

## BARNWELL PARISH COUNCIL

### Minutes of the Meeting held on Tuesday 19<sup>th</sup> May 2026 at The Village Hall Barnwell at 7.00pm

**Present:** Councillors T Herring, C Soans, J De Bock, L Mailey, R Dunn

**In attendance:** Mrs N Phillips (Clerk), Mrs G Pledger

<b>Mrs G Pledger who will be taking on the role of Clerk when Mrs N Phillips retires was welcomed to the meeting.</b>	
<b>26/05/362</b>	<b>To elect the Chair</b> <b>Resolved:</b> Cllr T Herring elected as Chair – declaration signed
<b>26/05/363</b>	<b>To elect the Vice Chair</b> <b>Resolved:</b> Cllr C Soans elected as Vice-Chair – declaration signed
<b>26/05/364</b>	<b>To receive and approve apologies for absence.</b> Cllrs D Brown, J Forrest
<b>26/05/365</b>	<b>Public participation session</b> None
<b>26/05/366</b>	<b>To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.</b> None
<b>26/05/367</b>	<b>To receive and approve for signature the minutes of the meeting held on Tuesday 17<sup>th</sup> March 2026</b> <b>Resolved:</b> Signed by the Chair as a correct record.
<b>26/05/368</b>	<b>To note any matters arising from the minutes not included on this agenda for report only</b> Dog fouling at Recreation Field – seems less of a problem at present
<b>26/05/369</b>	<b>To receive and approve for signature the minutes of the extraordinary meeting held on Friday 1<sup>st</sup> May 2026</b> <b>Resolved:</b> Signed by the Chair as a correct record.
<b>26/05/370</b>	<b>To note any matters arising from the minutes not included on this agenda for report only</b> None
<b>26/05/371</b>	<b>To make note of the findings of the Internal Audit</b> <b>Resolved:</b> No issues raised.
<b>26/05/372</b>	<b>To receive and approve Section 1 - Annual Governance Statement – Annual Governance &amp; Accountability return 25/26</b> <b>Resolved:</b> Annual Governance Statement received and approved
<b>26/05/373</b>	<b>To receive and approve Section 2 - Accounting Statements Statement – Annual Governance &amp; Accountability return 25/26</b> <b>Resolved:</b> Accounting Statement received and approved
<b>26/05/374</b>	<b>To resolve to declare BWPC exempt from external audit for the year ending 31.03.2026</b> <b>Resolved:</b> BWPC declared exempt from external audit

26/05/375	<p><b>To confirm the dates for display of the notice of public rights and for inspection of documents relating to the financial year 2024/25</b></p> <p><b>Resolved:</b> Dates confirmed as Wednesday June 3<sup>rd</sup> – Tuesday July 14<sup>th</sup>. Notice to be displayed from Tuesday June 2<sup>nd</sup></p>
26/05/376	<p><b>To appoint the Internal Auditor for the year 2026/27</b></p> <p><b>Resolved:</b> To Northamptonshire CALC appointed to carry out the Internal Audit</p>
26/05/377	<p><b>To receive and approve Finance Regulations, Standing Orders, Code of Conduct, Scheme of Delegation, Member's Allowances Policy, Small Grants Policy</b></p> <p><b>Resolved:</b> To approve all of the above</p>
26/05/378	<p><b>To receive and approve Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, Training Plan for Councillors,</b></p> <p><b>Resolved:</b> To approve the above.</p>
26/05/379	<p><b>To receive and approve Records Retention Policy, Data Protection Policy, Subject Access Request Procedures, Data Breach Policy, Data Map, Publications Scheme, General Privacy Notice and Councillor/Staff Privacy Notice,</b></p> <p><b>Resolved:</b> To approve the above documentation</p>
26/05/380	<p><b>To receive and approve Health &amp; Safety Policy, Safeguarding Policy, Lone Working Policy, Staff Appraisal Policy and Procedures, Expenses Policy, Sickness and Absence Policy, Grievance and Disciplinary Policy, Dignity at Work Policy, Officer/Councillor Protocol, Prevention of Sexual Harassment Policy</b></p> <p><b>Resolved:</b> To approve the above.</p>
26/05/381	<p><b>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, IT Policy and Planning Preapplication Policy</b></p> <p><b>Resolved:</b> To approve the above</p>
26/05/382	<p><b>To receive and approve Risk Management Policy Statement, Financial Risk Assessments, Risk Register, and all other Risk Assessments</b></p> <p><b>Resolved:</b> To approve the above.</p>
26/05/383	<p><b>To receive and approve the Assets Register</b></p> <p><b>Resolved:</b> To approve the Assets Register after minor adjustment.</p>
26/05/384	<p><b>To note the Insurance Review</b></p> <p><b>Resolved:</b> Review carried out – to stay with Clear Council on a three year LTA.</p>
26/05/385	<p><b>To note the balance of PWLB streetlighting loan</b></p> <p><b>Resolved:</b> Balance of £3179.42 noted. Clerk asked to confirm the interest rate, payment schedule and possible early repayment of remainder of the loan.</p>
26/05/386	<p><b>To allocate Councillors' roles and responsibilities</b></p> <p><b>Resolved:</b> Flood Warden, and Mowing – Cllr Brown, Trees – Cllr Forrest, Community Orchard, and noticeboard – Cllr de Bock, Internal Finance Controls, Highways and Street lighting – Cllr Dunn Police Liaison rep/ NHW rep, Facebook and newsletter, funding and grants – Cllr Herring,</p>

