

# BARRINGTON PARISH COUNCIL

Clerk: Julie Ferguson

Tel: 07365 293954 E-mail: [clerk@barringtonpc.co.uk](mailto:clerk@barringtonpc.co.uk)

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## Notice of the Next Parish Council Meeting

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of... **Barrington Parish Council**

Time... **19:00hrs**

Date... **Tuesday 14<sup>th</sup> May 2024**

Venue... **Barrington Village Hall**

Councillors will be discussing all the items listed on the Agenda.

*The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119)*

*Julie Ferguson*

**Julie Ferguson – Barrington Parish Clerk**  
**07 May 2024**

### Equality Act 2010

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Gender Equality, Crime & Disorder, Biodiversity, Health & Safety and Human Rights.*

### Recording of Council Meetings

*The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).*

*Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e., clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public.*

*Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.*

### Public Comment

*This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.*

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## PUBLIC COMMENTS (15 minutes)

## OUTSIDE REPORTS FROM REPRESENTATIVES

- Somerset Councillors

## AGENDA

**24/1 To elect a Chair.**

**24/2 To elect a Vice-Chair.**

**24/3 Apologies for absence** (LGA 1972 s85(1)).

**24/4 Declarations of interest.** Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

**24/5 To APPROVE and sign the minutes of the parish council meeting held on 9<sup>th</sup> Apr 24** (LGA 1972 sch12,para41(1))

**24/6 Matters to report from a previous meeting.**

**24/7 To co-opt a member to the Parish Council.**

**24/8 Planning decisions report.**

**24/9 Planning applications. None.**

**24/10 Finance – To APPROVE** the clerks contractual annual pay increase.

**24/11 Finance – To APPROVE** the payment schedule for May 2024.

**24/12 Finance – To APPROVE** a grant request from St Mary's Church PCC for £1500 for grass cutting in the Churchyard.

**24/13 Finance – To NOTE** receipt of the Precept.

**24/14 Finance – To NOTE** the Annual Internal Report for 2023-24.

**24/15 Finance – To APPROVE** AGAR Section 1 – Annual Governance Statement.

**24/16 Finance – To APPROVE** AGAR Section 2 – Accounting Statements.

**24/17 Finance – To ANNOUNCE and NOTE** the period for the exercise of public rights – Monday 3<sup>rd</sup> June 2024 to Friday 12<sup>th</sup> July 2024.

**24/18 To APPROVE** the asset register.

**24/19 To AGREE** Councillor Roles and Responsibilities.

**24/20 To REVIEW and ADOPT** the Standing Orders.

**24/21 To REVIEW and ADOPT** the Financial Regulations.

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**24/22 To REVIEW and ADOPT the Dignity at Work/Bullying and Harassment Policy.**

**24/23 To REVIEW and ADOPT the Risk Management Scheme.**

**24/24 To REVIEW and ADOPT the Publication Scheme.**

**24/25 To REVIEW and ADOPT the Code of Conduct.**

**24/26 To REVIEW and ADOPT the Grievance Policy.**

**24/27 To REVIEW and ADOPT the Complaints Policy.**

**24/28 Reports – To receive reports:**

a. Parish Councillor reports

**24/29 Items for the next agenda.**

**24/30 Date of next meeting** – 11<sup>th</sup> June 2024 (all agenda items to be provided to the clerk by 30<sup>th</sup> May 2024).

**End of Agenda**

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| BARRINGTON PARISH COUNCIL 2023-24                                 |           |           |             |                    |            |            |           |
|-------------------------------------------------------------------|-----------|-----------|-------------|--------------------|------------|------------|-----------|
| Receipts and Payments Summary for the year ending 31st March 2024 |           |           |             |                    |            |            |           |
|                                                                   | Last Year |           | This Year   | Budget             | Reserve    | Remaining  | Remaining |
|                                                                   | 2022-23   |           | 2023-24     | 2023-24            | Transfer   | 2023-24    | 2023-24   |
| RECEIPTS                                                          |           |           |             |                    |            |            |           |
| Precept                                                           | £         | 18,150.00 | £ 20,171.00 |                    |            |            |           |
| Deposit Interest                                                  | £         | 58.57     | £ 179.65    |                    |            |            |           |
| Allotment Fees                                                    | £         | 140.00    | £ 162.50    |                    |            |            |           |
| Grants                                                            | £         | -         | £ -         |                    |            |            |           |
| VAT repayment                                                     | £         | 597.02    | £ -         |                    |            |            |           |
| TOTAL RECEIPTS                                                    | £         | 18,945.59 | £ 20,513.15 |                    |            |            |           |
|                                                                   |           |           |             |                    |            |            |           |
| PAYMENTS                                                          |           |           |             |                    |            |            |           |
| Salaries                                                          | £         | 4,950.69  | £ 5,551.27  | £ 5,000.00         |            | -£ 551.27  | -11%      |
| Administration                                                    | £         | 1,353.01  | £ 1,640.27  | £ 2,000.00         |            | £ 359.73   | 18%       |
| Ground Maintenance Contract                                       | £         | 3,176.12  | £ 2,569.51  | £ 4,500.00         |            | £ 1,930.49 | 43%       |
| Ranger                                                            | £         | 1,586.62  | £ 1,936.54  | £ 2,500.00         |            | £ 563.46   | 23%       |
| Village Hall Hire                                                 | £         | 120.00    | £ -         | £ 200.00           |            | £ 200.00   | 100%      |
| I/T & Website                                                     | £         | 248.36    | £ 424.44    | £ 350.00           |            | -£ 74.44   | -21%      |
| Subscriptions                                                     | £         | 159.12    | £ 242.71    | £ 150.00           |            | -£ 92.71   | -62%      |
| Insurances                                                        | £         | 695.14    | £ 709.38    | £ 650.00           |            | -£ 59.38   | -9%       |
| Training                                                          | £         | 206.66    | £ 460.00    | £ 200.00           |            | -£ 260.00  | -130%     |
| Footpath Maintenance                                              | £         | -         | £ -         | £ 100.00           |            | £ 100.00   | 100%      |
| Grants (inc. PCC & VH)                                            | £         | 540.00    | £ 1,050.00  | £ 1,550.00         |            | £ 500.00   | 32%       |
| Asset Management                                                  | £         | 449.30    | £ 473.42    | £ 1,000.00         |            | £ 526.58   | 53%       |
| Field Lease (Allotments)                                          | £         | 506.00    | £ 506.00    | £ 506.00           |            | £ -        | 0%        |
| Defibrillator                                                     | £         | -         | £ 2,636.33  | £ -                | £ 2,400.00 | -£ 236.33  | -10%      |
| VAT incurred                                                      | £         | 629.03    | £ 992.33    |                    |            |            |           |
| RESERVES CONTRIBUTIONS                                            |           |           |             | £ 1,200.00         |            |            |           |
| TOTAL PAYMENTS                                                    | £         | 14,620.05 | £ 19,192.20 | £ 19,906.00        |            |            |           |
|                                                                   |           |           |             |                    |            |            |           |
| Exc of Recpt over Paymts                                          | £         | 4,325.54  | £ 1,320.95  |                    |            |            |           |
| plus balances b/fwd                                               | £         | 28,835.25 | £33,160.79  |                    |            |            |           |
| Balances c/fwd                                                    | £         | 33,160.79 | £ 34,481.74 | CASHBOOK BALANCE   |            |            |           |
|                                                                   |           |           |             |                    |            |            |           |
| Reconciliation with bank accounts as at 31 MARCH 2024             |           |           |             |                    |            |            |           |
| Natwest Current Account                                           |           |           | £ 20,932.46 |                    |            |            |           |
| Natwest Reserve Account                                           |           |           | £ 13,549.28 |                    |            |            |           |
|                                                                   |           |           |             |                    |            |            |           |
| Less Outstanding payments                                         |           |           | £ -         |                    |            |            |           |
| Add Outstanding lodgements                                        |           |           | £ -         |                    |            |            |           |
| Total balances at bank                                            |           |           | £ 34,481.74 | STATEMENT BALANCES |            |            |           |

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| Reserves                                     | Reserves at 31/3/2023 | Additions current yr | Spend from reserves | Reserves at 31/3/2024 | Notes                                               |
|----------------------------------------------|-----------------------|----------------------|---------------------|-----------------------|-----------------------------------------------------|
| *IT replacement fund (ring fenced)           | £ 480.13              | £ 100.00             |                     | £ 580.13              |                                                     |
| Defibrillator replacement fund (ring fenced) | £ 2,300.00            | £ 100.00             | -£2,400.00          | £ -                   | XFER to CASHBOOK                                    |
| Footpaths Reserve (ring fenced?)             | £ 2,774.73            | £ 100.00             |                     | £ 2,874.73            |                                                     |
| Outdoor Fitness Fund (ring fenced)           | £ 2,428.07            | £ 500.00             |                     | £ 2,928.07            |                                                     |
| Highways & drainage Reserve                  | £ 2,000.00            | £ 500.00             |                     | £ 2,500.00            |                                                     |
| *Election costs (ring fenced)                | £ 350.00              | £ -                  |                     | £ 350.00              | Sufficient                                          |
| *Enhanced Website (ring fenced)              | £ 250.00              | £ -                  |                     | £ 250.00              | Need plans                                          |
| Winter Warmer Fund - NEW                     | £ 1,500.00            | £ -                  |                     | £ 1,500.00            | Need to identify how to use - other village groups? |
| Drains - NEW                                 | £ 1,144.82            | £ -                  |                     | £ 1,144.82            | Insurance and day to day materials                  |
| Legal Expenses                               | £ 500.00              | £ -                  |                     | £ 500.00              | Sufficient                                          |
| Admin reserve - 50%-75% running costs        | £ 19,433.04           | £ -                  |                     | £21,853.99            | Sufficient                                          |
| <b>Total Reserves</b>                        | <b>£ 33,160.79</b>    |                      |                     | <b>£34,481.74</b>     |                                                     |