

**MINUTES OF BARNTON PARISH COUNCIL'S FULL COUNCIL MEETING HELD IN THE COUNCIL  
CHAMBER (THE BUNGALOW, ROSEBANK SCHOOL, TOWNFIELD LANE, BARNTON) ON  
MONDAY 17<sup>TH</sup> February 2020**

**7.00PM**

**Present:** Cllr Phoenix, Cllr Clifford, Cllr Webb, Cllr Hooper, Cllr Mayers, Cllr Chambers, Councillor Hughes.  
Councillor Gleave arrived late to the meeting due to work commitments.

**Visitors :** Councillor Wright, PCSO Wiggins

- 1. MIN FC 1597/02/2020 Apologies/Absence** Councillor Gibbon, Councillor Marshall
- 2. SPECIAL AGENDA ITEM; 1597SAI/02/2020** Councillor Webb (vice-chair) opened the meeting to Accept the of Resignation as Chair received from Councillor Clifford (intention to remain as a member) and gave a vote of thanks for Councillor Cliffords' services. It was noted that an acting chair should be appointed until the annual elections in May 2020. Councillor Webb offered his services to Chair the meeting. Councillor Webb requested any other interest. Councillor Mayers expressed her intention to stand. Councillor Clifford seconded the proposal. Four votes were received in favour of Councillor Mayers.  
Councillor Hughes seconded Councillor Webbs intention to stand. One vote was received in favour of Councillor Webb.  
Councillor Mayers took the role of Acting Chair until the annual election in May 2020. Councillor Webb remains as elected Vice-Chair.
- 3. MIN FC 1598/02/2020 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**  
Councillor Hooper declared interest in RBL in reference to agenda item 10.
- 4. MIN FC 1599/02/2020 TO SUSPEND Barnton Parish Council STANDING ORDERS to allow public participation.**
- 5. 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.****
- 6. MIN FC 1600/02/2020 CHESHIRE WEST AND CHESTER WARD CLLR REPORT**  
Councillor Wright reported planning application 19/04110/ FUL 80 Townfield Lane stands unopposed. CW&C unable to raise objection due to no objection from neighbours. Winnington swing bridge was discussed.
- 7. MIN FC 1601/02/2020 PCSO REPORT**  
December 2019 – February 2020  
Report of shed breaking  
Report of fraud  
Reports of Violence & ASB at Barn Owl public house  
Reports of shop lifting  
Reports of Drive offs at local petrol station  
Reports of criminal damage at WVHT trust properties  
Speed monitoring has taken place  
Attended Police Surgeries  
Intel submitted  
Local schools attended re; parking issues  
Social Media updated.

CW&C have been informed regarding Barn Owl – police are monitoring the situation and have spoken to the Landlord.

**8. MIN FC 1602/02/2020 To REINSTATE Barnton Parish Council STANDING ORDERS which prohibits further public participation.**

**9. MIN FC 1603/02/2020 To APPROVE MINUTES of the previous meetings**

**FCM 20<sup>th</sup> January 2020** Cllr Hooper proposed Barnton Parish Council accept the minutes as a correct record of the meeting. Seconded by Cllr Phoenix. All agreed. One abstention. Resolved.

**10. MIN FC 1604/02/2020 CLERK'S REPORT**

#### **WAR MEMORIAL**

Heritage lottery fund – Stage 1 passed – stage 2 is the actual application which requires a more in depth consultation

Awaiting 2 funding decisions from Pocket Parks and Veolia

#### **8<sup>th</sup> May 2020 VE75 Celebrations;-**

- Dedicated the March Issue of Barnton Village Messenger to the event
- Decorate Jubilee Corner, flags bunting etc.. and a wreath on War Memorial in remembrance
- Prepare Treasure hunt for children (10 VE75 flags around the village to spot) – reward all entries with a VE75 keepsake – publicise via March newsletter and website
- Funding request of £150.00 in item 13. Finance

