

BARNACK PARISH COUNCIL

Councillors	Tel	Email	Representing the Council	Working Groups
Chair Harry Brassey	01780 740115	hcb@manorfarm.co.uk	Barnack Ward Group Parish Council Liaison Cemetery	Traffic Calming MUGA
Vice-Chair Margaret Palmer	01780 740988	bmpalmer@aol.com	Barnack Ward Group Parish Council Liaison Financial Overview Environment Planning Cemetery	Traffic Calming
Martin Bloom	01780 740966	martin.bloom@hegarty.co.uk		Traffic Calming MUGA Human Resources
Phil Broughton	07557 263991	pkbroughton@gmail.com		Human Resources Communication
Ivor Crowson	01780 740430	ivorcrowson@icloud.com	Planning	Traffic Calming MUGA Human Resources
David Laycock	01780 740267	davidlaycock46@hotmail.com	Cemetery	
Councillor Vacancy				
Clerk Susie Caney	07595 377236	barnackparishcouncil@outlook.com		Traffic Calming Communication

We have a defibrillator outside the Village Hall, visit our website at www.barnackparishcouncil.org and the village notice boards for more information.

Like us on Facebook
at 'Barnack Village'.

The Barnack & Pilsgate Directory is where to find out about the village – view it via the website or ask the Clerk for a copy.

Draft Minutes for confirmation at next meeting

Minutes of the Parish Council Meeting held in The Village Hall, Barnack on Monday 9th May 2016 following the Annual Village Meeting,

1) Election of the Chairman & Vice-Chairman

- a) Chairman conducts election and has casting vote.
Harry Brassey was elected Chairman for 2016/17.
- b) Completion of Declaration of Acceptance form by the new Chairman.
Signed by Harry Brassey.
- c) Chairman conducts election of Vice-Chairman and has casting vote.
Margaret Palmer was elected Vice-Chairman for 2016/17.

2) Attendance

- a) To record those present. ***Chair: Harry Brassey, Councillors: David Laycock, Ivor Crowson, Martin Bloom and Margaret Palmer and 3 residents.***
- b) To record apologies for absences. ***Councillor: Phil Broughton.***

3) Declarations of Interest and Dispensations

- a) To receive Declarations of Interest from Councillors in items on the Agenda.
- b) To receive written requests for Dispensations for Disclosable Pecuniary Interests.
- c) To grant any requests for Dispensation as appropriate.

4) To confirm Meeting Minutes of 11 April 2016 Agreed.

5) To adopt Regulatory Documents for 2016-17 Agreed.

- a) Standing Orders
- b) Code of Conduct
- c) Financial Regulations
- d) Complaints Procedure
- e) Press & Media Policy
- f) Freedom of Information
- g) Risk Assessment – *changes to risk level of insurance cover to low.*
- h) Health & Safety
- i) Internet & Email
- j) Data Protection
- k) Councillors' Responsibilities

6) To appoint Council Representatives

- a) i) Barnack Ward Group – *Harry Brassey, Margaret Palmer.*
- ii) Parish Council Liaison – *Harry Brassey, Margaret Palmer.*
- iii) Financial Overview – *Margaret Palmer.*
- iv) Environment – *Margaret Palmer.*
- v) Cemetery – *Harry Brassey, Margaret Palmer, David Laycock.*
- vi) Planning – *Margaret Palmer, Ivor Crowson.*

7) To appoint Working Group Representatives

- a) i) Traffic Calming – *Harry Brassey, Margaret Palmer, Martin Bloom, Ivor Crowson, Susie Caney.*
- ii) MUGA – *Harry Brassey, Martin Bloom, Ivor Crowson.*
- iii) Human Resources – *Martin Bloom, Phil Broughton, Ivor Crowson.*
- iv) Communication – *Phil Broughton, Susie Caney.*

8) Open Forum – for the Clerk to address issues raised by Residents. *None.*

9) Outstanding Items

- a) A1 dangerous junction at Barnack Drift. *Pending response from Highways England report.*
- b) Gigaclear update. *If anyone is experiencing a problem with Gigaclear, please email Tony Heath at tony.heath@gigaclear.com.*
- c) Defibrillator training. *Training will be advertised further, to include the Millstone, Station Yard and School. Action - Clerk*
- d) School grounds Governance. *A meeting is taking place on 23rd May.*
- e) Chapel Lane/Glebe Woodland. *Harry Brassey has spoken to ROSPA and a report has been drawn up. A Working Group is to be formed including; Martin Bloom, Phil Broughton and Harry Brassey. They will decide what work ought to be done and clarify the insurance needs. Action – Harry Brassey*
- f) Canon Drive, traffic signage. *Peter Tebb is going to alter the white line to make the turning to the right clearer. This will be done by the end of June.*
- g) Flag pole. *The truckhead at the top of the flagpole has been replaced but the cord may fray due to friction. May need to look at other solutions.*

10) Correspondence

- a) Footpath between Barnack and Bainton. *The footpaths are getting narrower and very uneven, also affecting the path up to Pilsgate. Amey looked into digging out the sides but it wasn't viable, they had planned to spray herbicide. The Council will write to Amey (copy Peter Tebb) to remind them that the paths need attention and ask for a meeting to walk around the footpaths. Action – Clerk*

- b) Kier petition for Wothorpe development. *Kier are trying for a third time to get planning permission at Wothorpe. The Council will write a letter of objection. Action – Clerk*
- c) Home from Home Out of School Club. *Sereena Davey (the Chair of HfH) is coming to the Parish Council meeting in July to discuss how the Council may be able to help the setting.*

Planning

- a) 16/00282/HHFUL, Cedar House, Main Street, Single Storey Extension. Permitted. *Noted.*
- b) 16/00733/CTR, Pond House, 13 Main Street, Tree Works. *No objection.*
- c) 16/00737/CTR, Old Quarry Cottage, Wittering Road, Tree Works. *No objection.*
- d) 16/00777/FUL, Barnack Post Office, Main Street, change of use to residential. *No objection.*
- e) 16/00787/HHFUL, 24 Bainton Road, Demolish existing garage and construct two storey side extension, single storey rear extension, stone cladding to front elevation and replacement roof. *No objection.*
- f) 16/00790/HHFUL, 11 Bishops Walk, First floor side extension, ground floor rear extension and render to front elevation. *No objection.*

2) Burial Grounds

- a) Renovation of graves. *Margaret Palmer & Harry Brassey looked at the renovated graves, and have agreed with the contractor to pay half the amount of the invoice for the graves refurbished in error. The full amount will be paid on completion of the project.*
- b) Safety Inspection. *Harry Brassey has spoken to Simon Owens to source a tree consultant. Awaiting more information. Action – Harry Brassey. Clerk to ask the Clerk at Helpston who they use for cemetery safety inspections. Action – Clerk*
- c) Missing finials on the cemetery fence. *Harry Brassey to find out when they are going to be replaced. David Laycock has offered to paint. Action – Harry Brassey*

3) Financial

- a) To approve reports.
 - i) Monthly Finances, April 2016. *Pending approval.*
 - ii) Annual Return and Governance Statement for year 2015-16
 - 1) Council to review findings of effectiveness of internal systems. *Findings approved.*
 - 2) Approve Annual Governance Statement. *Approved.*
 - 3) Approve Annual Return. *Approved.*
- b) To note monies received. *Noted.*
 - i) £300, John Bryant, Interment Fee.
 - ii) £52.50, James & Yvonne Goodwin, Memorial Fee.
 - iii) £10,697, Peterborough City Council, Parish Precept and Grant Instalment.
- c) To approve payment of the following outstanding accounts. *Approved.*
 - i) £650.10, Robin Morrison: Retiring Clerk's salary and expenses for April 2016.
 - ii) £96.60, HMRC: Retiring Clerk's tax for April 2016.
 - iii) £360.86, Susie Caney: Clerk's salary and expenses for April 2016.
 - iv) £78.40, HMRC: Clerk's tax and NIC for April 2016.
 - v) £103.68, Mr Flag, Union Jack flags for British Legion and Parish Council (repayment to Susie Caney)
 - vi) £545.00, Richard Harding: Cemetery Graves Renovation Capital Project. (Paid)
 - vii) £286.27, CAPALC, Annual affiliation Fee.
 - viii) £270, Elwood Bros, Maintenance of Cemetery and Churchyard. (Paid)
 - ix) £39.00, Peterborough City Council, Payment of brown bin. (repayment to Robin Morrison)
 - x) 11.99, House of Flags, Truckhead for Flag pole. (repayment to Harry Brassey)

4) Reports.

- a) Ward Group. *No report.*
- b) Parish Council Liaison. *No report.*
- c) Hills & Holes Committee. *Amendment from 11.04.16 Minutes - A Pasque Flower Day was held, not a flower count as written in the Minutes.*

- d) Traffic Calming. *The working group is meeting on 24th May to discuss a traffic calming report before holding an open forum for the Village.*
- e) Communications. *No report.*
- f) Other meetings not listed. *None.*
- g) Police.
 - i) Bulletin from Police and Crime Commissioner. *None.*
 - ii) Rural Crime Update. *A burglary was reported in Helpston where car keys were taken and a vehicle stolen. Items were also reported stolen from an unlocked vehicle in Marholm. Please remember to keep your homes and vehicles secure – some insurance companies will not pay out if owners leave homes or vehicles unsecure.*

Village Matters - for the Clerk to address issues raised by Councillors

*Diversion signs have been left in the village. Remind Highways to collect them. Action – Clerk
Natural England would like another litter bin to replace the bin that was moved. The Council will make enquiries.*

Parking on pavements, particularly along Uffington Road. The Council will write a note about considerate parking for Parish News. Action – Clerk

The post box sign has fallen off the door of the Village Hall. Action – Harry Brassey

5) Other Items

- a) Inspection regime for trees and burial grounds. *Simon Owens has recommended a tree consultant. Action – Clerk*
- b) Queen's birthday/Village Fete. *The Council has agreed to pay for the printing and distribution of leaflets for the celebration. Harry Brassey will discuss with the Community Association. Action – Harry Brassey*
- c) Parish Council Insurance Renewal. *The Council agreed to renew the policy for three years with Came and Company. Action – Clerk*
- d) Post Office. *Harry Brassey to speak to Peter at the PO about how frequently residents use the cash withdrawal service. Action – Harry Brassey*

6) Health & Safety *None.*

7) Open Forum – for the Clerk to address issues raised by Residents. *None.*

8) Date and time of next Meeting

Monday 13 June 2016 at 7.00pm.

9) Meeting closed at 22.19