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1st May 2024

To all members, you are summoned to attend the Barrow upon Trent Parish Council Meeting. To be held on Tuesday 7th May 2024 at 19:00 in Barrow upon Trent Village Hall.

Alison Hicklin, Clerk to the Council and Responsible Finance Officer

AGENDA

ANNUAL MEETING AND ORDINARY PARISH COUNCIL MEETING TO BE HELD ON TUESDAY 7th May 2024 at the Village Hall Barrow upon Trent COMENCING AT 7PM.

ANNUAL MEETING

- 1. Election of Chairman**
- 2. Signing of Declaration of Acceptance of Office by the Chairman**
- 3. Election of Vice Chairman**
- 4. Signing of Declaration of Acceptance of Office by the Vice Chairman**
- 4. Co-Option of 2 Councillors**
- 5. To Appoint Representation for Outside Bodies for 2024-2025 for the Following**
 - a. Derbyshire County Council Gravel Liaison Meeting
 - b. AARPC (Association of Airport Related Parish Councils)
 - c. Village Hall Committee
 - d. Safer Neighbourhood Committee & Melbourne Area Meeting
 - e. SDDC Flood Liaison Meeting
 - f. DCC Parish & Town Councils Liaison Meeting
- 6. To Review Members Interests**
- 7. Standing Orders and financial Regulations**
 - a. To review the current Standing Orders and agree if still suitable for the Councils requirements.
 - b. To review the current Financial Regulations and agree if still suitable for the Councils requirements
- 8. To appoint a Data Protection Officer**

**PARISH COUNCIL MEETING TO BE HELD ON
TUESDAY 7th May 2024
at the Village Hall Barrow upon Trent Commencing at 7PM.**

PUBLIC PARTICIPATION

(a) A period of not more than five minutes per person will be made available for members of the public .

(b) If a County Council or District Council Member or the Police is in attendance, they will be given the opportunity to raise any relevant matter.

(c) Members declaring pecuniary interests who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

PART 1 NON –EXEMPT ITEMS

1. Apologies for Absence

To receive any apologies for absence from Councillors

2. Declaration of Members Interests.

To receive any Declarations of Interests from Councillors

3. Non-Exempt Minutes

To approve and sign the minutes of the meeting held on Tuesday 9th April 2024 & the Notes from the Annual Meeting of the Parish held on the same evening

4. Removal of items to Exempt Section

To determine which items if any on Part 1 of the agenda should be taken with the public excluded.

5. Chairman's Report

To receive the Chairman's Report

6. Clerk's Report

To receive the Clerk's Report

7. Reports from Outside Bodies

Parish and Town Council Liaison Forum which was held on Tuesday 16 April 2024 Matlock was attended by The Clerk & Vice Chairman

8. Future Meetings

9. Planning Applications and Decision

Works to an Atlantic Cedar in a Conservation Area at Barn at the Elms, 27 Church Lane, Barrow On Trent, Derby, DE73 7HB

The above application has been received.

The application may be viewed on our website

at <https://planning.southderbyshire.gov.uk/dmapps.aspx?ref=DMOT/2024/0482>.

10. Correspondence

As per Schedule A & B

11. Finance

a) Invoices due for Payment. As per Schedule A

b) Income Received. As per Schedule B

12. Parish News

To discuss the next Edition

13. Risk Assessment Inspections

To receive report from previous month's inspections

14. Greenacres

To discuss any related issues

15. Community Park & Parish Car Park at the Village Hall

a) To discuss any related issues

16. Allotments

a) To discuss any related issues

17. Cemetery

a) To discuss any relevant issues

18. Parish Cottages

a) To discuss any other issues

19. Infinity Garden Village & Parish Boundary

a) To discuss any updates

20. Review Policy Documents

a) to review & adopt the following policy documents

1. Grievance policy
2. Dignity & Harassment at work
3. Equal opportunities
4. Lone Working
5. Complaints procedure
6. It & Internet Policy
7. Publication Scheme
8. Training & Development Policy
9. Document Retention Policy
10. Disciplinary Policy
11. Recording & Filming of Parish Council Meetings Policy

21. Parish Matters

- a) Any matters effecting Arlestone & Merrybower.
- b) To discuss entrance signs to the village, possibly using Cllr Atkins grant money.

Date, time of the next meeting & any Agenda Items to be listed.

Tuesday 4th June Meeting 2024 7pm

A period of not more than five minutes per person will now be made available for members of the public and Members of the Council to comment on any matter that has been discussed by the Council in the Non Exempt Section of the meeting today.

The Council will exclude the public from the remaining part of the meeting.

PART 2 – EXEMPT ITEMS

22. COTTAGES

To discuss an application received.

FUTURE MEETING DATES 2024

May 7th Annual Parish Meeting

June 4th

July 16th

No Meeting August
September 3rd
October 1st
November 5th
December 3rd

Risk Assessment Rota

March Cllr Vaughn
April Cllr Harpur
May Cllr Collette