

BARROWBY PARISH COUNCIL

Mrs R Heyward, Clerk and RFO
Cherwell Cottage, Main St, Gunby, Grantham, Lincolnshire, NG33 5LF
Tel: 07710 087124 Email: clerk@barrowbyparishcouncil.org.uk

Dear Councillor,

I hereby give you notice that the Annual General Meeting of Barrowby Parish Council will be held virtually via Zoom video conference on Monday 8th June 2020 at 7.00pm. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public can join the meeting by entering Meeting ID: 83656005799 into Zoom, which is free to download. Alternatively, an internet link can be emailed by the Clerk if requested.

Public Forum: The Parish Council meeting will be preceded by a public forum commencing at 6.45pm, for which Councillors are asked to be present. Members of the public may ask questions or make short statements to the Council, and District and County Councillors and the Police may also make reports. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

Signed:  Clerk to the Council.

Date: Wednesday 3rd June 2020

- 1. ELECTION OF CHAIRMAN & DECLARATION OF ACCEPTANCE OF OFFICE.**
- 2. ELECTION OF VICE-CHAIRMAN & DECLARATION OF ACCEPTANCE OF OFFICE.**
- 3. WELCOME REMARKS BY THE CHAIRMAN.**
- 4. APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN.**
- 5. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011.**
 - 5.1 To receive declarations of Members' interests in relation to agenda items.
 - 5.2 To consider requests for dispensations from Members.
- 6. APPROVAL OF MINUTES.**
 - 6.1 To resolve to accept the Clerk's notes of the Parish Council Meetings held on 11th May 2020.
- 7. ANNUAL PROCEDURES.**
 - 7.1 To consider the Annual Review of Policy Documentation.
 - 7.2 To approve the renewal of the insurance policy, as recommended by Came and Co at a cost of £2,331.48.
 - 7.3 To elect Members to the Pavilion, Finance, Burial Ground and Staffing Committees.
 - 7.4 To elect Members to the Parochial Church Council.
 - 7.5 To note the Parish Award re items lodged at Lincolnshire Archive.
- 8. CLERK'S REPORT.**
 - 8.1 To note the contents of the Clerk's Report with regards to actions from previous minutes.
- 9. HIGHWAYS.**
 - 9.1 To note the Highways report circulated 1st June 2020.
 - 9.2 To note correspondence from Lincs Road Safety Partnership regarding an ongoing survey.
 - 9.3 To consider correspondence from a parishioner regarding wheelchair access through a gate off Mill Row.
 - 9.4 To note anonymous correspondence regarding an overgrown hedge on Casthorpe Road and to note that the hedge has since been cut back.
- 10. PLANNING.**
 - 10.1 To receive an update from the Neighbourhood Planning Steering Group.
 - 10.2 Application No: S20/0799

- Applicant: P Jarman & H Robertshaw
Proposal: Erection of single/two storey rear extensions and a detached garage/stable block inc replacement window.
Location: Grange Cottage, Low Rd, Barrowby
- 10.3 Application No: S20/0800
Applicant: P Jarman & H Robertshaw
Proposal: Listed building consent for the erection of single/two storey rear extensions and a detached garage/stable block inc replacement window.
Location: Grange Cottage, Low Rd, Barrowby
- 10.4 Application No: S20/0683
Applicant: R Walker
Proposal: Extension and alteration to dwelling. New detached garage and new vehicular access inc demolition of existing garage/store.
Location: Ashleigh Gardens, 44 High Rd, Barrowby
- 10.5 To receive an update on applications S19/1786, S19/1970, S20/0587.

11. REPORTS.

- 11.1 **Reading Room**
11.1.1 To receive an update on the insurance claim relating to the windows.
11.1.2 To note that the Reading Room remains closed.
- 11.2 **Pavilion Committee**
11.2.1 To note that the Pavilion is now open for the sole use of pre-school.
- 11.3 **Play Areas**
11.3.1 To note that all play areas remain closed and to consider whether further action should be taken to deter member of the public from using the play equipment.
11.3.2 To consider a request to use the Village Green for a fitness group for local residents.
- 11.4 **Burial Ground**
11.4.1 To receive an update on Burial Ground activity.
11.4.2 To agree to cease the Biffa contract for the bin at the Burial Ground as it is no longer required.
- 11.5 **Allotments**
11.5.1 To consider correspondence regarding the mowing of the pony paddock.
11.5.2 To consider a request from BGA to reimburse the sum of £432 for two skips required at the allotments.
11.5.3 To consider the next steps of the working party tasked to look at an agreement between BGA and the Parish Council.
- 11.6 **Health & Safety**
11.6.1 To receive reports in relation to their respective Health & Safety/Risk Assessments:
 - Reading Room
 - Adamstiles Play Area
 - Village Green Play Area.
 - Pavilion Play Area.
- 11.7 **Community Areas**
11.7.1 To receive an update from Councillor Cupit on Barrowby Community Resilience Group.
11.7.2 To receive an update of the cutting of the grassed areas at Rectory Lane, Westry Close and parts of Reedings Road.
11.7.3 To consider action needed regarding a diseased tree on the Lowfields.

12. CORRESPONDENCE.

- 12.1 To note all general correspondence circulated for information since the May meeting.

13. FINANCE.

- 13.1 To note the 2020/21 budget to date.
13.2 To note income for June as outlined in the Finance Report.
13.3 To receive a report on outstanding debtors.
13.4 To resolve to approve the June expenditure as outlined in the Finance Report.

13.5 To resolve to approve the June bank reconciliation.

14. ANNUAL RETURN.

14.1 To consider the final Internal Audit Report for 2019/20.

14.2 To resolve to approve the Annual Governance Statement and to sign and date Section 1 of the Annual Return.

14.3 To resolve to approve the Accounting Statement for 2019/20 and to sign and date section 2 of the Annual Return.

15. STAFFING.

15.1 To resolve to move into closed session, in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed.

15.2 To set a date for a staffing meeting to discuss remuneration and appraisals.

15.3 To consider the impact on staffing of cancelled bookings at the Reading Room and Pavilion.

16. ROYAL BRITISH LEGION SITE.

16.1 To consider correspondence from SKDC regarding the outline planning application.

17. DATE OF NEXT MEETING.

17.1 13th July 2020.