

Barwell Parish Council

www.barwell-pc.org.uk

I hereby give notice that the **Annual Parish Council Meeting** of the **Barwell Parish Council** will be held at the Parish Office, 10 High Street, Barwell LE9 8DQ on Thursday 15th May 2025 at 7.00pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Mrs D Deighton
Clerk to the Council

Dated 8th May 2025

All Mobile Devices should be switched off or on silent if used to read agenda
Members should raise their hand, through the Chair, to speak

AGENDA

1. **Election of Chair**

To elect a Chairman of the Council for the 2025-26 Council Year.

2. **Chair Declaration of Acceptance of Office**

To receive the Chairman's Declaration of Acceptance of Office

3. **Election of Vice Chair**

To elect a Vice Chairman of the Council for the 2025-26 Council Year.

4. **To declare a vacancy due to disqualification of a councillor.**

Members to declare a vacancy

5. **Apologies for Absence**

To receive any apologies for absence.

6. **Declarations of Pecuniary Interests**

To receive any declaration of pecuniary interest from Members to any matter pertaining to the agenda.

7. **Dispensations of Disclosable Pecuniary Interest**

To receive and approve requests for dispensations from members on matters in which they have a disclosable pecuniary interest.

8. **Public Participation**

To allow members of the public to ask any questions. (Maximum time of 15 minutes)

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9. **Minutes**

To consider the minutes of the meeting held on the 6th March 2025 as a true record.

10 **Committees Terms of Reference**

To review Committees Terms of Reference

11. **Committee Appointments**

To consider the appointment of Members onto the following Committees:-

- a. Planning & Highways Committee – 5 Members
- b. Cemetery, Parks & Recreation Committee – 8 Members
- c. Parish Council Events Committee – 3 Members (to agree times of meetings)
- d. Finance & General Purpose Committee – 5 Members (These Members will become banking signatories plus the Clerk and Deputy Clerk)
- e. Staffing Committee – 5 Members (Not Chairman)
- f. Climate Change Working Party
- g. Voluntary Sector Working Party
- h. Remembrance Sunday Working Party

12. **Representatives of the Council on Outside Bodies**

To consider the appointment of Members to represent the Council on the following outside bodies:-

- a. 1 Vacancy on the Older Voices Forum
- b. Leicestershire and Rutland Association of Local Councils (LRALC) AGM

13. **Clerks Report**

To receive a report from the Clerk

14. **Standing Orders**

To review and adopt amended Standing Orders

15. **Finance Regulations**

To review and adopt amended Financial Regulations

16. **Code of Conduct**

To review Code of Conduct

17. **Asset Register**

To review Asset Register

17. **Insurance**

To confirm insurance cover arrangement in respect of all risks

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18. **Subscriptions**
To review of the Council's and/or staff subscriptions to other bodies
19. **Complaints Procedure**
To review of the Council's complaints procedure
20. **Policies, Procedures and Practices**
To review of the Council's policies, procedures and practices
21. **Press/Media Policy**
To review of the Council's policy for dealing with the press/media
22. **Employment Policy and Procedures**
To review of the Council's employment policies and procedures
23. **Expenditure incurred**
To review of the Council's expenditure incurred under the general power of competence.
24. **Utility Renewal Agreements for Jubilee Hall**
To consider Utility Renewal Agreements for Jubilee Hall
25. **Meetings Calendar**
Determining the time and place of ordinary and committee meetings of the Council up to and including the next annual meeting of the Council.

In view of the confidential nature of the following items, a formal resolution will be considered to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1960

25. **Pavilion Rental Dovecote Way**
To consider the recommendations from Finance committee on the increase of the rental on Dovecote Way Pavilion
26. **Surrender of a Burial Plot in Barwell Cemetery**
To consider accepting a surrender of a Burial Plot in Barwell Cemetery and resolve to grant the cost back at the purchased price
27. **Date of Next Meeting**
Thursday 5th June 2025