

**Minutes of the ANNUAL MEETING of  
Barrington Parish Council  
held on Monday 11<sup>th</sup> May 2015 in the  
Reading Room, Little Barrington**

Present: Cllr P Porter Chairman  
Cllr J Bainbridge Vice-Chairman  
Cllr J de Haldevang  
Cllr S Gorst

In attendance: Mrs Tan Marchant Parish Clerk & RFO

Apologies: Cllr R Stow

*Thanks were given to outgoing Councillors Philippa de Haldevang, Jim Lazenby and Paul O'Higgins for all their help and support over a period of many years. It was noted that Jim joined the Parish Council in 1967 and it was agreed that Jim be presented with a gift at the September meeting to commemorate his long service in the parish.*

1 ELECTION OF CHAIRMAN

Cllr Porter was re-elected as Parish Chairman for the forthcoming year.

2 ELECTION OF VICE-CHAIRMAN

Cllr J Bainbridge was re-elected as Vice-Chairman for the forthcoming year.

3 ELECTION OF RESPONSIBLE FINANCIAL OFFICER

Mrs Tan Marchant was appointed Responsible Financial Officer for the forthcoming year.

4 DECLARATIONS OF ACCEPTANCE OF OFFICE

Declarations of Acceptance of Office were duly signed and Cllr Sebastian Gorst and Cllr Jan de Haldevang were welcomed to their first meeting of the Parish Council.

5 OPEN SESSION FOR MEMBERS OF THE PUBLIC

Mrs de Haldevang reported that a speed survey had been carried out and although there continues to be concern about speeding, particularly on the roads outside the Reading Room and by Papermill Cottages, the survey showed that the majority of vehicles were not exceeding the speed limit.

Gloucester Highways have said that potholes on the south end of the village green will be attended to shortly, and mending of the culverts will be paid for from stewardship funding. There is a ridge in the road outside number 1 Minnow Lane which needs to be reported to Highways and the Clerk will attend to this.

Mrs de Haldevang reminded the parish council that grit needs to be ordered from Highways by the end of July each year.

## 6 ANNUAL REPORT OF LITTLE BARRINGTON CHARITY

The Annual Report of Little Barrington Charity had been previously circulated and the contents were noted. It was proposed that a representative of the Charity be invited to the next Parish Council meeting in September.

## 7 MINUTES OF THE LAST MEETING

The Minutes of the last Meeting held on 26 November 2014 were accepted as a true record and signed by the Chairman.

## 8 MATTERS ARISING

(a) Item 31(a) – the Clerk confirmed the telephone box has now been added to the insurance schedule. It will need to be included in the Annual Parish Clean-up next year.

## 9 ANNUAL PARISH CLEAN-UP 2015

A total of 14 adults and 4 children took part in the parish clean-up on 11<sup>th</sup> April 2015. Two of the adults cleared the village stream, and litter pickers collected approximately 30 bags of rubbish plus miscellaneous items such as tyres, pieces of metal etc. The worst area for litter was Leys Road. The District Council supplied 8 bags and about 20 tabards, but it was noted that these quantities were not sufficient and need to be increased in future years. It should also be noted that the District Council needs to be contacted after the event to arrange for the waste to be collected.

Thanks were given to all those who made the effort to support this important annual event, and particularly to Liz Jukes who supplied a cake and organised refreshments.

## 10 DECLARATIONS OF INTEREST

Councillors J Bainbridge and J de Haldevang declared a personal interest in Item 13 – Planning Application 15/01530/FUL.

## 11 FINANCIAL MATTERS

- a) Annual Statement - An Income & Expenditure Report for the financial year to 31 March 2015 had previously been circulated, and a copy is attached to these Minutes. It was observed that the WW1 Grant of £100 from Cotswold District Council has not yet been spent. Cllr Gorst said he would investigate the updating of a gravestone with the Parochial Church Council.
- b) Bank Mandate – the Clerk circulated a bank mandate for signature, to enable all councillors to be authorised cheque signatories.
- c) Clerk's Online Access – the Clerk's previous application for online access to the Parish Council bank account had not been received within the bank's deadline, so a replacement mandate was circulated for authorisation.
- d) GAPTC Membership – a report had previously been circulated detailing the benefits of the Clerk becoming a member of the Gloucestershire Association of Parish and Town Councils. This was APPROVED and a cheque for £49.43 was duly signed.

## 12 INTERNAL AUDIT

- (a) Annual Return 2014/2015 – Members APPROVED the Accounting Statements in Section 1, which was then signed by the Chairman and RFO.
- (b) Annual Governance Statement – Members RESOLVED to APPROVE the Annual Governance Statement as detailed in Section 2, which was then signed by the Chairman and Clerk.
- (c) Internal Audit Report 2014/15 – Members APPROVED the Internal Audit Report at Section 4.

The Internal Auditor's invoice was presented and Members APPROVED the payment of £30.00 to John Yeatman. A cheque for this amount was duly signed.

## 13 PLANNING APPLICATION

Planning Application 15/01530/FUL in respect of the erection of a wind turbine on an 18m lattice tower at Hurst Barn Farm, Little Barrington, was discussed. As the turbine is not within the village confines and not within close proximity of residential property, members had NO OBJECTIONS to this proposal.

## 13 TRANSPARENCY CODE FOR SMALLER AUTHORITIES

A report on the Transparency Code for smaller authorities had previously been circulated. Members were not in favour of having a parish council website, and Mrs de Haldevang suggested making use of the benefice website to publicise the activities of the Parish Council. She will send contact details to the Clerk.

## 14 CODE OF CONDUCT

The Barrington Parish Council Code of Conduct had previously been circulated. The Code was duly ADOPTED.

## 15 SCHEDULE OF MEETINGS

The Clerk had circulated a report on whether the frequency of meetings and the day and time of the meetings work satisfactorily and whether this regime is suitable for the new Councillors. Members said they were happy with the current regime, with the only change being a meeting in December rather than November.

## 16 DATES OF NEXT MEETINGS

Dates of the next meetings are as follows:

Monday 7 September 2015  
Monday 7 December 2015

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Chairman

The meeting ended at 8.00 p.m.