

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY 23<sup>rd</sup> May 2023.  
HELD AT BARROW UPON TRENT VILLAGE HALL, TWYFORD ROAD,  
BARROW UPON TRENT AT 7.00PM.**

**Present**

Cllr Heathcote  
Cllr Collett  
Cllr Kent Chapman  
Clerk Alison Hicklin  
Mr Kester Vaugh (for co-option)  
Dr D Thomas (for co-option)

**Members of the Public 5**

**Apologies: Cllr Blackmore, Cllr Harpur**

**The outgoing Chairman** opened the meeting by saying that it had been a privilege to serve on the Parish Council for the last 25 years, but it is now time to step down. She thanked all the Councillors and the Clerk for the work they have done and continue to do on behalf of the Parish. She wished the incoming Chairman and Councillors all the best for the future.

**65/2023 Election of Chairman**

Councillor Mrs Catherine Blackmore was nominated by Councillor Kent-Chapman and was seconded by Councillor Collette, no other nominations were put forward. The vote was unanimous, and Councillor Mrs Catherine Blackmore was duly elected as Chairman. Cllr Blackmore had agreed to this in her absence.

**66/2023 Signing of the Declaration of Acceptance of Office by the Chairman**

Councillor Mrs C Blackmore had previously signed the Declaration of Acceptance, and this was witnessed by the Clerk.

**67/2023 Election of Vice Chairman**

Councillor Toni Kent Chapman was nominated by Councillor Anne Heathcote and was seconded by Councillor Collette no other nominations were put forward. The vote was unanimous, and Councillor Toni Kent Chapman was duly elected as Vice Chairman.

**Cllr Kent-Chapman then took over running the meeting from the retiring Chairman, in the absence of the Incoming Chairman Cllr Blackmore**

**68/2023 Signing of the Declaration of Acceptance of Office by the Vice Chairman**

Councillor Toni Kent Chapman signed the Declaration of Acceptance, and this was witnessed by all.

**69/2023 Co-option of 2 New Councillors**

Mr Kester Vaugh & Dr David Thomas were duly co-opted onto the Parish Council and the necessary forms were signed.

**70/2023 Representation on Outside Bodies**

The representation on the various bodies is as follows: -

<b>Outside Body</b>	<b>Councillor Attending</b>
DCC Gravel Liaison Meeting	Cllr Collette & Cllr Thomas
Village Hall Committee	Cllr Kent-Chapman & Cllr Vaughn
Safer Neighbourhood Committee & Melbourne Area Meeting	Cllr Blackmore & Cllr Collette

SDDC Flood Liaison Meeting	Cllr Vaughn
DCC Parish & Town Council Liaison Meeting	The Clerk
Infinity Garden Village	To nominate when meetings re commence

### **71/2023 Review of Member Interests**

All Councillors submitted their completed declaration of interest forms to the Clerk who duly signed them and put them on the web site.

### **72/2022 Standing Orders and Financial Regulations**

No changes were requested to the Standing Orders or the financial regulations. It was proposed to adopt them both.

### **73/2023 To appoint a data Protection Officer**

Cllr Blackmore was proposed as Data Protection officer in her absence the Clerk will contact her to see if she is willing to accept.

### **Public Participation**

**Dist. Cllr Peter Watson** Cllr Watson congratulated Cllr Heathcote on an honourable 25 years' service, she had done a marvellous job and would be a hard act to follow. He wished the new Chairman & Vice Chairman Congratulations on their appointment.

Cllr Watson thanked all the residents of Aston Ward for voting and selecting himself, Cllr Neil Atkin & Cllr Dan Corbin for the next 4 years.

Cllr Watson said his biggest concern is the Infinity Garden Village proposed development and the impact on the Village Hall, School & Church. He will continue to work towards preserving the rurality of the village in any way he can.

**County Cllr Neil Atkin** Congratulated the New Chairman and gave thanks to Cllr Heathcote for all her dedication and service over the last 25 years. He went on to give details of the recent elections stating that there had only been a 31.37% turnout in the Aston Ward.

There are some road closures planned and notification will be sent. Cllr Atkin also informed the meeting of his appointments on various committees.

**Cllr Dan Corbin** Expressed his thanks to the retiring Chairman and congratulated the New Chairman, Vice Chairman & Councillors on their appointments.

Cllr Corbin informed the meeting that the improvements to the mobile phone signal is an ongoing project. Investigation work is still being carried out as to what is the best solution for improving the Bus service through the area. S106 monies are beginning to be allocated with Shardlow Village Hall receiving a large chunk in order to carry out the necessary repairs. Cllr Corbin is still hopeful to secure some funding for Barrow to go towards the replacement of the cottage windows.

Cllr Corbin suggested that due to recent events at another PC all Councillors undergo some form of Social Media training. Cllr Corbin also said he will continue his work to get a boundary review.

A Parishioner from Arleston spoke about concerns regarding the amount of housing being built at the end of Arleston Lane and the increase in traffic this will cause on a lane that is in most places' single lane. On the planning applications it showed that Arleston Lane would be pedestrianised. Cllr Dan Corbin replied that he had already asked the new Chief Executive of SDDC if he will look into this area as the development framework document defines Deepdale Lane as a Greenway.

The Parish Lengthsman commented that the recycling bins/bags are making a mess on the recycling days and asked if he could put something on the local face book chat about people being more considerate when putting out the recycling. It was agreed he could.

**74/2023 Declaration of Members Interests**

None

**75/2023 Confirmation of the Non-Exempt Minutes of the last Meeting held on Tuesday 4<sup>th</sup> April 2023** had been previously circulated. The Minutes were approved by the Council and signed by the Chairman as a true record. The minutes of the Annual Meeting of the Parish were also approved and signed.

**76/2023 Items on Part 1 of the agenda to be taken with the public excluded.**

None

**77/2023 The Chairman's Report** the Outgoing Chairman gave a report and informed the meeting that the equipment at the Susie Dixon Park has had some Graffiti sprayed on it and a couple of the pieces of equipment need attention. The Clerk will ask Andrew Hydes if this is something he can do. A Parishioner had asked when the next refuse freighter service would be in the village? They were informed this service is no longer taking place. There had been a report of an overgrown hedge on Church Lane and the Parishioner had kindly offered to trim the hedge back. The Bunting from the coronation was now back in the shed. There were no updates regarding the caravan on Green Lane, but Cllr Corbin informed the meeting that the enforcement officer was off on long term sick leave. Thanks were passed on to Kevin the Parish Lengthsman for the wonderful job he is doing in the village.

**78/2023 Clerks Report** the Clerk reported that she had processed all paperwork and dealt with all enquiries. Potholes in the village had been reported. Overgrown Verges had also been reported. The Annual return had been completed and the Internal Audit carried out. The Clerk was pleased to say everything was in good order.

**79/2023 Reports from representatives on Outside bodies**

Cllr Heathcote & Cllr Collette attended they Gravel Liaison meeting. They reported that Tarmac said sales were good. Tarmac will be laying all the hedges around the site soon. There is currently a consultation ongoing regarding the new Mineral Plan.

**80/2023 Future Meetings**

28<sup>th</sup> June Airport Parish Forum via teams 10-11am the Clerk will attend.

**81/2023 Planning Applications and Decisions**

None

**82/2023 Correspondence**

**Information Only**

<b>1</b>	SLCC & NL information
<b>2</b>	Consultation on Division boundaries
<b>3</b>	Gas safety Certificates for cottages
<b>4</b>	Parish Website update
<b>5</b>	SDDC Civic Invitation for 25 <sup>th</sup> May
<b>6</b>	SDDC Community Grant funding Information

**Requiring Action**

<b>A</b>	Audit 2023
<b>B</b>	Bank Mandate update
<b>C</b>	Two applications for co-option onto the Parish Council

**A, the Annual audit was to be approved and signed.**

**B, The Bank mandate needs updating due to the new Councillors being elected.**

**All were in favour.**

**C, Two new councillors had been elected earlier in the meeting.**

### **83/2023 Finance**

#### **Invoices for Payment**

A) See attached sheet

\* - Where there is more than one entry to a payee, all invoices will be paid on one cheque.  
It was agreed that all invoices were correct, and it was resolved to pay them.

#### **B) Income Received**

##### **Income received.**

a) Cottage rental	£3850
Sddc first half of the precept	£6878.50
Way Leave	£33.71
Nat West Bank Interest	£52.28
<b>TOTAL</b>	<b>10,814.49</b>

#### **C. Approve to 2023 Accounts and Internal Audit**

The Clerk presented the Internal Audit report and the completed AGAR form for approval and signing. All were in favour.

#### **84/2023 Parish News**

Anne Heathcote offered to still pull bits together for the Parish News.

#### **85/2023 Risk Assessment**

Done by Cllr Kent-Chapman & Cllr Heathcote, they reported the gate latch on the small play park needs fixing, the Clerk will ask Andrew Hydes to do this. The Pinfold gate needs attention but we till the building work has been completed. The play equipment at the Susie Dixon Park has been Graffitied, the Clerk will ask A Hydes to look at this.

The life ring at Greenacres is missing, the Clerk is to contact the Insurance Company to see what legally we need there for cover.

#### **86/2023 Greenacres & Green Lane.**

Nothing to report

#### **87/2023 Susie Dixon Park & Village Hall Carpark.**

The entrance to the Car Park has some large potholes in it which require attention. The Clerk will look into getting quotes for the work.

#### **88/2023 Small Play Park & Allotments**

Nothing more to report

#### **89/2023 Cemetery**

All in good order.

#### **90/2023 Parish Cottages**

Gas Safety check and certificates being done. Everything else appears to be ok .

#### **91/2023 Infinity Garden Village & Parish Boundary.**

No updates.

#### **92/2023 Parish Matters**

**a) Arleston & Merrybower**

Moped drivers have become a problem, but a local police officer has been assisting with this. Police are being very helpful. A fly tipper had been caught using the new camera system that has been installed. All residents along with Dennis Bateman from SDDC have been working together and are doing a great job.

**b) Kings Coronation Celebration Review.**

There had been an excellent turnout and very good feedback from those who attended. Thanks was given to the National Lottery who kindly gave a donation to pay for the celebrations.

**C) Excellence in the Community Award**

A Councillor had seen this being done in another Parish and wondered if it was something we should look into doing in Barrow upon Trent at our Annual Meeting of the Parish. The idea being for all groups/people in the parish to make nominations and the winner being chosen by a chosen panel and announced at the Meeting. This would hopefully encourage more community engagement, especially at the Annual Meeting. Everyone was in favour of this, the Clerk will look into awards and the structure further.

**All councillors were asked to inform the Clerk if they have anything they wish to add.**

**93/2023 Date and time of the next meeting**

**The next Parish Council Meeting is on Tuesday 6<sup>th</sup> June 2023 at 7p.m. to be held at the Village Hall**

The Chairman closed the formal part of the meeting and opened the floor for a period of not more than five minutes per person to enable 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.

It was RESOLVED that, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part I of Schedule 12A of the Act.

The Chairman thanked everyone for attending the meeting and the Non Exempt section of the meeting was closed at 8.30pm

Signed: .....

Chairman/Vice Chairman

Date: 6<sup>th</sup> June 2023

**PART TWO - EXEMPT ITEMS**

**94/2023 Cottages**

Nothing to report.

**95/2023 Quotes for Allotment Fence**

To discuss and appoint a contractor.

All the quotes were discussed, and it was resolved to appoint Andrew Hydes the work. The Clerk will contact all the allotment holders and inform them that the New Fence will be installed.

The Chairman thanked everyone for attending the meeting and the Exempt section of the meeting was closed at 8.40 pm

Signed: .....

Chairman/Vice Chairman

Date: 6<sup>th</sup> June 2023

### Invoices for Payment on or before the 23<sup>rd</sup> May 2023

1	Circus Sensible	Kings Jubilee Entertainer	432.00	<b>72.00</b>	<b>360.00</b>
2	Alison Hicklin	Re imbursement for Strimmer	124.47	20.75	103.72
3	Nicola Corker	Steel Band Kings Coronation	450.00		
4	Alison Hicklin	Clerks Salary	1068.61		
5	Kevin Stokes	Parish Lengthsman	264.00		
6	Melbourne Print	Parish News	266.00		
7	Turfworks Groundcare	Grounds Maintenance	777.60	129.60	648.00
8	2 Commune	Website fee	372.00	62.00	
9	East Midland Audit	Internal Audit Fee	108.00		
10	Alison Hicklin	Re imbursement for Kings coronation decorations	52.97	8.82	44.15
11	Alison Hicklin	Expenses for month	46.60		
		<b>TOTAL</b>	<b>£3962.25</b>	<b>£293.17</b>	