#### **8<sup>th</sup> November 2020 Remembrance Sunday**

- Quote for traffic management received from Blue Arrow, Runcorn (used by other PCs)
- Funding request of £500.00 in item 13. Finance
- Require CW&C permit for the road closures – requested information. **Clerk to follow up**
- Councillor Hooper advised that VJ Day also takes place in August 2020. (To honour veterans who served, RBL are holding free events – interested parties are asked to contact Councillor Hooper). **Clerk to add to next agenda**

#### **4<sup>th</sup> December 2020 Barnton Parish Council Christmas Event**

- Memorial Hall is Booked (and has been offered free of charge by the Hall Trustees) Venue is suitable for the event and safe for users
- Booked Lostock Ukele band to provide music and entertainment
- Booked Father Christmas
- This year to be Ticketed event to ensure H & S and prevent over crowding – Early October publicise
- Adult ticket gets Free raffle ticket only /childrens ticket gets Santa gift.
- Food; hotdogs, tea, coffee, pop
- Funding request of £250.00 in item 13. Finance. Councillor Hughes suggested that the sum should be increased due to the cost of food last year. Councillor Hooper proposed £500.00 at the discretion of the clerk
- Cards sent to Councillor Beech (Thank You Card/New Home Card). Tribute also added to Barnton Village Messenger.

## 11. MIN FC 1605/02/2020 CEMETERY REVIEW

- Over the 12 month period 1/2/19 – 31/1/20 we have sold the following number of NEW plots: Roman catholic section: 4; Lawn Cemetery (full) graves: 7; Lawn Cemetery Cremated Remains: 8
- We have attended and administrated 34 funerals, and 20 memorial applications
- Clerk & admin asst. have both completed ICCM cemeteries training (May 2019)
- Introduced the legal process of ownership transfer where required, and subsequently completed 16 transfers of ownership, including all the admin and legal advice involved.
- Withdrawn pre-purchase of plots with a view to extending cemetery life
- Mapped the Cemetery using Pear Technology – notice board for cemetery to display the map is on order
- Devised and amended Cemetery Regulations. These are issued with all new grave purchases, or on transfer of ownership.
- Purchased new cemetery registers, and have almost completed the construction of the first cremated remains register.
- Have explored the option to re-purpose areas of the cemetery to construct above-ground vaults for cremated remains.

### Current fees 2019/20:

New grave + interment £850 (£1700 NR)

New CR plot + interment £470 (£940 NR)

Re-open full grave £320 (£640 NR)

Re-open CR plot £250 (£500 NR)

Non-production of grave deed £50

Change to original date/time of funeral £50

Exhumation of cremated remains for interment elsewhere £250

Child Under 18 NIL

Allotments - £60.00 per annum

Cemetery /Allotment Income to date; £16,500.

Clerks recommended NO increase to these fees for the next financial year due to planned works at the cemetery and allotment grounds. Councillor Hughes proposed Barnton Parish Council accept this recommendation.

For approval at next meeting. **Clerk to action**

\*Clerk discussed national shortage of burial space and re-use of burial plots. Clerk proposed the introduction of a new fee for re-sale of deed when 100 year period expired in grave where owner's family can be traced or relative makes contact.

\*Clerk Proposed a reduction in period of deed from 100 to 25 years, and charge 1/4 of previous pre-purchase charge or the sale of memorial rights only so as not to tie up spaces indefinitely. Debate followed re; historic graves and war graves in the village.

Councillor Hooper voiced her concerns regarding village graves and suggested the reduction of the length of the lease. Councillor Mayer suggested more work on new Protocols (as per UK policy) be created. **Clerk to action.**

## 12. MIN FC 1606/02/2020 CORRESPONDENCE AND CONSULTATIONS –

1. 2020 Remembrance Sunday guidance document was received and noted

2. WCAG website compliance guide was note plus deadline of September 2020. Clerk has receive one quote to date from Aubergine via SLCC . Clerk to discuss another quote with current Website consultant Marble Websites. **Clerk to action.**

### **13. MIN FC 1607/02/2020 FINANCE**

- (a) Clearance of overgrown allotment areas – Councillor Hooper proposed Barnton Parish Council approve the quote of £2950.00 from A. G Treecare. Seconded by Councillor Mayers. All agreed. Resolved. **Clerk to action**
- (b) Introduction of lawn and patio area as per above ground vaults pilot scheme. Councillor Hooper proposed Barnton Parish Council approve the quote of £5400.00 from Ash Builders. Seconded by Councillor Phoenix. All agreed. Resolved. **Clerk to action**
- (c) Installation of x3 concrete plinths at cemetery plus levelling of all existing paths. Councillor Phoenix proposed Barnton Parish Council approve the quote of £4000.00 from K. Bate. Seconded by Councillor Hughes. All agreed. Resolved. **Clerk to action**
- (d) Virement of £12350.00 from reserved funds to finance the above. Councillor Mayers proposed Barnton Parish Council approve the virement. Seconded by Councillor Hooper. All agreed. Resolved. **Clerk to action.**
- (e) £150.00 budget for VE75 event. Councillor Mayers proposed Barnton Parish Council approve the request. Seconded by Councillor Phoenix. All agreed. One abstention. Resolved
- (f) £250.00 budget for Christmas 2020 event. Councillor Hooper proposed Barnton Parish Council increase the budget as necessary at the discretion of the clerk following advice from Councillor Hughes re; cost of food. Councillor Hooper proposed Barnton Parish Council approve the request. Seconded by Councillor Mayers. All agreed. Resolved.
- (g) £500.00 to facilitate traffic management for Remembrance service 2020. Councillor Phoenix proposed Barnton Parish Council approve the payment. Seconded by Councillor Clifford. All agreed. One abstention. Resolved. **Clerk to action**
- (h) Receipts and payments summary plus bank reconciliation document – Councillor Hughes proposed Barnton Parish Council accept the summary and bank reconciliation. Seconded by Councillor Clifford. All agreed. Resolved.
- (i) Barnton Parish Council Corporate membership of ICCM – Councillor Mayers proposed Barnton Parish Council approve the payment of £95.00 for the membership fee. Seconded by Councillor Hooper. All agreed. Resolved. **Clerk to action**
- (j) Rope repair to play equipment – Councillor Hooper proposed Barnton Parish Council approve the payment of £129.00 to Northwich Town Council for repair of equipment. Seconded by Councillor Phoenix. All agreed. Resolved. **Clerk to action**
- (k) To approve change of supplier from Window Exchange to Northwich Glass due to rise in cost plus to approve half payment of invoice. Councillor Phoenix proposed Barnton Parish Council accept the change and associated cost of £838.00 with half payment payable at point of order. Seconded by Councillor Mayers. All agreed. Resolved. **Clerk to action.**

Councillor Hooper requested that the need for additional administrative support for the clerk be added to the agenda for the next meeting (as a duty of care for existing office staff) **Clerk to action**

#### **14. MIN FC 1608/02/2020 ENVIRONMENTAL**

1. Guidance on 2020 Remembrance Sunday event was noted
2. Councillor training calendar was discussed. Introduction to Councillors training on 24<sup>th</sup> June was agreed. Councillor Clifford. Councillor Chambers and Councillor Gleave agreed to attend. Further training in September will be offered nearer the time. **Clerk to action.**
3. Jane Dymond – application to be co-opted as a member of Barnton Parish Council. Clerk has interviewed Jane (Barnton Clean Team organiser) and shared application details with members. Jane has a keen interest in looking after the village and in the community working together. Clerk recommended Barnton Parish Council co-opt Jane at the next meeting.
4. Barnton Parish Council Standing Orders were reviewed. Clerk reiterated the current standing orders regarding meetings. No changes were made. Councillor Hughes proposed Barnton Parish Council approve the current Standing Orders. Seconded by Councillor Mayers. All Agreed. Resolved.

#### **15. MIN FC 1609/02/2020 PUBLICITY/PUBLIC INFORMATION**

1. To consider whether any publicity should be sought on any agenda item discussed at this meeting. VE Day event and competition. VJ Day in August. **Clerk to action**
2. To publish approved minutes and financial statement and any other relevant news or information. **Clerk to action.**

**Part A of this meeting was closed at 8.30pm**