.01 18	£266.06	PCA 1957 S3																																																																													
100492	Ncalc	Audit and subscription 2018	£425.21	LGA 1972 S111, S143																																																																													
100493	Eon	Replacement for lost chq 100489	£99.68	PCA 1957 S3																																																																													
100494	Eon	Streetlight repair	£103.21	PCA 1957 S3																																																																													
100495	Written in error and destroyed																																																																																
100496	Came & Company	Insurance	£298.48	LGA 1972 S111, S143																																																																													
100497	Inkwell Printing	Spring Newsletter	£87.00	LGA 1972 S137																																																																													
100498	Hunt & Coombs LLP	Playground lease costs	£500.00	LGA 1972 S124																																																																													
100499	Clerk	Salary & expenses	£257.14	LGA 1972 S111, S112, S143																																																																													
100500	Groundswork UK	Repayment of unused NHP grant	£959.24	NHP grant																																																																													
100501	J&S Pendred	Refurbishment of phone box	£474.00	Cllr WB grant																																																																													
100502	Eon	Streetlight repair	£28.16	PCA 1957 S3																																																																													
100503	ENC	Playground Planning Application fee	£231.00	LGA 1972 S124																																																																													
100504	Turneys	April mowing (1/7)	£176.40	Highways Act 1980, section 96																																																																													
18/05/080	<b>To review Councillor's, and others, roles and responsibilities</b> Cllr Brown indicated his willingness to continue as Flood Warden and councillor responsible for trees, Cllr Holden happy to continue taking responsibility for Internal Financial Control, Cllr Wise willing to carry on with Highways and Streetlighting. Cllr Hanlon and Shacklock to continue to attend Oundle Area Council meetings and JAG meetings. Cllr Bould Barnwell Country Park, Cllr Soans Footpaths <b>Resolved:</b> All thanked for their work over the past year and asked to continue with the same responsibilities for the coming year.																																																																																

18/05/081	<p><b>To consider and resolve the Council's response to planning application received.</b></p> <p>None received</p>
18/05/081.5	<p><b>To note planning decisions made by ENC</b></p> <p>None</p>
18/05/082	<p><b>To set the date for the annual housekeeping walk</b></p> <p><b>Resolved:</b> No formal date set but Cllrs Holden and Wise to inspect assets and check for potholes and report back.</p>
18/05/083	<p><b>To receive a report from Cllr H Hanlon on the provision of a children's playground and to decide what action if any to be taken.</b></p> <p>Funds amounting to £43007.50 (including £32100.00 held by ENC) available after expenditure to date. Total amount received now stands at £44178.50. Planning application applied for and work on lease underway. Any excess funding will pay for additional equipment, signage, and litter bins. Installation to be carried out by Komplan.</p> <p><b>Resolved:</b> Cllr Hanlon thanked for all her work and asked to report back to the next meeting</p>
18/05/084	<p><b>To receive a report from Cllr H Hanlon on the Neighbourhood Plan and to discuss and resolve what action, if any, to be taken.</b></p> <p>Cllr Hanlon having checked with Groundwork UK had authorised spending of grant money on items to use at open evening, unfortunately it then emerged that the advice given had been incorrect and items purchased were not covered by the grant money. Irthlingborough PC have offered to purchase the display boards for their full value. The deadline for return of questionnaires is Friday 18<sup>th</sup> May.</p> <p><b>Resolved:</b> To accept the offer to purchase the display boards. Clerk to speak to ENC Funding Officer and Cllr Brackenbury to see if there is any funding available to pay for projector and screen. Cllr Hanlon to update Cllrs on NHP progress at the next meeting</p>
18/05/085	<p><b>To receive a report from Cllr D Brown on matters concerning the village trees and to resolve what action if any to be taken.</b></p> <p>The work on lime basal growth has been carried out although Cllr Soans requested that in future the higher nodules not be cut back. Thanks for all who helped. The tree that was felled opposite Montague Terrace as being diseased, a resident has offered to donate a replacement tree but concerns have been raised about who will be responsible for it in the future. BWPC are happy for tree to be replaced as long as responsibility is taken by NCC.</p> <p><b>Resolved:</b> Cllr Brown to discuss with resident and talk to NCC. Tree management plan to be in place to stop cutting back of nodules.</p>
18/05/086	<p><b>To receive feedback from the Oundle Area Council Meeting</b></p> <p>Feedback on libraries and call connect bus services from Cllr Shacklock.</p> <p><b>Resolved:</b> No action needed.</p>
18/05/087	<p><b>To receive feedback from the Joint Action Group (JAG) meeting</b></p> <p>No report as no one able to attend</p> <p><b>Resolved:</b> No action needed</p>

