

# BARROWBY PARISH COUNCIL

Mrs R Heyward, Clerk and RFO  
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Dear Councillor

I hereby give you notice that the next meeting of Barrowby Parish Council will be held in the Reading Room, Barrowby on Monday 8<sup>th</sup> April 2019 at 7.00pm. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Public Forum: The Parish Council meeting will be preceded by a public forum commencing at 6.45pm, for which Councillors are asked to be present. Members of the public may ask questions or make short statements to the Council, and District and County Councillors and the Police may also make reports. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

Signed: 

Interim Clerk to the Council.

Date: Wednesday 3<sup>rd</sup> April 2019.

## 1. WELCOME REMARKS BY THE CHAIRMAN

- 1.1 Welcome remarks by the Chairman.

## 2. APOLOGIES

- 2.1 To receive apologies for absence and reasons given.

## 3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011

- 3.1 To receive declarations of Members' interests in relation to agenda items.
- 3.2 To consider requests for dispensations from Members.

## 4. APPROVAL OF MINUTES

- 4.1 To resolve to accept the Clerk's notes of the Parish Council Meeting held on 11<sup>th</sup> March 2019.

## 5. CLERK'S REPORT

- 5.1 To note the contents of the Clerk's Report with regards to actions from previous minutes.
- 5.2 To resolve to renew the Council's NALC & LALC membership for 2019/20 at a cost of £416.92.
- 5.3 To consider the desirability of pursuing membership of a cluster of Parish Councils as outlined by LALC's correspondence and questionnaire circulated on 15<sup>th</sup> March.
- 5.4 To agree the expenditure of £10 per course plus travelling expenses for Councillor Blackwell to attend the following LALC courses:
  - Code of Conduct, Employment Law & Resolving Conflict at Boston on 13<sup>th</sup> June.
  - Community Consultation, Identifying Funding & Bid Writing at Welbourn on 22<sup>nd</sup> May.
  - First Aid at Work at Dunholme Old School on 16<sup>th</sup> May.
  - Freedom of Information & Data Protection Training at Bourne on 24<sup>th</sup> September.
- 5.5 To agree the expenditure of £10 plus travelling expenses for Councillor Brown to attend the Councillor Training Day at Welbourn on 18<sup>th</sup> September.
- 5.6 To approve the expenditure of £15.00 for 2019/20 for a green bin, located at Councillor Inglis' home, to be used for Parish Council waste.
- 5.7 To agree the purchase of fertilizer and grass seed at a cost of up to £30.00 and the purchase of wood to repair the flower borders at a cost of up to £16.00.
- 5.8 To agree a budget of up to £125 toward the provision of hanging baskets at the Reading Room.
- 5.9 To receive an update from the Clerk on the current District and Local Council elections.
- 5.10 To consider an induction process for all new Councillors following election.
- 5.11 To receive an update from the Clerk on actions following the report from the Internal Auditor.
- 5.12 To consider a grant application from Barrowby Juniors Cricket Club for £1,350.00.

## 6. HIGHWAYS

- 6.1 To note the LCC Highways report received on 1<sup>st</sup> April.

## **7. PLANNING**

- 7.1 To receive an update from the Neighbourhood Planning Steering Group.
- 7.2 To consider allocating the following funds towards the development of the Neighbourhood Plan in line with the estimated costs presented by Mr Jones, Chair of the Neighbourhood Planning Steering Group at the March meeting: 2019/20 - £3,500; 2020/21 - £3,500; 2021 to 2026 - £1,000 per annum.
- 7.3 Application No: S19/0490  
Applicant: Mr Murgatroyd  
Proposal: Single storey extension to front and rear  
Location: Blenheim House, High Rd
- 7.4 Application No: S19/0468  
Applicant: Mr & Mrs Hodgson  
Proposal: Extension and alterations to an existing bungalow including increase in roof height to include first floor accommodation. Alterations to existing detached outbuildings and erection of a 3 bay garage to replace existing garage.  
Location: Woodlands, Rectory Lane
- 7.5 To note that permission was granted in respect of the following applications: S18/2292, S19/0065.

