

BARROWBY PARISH COUNCIL

Tel: 07710 087124 Email: clerk@barrowbyparishcouncil.gov.uk

Dear Councillor

I hereby give notice that the Parish Council meeting of Barrowby Parish Council will be held at the **READING ROOM**, Church Street, Barrowby on **Monday 8th September 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.

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 and press are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

Signed:  Claire Vink, Parish Clerk

Date: 3rd September 2025

1. WELCOME

Opening remarks by the Chairman

2. APOLOGIES

To receive apologies for absence

3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011

- a. To receive declarations of members' interests in relation to agenda items.
- b. To consider requests for dispensations from members.

4. MINUTES

- a. To resolve to accept the minutes of the Parish Council Meeting held on 14th July 2025. (Appendix A)
- b. To resolve to accept the minutes of the Extra Ordinary Parish Council Meeting held on 4th August 2025. (Appendix B)

5. COMMITTEE MINUTES

No committee minutes received in this time period.

6. PRIORITISATION MATRIX

To receive a presentation from Mr Thomas to guide the Council in identifying priorities at forthcoming committee meetings, in order to inform preparation of the upcoming budget.

7. REVIEW OF COMMITTEE MEMBERSHIP

To elect Members to the Allotment, Burial Ground, Finance, Buildings and Assets, and Staffing Committees.

8. CLERK'S REPORT

- a. To receive a verbal update from the Scouts
- b. To note and receive updates on the clerk's report (Appendix C)

9. REPORTS

- a. District & County Councillors – To receive a verbal update from local government representatives.
To note LCC comment regarding Plan for the junction A1/A52.

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- b. Health & Safety - To receive a verbal report on the recent play area checks. To consider options for the removal of the wooden Spider on the Village Green.
- c. Community Areas - To receive a verbal report from the Recreation and Green Space group.
- d. Crime – To consider options to tackle increasing ASB on the Lowfields including vandalism of pre school equipment, graffiti on the Football stands and trail bikes seen on Mill Row footpath travelling towards the Lowfields.
- e. To note return of External Audit (Appendix D)

10. FINANCE

- a. To resolve to approve July and August bank reconciliations(Appendix E)
- b. To note the summary of receipts, precept, expenditure and surplus / deficit figure. (Appendix F)
- c. To note the income for July and August 2025 (Appendix G)
- d. To resolve to approve the payments list (Appendix H)
- e. To resolve to approve the purchase of a hearing RF kit for the Reading Room (Appendix I)
- f. To resolve to approve subscription to online booking with Scribe for the Reading Room. (Appendix J)
- g. To resolve to approve LALC Internal Audit (IA) 2 year service. (Appendix K)
- h. To resolve to approve payment of external audit (Appendix D)
- i. To resolve to approve attendance of the RFO and Clerk on IA training on Wednesday 24.09.25 1pm – 4pm and Scribifest 2025 - The FREE Online Conference for Town, Parish & Community Councils Thursday 9th October for assertion 10 training.
- j. To note budget timeline for Committees

11. PLANNING

- a. To consider and resolve the inclusion of delegated authority for the Clerk, in consultation with the Chair (and/or Vice-Chair), to submit comments on planning applications where deadlines fall before the next scheduled Council/Committee meeting. (Appendix L)
- b. [S25/1458](#) To note: Development at Gonerby Moor. This is not within our parish however it is a major development in our local area. (Appendix M)
- c. To receive a verbal update regarding the development on the Drift and around the village

12. NEIGHBOURHOOD PLAN

To receive an update on the Neighbourhood Plan.

13. GDPR

To review and resolve to approve GDPR documentation (Appendix N)

14. POLICIES

- a. Review and approve IT policy (Appendix O)
- b. Review and approve Finance Committee Terms of Reference (Appendix P)

15. CAPTURE OF FUTURE ISSUES FOR DISCUSSION / AGENDA ITEMS

To allow councillors to highlight matters to be considered for inclusion on a future agenda. No discussion on the content of the topics will take place.

16. DATE OF THE NEXT MEETING

Monday 13th October 2025 at 6.45pm in the Reading Room for the Parish Council Meeting