18/05/088	<p><b>To receive feedback on the reinstating of the fencing and to the Recreational Field and to resolve what action if any to be taken</b></p> <p>The work has now been carried out.</p> <p><b>Resolved:</b> No further action needed.</p>
18/05/089	<p><b>To receive a report from Cllr Bould on renovation work to the phone box and to resolve what action if any to be taken.</b></p> <p>Phone box fully renovated but gravel requested for around the base to be provided by Cllr Shacklock</p> <p><b>Resolved:</b> To accept Cllr Shacklock's offer of the gravel</p>
18/05/090	<p><b>To receive an update on The Marina and to resolve what action if any to be taken.</b></p> <p>No information received. Cllr Hanlon contacted Sharn Matthews at ENC as requested who has asked for copies of all correspondence, but has said that BWPC will not receive any of the S106 money as none has been written into the planning agreement.</p> <p><b>Resolved:</b> BWPC is not happy with the process and intends to pursue this until they receive a satisfactory answer. Cllr Hanlon to speak again with S Mathews.</p>
18/05/091	<p><b>To receive a report from Cllr G Wise on issues concerning the highways and rights of way and to discuss and to resolve what action, if any, to be taken.</b></p> <p>Nothing to report although Cllr Wise will carry out a pothole survey and report any defects via Street Doctor</p> <p><b>Resolved:</b> Cllr Wise to survey and report potholes to NCC Highways</p>
18/05/092	<p><b>To receive a report from Cllr G Wise on upgrading the street lighting including means of financing</b></p> <p>No response to item in newsletter re streetlighting. Cllr Wise produced illustrations of the five different fittings with details of the various costings. It was proposed to vote on the various fittings with a majority being favour of the Smartscape Nano</p> <p><b>Resolved:</b> To finalise order for installation of Smartscape Nano light fittings, all in favour except for Cllr Brown.</p>
18/05/093	<p><b>To receive feedback from the Clerk on BWPC's approach to neighbouring councils to purchase and share a visual speed warning sign, and to resolve what action if any to be taken.</b></p> <p>Expressions of interest received from four councils along with information on likely problems with the installation, and insurance of jointly shared item.</p> <p><b>Resolved:</b> Due to the problems concerned with purchasing and sharing it was decided to go no further with this matter..</p>
18/05/094	<p><b>To consider a request from Cllr Brackenbury to support Call Connect and Oundle Library and to resolve what action if any to be taken</b></p> <p>Parish Councils are being asked to make a financial commitment based on the current usage of the Call Connect Scheme covering the next 18 months. The scheme's success depends on all parties signing up to it.</p> <p><b>Resolved:</b> To bring back to later meeting once it is known if Oundle will be subscribing to scheme.</p>
18/05/095	<p><b>To receive a report from Cllr Wise on the current situation with Barnwell Cricket Club and to resolve what action if any to be taken.</b></p>

	<p>The Barnwell Cricket Club has now folded. Mowing underway but wildlife margin requested Cllr Soans to send brief to the Clerk for forwarded on. Cllr Brown asked if consideration to installing a football goal be given especially if there was any spare money from the playground installation.</p> <p><b>Resolved:</b> Clerk to forward information and request from Cllr Soans to Turneys to take into account when next mowing. Cllr Wise to liaise with BCC re removal or disposal of equipment and report back to next meeting.</p>
18/05/096	<p><b>To appoint NCALC as Data Protection Officer</b></p> <p>An amendment to the Data Protection Bill means that PCs do not now have to appoint a DPO although all of the duties and responsibilities remain. NCALC's recommendation is that PCs sign up to their scheme which is free for the first year.</p> <p><b>Resolved:</b> To appoint NCALC as Data Protection Officer</p>
18/05/097	<p><b>To make note of the findings of the Internal Audit</b></p> <p>The Clerk reported a number of small issues had been picked up but measures had now been put in place to rectify most of these.</p> <p><b>Resolved:</b> Clerk to continue to address all points raised.</p>
18/05/098	<p><b>To discuss developing an Emergency Plan and to resolve what action if any to be taken.</b></p> <p>Discussion followed as to whether such a plan would be good for Barnwell but it was felt by all not to be necessary at the moment.</p> <p><b>Resolved:</b> No further action needed</p>
18/05/099	<p><b>To set the dates for meetings for the year 2018/2019 as July 17<sup>th</sup>, September 18<sup>th</sup>, November 20<sup>th</sup>, January 15<sup>th</sup>, March 19<sup>th</sup>.</b></p> <p><b>Resolved:</b> Dates set and to be displayed on noticeboard and website.</p>
18/05/100	<p><b>Correspondence</b></p> <p>Website advert request JAG Newsletter NCC Consultation CPRE Planning Roadshow ENC Funding information Cambridge and Peterborough Minerals and Waste Local Plan Consultation</p> <p><b>Resolved:</b> Noted – no other action needed</p>
18/05/101	<p><b>To confirm date of the next meeting of the Parish Council as 17<sup>th</sup> July 2018</b></p> <p><b>Resolved:</b> Meeting date confirmed</p>
18/05/102	<p><b>To close the meeting</b></p> <p>The meeting closed at 10.20</p>

Signed:

Dated: