

BARROW PARISH COUNCIL
Minutes of the Annual Meeting of Barrow Parish Council, held on
Monday 11th May 2026 at Barrow Village Hall

2026-27

Meeting started 7.00pm

	Present: Cllr Paul Rossington (PR) Cllr D Rimell (DR), Cllr John Okell (JR), (7.20pm) Cllr Julia Tillotson (JT), (7.25pm) Cllr Stephen Wales (SW) In attendance: T Whitlow – Clerk (TW)	
	Welcome: Outgoing Chair, PR, welcomed the attendees.	
26/01	Election of Chair: 1. Cllr Paul Rossington was proposed, seconded and voted unanimously as chair for the civic year 2026-27. 2. PR signed the acceptance of office paperwork.	
26/02	Election of Vice Chair: Cllr Julia Tilotson was proposed, seconded and voted unanimously as vice-chair for the civic year 2026-27.	
26/03	Apologies for Absence were received from: Cllr Sandra Smith (SS)	
26/04	Declarations of Members' Interests: None	
26/05	Public Participation: No MOP's present.	
26/06	Approval of Minutes: The minutes of the Parish Council meeting on 13th April 2026, and the AMPC 19th May 2025 were approved and signed by the Chair.	
26/07	Chairs Report: PR read out his Chairs report. TW to upload to website.	
26/08	Policy Review: The following policies were reviewed and re-adopted, with a review date of the AMPC 2027 set. 1. Standing Orders 2. Financial Regulation 3. Code of Conduct 4. Scheme of Delegation 5. Internet Banking Policy 6. Management Risk Assessment 7. Management Strategy TW to update the policy schedule & website	TW
26/09	Matters Arising: None not covered as an agenda item.	
26/10	Co-option: No members of the public have come forward for co-option.	

26/11	Clerks Report: Clerks new laptop has been purchased £456.19. Protective carry case purchased £23.74. Clerk has 3 hours overtime for finalising the year end audit, 2 of which are delivering/collecting file from auditor. Approved.	
26/12	Accounts /Finance: 1. Monies received & payments ratified/approved Payment & receipt schedule 11.05.26 approved & signed. See Appendix 1 2. Bank reconciliation at 27.04.26 approved & signed. See Appendix 2 3. Confirmation of bank signatories – PR proposed JT as a third signatory, seconded, voted unanimously. TW to send JT relevant paperwork. 4. Pre-authorised payment schedule approved. 5. Pavilion staff salary – increase in line with minimum wage percentage agreed for one member of staff. TW to complete paperwork for payroll company. Clerk to circulate Ear Marked Reserves to council.	TW JT TW TW
26/13	Meeting Dates: Meeting dates until AMPC 2027 agreed as the 2 nd Monday in the month, except August, at the Village Hall at 7.30pm. PR to add meeting dates to notice board. TW to add to website and inform VH caretaker.	PR TW
26/14	Internal Audit Report: AGAR Internal Audit reviewed. Signed by TW and the chair. TW to upload to the website. No recommendations made.	TW
26/15	Annual Governance Statement: Reviewed. Resolved to approve. Signed by the clerk and the chair. TW to upload to website.	TW
26/16	Accounting Statements: Reviewed. Resolved to approve. Signed by TW and the chair. TW to upload to the website.	TW
26/17	Provision of Public Rights: Dates set for Wednesday 03.06.26 to Tuesday 14.07.26. Notice to be added to the notice board and website before 03.06.26.	TW
26/18	Appointment of Internal Auditor. Present auditor has completed the audit for the past 5 years. Clerk recommends a change of IA. Agreed for TW to get quotes for the 2026-27 Internal audit and add to June agenda.	TW
26/19	Planning: 1. Planning applications received since the last meeting or comments ratified: 26/01257/FUL Barn Owl Farm Barnhouse Lane Barrow. Proposal: Single-storey rear extension with terrace balcony above. Reviewed The PC have no specific objections, but note the property has already been extended on several occasions. TW to add comments to the PLA portal that there are no objections if LPA does not find this over development in the greenbelt. 2. Planning decisions notified since last meeting: No decisions notified.	TW
26/20	Highways: Highway issues. None noted other than the lack of pothole filling.	

26/21	Pavilion & Playing Field (BPPFF) 1. To receive an update from the BPPFF: JO has yet to have a meeting with the Pavilion Co-ordinator to discuss role and actions. 2. Lease: PR is waiting on the trustee from the BPPFF to continue the work on the new lease. 3. Pavilion Garden: The PC have accepted a quote from Hannah Louise Garden Designs, for the garden at the Pavilion. JO reported the BPPFF would like to be involved in the planning. JT advised JO to elect a member from the BPPFF to discuss with her and the garden designer.	JT JO
26/22	Neighbourhood Plan: There is another meeting tomorrow. No actions to report since the last meeting.	
26/23	Footpath Bridge: TW has contacted the landowner, the benefactor and CWAC Footpaths to ascertain if an EA permit is required. The officer feels this is unlikely as it is a like for like replacement, although due to their annual leave this is still to be confirmed. TW to progress once confirmation received.	TW
26/24	Tree Survey: Contractor will be on site 26 th /27 th May to carry out the agreed works. Council to reassess the remaining trees following completion of this first stage of works.	
26/25	Items for Next Meeting: Pavilion lease. Footpath Bridge update. Tree works update. Internal Auditor.	
26/26	Date of next meeting: Monday 8 th June 2026, at 7.30pm at the village Hall.	

The meeting closed at 8.15pm

Signed:

Date:

Appendix 1

Barrow Parish Council Receipts & Payment Schedule			
		Meeting date:	11/05/2026
<u>Receipts since the last meeting:</u>			
CWAC	Precept		£29,400.00
Footpath	booklet sales		£16.00
Allotments	Rent		£72.00
			£29,488.00
<u>Payments ratified/for approval:</u>			
R	Clerk	Reimburse laptop	£456.19
R	Payroll	Gross Mth 1	£1,318.97
A	Clerk	Laptop carry case	£23.74
A	Clerk	Expenses Mar-April	£95.69
			£1,894.59

Appendix 2

<u>BANK RECONCILIATION</u>		27.04.26
Barclays Current Account		£774.14
Deposit Account		£57,685.64
Uncleared Items		0.00
TOTAL		<u>£58,459.78</u>
<u>CASH BOOK</u>		
B/F Barclays Current Account		£523.29
B/F Barclays Deposit Account		<u>£31,185.64</u>
Total B/F 01/04/26		<u>£31,708.93</u>
Receipts to date		£29,488.00
Expenditure to date		<u>£2,737.15</u>
BALANCE		<u>£58,459.78</u>