



Barnton Parish Council

MINUTES

Full Council Meeting

MONDAY 21st SEPTEMBER 2026

Time; 7.00pm

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

Attendance;

1. Cllr J Devine
2. Cllr Phoenix (Vice Chair)
3. Cllr Carter
4. Cllr Diane Devine (Chair)
5. Cllr Chambers
6. Cllr Gray

Agenda Item

1 Apologies

1.1/09/26

NOTED;

Apologies were received and accepted from Cllr Hooper, Overy, Burgess, Marshall, Wright

2 Declarations of Interest

2.1/09/26

NOTED; No declarations of interests from members were received in relation to items on this agenda

3. Public Forum

3.1/09/26

NOTED;

The protocol for public participation was noted.

Cllr Gibbon, Cheshire West and Chester Council, presented a report on behalf of a resident regarding the purchase of a burial plot in Barnton cemetery

MOP 1 added comments following Cllr Gibbons report.

Both parties were assured that the council would consider all points raised.

3.2/09/26

NOTED;

Reports from PCSO Simon Donnelly (July/August 2026) were noted.

3.3/09/26

NOTED;

BPC standing orders were reinstated

4 Approve & sign minutes

4.1/09/26

RESOLVED;

It was proposed, seconded and all agreed to approve the minutes of the last meeting of the 4th August 2026 as a true record

5. Staffing

5.1/09/26

NOTED;

The National Joint Council for Local Government Services (NJC) agreed pay scales for 2026-27 were noted to be implemented from 1 April 2026 and associated backpay to be paid in September 2026

5.2/09/26

NOTED;

It was noted that the administration vacancy has been circulated within the sector and advertised with NEWSQUEST to includes a 28 day online campaign with a digital advert across the Guardian Newspaper Group & Jobs24.co.uk

5.3/09/26

RESOLVED; It was proposed, seconded and all agreed to approve the payment of 42 additional hours (Accrued March 2026 - May 2026) to the Parish Clerk as recommended by the Staffing Committee

5.4/09/26

RESOLVED; It was proposed, seconded and all agreed to approve the payment of additional hours to the Parish Clerk each month as necessary to meet the current operational requirements and to avoid the need for TOIL as recommended by the Staffing Committee

5.5/09/26

NOTED;

The NALC Councillor–Officer Protocol was noted

6 Clerks Report

6.1/09/26

NOTED;

A report from the clerk was received and noted.

7. Planning

7.1/09/26

NOTED;

Planning application 26/02706/FUL 6 Plumbs Fold Barnton Northwich CW8 4HF - Proposal: Single storey rear extension was noted - no objections received.

8. Finance

8.1/09/26

NOTED;

The RFO report was received and noted.

8.2/09/26

NOTED; An amendment to page 5 of the 2025/26 AGAR (Section 2 – Accounting Statements) to correct a £11,316 discrepancy arising from transfers between the Council's own bank accounts having been incorrectly recorded as receipts and payments was considered.

8.3/09/26**RESOLVED;**

It was proposed, seconded and all agreed to approve the amendment of the 2025/26 AGAR Section 2 Accounting Statements as follows:

- **Box 3 – Total Other Receipts:** £56,719
- **Box 6 – All Other Payments:** £89,230

8.4/09/26**RESOLVED;**

It was proposed, seconded and all agreed to approve RFO authorisation to amend page 5 of the AGAR accordingly and submit the corrected Accounting Statements to the External Auditor, PKF Littlejohn.

8.5/09/26**DEFERRED;**

Revision of Barnton Parish Council Financial Regulations 2026/27 was deferred pending further explanation from the RFO.

8.6/09/26**DEFERRED;**

Website publication of the revised Financial Regulations 2026/27 was deferred

8.7/09/26**RESOLVED;**

It was proposed, seconded and all agreed to approve the bank reconciliation at 31.07.26

8.8/09/26**RESOLVED;**

It was proposed, seconded and all agreed to approve the payment schedule for August 2026 subject to explanation of 4 items.

9 Date of next meeting**9.1/09/26****NOTED;**

The next FCM on 19th October 2026 at 7.00pm was noted.

10 Close of Meeting**10.1/09/26****NOTED;**

Close of meeting was noted at 19.45