

**BARRINGTON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON
FRIDAY 17 MAY 2023 AT 6.00 P.M.
IN THE READING ROOM, LITTLE BARRINGTON**

Present Cllr Jan de Haldevang - Chairman
 Cllr Richard Wingfield -Vice-Chairman

 Cllr Sue Cleal
 Cllr Ali Hope

Officer: Mrs Tan Marchant - Clerk & RFO

Apologies: Cllr Alex Pierre-Traves

In Attendance: Cllr Tony Dale, Cotswold District Council

Cllr Alex Pierre-Traves was welcomed as a new member of the Parish Council following the elections in May, although he was unfortunately unable to attend the meeting this evening due to work commitments.

1 ELECTION OF CHAIRMAN 2023/24

Cllr de Haldevang was re-elected Chairman for the forthcoming year and duly signed the Declaration of Acceptance of Office.

At this point, sympathy was expressed on the death of former long-standing Chairman, Paul Porter, who passed away in December 2022.

2 APPOINTMENT OF VICE-CHAIRMAN

Cllr Wingfield was appointed Vice-Chairman for the forthcoming year and duly signed the Declaration of Acceptance of Office.

Former Vice-Chairman, James Bainbridge, had stepped down from the Parish Council, and this opportunity was taken to thank him for his many years of service and send him best wishes for the future.

3 APPOINTMENT OF RESPONSIBLE FINANCIAL OFFICER

The Clerk, Tan Marchant, was re-appointed Responsible Financial Officer for the forthcoming year.

4 CO-OPTION

Mrs Susan Cleal had expressed an interest in re-joining the Parish Council and was duly co-opted in the absence of any other candidates. Cllr Cleal signed the Declaration of Acceptance of Office.

5 DECLARATIONS OF INTEREST

There were no declarations of interest.

6 CORONATION WEEKEND

The Chairman reported that it had been an outstanding weekend on 6th and 7th May to celebrate the Coronation of King Charles III, with an attendance at the evening ceilidh in the village hall in Great Barrington of more than 90 people and the sum of £1,500 being raised by the auction and raffle. The proceeds will be split between the two nominated charities – Medical Detection Dogs and Kate’s Nursing.

Thanks were expressed to Alex Pierre-Traves and the other members of the organising committee.

7 ADJOURNMENT FOR MEMBERS OF THE PUBLIC

There were no members of the public present at the meeting, but Cllr Cleal took this opportunity to express her concern at the level of noise generated by a party at Barrington Grove during the Coronation weekend. This was noted as a formal complaint.

At this point, Cllr Tony Dale said he was grateful to be re-elected in May. He is currently waiting for cabinet positions to be decided on 24/25 May. He reported that the Liberal Democrats gained a majority with 22 seats on Cotswold District Council, followed by the Conservatives with 9 seats, the Green Party 2 and the Independents 1.

8 MINUTES OF THE MEETING HELD ON 22 MARCH 2023

The Minutes of the Meeting held on 22 March 2023 were approved as a true record and signed by the Chairman.

9 COUNCILLOR RESPONSIBILITIES

Councillor responsibilities will be as follows:

a) **Highways, Traffic, Speed Watch & Cameras – Cllr de Haldevang**

Cllr de Haldevang reported that the budgeting is completed and approved. The poles for the cameras are due to be installed in June, after which we will install both the cameras. One camera will be placed at the entrance to Little Barrington and the other as an extension to the junction sign in Great Barrington. The Parish Council policies and Police Service Level Agreements are in draft.

Cllr Wingfield then gave an update on the 20 is Plenty campaign. He said there is now a County Council policy to assist parishes where they want to install 20 is Plenty and a new improvements team at Shire Hall to manage this. The team will assess and prioritise which towns and parishes will get 20 is Plenty. The downside is that it is a 30-week process, and the cost of the TRO change is £10,000, plus the cost for changing the road signage, making a possible total cost of £15,000. His understanding was that County Council policy does make funding available, which might cover half of this cost.

b) **Planning & WASP– Cllr Pierre-Traves**

Cllr Pierre-Traves will take on responsibility for all planning issues.

In the absence of Cllr Pierre-Traves this evening, Cllr Hope gave an update on WASP after speaking to the Cotswold River Trust. Volunteers are needed to measure upstream

from The Fox. He said that funding was also needed for the equipment, and he is waiting to hear what exactly is required for the monitoring.

c) **Noticeboards – Cllr de Haldevang & Cllr Hope**

Cllr de Haldevang will be responsible for the noticeboard in Little Barrington and Cllr Hope will look after the one in Great Barrington.

d) **Emergency Plan – Cllr Wingfield**

Cllr Wingfield will deal with the updating and storage of the Emergency Plan. Cllr Dale mentioned that it would be useful for Cllr Wingfield or the Clerk to contact Democratic Services at CDC to see if there are any updates as a result of the new administration.

e) **Neighbourhood Watch & Fly-Tipping – Cllr Cleal**

Cllr Cleal said that she continues to circulate relevant information via the parish's WhatsApp groups. Some fly-tipping has recently occurred and, although she reported it to the District Council eight weeks ago, it is still there. Cllr Dale recommended that she contact Kevin Lee and copy the email to him.

f) **Winter arrangements – Cllr de Haldevang**

Nothing currently to report in this respect.

g) **Defibrillators – Cllr Pierre-Traves & Cllr Hope**

Cllr Pierre-Traves will be the nominated Warden for the Little Barrington defibrillator. Helen Lord is the Warden for the Great Barrington defibrillator, with the assistance of Cllr Hope.

Cllr Hope said that the next round of defibrillator training will take place next year.

h) **Maintenance – Cllr de Haldevang & Cllr Hope**

Cllr de Haldevang will continue to be responsible for the maintenance of the benches, post box, noticeboard, bus shelter and phone box in Little Barrington. Cllr Hope will be responsible for the noticeboard and phone box in Great Barrington.

i) **Events**

Windrush Valley Flower Show – 22 July 2023 - organised by Cllr Hope. He stressed that volunteers are required.

Strim, Stream & Soup – 16 September 2023 – will be organised by Cllr de Haldevang.

Spring & Autumn Litter Picks – will be organised by Cllr Hope, with the next one being held on 4 November.

Advent Drinks – will be held on 9 December and organised by Cllr de Haldevang. He asked if Cllr Wingfield would consider holding it this year in Great Barrington and this was agreed subject to any prior booking.

10 PLANNING MATTERS - DECISIONS

Planning No	Date Received	Details
22/02317/FUL	1 Jul 2022	Barrington Grove Middle Road Little Barrington Burford Gloucestershire OX18 4TE Installation of outdoor swimming pool. Barrington Parish Council had no objection to this application. PERMITTED
22/03161/TELEC	9 Sep 2022	Hurst Barn Farm Little Barrington Burford Gloucestershire OX18 4TH - Addition of 4m steel lattice extension to existing telecommunications mast to increase the maximum height of the mast to 26.5m. The extension will support the addition of 3no. antennas installed to a maximum height of 26.5m. Existing antennas will be refixed to the new mast extension above 26.5m. 2no. 0.3m transmission dishes are proposed fixed at 24.5m, 1no. GPS antenna fixed at 27m, RRUs, an extension to the existing compound and mast foundation and 1no. equipment cabinet. PERMITTED

11 ANNUAL REVIEW OF POLICIES

- a) Code of Conduct – APPROVED
- b) Risk Management - APPROVED
- c) Internal Controls - APPROVED
- d) Assets Register – APPROVED.
- e) Standing Orders – APPROVED
- f) Financial Regulations - APPROVED

12 ANNUAL RETURN 2022/23

- a. The Certificate of Exemption 2022/23– the Parish Council certified itself as Exempt and the Certificate of Exemption was duly APPROVED and signed by the Responsible Financial Officer and the Chairman.
- b. The Internal Audit Report 2022/23 was NOTED.
- c. The Annual Governance Statement 2022/23 at Section 1 was APPROVED and signed by the Chairman and Clerk
- d. The Accounting Statements 2022/23 at Section 2 were APPROVED and signed by the Responsible Financial Officer and the Chairman.
- e. The Explanation of Significant Variances at Section 2 was NOTED.

13 FINANCIAL MATTERS

- a) The following invoices were APPROVED for payment:

Supplier	Description	Invoice No	Total Sum
John Yeatman	Internal Audit	N/A	£ 30.00
Community First	Annual Insurance	N/A	£ 211.78
GAPTC	Subscription	N/A	£ 48.84
TOTAL			£ 290.62

- b) The Annual Financial Statement 1 April 2022 to 31 March 2023 was noted, and a copy is attached to these Minutes.

14 ANY OTHER BUSINESS

Cllr de Haldevang mentioned that Cllr Pierre-Traves would like to put together a Welcome Pack for new arrivals to the parish. Cllr Wingfield said that he provides Great Barrington tenants with something similar, and maybe it would be possible to combine the two. He said a number of new arrivals were imminent, so he will speak to Cllr Pierre-Traves about this without delay.

15 DATES OF NEXT MEETINGS

Wednesday 18 October 2023 Parish Council Meeting, Reading Room, 6.00 p.m.
Friday 15 December 2023 Parish Council Meeting, Reading Room, 6.00 p.m.

The meeting ended at 6.45 p.m.

Chairman