## **8. FINANCE**

- 8.1 To note the 2018/19 budget to end of March 2019.
- 8.2 To note income for April 2019.
- 8.3 To receive a report on outstanding debtors.
- 8.4 To resolve to approve the April 2019 expenditure.
- 8.5 To resolve to approve the April 2019 bank reconciliation.

## **9. REPORTS**

- 9.1 **Reading Room**
  - 9.1.1 To consider the lack of correspondence from Gelder Group regarding the concerns raised at a meeting on 8<sup>th</sup> February.
- 9.2 **Pavilion Committee**
  - 9.2.1 No report.
- 9.3 **Play Areas**
  - 9.3.1 To receive an update from the Clerk on the pursuit of a Dog Control Order for the Village Green.
  - 9.3.2 To consider the line of the boundary between the Village Green and 5, Mill Row.
  - 9.3.3 To consider a quote from DM Tree Surgery for £125 to remove waste material generated from the recent hedge trimming on the Village Green.
  - 9.3.4 To consider a quote from Mitsi Landscapes for £75.00 + VAT to remove the protruding stumps on the Village Green owing to the recent cutting back of the laurel hedge.
- 9.4 **Burial Ground**
  - 9.4.1 To receive the notes of the meeting of the Burial Ground Committee on 18<sup>th</sup> March.
  - 9.4.2 To ratify updates to the Burial Ground Policy as recommended by the Burial Ground Committee.
  - 9.4.3 To ratify the recommendation of the Burial Ground Committee that the Clerk corresponds to memorial masons regarding the Council's BRAMM registration.
  - 9.4.4 To ratify the recommendation of the Burial Ground Committee that the Clerk updates the pamphlet for funeral directors/mourners and distributes it to funeral directors.
- 9.5 **Allotments**
  - 9.5.1 To consider correspondence from Barrowby Gardener's Association regarding the resurfacing of the allotment car park, including a quote from J.C. Surfacing for £6,860.00 + VAT for the completion of the work.

9.5.2 To consider correspondence from a parishioner, circulated on 12<sup>th</sup> March, regarding the hedge adjacent to the allotments.

9.5.3 To agree the allotment rents for 19/20.

**9.6 Health & Safety**

9.6.1 To receive reports in relation to their respective Health & Safety/Risk Assessments.

- Reading Room
- Adamstiles Play Area
- Village Green Play Area.

**9.7 Community Areas**

9.7.1 To receive an update on Community Payback projects.

9.7.2 To consider options for verge cutting including a quote from PE Hempstead at £50 per cut fortnightly or £65.00 per cut four times in the season.

9.7.3 To consider a quote from Andy Sharpe for £250 for the urgent removal of brash from the footpath from Mill Row to the playing field.

**10. EVENTS**

10.1 To note that VETS volunteer training will take place in the Reading Room on 15<sup>th</sup> April at 7.00pm.

10.2 To note that there will be a community litter pick, organised by Councillor Inglis, taking place on 12<sup>th</sup> May.

10.3 To agree a budget for refreshments for the Annual Parish Meeting on 20<sup>th</sup> May.

**11. CORRESPONDENCE**

11.1 To note correspondence received from the Chair of Governors, circulated on 11<sup>th</sup> March.

11.2 To consider the correspondence regarding Rural Services Network call on Government for a Rural Strategy, circulated on 15<sup>th</sup> March.

11.3 To note all general correspondence circulated for information since the March meeting.

**12. ROYAL BRITISH LEGION SITE**

12.1 To resolve to move into closed session, in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed in agenda items 12.2 to 13.3.

12.2 To receive an update on matters concerning the Royal British Legion site.

**13. STAFFING**

13.1 To receive the notes of the meeting of the Staffing Committee held on 18<sup>th</sup> March.

13.2 To consider the recommendations of the Staffing Committee regarding employee contracts.

13.3 To consider the recommendation of the Staffing Committee that an Assistant Clerk is recruited for 6 hours per week and to approve the development of a job description and advertisement for this role.

**14. DATE OF NEXT PARISH COUNCIL MEETING**

14.1 Annual Parish Council Meeting Monday 13<sup>th</sup> May 2019 – 6.45pm.