	<p>Climate &amp; Nature Champion Public Rights of Way/Footpath Warden, Assets, Litter and Recreation Field – Cllr Soans, Children’s Play area and VSI/Traffic calming measures– Cllr Mailey. Mrs C Forrest, Mrs H Hanlon, and Mr D Marriott noted as Trustees for Parson Latham.</p> <p>Clerk to produce notice of Cllrs Roles &amp; Responsibilities for noticeboard and website</p>																																																																																																												
<b>26/05/387</b>	<p><b>To review the bank mandate, and to note the direct debits</b></p> <p><b>Resolved:</b> Cllrs Brown, De Bock, Herring plus the Clerk to remain on the mandate. G Pledger to be added to the mandate in preparation for taking over as Clerk. Direct debits to HMRC (Clerk’s tax), PWLB, N Power, and ICO – no change.</p>																																																																																																												
	<b>Cllr Dunn left the meeting at 7.40pm</b>																																																																																																												
<b>26/05/388</b>	<p><b>To receive and approve the Balance of Account/Bank Reconciliation</b></p> <p><b>Resolved:</b> Balance of accounts and the bank reconciliation approved</p>																																																																																																												
<b>26/05/389</b>	<p><b>To examine and approve the bank statements</b></p> <p>Bank balance of £41759.71 at April 30<sup>th</sup> 2026</p> <p><b>Resolved:</b> Bank statements approved.</p>																																																																																																												
<b>26/05/390</b>	<p><b>To note the Clerk’s incremental increase to salary</b></p> <p><b>Resolved:</b> Noted</p>																																																																																																												
<b>26/05/391</b>	<p><b>To discuss and resolve a payment to reimburse the volunteer who mows the Green for expenses</b></p> <p><b>Resolved:</b> £250 towards expenses</p>																																																																																																												
<b>26/05/392</b>	<p><b>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).</b></p> <table border="1"> <thead> <tr> <th>Payment</th> <th>Payee</th> <th>With VAT</th> <th>VAT</th> <th>Details</th> <th>Power to pay</th> </tr> </thead> <tbody> <tr> <td>BAC 1</td> <td>NCALC</td> <td>£617.63</td> <td>£50.45</td> <td>Membership &amp; Audit - 01.04.2026 - 31.03.2027</td> <td>LGA 1972 s111</td> </tr> <tr> <td>100861</td> <td>N A Phillips</td> <td>£41.47</td> <td>£0.00</td> <td>March expenses</td> <td>LGA 1972 s111</td> </tr> <tr> <td>DD2</td> <td>NPower</td> <td>£243.83</td> <td>£11.61</td> <td>Streetlighting 01.2026 - 03.2026</td> <td>PCA 1957 s3</td> </tr> <tr> <td>BAC 2</td> <td>Mowerman</td> <td>£457.20</td> <td>£76.20</td> <td>Mowing cut 1 - Inv 2326</td> <td>HWA 1980 s96</td> </tr> <tr> <td>100860</td> <td>N A Phillips</td> <td>£314.83</td> <td>£0.00</td> <td>April Salary</td> <td>LGA 1972 s112</td> </tr> <tr> <td>DD1</td> <td>HMRC</td> <td>£78.60</td> <td>£0.00</td> <td>Clerk’s April tax</td> <td>LGA 1972 s112</td> </tr> <tr> <td>BAC 3</td> <td>Inkwell Print</td> <td>£65.00</td> <td>£0.00</td> <td>200 x newsletter</td> <td>LGA 1972 s111</td> </tr> <tr> <td>BAC 4</td> <td>PLHB</td> <td>£45.00</td> <td>£0.00</td> <td>Hire of Chapel Hall</td> <td>LGA 1972 s134</td> </tr> <tr> <td>100861</td> <td>N A Phillips</td> <td>£22.04</td> <td>£0.00</td> <td>April expenses</td> <td>LGA 1972 s111</td> </tr> <tr> <td>BAC 5</td> <td>Wicksteed</td> <td>£360.00</td> <td>£60.00</td> <td>Annual play equip inspections</td> <td>LGA 1972 s124</td> </tr> <tr> <td>BAC 6</td> <td>Clear Council</td> <td>£540.23</td> <td>£0.00</td> <td>Insurance yr 1 of 3 yr LTA</td> <td>LGA 1972 s111</td> </tr> <tr> <td>100862</td> <td>N A Phillips</td> <td>£314.83</td> <td>£0.00</td> <td>May Salary</td> <td>LGA 1972 s112</td> </tr> <tr> <td>DD1</td> <td>HMRC</td> <td>£78.60</td> <td>£0.00</td> <td>Clerk’s May tax</td> <td>LGA 1972 s112</td> </tr> <tr> <td>100844</td> <td>N A Phillips</td> <td>£TBC</td> <td>£0.00</td> <td>June Salary</td> <td>LGA 1972 s112</td> </tr> <tr> <td>DD1</td> <td>HMRC</td> <td>£TBC</td> <td>£0.00</td> <td>Clerk’s June tax</td> <td>LGA 1972 s112</td> </tr> <tr> <td>DD3</td> <td>PWLB</td> <td>£547.56</td> <td>£0.00</td> <td>Streetlighting loan installment 11</td> <td>PCA 1957 s3</td> </tr> <tr> <td>BAC 7</td> <td>Mowerman</td> <td>£457.20</td> <td>£76.20</td> <td>Mowing cut 2 - Inv 2387</td> <td>HWA 1980 s96</td> </tr> </tbody> </table> <p><b>Resolved:</b> All payments approved. Cheques signed by Cllrs De Bock and Herring, bank transfers to be authorised by Cllr Brown.</p>	Payment	Payee	With VAT	VAT	Details	Power to pay	BAC 1	NCALC	£617.63	£50.45	Membership & Audit - 01.04.2026 - 31.03.2027	LGA 1972 s111	100861	N A Phillips	£41.47	£0.00	March expenses	LGA 1972 s111	DD2	NPower	£243.83	£11.61	Streetlighting 01.2026 - 03.2026	PCA 1957 s3	BAC 2	Mowerman	£457.20	£76.20	Mowing cut 1 - Inv 2326	HWA 1980 s96	100860	N A Phillips	£314.83	£0.00	April Salary	LGA 1972 s112	DD1	HMRC	£78.60	£0.00	Clerk’s April tax	LGA 1972 s112	BAC 3	Inkwell Print	£65.00	£0.00	200 x newsletter	LGA 1972 s111	BAC 4	PLHB	£45.00	£0.00	Hire of Chapel Hall	LGA 1972 s134	100861	N A Phillips	£22.04	£0.00	April expenses	LGA 1972 s111	BAC 5	Wicksteed	£360.00	£60.00	Annual play equip inspections	LGA 1972 s124	BAC 6	Clear Council	£540.23	£0.00	Insurance yr 1 of 3 yr LTA	LGA 1972 s111	100862	N A Phillips	£314.83	£0.00	May Salary	LGA 1972 s112	DD1	HMRC	£78.60	£0.00	Clerk’s May tax	LGA 1972 s112	100844	N A Phillips	£TBC	£0.00	June Salary	LGA 1972 s112	DD1	HMRC	£TBC	£0.00	Clerk’s June tax	LGA 1972 s112	DD3	PWLB	£547.56	£0.00	Streetlighting loan installment 11	PCA 1957 s3	BAC 7	Mowerman	£457.20	£76.20	Mowing cut 2 - Inv 2387	HWA 1980 s96
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<b>26/05/393</b>	<p><b>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.</b></p> <p>None received.</p>																																																																																																												

