

BARROW PARISH COUNCIL
Minutes of Barrow Parish Council meeting held on
Monday 12th June 2023 at Barrow Village Hall

2023

Meeting started 7.30pm

Present	Cllr Paul Rossington (Chair)(PR) Cllr Janet Walsh (JW) Cllr Julia Tillotson (JT) Cllr John Okell (JO) Cllr David Cunningham (DC) Cllr Andy Porter Clerk – Tracey Whitlow (TW)	
23/20	Apologies for Absence were received from: Cllr Katie Jones	
23/21	Declarations of Members’ Interests - none	
23/22	Public Participation – none	
23/23	Approval of Minutes The circulated minutes of the Parish Council meeting on 22 nd May 2023 were approved & signed by the Chair	
23/24	Matters Arising – If not covered by agenda item None	
23/25	Correspondence – Unless covered as an agenda item Care 4 Barrow – The path from the railway to the Jubilee Path has sunk – Tom Spruce to be asked for a quote to rectify	
23/26	Planning 1. 23/10764/FUL Four Trees Station Lane Barrow - Demolition of existing dwelling and erection of new replacement dwelling – As this planning notice has only been received this afternoon, the PC request an extension of the time for comments to enable them to look at the proposal. TW to request extension. After discussion the PC resolved to give TW delegated power to apply for extensions to any planning notices received that would necessitate the need for an extra meeting to formulate a response.	TW
23/27	Accounts 1. May cashbook & bank reconciliation approved. 2. The schedule of pre authorised payments approved. Payments ratified/approved & monies received. 3. June payroll approved 4. J Tomlinson - £23.94 5. Audit fee – UHY Hacker Young £228 6. Refund KJ – coronation expenses £58.08 7. Allotment income received £252 Bank authorisation - Resolved – existing signatories to remain and to add the clerk to the bank mandate, papers signed.	

	Clerks hours – Clerk reported that her hours are up over her contract over the last 2 months mainly due to year end and Audit Resolved to pay overtime of 8 hours for April & 11.5 hours for May	
23/28	Election of Vice Chair – PR proposed Cllr Andy Porter, seconded by JT	
23/29	Election of BPPFF representative – PR proposed Cllr John Okell - Accepted	
23/30	Pavilion -Variation of Lease- Resolved – to accept the letter of Variation to the lease. JO to get the letter signed by the BPPFF	JO
23/31	War Memorial Grant – Resolved to transfer £100 to the War Memorial account. JT has a meeting with The Reverend, where she will discuss the war memorial, as it is on church land and apparently uninsured	JT
23/32	To agree the 2022/23 AGAR TW read out the Annual Governance statement all items agreed. TW to file the AGAR with the external auditor prior to 30 th June. Notice of Public Rights to be displayed on noticeboard and website, dated 19 th June – 28 th July 2023	TW TW
23/23	To agree the 2022/23 Accounting Statement – Resolved to accept the accounting statement. To file with the external auditor prior to 30 th June	TW
23/34	Asset Maintenance and Register 1. Notice boards -A notice for the parish will be in the next issue of the Barrow News, due to timing of the last meeting this couldn't go in the June magazine. 2. Wildflower Planting Grass Verges. TW confirmed she had contacted CWAC Highways re their policy on mowing within the parish but has had no response to date. TW to follow up. 3. Fire Safety. Resolved to give the contract for fire safety to Dee Fire. TW to confirm with them and pass on the caretakers details for them to gain access.	TW TW
23/35	Working Groups & Sub Committees - updates (1) Footpaths – Sunken path - see 23/25 (3) Flooding Working Group/Community Resilience Planning – No meeting – but reported that there had been no issues with flooding in the recent thunderstorms.	
23/36	BPPFF – Re-appointment of trustees – Resolved – 4 existing trustees would continue from 01/07/23 Employment - The caretaker has agreed to take on a second role, for 4.5 hours per week, to run a pop up coffee shop. As his current 12month contract is due to be renewed it was Resolved to start both contracts at the same time. Any work for the new role carried out beforehand will be paid within the existing contract. A new job description needs writing for the second contract. Employee will need a Food Hygiene certificate Resolved the PC will cover the cost of approximately £100	

23/37	Pavilion & Playing Field – 1. Entrance works: Carry forward to next meeting. 2. The pavilion lighting/electrical work -2 more quotes have been received for work that appears to have been sub-standard initially JO to speak to the contractors. 2 invoices have been received for work carried out, this is also sub-standard JO to discuss with the contractors, payment to be held whilst issues are discussed. 3. Trees & Shrubs AP to arrange for 2 more tree's to be purchased.	JO AP
23/38	Neighbourhood development Plan – Funding has now opened. TW & JT to liaise.	
23/39	Barrowmore: KJ is waiting to hear from Barrowmore regarding the orchard, this has not been raised at the Barrowmore trustee meeting.	
23/40	Items for Next Meeting- Pavilion entrance works, Notice boards, job description for new position of employment at the Pavilion	
23/41	Date of next meeting – Monday 10 th July at 7.30pm	

The meeting closed at 9pm.

Signed

Date