



Barnton Parish Council

Dear Member,

You are summonsed to attend the Annual Meeting of Barnton Parish Council to be held at 7.00pm on Monday 19th May 2025 at The Clerks Office, Barnton Cemetery, Hayes Drive, Barnton, CW8 4JX Tel; 01606 784270 Email; barntonpc@gmail.com

Signed *Toni Critchlow* / Proper Officer

ANNUAL MEETING OF BARNTON PARISH COUNCIL

MONDAY 18TH MAY 2026

7.00pm

Venue; Clerks Office, Barnton Cemetery CW8 4JX

Members of the public are welcome to join this meeting.

If you have questions or concerns regarding items on the agenda **Please contact the Clerk**

AGENDA

**This meeting will be recorded*

	Item
<p>1 1.1 1.2</p>	<p>Election of the Chairman of the Council for the 2026-2027 Civic Year.</p> <ul style="list-style-type: none"> • To receive nominations for and to elect a chairman of the Council for the 2026-2027 civic year. • For the elected chairman to sign a declaration of office
<p>2 2.1 2.2</p>	<p>Election of the Vice-Chairman of the Council for the 2025-2026 Civic Year.</p> <ul style="list-style-type: none"> • To receive nominations for and to elect a vice chairman of the Council for the 2026-2027 civic year. • For the elected vice-chairman to sign a declaration of office.
<p>3 3.1 3.2 3.3 3.4 3.5 3.6</p>	<p>Review the Delegation Arrangements to Committees <u>Finance Committee (minimum 5 members)</u></p> <ul style="list-style-type: none"> To review & approve Barnton Parish Council Terms of Reference / Finance Committee To approve membership of the finance committee To elect a chair person and vice-chair person or to delegate this to the committee at its first meeting <p><u>Staffing Committee. (minimum 5 members)</u></p> <ul style="list-style-type: none"> To review & approve Barnton Parish Council Terms of Reference / Staffing Committee To approve membership of the staffing committee To elect a chair and vice-chair or to delegate this to the committee at its first meeting
<p>4 4.1 4.2</p>	<p>Apologies</p> <ul style="list-style-type: none"> To receive and note apologies for absence To receive and note the formal apology and CWAC determinations relating to the 26 September 2025 correspondence.
<p>5 5.1</p>	<p>Training Opportunity</p> <ul style="list-style-type: none"> To note CHALC Chairperson and Vice-Chairperson training session scheduled for 18 June 2026 at 6.30pm via Teams, and to note the names of members wishing to attend.
<p>6</p>	<p>Declarations of Interest – members to declare any disclosable interests, pecuniary or otherwise in items on this agenda</p>

7 7.1	Approve and Sign Minutes To approve and sign the minutes of the last Annual Meeting of 19th May 2025
8 8.1 8.2 8.3	Public Forum To approve <i>Barnton Parish Council Standing Orders are suspended to allow Members of the public to address Barnton Parish Council for a maximum of 5 minutes, after which they may take no further active part in the meeting.</i> Cheshire West and Chester Ward Councillor Report To receive a report from CW&C Ward Cllrs. PCSO Report To receive a report from PCSO Donnelly <i>Barnton Parish Council Standing Orders are reinstated</i>
9 9.1 9.2 9.3 9.4 9.5 9.6 9.7 9.8 9.9 9.10	POLICY & PROCEDURE To approve the following constitutional documents for 2026/27; - To resolve to adopt CW&C Code of Conduct for councillors To review & approve Barnton Parish Council Standing Orders To review & approve Barnton Parish Council Publication scheme To review & approve Barnton Parish Council Health & Safety Policy To review & approve Barnton Parish Council Equality & Diversity Policy To review & approve Barnton Parish Council Complaints Procedure To review & approve Barnton Parish Council Risk Management Policy To review & approve Barnton Parish Council Risk Assessment 26/27 To review & approve Barnton Parish Council Data Protection Policy To review & approve Barnton Parish Council Cemetery Regulations
10 10.1 10.2 10.3 10.4 10.5 10.6	Finance To review & approve NALC Financial Regulations 2026 To review approve Barnton Parish Council asset register 2026/2027 To approve the payment schedule for May 2026 To note publication of items over £100.00 to the website To receive and approve Bank reconciliations at 30/04/2026 To approve x2 additional signatories to bank accounts
11	Date of next meeting - Full Council Monday 15th June 2026
12	Close of Meeting

Signed: *Toni Critchlow*, Parish Clerk

Posted: 12/05/26