26/05/394	<p><b>To note BWPC's response to planning applications received between meetings</b></p> <p>None received</p>
26/05/395	<p><b>To note planning decisions made by NNC.</b></p> <p>None received</p>
26/05/396	<p><b>To note any issues concerning highways</b></p> <p><b>Resolved:</b> Still waiting for response from NNC re kerbing issues near Manor access, overgrown hedge on Church Hill reported to St Andrews Church. Request for bollards to be installed the green to be looked into with design/visual appearance, obstruction to vehicles, ownership of land, conservation area and highways issues all to be considered. To be investigated further.</p>
26/05/397	<p><b>To note any Police Liaison representative &amp; Neighbourhood Watch issues</b></p> <p><b>Resolved:</b> None raised, Clerk to send copy of email received from local policing to Cllr Herring</p>
26/05/398	<p><b>To note any issues concerning public rights of way</b></p> <p><b>Resolved:</b> Temporary closure of Byway MF16 (six months) from 19<sup>th</sup> March 2026 noted. Issue of churned up surface to footpath near Lower Farm raised - to revisit at the July meeting when the surface may have settled down or been reinstated.</p>
26/05/399	<p><b>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</b></p> <p><b>Resolved:</b> No issues raised</p>
26/05/400	<p><b>To note any other issues concerning the childrens playground, and Recreation Field and to resolve what action to be taken</b></p> <p><b>Resolved:</b> Annual inspection of equipment has shown up two moderate rate issues at the playground. Cllr Mailey to check to see if these can be remedied in-house, Clerk seeking quote from equipment supplier for replacement part. All other items were low/very low risk either requiring no work or minor work.</p>
26/05/401	<p><b>To receive an update on the visual speed indicator signs and other traffic calming measures</b></p> <p><b>Resolved:</b> One in place with the other still to be installed. A decision to be made as to whether the original two can be used or should be disposed of.</p>
26/05/402	<p><b>To note any issues around flooding and to resolve any action to be taken</b></p> <p><b>Resolved:</b> EA to carry out de-silting 25m either side of the bridge.</p>
26/05/403	<p><b>To note any issues concerning the village trees.</b></p> <p><b>Resolved:</b> Branches near Friars Close brought down in gales removed.</p>
26/05/404	<p><b>To note any issues concerning the Community Orchard</b></p> <p><b>Resolved:</b> Mulch applied – no other issues</p>
26/05/405	<p><b>To note any issues with BWPC assets, including streetlighting</b></p> <p><b>Resolved:</b> Offer to repaint phone box for the cost of the paint received from volunteer and accepted. Cllr Herring to liaise with volunteer. Clerk to produce risk assessment.</p> <p>Streetlight on the green appears to be on during daytime hours, Cllr Soans to check when passing and if still an issue Clerk will contact Eon to carry out repair.</p>
26/05/406	<p><b>To receive feedback from the Annual Litter Pick</b></p> <p><b>Resolved:</b> The day went well with around 30 volunteers collecting approximately. 25 bags of waste which were picked up a day or so later by NNC contractors. Thanks to all who took part.</p>

