



Barnton Parish Council

Cllr Hooper
 Cllr J Devine
 Cllr Phoenix (Vice Chair)
 Cllr Carter
 Cllr Diane Devine (Chair)
 Cllr Burgess
 Cllr Ayhok
 Cllr Chambers
 Cllr Gray
 Cllr Overy

You are summonsed to attend a Meeting of Barnton Parish Council

Please be punctual - Once this agenda is published, the start time of 7.00pm is established in law.
 (Local government Act 1972 Schedule 12, 4(1A), 4A(1))

This meeting will be audio recorded to aid production of the minutes.

Parish Clerk; Toni Critchlow, Clerks Office, Barnton Cemetery, Barnton CW8 4JX Tel; 01606 784270
 Email; clerk@barnton-pc.gov.uk
 Website; [www. barntonvillage.org.uk](http://www.barntonvillage.org.uk)

Agenda

Full Council Meeting Tuesday 4th August 2026

Time; 5.00pm

Venue; Clerks Office, Barnton Cemetery, Hayes Drive, CW8 4JX

Agenda Item

1 Apologies

1.1 To receive and accept apologies for absence

2 Declarations of Interest

2.1 To receive any declarations of interests from members **in relation to items on this agenda**

3. Public Forum

3.1 To Note the protocol for public participation

3.2 *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 Public Participation protocol refers*

3.3 BPC standing orders are reinstated

4 Approve & sign minutes

4.1 To approve and sign the minutes of the last meeting of the 20th July 2026 as a true record

5. Part B/Closed Session

5.1 To approve that, in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted

5.2 To receive a confidential staffing report from the Clerk

5.3 To review hours, roles and responsibilities of officers

5.4 To approve that the two statutory roles — Clerk (Proper Officer) and Responsible Financial Officer (RFO) be separate jobs for a period of 3 months.

5.5 To approve the temporary appointment of a locum Responsible Financial Officer for an initial fixed-term period of three months for the agreed hours, rate of pay, job description and conditions

5.6 To delegate authority to the staffing committee to review the temporary arrangement before the expiry of the initial three-month term.

5.7 To receive a confidential cemetery report from the Clerk

5.8 To approve a dispensation for the purchase of a burial plot

6. Date of next Meeting

6.1 To note that the date of the next FCM is 21st September 2026

7 Close of Meeting

7.1 To Note close of meeting

Signed; T. Critchlow, Parish Clerk

Date; 29/07/26