



## Bainton & Ashton Parish Council

Bainton Reading Room, Barnack Road, Bainton PE9 3AE  
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 Jenny Rice, Clerk and Responsible Financial Officer  
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Dear Councillors,

You are required to attend **the Annual Meeting of Bainton and Ashton Parish Council** on **Thursday 8<sup>th</sup> May 2025 at no earlier than 7.30pm** at the Reading Room, Bainton, when the following listed business will be transacted;

Yours sincerely,

Jenny Rice, Clerk and Responsible Finance Officer

Date 2/5/25

**This meeting follows the Annual Parish Meeting at 6pm for refreshments and meeting at 6.30pm.**

### A G E N D A

25/01	TO ELECT A CHAIRMAN by taking nominations and voting. Current Chairman to take nominations. Elected Chairman to sign declaration of acceptance of office and chair the meeting.	
25/02	TO ELECT A VICE CHAIRMAN by taking nominations and voting.	
25/03	APOLOGIES FOR ABSENCE To receive and note apologies received by the Clerk.	
25/04	DECLARATIONS OF INTEREST	
	To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).	
25/05	PUBLIC PARTICIPATION	
	Arrangements will be made for the public to join the meeting. A maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda.	
25/06	MINUTES OF THE LAST MEETING (previously circulated)	
	To agree the minutes of the last meetings on 27/3/25 are a true record. Minutes to be signed by the Chairman.	
25/07	GOVERNANCE AND FINANCE	
	7.1	To receive, review and adopt Financial Regulations, Standing Orders and risk assessment/asset register, circulated. To decide if insurance needed for red phone box. Herewith.
	7.2	To appoint monthly or quarterly financial internal control Councillor, not a bank signatory if possible.
	7.3	To receive <b>Internal Auditor report</b> and note contents and any actions, herewith.
	7.4	To receive and assert <b>AGAR Annual Governance Statement</b> , section 1, in line with Practitioner's Guide, previously circulated and herewith.
	7.5	To receive, note and approve <b>AGAR Accounting Statements</b> , section 2, herewith and previously circulated.
	7.6	To receive <b>AGAR Certificate of Exemption</b> , herewith, and resolve to approve.
	7.7	To <b>arrange signing</b> of the Section 1 and Section 2 and Certificate of Exemption after dates set for public inspection of accounts.
	7.8	To receive and discuss <b>finance report</b> until end of April 2025, herewith, and resolve any issues.
	7.9	To agree any new dates and costs for training required for Councillors.
	7.10	To review insurance policy renewal premium (long term agreement until May 2027) see 7.1 and resolve acceptance of expenditure up to a maximum amount.
	7.11	To receive any co-option application form(s) and appoint according to co-option policy.
	7.12	To receive update from staffing committee on Clerk's appraisal and recommendation and resolve.
	7.13	To note ineligibility of general power and resolve way forward.
25/08	REPORT FROM NEW WARD COUNCILLOR, if present.	
25/09	PARISH PROJECTS	

	9.1	To receive update from Nature Recovery Group and agree action and expenditure from budget.	
	9.2	To receive any new update report from Village Traffic Calming Group, including 20mph installation.	
	9.3	To receive update on Sheepwash renovation project, new signage/new benches costs tba	
	9.4	To receive and note minutes/update from multi-agency group meetings on flooding.	
	9.5	To receive feedback on measures to reduce anti-social behaviour at High Field Road.	
	9.6	To note red BT phone box is officially adopted and in need of a paint/adaptation – paint supplied – and resolve expenditure/contractor.	
	REPORTS FROM REPRESENTATIVES/VILLAGE AND ASSET MAINTENANCE		
25/10	10.1	To receive and note play area refurb project update and resolve any issues.	
	10.2	To receive and note defib checks form updated and note details/poster placed in notice boards.	
	10.3	To receive information regarding any new maintenance issues and agree action/expenditure, including painting the red phone box.	
25/11	PLANNING To receive details of applications and note or resolve council response.		
	11.1	To note latest on planning enforcement case re-started for reporting of cars parked/stored and sheep grazing on land off B1443. Planning Enforcement will re-visit and Trading Standards to visit too.	
	11.2	24/01633/FUL proposed new agricultural storage building at the Green, Helpston Road. Invalid due to biometric data checks ongoing.	
	11.3	25/00450/FUL Change of use of land to use as residential caravan site for 4 gypsy/traveller families, each with two caravans including no more than one static caravan/mobile home, together with retention of existing building for use as ancillary dayroom and laying of hardstanding at The Orchard Uffington Road Barnack Stamford PE9 3DU. Decide response.	
	11.4	25/00215/214 demolition of lean to and replacement heritage style orangery at Bainton House, Tallington Road. Response of support sent. Awaiting decision.	
	11.5	25/00040/HHFUL proposed erection of S/S pool building at Poplar Farm, Bainton Green Road, <b>permitted</b> 14/4/25.	
	11.6	To receive feedback from briefing and note draft Peterborough Local Plan consultation is from 11/4/25 to 29/5/25 and agree response.	
	11.7	To note Sheepwash added to Local List of Heritage Assets. (Reading Room also)	
	11.8	To receive and note any new applications arriving after agenda issued to see if can be agreed now.	
25/12	PARISH/COMMUNITY/PCC LIAISON		
	12.1	To note feedback from Parish Liaison meeting and note any actions.	
	12.2	To receive other feedback from recently attended meetings, including update on amalgamation of PCs.	
	12.3	To receive and note update on closure of graveyard and new graveyard for parish burials and agreed date of <b>5/6/25</b> to meet with ward parishes to discuss.	
25/13	COMMUNICATION AND CORRRESPONDENCE		
	13.1	From resident re Tallington Road sight lines obscured, plus path	
25/14	PAYMENTS – to authorise payments to be made or made as follows;		
	14.1	Clerk for mileage and home office £26 x 2 Apr/May	£112.10
	14.2	Clerk ink plan share March/Apr/May £3.92 pm	£11.76
	14.3	HMRC PAYE payable by employer/ee	£71.20 April
	14.4	Claire Tilley Renaissance Internal auditor fee	£125
	14.5	Clerk salary £356.40 less tax, to be paid 31/5/25 and 30/6/25	£285.20 paid 30/4/25/tbc
	14.6	Clerk overtime hours or carry over	tba
	14.7	Re-imburse Clerk for refreshments for meeting and postage fees	Tbc/£4.45
	14.8 Income	½ precept payment from Peterborough City Council	£7903.50
	14.9 income	VAT reclaim sent off 28/3/25 rec 10/4/25	£277.26
	14.10 incom	From Allotment Assoc for water bill recd 14/4/25	£26.24
25/15	DATE OF NEXT MEETING To agree that the date of the next Parish Council meeting is <b>Thursday 3rd July 2025</b> tbc in the Reading Room, Bainton.		

