**Barton Parish Council**

**Minutes of the Meeting**

**14th May 2025 – Barton Village Hall**

**In attendance:**

Cllr J Parker, Cllr T Tomlinson, Cllr L Smith, Cllr H Lees

Clerk – Harriet Parker

**APOLOGIES FOR ABSENCE:**

Cllr S Hodkinson

1. **ELECTION OF CHAIR** - Members are requested to elect a Chairman for the next 12 months. Cllr J Parker elected as Chairman following the departure of our previous Charmain, Cllr R Hacking.

**2. ELECTION OF VICE– CHAIR** Members are requested to elect a Vice-Chairman for the next 12 months. Cllr H Lees elected as Vice Chairman

**3. APPOINTMENT OF REPRESENTATIVES**

3.1 Preston Area Committee. Agreed by all in attendance that Cllr Parker will continue with the responsibility for attendance. All other Cllrs welcome to attend also.

3.2 BB&M War Memorial Committee. Agreed by all in attendance that Cllr Tomlinson will continue in his role; to be joined by Cllr H Lees

**5. APPROVAL OF THE MINUTES** of the last AGM meeting - The Chairman is required to sign the Minutes as a true record.

**6. TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS** - Members are reminded of their responsibility to declare any personal / prejudicial or disclosable pecuniary interest in respect of matters contained in this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing. At the start of each municipal year Members are requested to check, and update their notification of interest forms.

**7. CHAIRMANS REPORT**

As Cllr Hacking left the Council recently, Cllr Parker took on the responsibility to give the Chairmans report. Cllr Parker stated 23/24 had been a quiet year for the Parish Council with few notable events.

Cllr Parker noted that most discussions have revolved around both the Sovini and Wain Homes developments. All Cllrs in agreement that the Sovini development has been a cause of frustration and has taken a lot longer than anticipated. Clerk agreed to ask for a further progress update from their contact at Sovini.

Cllr Parker discussed the ongoing engagement with Emery Planning re the Wain Homes site. Another meeting was to be arranged to discuss the plans for the MUGA (see previous meeting minutes for further information) and how/if any cost delta could be distributed with the Parish. Cllr Parker mentioned he had asked a quantity surveyor to provide an estimate for how much less the MUGA would cost versus the planned community building. He awaited the estimate. Cllr Parker mentioned he would like to explore the possibility of using any money that may be distributed to buy some land that the Parish Council could then gift to the community with the possibility of setting up an activity or wildlife space within it. All Cllrs in attendance agreed this would be a good idea, if possible.

**8. ADMINISTRATION** - Members are asked to confirm the following administrative / financial procedures :

a. Meetings will continue to be held at Barton Village Hall or at least 5 times a year to include a parish meeting and AGM in the month of May.

**9. INTERNAL AUDIT REPORT 2023-24 & APPOINTMENT OF INTERNAL AUDITOR – 23/24 FINANCIAL YEAR**

The internal audit report is not available for the May meeting but will be made available to Cllrs in July 2025. Permission is therefore requested from Cllrs to appoint the internal auditor, Melissa Thorpe. All Cllrs in agreement.

**10. ANNUAL GOVERNANCE STATEMENT 2023/24 FOR BARTON PARISH COUNCIL** – Members are requested to approve the Annual Governance Statement for 2023/24 (Section 1) in advance of approving the Accounting Statement and the Chairman is requested to sign the appropriate documentation. All documentation signed.

**11. EXTERNAL AUDIT ACCOUNTING STATEMENTS 2023/24 FOR BARTON PARISH COUNCIL-** Members are requested to consider for approval the Accounting Statements 2023/24 (section 2 ) in relation to Barton Parish Council. The chairman is requested to sign the appropriate documentation. All documentation signed.

**12. FINANCIAL STATEMENT 1ST APRIL 2023– 31st MARCH 2024** - The Chairman is asked to verify that the finance and bank statements have been reconciled. The statement was not reconciled at the time of the meeting as there was a discrepancy. Following the meeting the discrepancy was resolved and Cllr Parker has now approved the bank reconciliation for the purpose of the external financial audit.

**13. Woodlands Way Footpath quote**

All Cllrs in attendance agreed the there needs to be a push for PROW at LCC to repair the steps as their conditions worsens. Clerk agreed to contact the necessary department again and contact our Lancashire County Councillor to ask for assistance.

Cllrs discussed the report of bikes tracks being created in the woodland and the broken fence. It was agreed that a post would be put on the Parish Council Facebook page regarding this.

**14. Upcoming events at the village hall**

Cllr Lees discussed two upcoming events to be organised by the village hall committee. There would be a quiz in September (27th); all welcome to attend. There would also be a children’s Halloween party in October, date TBC. Cllr Lees mentioned some funding from the Parish Council would be appreciated. All in attendance agreed funding could be granted closer to the time.

Clerk agreed to put a post on the Council Facebook page when more information was made available.

Cllrs Lees also mentioned that the village hall would be used for refreshments following 3 planned nature walks with St Lawrence primary.

**15. Sovini Homes update**

S278 works expected to take place at the end of May. No further update had been provided regarding the date the developer expects the homes to be occupied or the for the site to be completed. Clerk agreed to chase this up as mentioned previously.

**16. Project updates**

- Cllrs discussed that a new lengthsman had been appointed and had started work. He has plans to introduce more flowers and pants to the village, as well as conduct regular litter picks.

- Bus shelter has now been replaced – see previous meeting minutes.

- Replacement bench – Cllrs discussed arranging a replacement bench for one which had previously been removed. All agreed that quotes would be discussed.

**17. Any other business and public participation**

Public participation largely focussed on the aforementioned bikes tracks, brought to the attention of the Cllrs by two residents in attendance.

Dust from the development sites was also discussed and Cllrs in attendance agreed that this would be added to their complaints log which was to be discussed at the next meeting with Emery Planning.

**18.Date of next meeting**– Wednesday 16th July 2025, 7.30pm