



**Barnton Parish Council**

**ANNUAL MEETING OF BARNTON PARISH COUNCIL**

**MONDAY 18<sup>TH</sup> MAY 2026**

**7.00pm**

**Venue; Clerks Office, Barnton Cemetery CW8 4JX**

**MINUTES**

	<b>Item</b>
<b>1</b>	<b>Election of the Chairman of the Council for the 2026-2027 Civic Year.</b>
<b>AM1.1/05/26</b>	Noted; Nominations for Chairman of the Council for the 2026-2027 civic year were invited Cllr Diane Devine was proposed, seconded and received 5 votes Cllr Dilys Hooper was proposed, seconded and received 3 votes Cllr Isaiah Ayhok was proposed, seconded and received 2 votes
<b>AM1.2/05/26</b>	<b>RESOLVED;</b> Cllr Diane Devine was elected Chairman of the Council and signed the declaration of office
<b>2</b>	<b>Election of the Vice-Chairman of the Council for the 2026-2027 Civic Year.</b>
<b>AM2.1/05/26</b>	Noted; Nominations for Vice Chairman of the Council for the 2026-2027 civic year were invited Cllr Steve Carter was proposed, seconded and received 2 votes Cllr Judy Phoenix was proposed, seconded and received 6 votes Cllr Isaiah Ayhok was proposed, seconded and received 2 votes
<b>AM2.2/05/26</b>	<b>RESOLVED;</b> Cllr Judy Phoenix was elected Vice Chairman of the Council and signed the declaration of office
<b>3</b>	<b>Review the Delegation Arrangements to Committees</b>
	<b><u>Finance Committee</u></b>
<b>AM/3.1/05/26</b>	<b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Terms of Reference / Finance Committee
<b>AM/3.2/05/26</b>	<b>RESOLVED;</b> Membership of the Finance Committee was proposed, seconded and all agreed; Cllr Diane Devine, Cllr Hooper, Cllr Burgess, Cllr Gray, Cllr Carter, Cllr J Devine
<b>AM/3.3/05/26</b>	NOTED; Cllr Gray was proposed and seconded for Chair of the Finance Committee and received 6 votes Cllr Burgess was proposed and seconded for Chair of the Finance Committee and received 4 votes Cllr Gray was elected as Chair of the Finance Committee Cllr Burgess was proposed and seconded for Vice Chair of the Finance Committee and received 10 votes Cllr Burgess was elected as Vice Chair of the Finance Committee
	<b><u>Staffing Committee.</u></b>
<b>AM/3.4/05/26</b>	<b>RESOLVED;</b> It was proposed, seconded and all agreed to agree Barnton Parish Council Terms of Reference / Staffing Committee
<b>AM/3.5/05/26</b>	<b>RESOLVED;</b> Membership of the Staffing Committee was proposed, seconded and all agreed; Cllr Diane Devine, Cllr Hooper, Cllr Burgess, Cllr Gray, Cllr James Devine, Cllr Ayhok, Cllr Phoenix
<b>AM/3.6/05/26</b>	NOTED; Cllr Phoenix was proposed and seconded as Chair of the Staffing Committee and received 6 votes Cllr Hooper was proposed and seconded as Chair of the Staffing Committee and received 4 votes Cllr Phoenix was elected as Chair of the Staffing Committee Cllr James Devine was proposed and seconded as Vice Chair of the Staffing Committee and received 6 votes

	<p>Cllr Hooper was proposed and seconded as Vice Chair of the Staffing Committee and received 4 votes Cllr James Devine was elected as Vice Chair of the Staffing Committee</p>
<p><b>4</b> AM/4.1/05/26 AM/4.2/05/26</p>	<p><b>Apologies</b> NOTED; Apologies for absence were received from Cllr Gibbon and Cllr Marshall, CW&amp;C NOTED; A formal apology was read and received in relation to 26 September 2025 correspondence. No further discussion was permitted as per legal advice.</p>
<p><b>5</b> AM/5.1/05/26</p>	<p><b>Training Opportunity</b> NOTED; A CHALC Chairperson and Vice-Chairperson training session scheduled for 18 June 2026 at 6.30pm via Teams was noted. Cllr Diane Devine and Cllr Phoenix requested places. <b>Clerk to action</b></p>
<p><b>6</b> AM/6.1/05/26</p>	<p><b>Declarations of Interest</b> NOTED; No disclosable interests were received in relation to items on this agenda</p>
<p><b>7</b> AM/7.1/05/26</p>	<p><b>Approve and Sign Minutes</b> <b>RESOLVED;</b> It was proposed, seconded and agreed to approve the minutes of the last Annual Meeting of 19th May 2025. 2 abstentions.</p>
<p><b>8</b> AM/8.1/05/26 AM/8.2/05/26 AM/8.3/05/26</p>	<p><b>Public Forum</b> NOTED; There were no other members of the public in attendance. <b>Cheshire West and Chester Ward Councillor Report</b> NOTED; A report from CW&amp;C Ward Cllr Norman Wright was received and noted. <b>PCSO Report</b> NOTED; A report from PCSO Donnelly was not received.</p>
<p><b>9</b> AM/9.1/05/26 AM/9.2/05/26 AM/9.3/05/26 AM/9.4/05/26 AM/9.5/05/26 AM/9.6/05/26 AM/9.7/05/26 AM/9.8/05/26 AM/9.9/05/26 AM/9.10/05/26</p>	<p><b>POLICY &amp; PROCEDURE</b> <b>RESOLVED;</b> It was proposed, seconded and all agreed to adopt CW&amp;C Code of Conduct for councillors <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Standing Orders <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Publication scheme <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Health &amp; Safety Policy <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Equality &amp; Diversity Policy <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Complaints Procedure <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Risk Management Policy <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Risk Assessment 26/27 <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Data Protection Policy <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council Cemetery Regulations</p>
<p><b>10</b> AM/10.1/05/26 AM/10.2/05/26 AM/10.3/05/26 AM/10.4/05/26 AM/10.5/05/26 AM/10.6/05/26</p>	<p><b>Finance</b> <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve NALC Financial Regulations 2026 <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Barnton Parish Council asset register 2026/2027 <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve the payment schedule for May 2026 NOTED; The publication of items over £100.00 to the website was noted <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve Bank reconciliations at 30/04/2026 <b>RESOLVED;</b> It was proposed, seconded and all agreed to approve additional signatories to bank accounts; Cllr J Gray, Cllr D. Devine <b>Clerk to action</b></p>
<p>AM/11/05/26</p>	<p>NOTED; The next Full Council meeting on Monday 15<sup>th</sup> June 2026 was noted</p>
<p>AM/12/05/26</p>	<p>NOTED; Cllr D Devine closed the meeting at 19.58</p>

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