

Barnacre-with-Bonds Parish Council

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NEXT MEETING AGENDA

Members of the Council are summoned to attend the PARISH COUNCIL MEETING on Wednesday 13th September from 7.30pm that will be held in Barnacre memorial hall, for the purpose of transacting the following business;

1. To receive apologies.
2. To approve as a correct record the minutes of the meeting held on Wednesday 12th July 2023 (enclosed/attached. Also published online and marked “draft”)
3. To receive any Declarations of Interest.
4. To adjourn the meeting for a period of public discussion, to allow members to give a “for information only” update from any meetings / groups / visits / training courses attended since the last meeting, **the chance to review any information on Clerk’s report & receive any update from Borough & County Councillors or Police.**
5. Climate Change, note any ideas, plans & decide on any next steps where/when appropriate.
6. To discuss and confirm the formal record of the concerns raised by Mr Gary Glen regarding Planning application 23/00610/FUL - 1 Crowther Close.
7. Clerk’s Contract
 - Agree Clerk’s Job description (Draft Copy sent with Agenda).
 - Approve and adopt the proposed revised Contract for the Barnacre-with-Bonds Parish Council Clerk and RFO. (Draft copy sent with agenda, already reviewed, and agreed by the Personnel Advisory Subcommittee).
 - Agree the structure of the Grievance and Appeals Committees. (Proposed structures for agreement within the attached documents with the agenda).
 - Approve Members of the Disciplinary Panel to be Cllr Commander, Cllr Fennell, Cllr Howell & Cllr Webster (Personnel Advisory Subcommittee).
 - Agree that if a grievance or disciplinary matter involves PC Councillors, then those councillors involved should not be involved in the resolution process. If a quorum (2 or 3) of Councillors cannot be convened for any of these Panels, then the PC will seek resolution from an outside body such as LALC.
 - Agree that the details of the proposed Grievance, Appeals and Disciplinary Panels to be incorporated into the Parish Council Standing Orders.
 - Agree that the Parish Council Standing Orders should be reviewed annually, and any amendments should be approved by the Parish Council. The review process to be discussed and agreed.
8. Discuss “Scribe” online accounting for Town & Parish Councils (Report sent with Meeting documents) and confirm if subscription is appropriate and if agreed authorise payment.

9. To discuss the flooding issues around Broadoak / Greenacres and agree on next steps (item requested in the adjournment of the July meeting).
10. To discuss damage to Path 100- (Path that runs along the River Wyre from the Cornmill Nursing Home) and agree action to be taken to get the path assessed and repaired. (Item added by Councillor Webster).
11. To discuss Traffic calming on Bonds Lane at the entrance to the Cornmill for residents using Path 100 and agree next steps. (Item added by Councillor Webster)
12. To discuss the and review planned development at Castle Lane and agree next steps.
13. To revisit discussions around Church Inn car park / Bowgreave football field / Calder Vale rec ground and available funding and next steps (item requested in the adjournment of the July meeting).
14. To discuss and review website content and agree relevant changes (Item added by Cllr Reilly).
15. To discuss the use of social media / raising the profile of the Parish Council & agree on ownership of such platforms. Approve and adopt the proposed social media policy (draft issued with papers).
16. To approve and adopt proposed Complaints Policy (draft issued with papers).
17. To discuss and confirm details for the Community event in October, agree advertising and confirm Councillors' attendance.
18. Discuss the following planning applications / appeals, note any comments:
 - a. Planning application - 23/00714/FUL - Proposed first floor rear extension (re-sub of 23/00357/FUL) @12 Greenacres Drive
 - b. Planning application – 23/00486/FUL – Erection of stable block for private use @ Oak Barn, Byerworth Lane North.
 - c. Planning application – 23/00610/FUL – Proposed rear extension, flue for wood burning fire, alterations to side window and relocation of rear/side gate @ 1 Crowther Close, Barnacre.
19. To approve and authorise Chair to sign printed bank statements/transactions below:

Date of Bank statement	Paid IN / OUT	Paid on	Paid to	Amount £	Payment method
10.07.2023	OUT	19.06.23	Mrs N S Mason (Clerks Salary)	444.08	SO
10.07.2023	OUT	03.07.23	Easy Websites	27.60	DD
10.07.2023	OUT	03.07.23	Autela Payroll	54.58	FP

	OUT	18.07.23	Mrs N S Mason (Clerk's Salary)	444.08	SO
	OUT	25.07.23	Helen Adair	418.08	SO
	OUT	01.08.23	Easy Websites	27.60	DD
10.08.2023	OUT	17.07.23	M P Gorst	350.00	FP
10.08.2023	OUT	17.07.23	Calder Vale Village Hall	10.00	FP
10.08.2023	OUT	17.07.23	Mrs N S Mason (Paper, Ink, Event)	54.83	FP
10.08.2023	OUT	17.07.23	Mrs N S Mason (Microsoft Subscription)	148.32	FP
10.08.23	OUT	17.07.23	Prospus Group LTD	1158.00	FP
10.08.23	OUT	18.07.23	Mrs N S Mason (Clerk's Salary)	444.08	SO
10.08.23	OUT	21.07.23	LANPAC Ltd	60.00	FP
10.08.23	OUT	25.07.23	Helen Adair (Clerk's Salary)	418.08	SO
10.08.23	OUT	01.08.23	Easy Websites	27.60	DD

CHQ – Cheque. SO – Standing Order. DD – Direct Debit. BACs – Bankers' Automated Clearing System. BGC – Bankers Giro Credit. FP – Faster payment.

20. To note current bank balance of Standard Balance £8,074.18 Grant Balance £13,302
Total Balance £21,376.18 (Balance 01.08.23)

21. To authorise retrospective payment of the following:

MOP	Paid	For	Amount £
FP	Mrs N Mason	Henry's long service gift	142.00
FP	LANPAC	Annual membership	60.00

22. To authorise payment of the following:

MOP	Pay	For	Amount £
FP	LALC	New Councillor Training x 2 (26.09.23)	70.00
FP	LALC	New Clerk Training (23.11.23)	35.00

23. To note the date (as previously agreed) of the next Parish Council meeting which will take place on 15.11.2023.

Prepared by Helen Adair 04.09.23