

MINUTES OF BARNTON PARISH COUNCIL'S FULL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER (THE BUNGALOW, ROSEBANK SCHOOL, TOWNFIELD LANE, BARNTON) ON

MONDAY 21ST OCTOBER 2019

7.00PM

Present: Cllr Phoenix, Cllr Clifford, Cllr Webb, Cllr Gleave, Cllr Hooper, Cllr Mayer, Cllr Chambers, Cllr Hughes

Visitors :

1. MIN FC 1537/09/2019 Apologies/Absence: Cllr Wright, Cllr Gibbons, Cllr Marshall, Cllr Beech, PCSO Wiggins

2. MIN FC 1537/09/2019 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Hooper – Vice Governor of Rosebank School, Royal British Legion Officer

Cllr Webb – Minister, Barnton Life Church

2a. MIN FC 1538/09/2019 INTRODUCTION FROM CLLR CLIFFORD, CHAIRPERSON, BPC

Cllr Clifford apologised about her voice and sore throat and elected Cllr Webb to take over the meeting if necessary.

3. MIN FC 1539/09/2019 TO SUSPEND Barnton Parish Council STANDING ORDERS to allow public participation.

4. Public Open Forum;- Barnton Parish Council standing orders were suspended to allow public participation. Members of the public are invited to address the Parish Council on any matter relevant to its work. In order for the Clerk to undertake any background research, please submit any questions to the Clerk at least three working days before the Meeting. Members of the public will be allowed to speak for a maximum of 3 minutes **after which they cannot take any further active part in the rest of the Council meeting.**

5. MIN FC 1540/09/2019 CHESHIRE WEST AND CHESTER WARD CLLR REPORT

CW&C councillors were not in attendance.

6. MIN FC 1541/09/2019 PCSO REPORT

PCSO was not in attendance but forwarded her report;-

- PCSO REPORT FOR SEPT - OCT 2019
- Report of theft of bags left outside a local charity shop.
- All areas have been covered foot and mobile.
- Joint working with Weaver vale Housing trust.
- Local intel submitted.
- Local events attended.
- Police surgeries held.
- Passing attention given Salters ford locks nothing of note AIO
- Street a week conducted.
- Local shops visited checking that everything is AIO.
- Reassurance checks on some of the elderly residents in the community.
- Parking issues addressed outside local schools.
- Updates on social media.
- 1 report of burglary

- 2 reported thefts at local garage.
- Reports of males fighting near to Barn Owl public house.

7. MIN FC 1542/09/2019 To REINSTATE Barnton Parish Council STANDING ORDERS which prohibits further public participation.

8. MIN FC 1543/09/2019 To APPROVE MINUTES of the previous meetings

FCM 15th July 2019 Cllr Phoenix proposed Barnton Parish Council accept the minutes as a correct record of the meeting. Seconded by Cllr Clifford. All agreed. 3 *abstentions* Resolved.

Cllr Hooper referred to an item in Part B of the last meeting and suggested Barnton Parish Council adopt a Social Media policy in order to raise awareness of boundaries. Clerk to Action

9. MIN FC 1544/09/2019 CLERK'S REPORT

- Launch of Grants Scheme via local media, website, newsletter and email by end October
- Newsletter due out early November
- Clerk is currently working on Cemetery plan and digital mapping – hope to be finalised by the end of the year.
- Proposal received from the Clerk regarding Pilot Scheme to create a memorial garden with above ground vaults at the cemetery in order to extend the life of the cemetery. To be carried forward for approval in November. It was noted that members support the concept. Reclamation of land at the cemetery was discussed to enable use of the land and repurpose of allotments for raised growing spaces. Charges for growing spaces were questioned. **Clerk to action.** Three quotes received for land clearance at the cemetery. Cllr Webb requested Method Statements from all contractors to include use of machinery, how the land will be cleared etc.. **Clerk to action.**
- Cemetery Rules now displayed on new notice board at the cemetery
- Bollards now reinstated at skatepark
- Tree surgeon Commissioned for works on reduction of oak tree at BFC (TPO refers)
- Old Benches removed from cemetery and stored under new gazebo – Cllr Hooper suggested the benches be painted and retained under the gazebo. Clerk to Action
- Profitts have now applied for funding for War Memorial
- Wooden Window at chapel is in a poor state/rotten – clerk to obtain quotations for replacement insects continue to be problem. **Clerk to action**

10. MIN FC 1545/09/2019 CORRESPONDENCE AND CONSULTATIONS –

1. CW&C Enforcement Policy Consultation was discussed – potential extra responsibilities were discussed. Expectations were discussed. Cllr Mayers suggested CW&C TUPE existing staff. Clerk to respond to CW&C in association with ChALC. **Clerk to action**
2. To approve cancellation of Remembrance Parade. September 2019 - Cheshire Constabulary/CW&C notification about cessation of funding for road closures from 2019. Local councils must organise and pay for traffic management on road closures from this year. Clerk advised BPC to cancel the parade from Church to Cenotaph for safety reasons as there is not time or funds to provide alternative, safe road closure arrangements. Clerk is working with Christ Church in order to allow people to lay wreaths during the service for removal to cenotaph afterwards. Clerk to notify residents via posters, local media, website, newsletter. Proposed by Cllr Hooper Seconded Cllr Webb All agreed. Resolved. **Clerk to action**
3. Advice from ChALC was noted – reserves which have been raised through the precept may be re-named for use on another project when necessary.

11. MIN FC 1546/09/2019 PLANNING APPLICATIONS.

No planning applications received

12. MIN FC 1547/09/2019 FINANCE

- (a) September receipts and payments summary were received by the council. Cllr Hooper proposed BPC approve the accounts, seconded by Cllr Mayers, All agreed. Resolved.
- (b) Matters arising from 2018/19 AGAR were noted;

Box D ticked as 'not covered' by internal auditor as they did not receive monthly bank reconciliations . Accounting systems were revised (all payments to be authorised by signature by the Chair before payment)

High levels of reserves were explained and best practice reiterated (reserves should be less than twice the precept)

Variances were explained.

Section 2 box 2 – an incorrect figure was given by the accountant – this error was rectified by accountant.

Matters arising were noted and approved. Proposed by Cllr Clifford. Seconded by Cllr Hughes. All agreed. Resolved.

- (c) Resident requested buyback of grave space at a cost of £232.00 (£267.00 - £35.00 admin fee) Cllr Webb proposed BPC buyback the space. Seconded by Cllr Clifford. All agreed, Resolved.
- (d) The clerk advised the Council that NJC has agreed new pay scales for 2019/20 which was forwarded to members prior to the meeting. It was noted that the old spinal column point (SCP) 38 which the clerk is currently on, now becomes the new (SCP) 32. Approval proposed by Cllr Hooper, seconded by Cllr Webb All Agreed. Resolved.
- (e) NTC have offered Traffic Management training to enable clerks to perform road closures for future events. (TM Chapter 8) at a cost of £200.00 + VAT. Cllr Hughes proposed training for the Clerk, seconded by Cllr Gleave, all agreed. Resolved.
- (f) It was noted that no additional budget requirements were raised for the next financial year.
- (g) Charge of £1560.00 due for annual office hire at Rosebank School. Cllr Hughes proposed BPC accept the charge. Seconded by Cllr Clifford. One abstention. All agreed, Resolved.

13. MIN FC 1548/09/2019 ENVIRONMENTAL

1. Donation of Barnton Memorial Hall for BPC Community Christmas Event was discussed. Cllr Webb reiterated the offer to join with Life Church for this event. Cllr Gleave commented that some people would prefer not to attend a church event. Cllr Mayer suggested it would be more of a community event if held in a community venue. Cllr Mayers proposed BPC accept the offer of the memorial hall Seconded by Cllr Clifford, all agreed. Resolved. **Clerk to action** Clerk to organise mutually agreeable date with the memorial hall and the following to be included;-

Free event

6pm start – Thursday or Friday night early December

To coincide with lighting of Christmas tree on Jubilee Corner

Invite schools, nurseries, scouts, churches, residents, Memorial Hall trustees, football club

Music – choir, band

Hotdogs (Cllr Hughes/Tescos)

Gingerbread/rolls (Cllr Gleave)

Tea, coffee, squash

Refreshment ticket to be provided at the door – to be entered into Raffle

Request donations for hamper

Other stalls

2. Members were asked to agree the review and approve updated Cemetery Regulations. Proposed by Cllr Webb seconded by Cllr Clifford all agreed. Resolved
3. Members were asked to agree the review and approve updated Complaints Policy. Proposed by Cllr Hughes. Seconded by Cllr Clifford. All agreed. Resolved.

14. MIN FC 1549/09/2019 PUBLICITY/PUBLIC INFORMATION

1. To consider whether any publicity should be sought on any agenda item discussed at this meeting. Remembrance, Christmas plans. **Clerk to action**
2. To publish approved minutes and financial statement and any other relevant news or information. **Clerk to action.**