

# Barrington Parish Council

Mrs Tan Marchant  
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Cllr J de Haldevang  
Cllr A Hope  
Cllr R Wingfield  
Cllr S Cleal  
Cllr A Pierre-Traves

3 May 2025

Dear Councillors,

The Annual Meeting of **BARRINGTON PARISH COUNCIL** will take place on  
**Wednesday 14 May 2025 at 6.00 p.m. in the Reading Room, Little Barrington.**  
Members of the Public and Press are invited to attend.

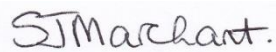
## AGENDA

### Apologies

- 1 Election of Chairman 2025/26
- 2 Appointment of Vice-Chairman 2025/26
- 3 Appointment of Responsible Financial Officer 2025/26
- 4 Declarations of Interest in any items on the Agenda.
- 5 Adjournment of 15 minutes for members of the public to raise issues.
- 6 Minutes of the Meeting held on 21 March 2025 for Approval.
- 7 Division of Councillor Responsibilities: -
  - a. Highways/Traffic Management/ Speed Watch & Cameras
  - b. Planning
  - c. Noticeboards
  - d. Emergency Plan
  - e. Neighbourhood Watch & Fly-Tipping
  - f. Winter arrangements (grit storage, bins and distribution)
  - g. Defibrillators (Great & Little Barrington, First Aid Training)
  - h. Maintenance (benches, post box, noticeboards, bus shelter, phone boxes)
  - i. Events, including: -
    - Strim, Stream & Soup
    - Spring and Autumn Litter Picks
    - Advent Drinks
- 8 Planning Matters – for noting.
- 9 Annual Review of Policies: -
  - a. Code of Conduct.
  - b. Risk Management.
  - c. Internal Controls.
  - d. Assets Register.
  - e. Standing Orders.
  - f. Financial Regulations.

- 10 Annual Return 2024/25
  - a. Certificate of Exemption – 2024/25 – for Approval.
  - b. Internal Audit Report 2024/25- for Approval.
  - c. Annual Governance Statement 2024/25 at Section 1- for Approval.
  - d. Accounting Statements 2024/25 at Section 2 - for Approval.
  - e. Explanation of Significant Variances at Section 2 – for Noting.
- 11 Financial Matters: -
  - a. Payments Listing – attached for Approval.
  - b. Annual Financial Statement 1 April 2024 to 31 March 2025 attached for Noting.
  - c. CIL Funding – for discussion.
- 12 Dates of Next Meetings.

Yours faithfully,

A handwritten signature in blue ink that reads "SJ Marchant." The signature is written in a cursive, slightly slanted style.

Mrs Tan Marchant  
Barrington Parish Clerk