

BARNWELL PARISH COUNCIL

Minutes of the Meeting held on Tuesday 17th May 2022 at The Village Hall Barnwell at 7.30pm

Present: Councillors D Brown (Chair), J De Bock, C Forrest, H Hanlon, G Wise, T Herring

In attendance: Mrs N Phillips (Clerk), 4 x members of public

22/05/362	To elect the Chair Resolved: Councillor Brown elected and signed the Declaration of Acceptance
22/05/363	To elect the Vice Chair Resolved: Councillor Soans elected as Vice Chair
22/05/364	To receive and approve apologies for absence Cllr Soans, NNC Cllrs W + D Brackenbury
22/05/365	Public participation session Request for an annual village gathering and confirmation that if the fireworks display took place consideration be given to have quieter fireworks. Comments to be passed on to the Firework Committee.
22/05/366	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None
22/05/367	To receive and approve for signature the minutes of the meeting held on Tuesday 15th March 2022 Resolved: Signed by the Chairman as a correct record.
22/05/368	To note any matters arising from the minutes not included on this agenda for report only None
22/05/369	To make note of the findings of the Internal Audit No issues picked up Resolved: No action needed
22/05/370	To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability return 21/22 Part 2. Resolved: Annual Governance Statement received and approved
22/05/371	To receive and approve Section 2 - Accounting Statements Statement – Annual Governance & Accountability return 21/22 Part 2. Resolved: Accounting Statement received and approved
22/05/372	To resolve to declare BWPC exempt from external audit for the year ending 31.03.2022 Resolved: BWPC declared exempt from external audit for the year ending 31.03.2022 due to the higher of gross income or expenditure being less than £25,000
22/05/373	To confirm the dates for display of the notice of public rights and for inspection of documents relating to the financial year 2021/22 Resolved: Noticed to be displayed from 10.06.22.with inspection from 13.06.22 – 22.07.22
22/05/374	To appoint the Internal Auditor for the year 2022/23

	Resolved: To Northamptonshire CALC appointed to carry out the Internal Audit																																																
22/05/375	<p>To receive and approve Finance Regulations, Standing Orders, Code of Conduct, member's Allowances Policy, Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, Training Plan for Councillors, Document Retention Policy, Data Protection Policy, Subject Access Request Procedures, Data Breach Policy, Data Map, General Privacy Notice and Councillor/Staff Privacy Notice, Information publication scheme, Health & Safety Policy, Loan Working Policy, Staff Appraisal Policy and Procedures, Expenses Policy, Sickness and Absence Policy, Grievance and Disciplinary Policy, Environmental Policy, Risk Management Policy Statement, Financial Risk Assessments, and all other Risk Assessments</p> <p>Resolved: To approve all of the above documentation.</p>																																																
22/05/376	<p>To receive and approve the Assets Register</p> <p>Resolved: To receive and approve the Assets Register.</p>																																																
22/05/377	<p>To note the Insurance Review</p> <p>Resolved: Review carried out and no changes to policy needed – year 3 of a 3 year LTA with BHIB</p>																																																
22/05/378	<p>To review Councillor's, and others, roles and responsibilities</p> <p>Resolved: Flood Warden & Mowing – Cllr Brown, Trees – Cllr Forrest, Internal Finance Controls & noticeboard – Cllr de Bock, Highways & Street lighting – Cllr Wise, Police Liaison rep – Cllr Herring,. Public Rights of Way & Recreation Field – Cllr Soans, Children's Play area & Traffic calming measures– Cllr Hanlon. Cllrs Hanlon and Forrest noted as Trustees for Parson Latham, Cllr Herring – weekly Facebook newsletter, Funding and grants Cllrs Herring and De Bock</p>																																																
22/05/379	<p>To review the bank mandate</p> <p>Currently Cllr Brown, Cllr Hanlon and Cllr Herring plus the Clerk are on the mandate</p> <p>Resolved: No change needed</p>																																																
22/05/380	<p>To receive a report from North Northamptonshire Councillors</p> <p>None</p>																																																
22/05/381	<p>To receive and approve the Balance of Account/Bank Reconciliation</p> <p>Resolved: Balance of accounts and the bank reconciliation approved</p>																																																
22/05/382	<p>To examine and approve the bank statements</p> <p>Bank balance stands at £42338.33 at April 29th 2022</p> <p>Resolved: Bank statements approved. Precept for year received</p>																																																
22/05/383	<p>To approve and authorise payments of the following invoices plus any others arising between the circulation of this agenda and the meeting (items marked * paid prior to meeting).</p> <table border="1"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Amount With VAT</th> <th>Amount net of VAT</th> <th>Details</th> <th>Power to pay</th> </tr> </thead> <tbody> <tr> <td>100739</td> <td>Carter Jonas</td> <td>£300.00</td> <td>£300.00</td> <td>Recreational Field Rent (PDBF)</td> <td>LGA 1972 S124</td> </tr> <tr> <td>100740</td> <td>R Foster & Son</td> <td>£246.20</td> <td>£246.20</td> <td>Materials for painting handrails etc.</td> <td>Hways 1980 s 96</td> </tr> <tr> <td>100741</td> <td>N A Phillips</td> <td>£29.23</td> <td>£29.23</td> <td>April expenses + March carried over</td> <td>LGA 1972 S111</td> </tr> <tr> <td>100742</td> <td>Turney Landscapes</td> <td>£417.92</td> <td>£348.26</td> <td>Verges mowing invoices 21443 + 21502</td> <td>Hways 1980 s 96</td> </tr> <tr> <td>100143</td> <td></td> <td></td> <td></td> <td>cancelled due to incorrect amount</td> <td></td> </tr> <tr> <td>100144</td> <td></td> <td></td> <td></td> <td>cancelled due to incorrect amount</td> <td></td> </tr> <tr> <td>100745</td> <td>NCALC</td> <td>£TBC</td> <td>£TBC</td> <td>Membership & Audit - 2022 - 2023</td> <td>LGA 1972 s143 +</td> </tr> </tbody> </table>	Cheque	Payee	Amount With VAT	Amount net of VAT	Details	Power to pay	100739	Carter Jonas	£300.00	£300.00	Recreational Field Rent (PDBF)	LGA 1972 S124	100740	R Foster & Son	£246.20	£246.20	Materials for painting handrails etc.	Hways 1980 s 96	100741	N A Phillips	£29.23	£29.23	April expenses + March carried over	LGA 1972 S111	100742	Turney Landscapes	£417.92	£348.26	Verges mowing invoices 21443 + 21502	Hways 1980 s 96	100143				cancelled due to incorrect amount		100144				cancelled due to incorrect amount		100745	NCALC	£TBC	£TBC	Membership & Audit - 2022 - 2023	LGA 1972 s143 +
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	DD1	E.on	£150.01	£142.87	Street lighting 01.01.22 - 31.03.2022	PCA 1957 s3
	100746	BHIB	£383.79	£383.79	Insurance yr 3 of 3 yr LTA	LGA 1972 S111
	100747	N A Phillips	£343.38	£343.38	May Salary + April shortfall	LGA 1972 S112
	100748	N A Phillips	£301.19	£301.19	June Salary	LGA 1972 S112
	Resolved: All payments approved. Cheques signed by Cllrs Hanlon and Brown					
22/05/384	To consider and resolve the Council's response to planning application received.					
	Resolved: No applications					
22/05/385	To note planning decisions made by NNC.					
	NE/22/00155/TCA: 4 birch trees to be removed due to unsuitable location - the base of all trees are within approx 2ft of the owner's garage. 2 Church Green Barnwell Peterborough PE8 5QH - permitted					
	NE/22/00079/FUL: Demolition of previous shed, patio area replaced with combined shed/office/patio with pergola, folding aluminium doors and green sedum roof (retrospective). 30 Main Street Barnwell Peterborough PE8 5PX - permitted					
	NE/21/00783/FUL: Demolition of existing bungalow to floor level and construction of new dwelling, re-using, in part, existing foundations and floor slab. Carinya Main Street Barnwell Peterborough PE8 5QB - permitted					
22/05/386	To note a letter sent to NNC re application NE/22/00341/LDP: erection of new ancillary outbuilding – White Lodge, Oundle Road, Barnwell PE8 5PD.					
	Letter sent requesting that consideration be given to this application needing to be a full planning application					
22/05/387	To decide what action is required for maintenance and to rectify faults highlighted in the assets inspection					
	Resolved: Cllr Brown to cut back undergrowth around bus shelter, Cllr Hanlon to obtain up to date costing for the construction of a new tree seat as despite being repaired by Cllr Brown on several occasions it is in need of replacement – to accept donations in memory of loved ones once costs are known. Cllr Brown will clean the bench near to The Chancel, and the one near to the manor entrance. Clerk to find out the costs of replacing the two PC maintained grit bins and to request a quote from 'The Mower Man' for refilling. Cllr Brown to seek a quote for replacement of fencing posts for the Recreation Field. Cllr Brown at this point in the meeting expressed his sadness at the loss of Bob Whitehurst who had looked after the church clock for many years – Cllr Hanlon to send a card to the family.					
22/05/388	To receive a report from Cllr Wise on the provision of elders housing					
	Resolved: Small meeting a month ago, a decision needs to be made on a location and sources of funding. Cllr Wise to continue with this project.					
22/05/398	To receive a report from Cllr Wise on issues concerning highways					
	Resolved: Cllr Wise to survey potholes and report to Street Doctor					
22/05/390	To receive a report from Cllr Wise – Police Liaison representative					
	Resolved: Knife Angel on display at various locations in the County over several weeks with a knife amnesty taking place in Oundle					
22/05/391	To receive a report from Cllr Soans on issues concerning public rights of way					
	Resolved: No issues to report – no action needed. Notice of diversion to bridleway					

	MF2 received. During the Asset Mapping Project several footpath waymarkers were noted to be missing, Cllr Soans will report these.
22/05/392	<p>To receive a report from Cllr Soans on the Recreation Field</p> <p>No issues to report – routine inspections carried out</p> <p>Resolved: Cllr De Bock to organise wild flower seed planting, Cllr De Bock to send item explaining usage of the environmental heap to Cllr Herring for putting on the FB page</p>
22/05/393	<p>To receive a report from Cllr Herring on the installation of leisure equipment at the Recreation Field and to resolve what action to be taken</p> <p>Installation due to be completed this week after issues with Kompan were resolved</p> <p>Resolved: Clerk to update the assets register and add equipment to the insurance Policy if necessary, Cllr Hanlon to produce a checklist for the weekly inspections.</p>
22/05/394	<p>To note the results of the weekly safety checks at the children’s playground and to resolve what action to be taken</p> <p>No issues to report. Cllr Brown to liaise with Cllr Soans re handover of the inspection folder to the person next on the rota.</p> <p>Resolved: Clerk to contact Inkwell over completion date of sign on order.</p>
22/05/395	<p>To receive an update and determine future action on the visual speed indicator signs – the proposals being to make a claim via legal action or to employ an engineer to quote for and carry out repairs</p> <p>Letter sent and signed for but no response.</p> <p>Resolved: Clerk to locate original invoice so checks can be made that the company is still trading. Further action to be decided after checks carried out.</p>
22/05/396	<p>To receive an update on the installation of the traffic calming measures/village Gates</p> <p>Resolved: Work should be underway before the end of September. Cllr Hanlon to check that the road markings are included in this work</p>
22/05/397	<p>To receive a report from Cllr Brown on issues around flooding and to resolve any action to be taken</p> <p>Work carried out by the Environment Agency on desilting.</p> <p>Resolved: No further action needed at present</p>
22/05/398	<p>To receive an update from Cllr Forrest on issues concerning the village trees.</p> <p>Question over recommended 18 month inspection on lime trees and as to who might be responsible for carrying these out.</p> <p>Resolved: Basal growth to be discussed at July meeting, Clerk to contact County re inspections as they have acknowledged responsibility for the trees.</p>
22/05/399	<p>To review the environmental action list and consider expanding the idea to an annual action list of aims and objectives for the year</p> <p>Resolved: Not discussed at this meeting</p>
22/05/400	<p>To receive an update on the marking of The Queen’s Jubilee in June 2022 to include an update on the application for funding for the proposed orchard and celebrations</p> <p>Funding for the community orchard to be sought after grant application was unsuccessful</p> <p>Resolved: Cllr De Bock to research funding sources</p>

22/05/401	<p>To update the Council on the arrangements for the planting of the Jubilee tree on May 24th</p> <p>All arrangements for the planting of the tree in hand</p> <p>Resolved: Cllr Hanlon to provide the spade, Cllr De Bock to arrange the display of photos. Catering to be undertaken by The Montagu Arms, Cllr Hanlon to arrange for a photographer with Cllr Herring as standby.</p>
22/05/402	<p>To receive an update on the initiative to set up a neighbourhood watch in the village and resolve is a budget for signage can be agreed</p> <p>A meeting took place with local PCSO and NHW Co-ordinator and 16 residents have been signed up to a scheme that will cover the whole village.</p> <p>Resolved: Funding to be made available to purchase 10 NHW signs to be placed around the village. Cllr Herring to continue with this work</p>
22/05/403	<p>To receive an update on the Northants CALC Asset Mapping Project (AMP)</p> <p>Resolved: All completed</p>
22/05/404	<p>To receive an update on the Joint Action Group meeting held on April 24th 2022</p> <p>Resolved: No one able to attend but minutes received. It was resolved that no representative would attend future meetings – Clerk to inform JAG secretary.</p>
22/05/405	<p>To consider ways this Council can assist with the repair and rebuilding of The Chancel Wall and to resolve what action, if any, to be taken</p> <p>Resolved: While the Parish Council does not anticipate providing any direct funding it will support the repair and rebuild in anyway it can.</p>
22/05/406	<p>To discuss the recent letter received from STAUNCH and resolve what action to be taken</p> <p>Resolved: No direct funding from the parish Council but STAUNCH to be invited to village events where appropriate</p>
22/05/407	<p>To approve, or otherwise, a grant towards petrol costs for Ted Croft, volunteer village green mower.</p> <p>Resolved: To contribute £200.00 towards the cost of petrol used</p>
22/05/408	<p>To resolve to write to Open Reach, and our local MP expressing concern and asking for clarity about the move to a completely digital phone service in this area where there is no mobile signal</p> <p>Resolved: Cllr Brown to draft a letter</p>
22/05/409	<p>Correspondence:</p> <p>Cllrs resolved to accept NNC's recommendation to appoint Mr Nigel McGurk as the Barnwell NHP examiner – Clerk to inform NNC</p>
22/05/410	<p>To set meeting dates for the year 2022/2023: July 19th, Sept 20th, Nov 15th, Jan 18th, Mar 21st, May 16th.</p> <p>Resolved: Meeting dates confirmed</p>
22/05/411	<p>To confirm date of the next meeting of the Parish Council as 19th July 2022</p> <p>Resolved: Meeting date confirmed</p>
22/05/412	<p>To close the meeting</p> <p>The meeting closed at 21.19pm</p>

Signed:

Dated: