Barnton Parish Council

MINUTES FROM THE ANNUAL MEETING OF BARNTON PARISH COUNCIL

Monday 19TH MAY 2025 at 7.00pm at Clerks Office, Barnton Cemetery, Hayes Drive, Barnton CW8 4JX

ATTENDED BY;

1. Cllr James Devine
2. Cllr Phoenix
3. Cllr Carter
4. Cllr Diane Devine
5. Cllr Hooper
6. Cllr Burgess
7. Cllr Coombes
8. Cllr Ayhok
9. Cllr Chambers

Public; Three members of the public in attendance

Min. Ref;	**Item**
1	***To elect a chairperson for the 25/26 Civic year***
1.1/05/2025	**NOTED; -** Cllr Devine proposed Cllr Hooper as chairperson, seconded, all agreed
1.2/05/2025	**NOTED; -** Cllr Hooper signed the declaration of acceptance of office
2	***To elect a vice chairperson for the 25/26 Civic year***
2.1/05/2025	**NOTED; -** Cllr Hooper proposed Cllr Devine as vice chairperson, seconded, all agreed
2.2/05/2025	**NOTED; -** Cllr Devine signed the declaration of acceptance of office
3	***To review the delegation arrangements to committees***
	Finance Committee
3.1/05/2025	***RESOLVED;*** *Cllr Hooper proposed BPC approve the terms of reference for this committee. Seconded, all agreed*
3.2/05/2025	***RESOLVED;*** *Elected members Cllrs; D. Devine, J. Devine, Hooper, Ayhok, Burgess*
3.3/05/2025	***NOTED;*** *Cllr D. Devine elected as Chair of this committee, Cllr Ayhok elected Vice chair of this committee*
	Staffing Committee
3.4/05/2025	***RESOLVED;*** *Cllr Hooper proposed BPC approve the terms of reference for this committee. Seconded, all agreed*
3.5/05/2025	***RESOLVED;*** *Elected members Cllrs; D. Devine, J. Devine, Hooper, Coombes, Phoenix*
3.6/05/2025	***NOTED;*** *Cllr Hooper elected as Chair of this committee, Cllr J. Devine elected Vice chair of this committee.*
4	***To receive a report from the Clerk***
4.1/05/2025	***NOTED;*** *A report was received and noted from the clerk*
5	***To note apologies for absence***
5.1/05/2025	***NOTED;*** *Apologies received from Cllr Gibbon, CW&C*
6	***To note Declarations of Interests from members***
6.1/05/2025	**NOTED;** Cllr J Devine, Cllr D. Devine, Cllr Hooper declared an interest in agenda items related to Royal British Legion.

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7 ***To approve and sign the minutes***

7.1/05/2025 ***RESOLVED;*** *Cllr Ayhok proposed BPC approve the minutes of the AM 20th May 2024. Seconded, all agreed*

7.2/05/2025 ***RESOLVED;*** *Cllr J Devine proposed BPC approve the minutes of the AM 28th April 2025. Seconded, all agreed*

8 ***Public Forum*** **- members of the public are invited to speak on matters relating to the agenda**

NOTED; A representative from Barnton Memorial Hall addressed the council regarding the re-location of the Memorial from Jubilee Corner and alleged relationship issues with the council.

8.1/05/2025 ***NOTED;*** A report from CW&C ward cllrs was received and noted. The solar farm appeal hearing date was confirmed as 1st July 2025 at the Drumber, Winsford. Cllr Phoenix was nominated to speak on behalf of Barnton PC.

ACTION; JP

8.2/05/2025 ***NOTED;*** A report from PCSO Diana Wiggins was received and noted

9 **Policy & Procedure**

9.1/05/2025 ***RESOLVED;*** Cllr Burgess proposed BPC adopt the CW&C Code of Conduct for all members, seconded, all agreed

9.2/05/2025 ***RESOLVED;*** Cllr J Devine proposed BPC approve BPC standing orders, seconded, all agreed

9.3/05/2025 ***RESOLVED;*** Cllr Hooper proposed BPC approve BPC publication scheme, seconded, all agreed

9.4/05/2025 ***RESOLVED;*** Cllr Ayhok proposed BPC approve BPC Health & Safety policy, seconded, all agreed

9.5/05/2025 ***RESOLVED;*** Cllr Ayhok proposed BPC approve BPC equality and diversity policy seconded, all agreed

9.6/05/2025 ***RESOLVED;*** Cllr Hooper proposed BPC approve BPC complaints procedure, seconded, all agreed

9.7/05/2025 ***RESOLVED;*** Cllr Hooper proposed BPC approve BPC risk management policy, seconded, all agreed

9.8/05/2025 ***RESOLVED;*** Cllr Burgess proposed BPC approve BPC risk assessment 2025/26, seconded, all agreed

9.9/05/2025 ***RESOLVED;*** Cllr Chambers proposed BPC approve BPC Data Protection Policy, seconded, all agreed

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10.1/05/2025 ***NOTED;*** The internal audit report 24/25 was noted

10.2/05/2025 ***NOTED; ;*** The issues arising from internal audit report 24/25 were noted

10.3/05/2025 ***NOTED; ;*** The actions to be taken following the internal audit report 24/25 were noted

10.4/05/2025 ***RESOLVED;*** Cllr D. Devine proposed BPC approve and sign section 1 of the AGAR 24/25, seconded, all agreed**.**

10.5/05/2025 ***RESOLVED;*** Cllr J. Devine proposed BPC approve and sign section 2 of the AGAR 24/25, seconded, all agreed

10.6/05/2025 ***NOTED***; The dates of the publication of public rights (3 June 2025 – 12 July 2025) were noted

10.7/05/2025 ***RESOLVED;*** Cllr J Devine proposed BPC approve the cost of £250.00 for the internal auditor, seconded, all agreed

10.8/05/2025 ***NOTED;*** The budget report 2024/25 was received and noted

10.9/05/2025 ***RESOLVED;*** Cllr J Devine proposed BPC approve NALC financial regulations 2025 seconded, all agreed

10.10/05/2025 ***RESOLVED;*** Cllr Ayhok proposed BPC approve BPC asset register 2025/26 seconded, all agreed

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10.11/05/2025 ***RESOLVED;*** Cllr Ayhok proposed BPC approve BPC investment policy, seconded, all agreed

10.12/05/2025 ***RESOLVED;*** Cllr Phoenix proposed BPC approve the payment schedule for May 2025, seconded, all agreed

10.13/05/2025 ***RESOLVED;*** Cllr J. Devine proposed BPC retrospectively approve the payment of £1200.00 for the relocation of the granite plaque from Jubilee Corner to the cemetery, seconded, all agreed

10.14/05/2025 ***RESOLVED;*** Cllr J. Devine proposed BPC retrospectively approve the payment of £2250.00 for the resurfacing of the main cemetery pathway, seconded, all agreed

10.15/05/2025 ***NOTED;*** Publication of items over £100.00 was noted

10.16/05/2025 ***RESOLVED;*** Cllr Coombes proposed BPC approve final bank reconciliations at 31.03.25 seconded, all agreed

10.17/05/2025 ***NOTED;*** Signatories to the bank were noted. It was agreed to add a third signatory

10.18/05/2025 ***NOTED;*** The financial report for April – May 2025 was received and noted

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11.1/05/2025 ***NOTED;*** The date of the next meeting on 16th June 2025 was noted

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12.1/05/2025 ***NOTED;*** Cllr Hooper closed the meeting at 20.05

Signed……Date……

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