<b>26/05/407</b>	<p><b>To receive an update on obtaining Asset of Community Value status for the village shop and the pub</b></p> <p><b>Resolved:</b> ACV achieved on shop. Cllr Brown to meet with P Rutterford to see if there are any ways the shop can be supported. Cllr Brown to continue work on achieving an ACV for the pub.</p>
<b>26/05/408</b>	<p><b>To discuss the communications received from Lee Barron MP re mobile connectivity issues at Barnwell</b></p> <p><b>Resolved:</b> Nothing to report</p>
<b>26/05/409</b>	<p><b>To receive feedback on any A605 meetings called by OTC</b></p> <p><b>Resolved:</b> Nothing to report</p>
<b>26/05/410</b>	<p><b>To receive feedback from Cllr Soans on the site visit to the Nature Reserve near to the A605 road bridge</b></p> <p><b>Resolved:</b> Cllr Soans shared a presentation produced by the landowners explaining their aims and objectives. BWPC to support where possible.</p>
<b>26/05/411</b>	<p><b>Correspondence</b></p> <p><b>Resolved:</b> Request from RONIN for clerk to participate in a survey on defibs – Clerk to action.</p>
<b>26/05/412</b>	<p><b>To confirm the dates of the 2026/27 meetings as: 14/07, 15/09, 17/11, 19/01, 16/03, 18/05</b></p> <p><b>Resolved:</b> Dates confirmed</p>
<b>2605/413</b>	<p><b>To confirm date of the next meeting of the Parish Council as 14th July 2026</b></p> <p><b>Resolved:</b> July 14<sup>th</sup> confirmed as the next scheduled meeting starting at 7.00pm</p>
<b>26/05/414</b>	<p><b>To close the meeting</b></p> <p>The meeting closed at 8.35pm</p>

Signed:

Dated: