

BARROW PARISH COUNCIL
Minutes of Barrow Parish Council meeting held on
Monday 9th June 2025 at Barrow Village Hall

2025-26

Meeting started 7.30pm

	Present: Cllr Paul Rossington (PR) (Chair), Cllr Julia Tillotson (JT), Cllr D Cunningham (DC) Cllr John Okell (JO) (7.45) In attendance: T Whitlow – Clerk (TW) 1 Member of the Public (MOP)	
25/18	Apologies for Absence were received from: None	
25/19	Declarations of Members' Interests: Cllr Dave Cunningham - position of caretaker and BPPFF, as his wife is Pavilion manager.	
25/20	Approval of Minutes: The minutes of the Parish Council meeting on 19 May 2025 were approved and signed by the Chair.	
25/21	Public Participation: MOP came to discuss the number of saplings appearing in Normans Wood and the overgrown tree adjacent to the phone box. Council confirmed that a tree survey is imminent, and these issues would be highlighted.	
25/22	Matters Arising: (unless an agenda item) None not covered as an agenda item.	
25/23	Planning: Planning applications received since the last meeting: None received since the last meeting. Planning decisions notified since last meeting: 25/01127/TPO St Bartholomew's Church Barrow Lane Barrow Chester CH3 7HW - No. 7 MIXED. No. 5 YEW. No. 6 CEDAR. No. 7 CEDAR - works to trees as detailed in Tree Report. Approved 05/06/25	
25/24	Accounts /Finance: 1. Bank reconciliation at 31.05.25 approved & signed. See Appendix 1 2. Monies received & payments ratified/approved See Appendix 2	
25/25	Clerks Report: Remote access to council meeting is approved, still waiting on the full details, this will mean that meetings still have to be convened in public, but councillors unable to be present could attend via dial-in making the meetings hybrid. This will not affect BPC at present as there is currently no Wi-Fi at the village hall to allow this process. Clerk raised concerns that the abridged minutes supplied to the church magazine do not have 'ABRIDGED' across them. In future minutes supplied for inclusion will be further redacted with a heading 'summary of PC meeting' Clerk reminded all councillors of the Code of Conduct to be adhered to, as in councillors contacting MOP or outside bodies should do on a personal basis, not as a councillor, unless the matter has been approved by full council or action is in respect of an authorised committee. This also applies to the use of council email accounts.	

25/26	Allotment Fences: The PC have obtained a copy of the Land Registry document for the allotments, gifted to the PC in 1983, but is inconclusive of fence/hedge ownership. TW & JT to now search the retained files held elsewhere. In the meantime, TW to obtain quotes for the replacement of the rotten fence on the allotments. JO & JC to send TW details of contractors.	TW
25/27	Parish Phone Boxes: Quote for the refurbishment of the Foxcote phone box, housing the defib has not yet been received.	
25/28	Highways: Highway reports: TW has received further correspondence to the work being carried out by Severn & Trent to replace the water mains through the parish. Although this is causing some upheaval for the villages it is a necessary project. Further updates from S&T have been received and have been added to Facebook and the website for parish information.	
25/29	Working Groups & Sub Committees – updates: Flood Group: DC has taken up the task of the PC Flood group representative – He informed the PC that there are issues with flooding on B5132 outside of Plemstall View Cottages. Highways are involved. Flood signage has been put in place. Footpaths Committee: No meetings held	
25/30	BPPFF – update: To receive an update from the BPPFF: The BPPFF are currently working on fundraising for the playground equipment. The PC supplied JO with a letter from the PC to support this, as from a fundraising view the remaining lease of 8 years is short to obtain funding. The PC have acknowledged that the lease will be renewed. Fixtures & Fittings: The 2 large industrial fridges have now been sold at £650 each. Deposited in the PC bank. The accessible outside toilet is needing replacement. TW to obtain quotes for replacement. Outside Lights: Contractor is to come back to Pavilion Manager with a quote. Creation of Sensory Garden: Pavilion Manager has had offers of sponsorship from local companies. SC to follow this up and feedback any information to the PC Pavilion Staff Hours: TW raised that both staff were continually working extra hours. JO to liaise with both staff to enquire if the contracted hours are sufficient. The parish council wish to thank the Pavilion Manager for all her efforts to get the Pavilion up and running effectively.	TW
25/31	Neighbourhood Development Plan: JT is to analyse the information for the next PC meeting.	JT
25/32	BPPFF Trustee: JO was proposed and seconded, voted unanimously, to continue as the parish council representative for the BPPFF.	
25/33	Website: Following discussions at the last meeting regarding the website and its functionality, TW has sent information to the councillors on two website companies she has recently researched for other parish councils. Cllrs requested a formal quote from one company, who charged £450 recently to another PC. TW to obtain. If accepted TW to instruct as under the £500 Financial Regulations threshold of requiring further quotes.	TW

25/34	Internal Audit Report: Reviewed. No recommendations for action received from Internal Auditor. TW to add to website. The council gave their thanks to TW for her work on the accounts, and no items being raised by the Internal Auditor.	TW
25/35	Annual Governance Statement 2024-25: Approved by council and signed by the chair. TW to add to the website.	TW
25/36	Accounting Statements 2024-25: Approved by council and signed by the chair. TW to add to the website.	TW
25/37	Provision of Public Rights: Dates set for 10.06.25 to 21.07.25. TW to add to the website and PR to notice board	TW PR
25/38	Items for Next Meeting: Website. Allotment fences.	
25/39	Date of next meeting: Monday 14 th July 2025 at 7.30pm	

The meeting closed at 8.40pm

Signed

Date

Appendix 1

Barrow Parish Council		
Bank Reconciliation as at 31.05.25		
Prepared by T Whitlow - Clerk		
Presented 09.06.25		
BANK RECONCILIATION		
Barclays Current Account		£1,946.74
Deposit Account		£61,604.90
Uncleared Items		
TOTAL		<u>£63,551.64</u>
CASH BOOK RECONCILIATION		
B/F Barclays Current Account		£1,337.75
B/F Barclays Deposit Account		£37,104.90
Total B/F 01/04/25		<u>£38,442.65</u>
Receipts to date		£30,460.00
Expenditure to date		£5,351.01
Balance		<u>£63,551.64</u>

Appendix 2

Barrow Parish Council Receipts & Payment Schedule		
	Meeting date:	09/06/2025
<u>Receipts since the last meeting:</u>		
	footpaths	£20.00
	Fridge sale 1	£650.00
	Fridge sale 2	£650.00
	clerks refund SLCC course (4/5)	£96.00
		<u>£1,416.00</u>
<u>Payments ratified/for approval:</u>		
	R May Net Pay	£1,368.65
	A Clerks Expenses March - April	£74.64
	A Refund Cllr for Land Registry search	£14.00
	A SJC Accountants - Internal audit	£258.00
		<u>£1,715.29</u>