

**BARBY & ONLEY PARISH COUNCIL**  
**Annual Meeting of the Parish Council**  
**Held on.....MONDAY 17th MAY 2021 at.....7.30...pm**

Held in the Main Hall of Barby Village Hall, Kilsby Road, Barby  
 Clerks Address: HOPTHORNE FARM, 18 KILSBY ROAD, BARBY, RUGBY, CV23 8TT Telephone: 01788 891184  
 E-Mail: [clerk@barbyandonleyparishcouncil.co.uk](mailto:clerk@barbyandonleyparishcouncil.co.uk)

**PRESENT:** Councillors A Cooper, D Cotton, E Edison, S Gee, B O'Reilly, P Reynolds.  
 Clerk: Catherine Camp. 1 member of the public.

Page 2021/22/08	
<b>1</b>	<b>Election of Chairman</b>
1.1	Paul Reynolds the previous Chairman opened the meeting and called for nominations for the chairmanship of the Parish Council. Paul Reynolds was proposed as Chairman by Brian O'Reilly, seconded by Dawn Cotton. In the absence of further nominations <b>Paul Reynolds was elected as Chairman.</b> Councillor Reynolds duly signed the Declaration of Acceptance of Office of Chairman.
<b>2</b>	<b>To receive signed Declaration of Acceptance of Office from all newly elected Cllrs.</b>
	All Councillors present signed the declaration of Acceptance of Office of Councillor. Councillor Gove had signed the Declaration of Acceptance of Office prior to the meeting.
<b>3</b>	<b>To receive completed and signed Register of Interests forms</b>
	All Councillors present completed and signed Register of Interest forms. Councillor Gove had completed the form prior to the meeting. <i>These to be published on WNC and Parish websites.</i>
<b>4</b>	<b>To receive signed GDPR Security Compliance Checklist /consent to emailed Agendas</b>
	All Councillors present completed and signed GDPR Security Compliance Checklist and confirmed that they are happy to receive Agendas by email.
<b>5</b>	<b>To adopt Member Code of Conduct in line with that of West Northamptonshire Council</b>
	The Council <b>resolved</b> to adopt the Code of Conduct in line with that of West Northants Council.
<b>6</b>	<b>To receive signed Undertaking of compliance with the Code of Conduct for Members</b>
	All Councillors present signed the Undertaking of compliance with the Code of Conduct for Members. Councillor Gove had completed this prior to the meeting.
<b>7</b>	<b>Election of Vice-Chairman</b>
	Councillor Steve Gee was proposed as Vice-Chairman by Councillor O'Reilly, seconded by Councillor Reynolds, and in the absence of further nominations <b>Councillor Steve Gee was duly elected.</b>
<b>8</b>	<b>Apologies</b>
	Apologies were received from Nigel Gove and Sadie Milligan (Holiday) Andy Sabine (Work) Sarah Withington did not attend as apparently she thought she had been sent an email telling her not to attend. She had been confused by an email sent to the Unitary Ward Cllrs. Cllr Chantler sent apologies.
<b>9</b>	<b>Co-option to fill the vacant seat (Only 10 people stood for election for 11 seats)</b>
	The Clerk asked Councillors to encourage people to fill the empty seat, as technically WNC may call an election if the seat is not filled by 25 June at the cost of the Parish Council.
<b>10</b>	<b>To appoint the Clerk as Responsible Financial Officer</b>
	It was <b>resolved</b> to reappoint the Clerk as Responsible Financial Officer.
<b>11</b>	<b>Appointment of Internal Financial Controller</b>
	It was <b>resolved</b> to reappoint Councillor Nigel Gove as Internal Financial Controller.
<b>12</b>	<b>To appoint cheque signatories and Councillors to authorise online payments</b>
	It was <b>resolved</b> that Councillors Cotton, Cooper, O'Reilly and Reynolds would be cheque signatories and be authorised to make online payments. Clerk to arrange this with Unity Trust Bank.
<b>13</b>	<b>To adopt Standing Orders 2018 (revised 2020)</b>
	It was <b>resolved</b> to re-adopt Standing Orders 2018 (revised 2020)
<b>14</b>	<b>To review time and place of meetings in accordance with standing order 5 (xxi)</b>
	It was <b>resolved</b> to adhere to the schedule of meetings as presented. Dates to be published on the website
<b>15</b>	<b>To adopt Financial Regulations</b>
	It was <b>resolved</b> to re-adopt Financial Regulations.

	<b>Page 2021/22/09</b>
<b>16</b>	<b>To grant dispensation under section 33 of Localism Act 2011 to allow all Parish Councillors to take part in Budget setting for the current Electoral term of 4 years.</b>
	It was <b>resolved</b> to grant dispensation to allow all Parish Councillors to take part in Budget setting.
<b>17</b>	<b>To confirm that the council meets the criteria to hold General Power of Competence as set out in Localism Act 2011 s 1-8. To agree to adopt General Power of Competence.</b>
	It was confirmed that the council meet the criteria to hold General Power of Competence. It was <b>resolved</b> to adopt General Power of Competence for the current electoral term.
<b>18</b>	<b>To approve the appointment of Northants CALC as Data Protection Officer.</b>
	It was <b>resolved</b> to appoint Northants CALC as Data Protection Officer.
<b>19</b>	<b>Appointment of Representatives to external bodies.</b>
	<p><b>Barby Town Lands and Educational Charity Reg No 1072640</b> It was <b>resolved</b> to appoint Sally Robbins, Jo Martin, Rob Wilson, Carol Hamp and Derek Middleton as trustees for a term of 4 years.</p> <p><b>Barby Church Trust</b> The Chairman P Reynolds was appointed as ex officio trustee.</p> <p><b>Barby Sports Association</b> It was resolved to appoint Cllr Andy Sabine as rep (so long as he is willing)</p> <p><b>Barby Village Hall</b> It was resolved to appoint Councillor Paul Reynolds as representative.</p> <p><b>Onley Village Hall</b> It was resolved to defer appointment until all Councillors are present. AGENDA</p> <p><b>Tennis Court Representative</b> It was resolved to appoint Councillor Edan Edison as representative. List of council responsibilities to be agreed at the next meeting. AGENDA</p>
<b>20</b>	<b>To review Annual Insurance Cover.</b>
	The Annual Insurance Cover was reviewed and it was <b>resolved</b> that it provides adequate cover.
<b>21</b>	<b>To review Asset Register</b>
	The Asset Register was reviewed and it was <b>resolved</b> to accept it as an accurate record of assets.
<b>22</b>	<b>To review Council Policies</b>
	<p>Council Policies were reviewed and it was <b>resolved</b> to readopt the following policy documents.</p> <ul style="list-style-type: none"> <li>• Financial Risk Assessment January 2020</li> <li>• IT Policy December 2020</li> <li>• Code of Practice for handling complaints Dec 2020</li> <li>• Dignity at work September 2020</li> <li>• Disability Discrimination Policy Dec 2020</li> <li>• Flag Flying Policy June 2020</li> <li>• General Risk Assessment Dec 2020</li> <li>• Pensions Discretion Policy Dec 2020</li> <li>• Policy on filming and recording Dec 2020</li> <li>• Procedures for applying for a Council Grant Dec 2020</li> <li>• Racial Equality Policy Dec 2020</li> <li>• Health &amp; Safety Risk Assessments Dec 2020</li> <li>• Social Media Policy Dec 2020</li> <li>• Statement of Intent as to Community Engagement Dec 2020</li> <li>• Training Statement of Intent Dec 2020</li> </ul>
<b>23</b>	<b>PUBLIC PARTICIPATION</b>
23.1	Councillor Rosie Humphreys introduced herself as the newly elected Liberal Democrat Councillor on the West Northamptonshire Council. She provided the Council with a short introductory report.
23.2	The newsletter editor reported that the error on the cover of the May Newsletter had been a printer error. They have provided a discount on the printing invoice in acknowledgement of their mistake.
23.3	The deadline for inclusion of items in the next newsletter is 23 <sup>rd</sup> May.
<b>24</b>	<b>DECLARATIONS of INTEREST</b>
24.1	Declarations of Disclosable Pecuniary or Other Interests – None
<b>25</b>	<b>TO APPROVE AND SIGN MINUTES</b>
25.1	It was <b>resolved</b> to approve the Minutes of 4 <sup>th</sup> May 21 with alteration to note Cllr Coopers apologies.

Page 2021/22/10					
<b>26</b>	<b>MATTERS ARISING not otherwise on the Agenda.</b>				
26.1	Following a request it was <b>resolved</b> to fly the Pride flag during the month of June, apart from 5 days designated for flying of the Union Flag. Cllr Gee to arrange to obtain the flag.				
26.2	The MOJ need to supply WNC with samples of water from Onley Park under Regulation 8 to check the water quality. Andy Johnson of MOJ is hopeful of getting funds to bring the water pipework system up to spec and Severn Trent will be used as the contractor to carry out the remedial improvement works.				
<b>27</b>	<b>PLANNING</b>				
<b>27.1</b>	<b>New Applications: WND/2021/0039 47 Brackendale Drive, Barby.</b> Demolition of existing garage construction of two storey side extension including Juliet balcony to rear elevation and new front porch. Barby & Onley Parish Council had no objections to this application. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0039">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0039</a>				
<b>27.2</b>	<b>Decisions reached by WNC Planning Authority (Daventry Area)</b>				
27.2.1	DA/2020/0297 22 The Green, Barby. Front Porch. Approved 11 <sup>th</sup> May 2021				
27.2.2	DA/2021/0306 Land adj Tudor House, 15 Daventry Road, Barby. Outline application REFUSED 13/5				
<b>28</b>	<b>ACCOUNTS</b>				
28.1	Monies received from 01.04.21 to 30.04.21: £122.00 Advertising; £4524.17 VAT refund.				
28.2	Financial position at 30.04.21; Total funds £170946.60 of which £97929.14 is ring-fenced for Onley Pk.				
28.3	It was <b>resolved</b> to repair edging in Barby Play Area at a quoted cost of £92				
28.4	Approval of Bank Reconciliation to 30 April 2021				
28.5	It was <b>resolved</b> to approve the purchase of a Parish Laptop for the Clerks use up to a cost of £600.				
28.6	It was <b>resolved</b> to stop the Zoom subscription allows meetings of longer than 45 mins. (£12/Mth)				
28.7	Cllr Gove, Internal Financial Controller, reported that he has checked all invoices against payments:- It was <b>resolved</b> to make the following payments:-				
	<b>To Whom Paid</b>	<b>Chq No</b>	<b>Details of Payment</b>	<b>£</b>	<b>Power to Pay</b>
	Catherine Camp	BP0439	Clerks Expenses	83.99	LGA(1972)s111
	Krishna Enterprises	BP0440	Newsletter Printing	290.00	LGA(1972)s142
	S Hartwell	BP0441	Play Area Mowing	144.00	LGA(1972)s111
	Norse	BP0442	Mowing – Barby	588.38	HA (1980)s96
	Lamley Brothers	BP0443	Mowing – Onley Inv 11311	720.00	Open Spaces Act 1906
	E.ON UK plc	BP0444	Street Lighting – Barby x2	143.00	HA (1980) s301
	E.ON UK plc	BP0445	Street Lighting – Onley x1	94.14	Open Spaces Act 1906
<b>29</b>	<b>ISSUES REQUIRING ACTION</b>				
29.1	<b>Unknown Tommy Silhouettes</b> arrived 11 May It was <b>resolved</b> to have them erected in Barby & Onley				
29.2	<b>Speedwatch</b> – To note that speedwatch has been cancelled for 2021. Cllr Gove to re-register an interest.				
29.3	<b>Request to get wood moved by garages at Onley Park.</b> Clerk to arrange to have the wood moved.				
29.4	<b>Parking on verge Rectory Close</b> -vehicle is no longer parked on verge. To be discussed with PCSO				
29.5	<b>Power cuts</b> -Request that PC ask Western Power to provide a better service following power-cuts. A high voltage line is coming in from Crick in the summer as Western Power are aware there is a problem				
29.6	<b>Matting in Barby Play Area</b> – this is lifting. It was <b>resolved</b> to contact the installers.				
29.7	<b>Play Area Accident</b> – to note that a child was injured on a splinter. Danger has been removed.				
<b>30</b>	<b>TRAINING</b>				
30.1	<b>Off to a Flying Start</b> – 30 Jun or 8 July. Sarah Withington and Sadie Milligan need to attend.				
30.2	<b>Zoom Training on Planning</b> – It was not considered necessary for the Clerk to provide a training session on how to access plans. The clerk distributed a short cut to the policies within the Neighbourhood Development Plan.				
30.3	<b>Planning Nuts &amp; Bolts</b> – Cllrs Edison and Gee booked 28 <sup>th</sup> June 18.30-20.30 Online training.				
30.4	<b>Finance</b> The Clerk suggested a zoom meeting with CCLA to discuss options for holding funds.				

Meeting closed at 20.15 Next Meeting to take place in Barby Village Hall on **Mon 15<sup>th</sup> June 2021**