

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
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Minutes of the Barrowby Parish Council Meeting held on Monday 14th December via Zoom Video Conferencing.

PUBLIC FORUM (6.45pm):

There were no members of the public in attendance. Following a proposal by Councillor Eaton, seconded by Councillor Inglis, members resolved to suspend Standing Orders and commence the meeting ahead of 7.00pm.

MEETING OPENED: 18.55pm

1. WELCOME REMARKS (20/082)

- 1.1 The Chairman, Councillor Cupit, welcomed members to the meeting. Those in attendance: Councillors Blackwell, Bosworth, Brown, Cupit, Eaton, Inglis, Lees, Roberts, Townsend, Whittington and the Clerk, Mrs Moss.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (20/083)

- 2.1 Apologies were received from Councillor Bowyer who is unable to attend due to illness.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (20/084)

- 3.1 Declarations of Interest
Councillors Inglis and Eaton declared an interest as recipients of expenses.
- 3.2 Requests for Dispensation
None.

4. APPROVAL OF MINUTES (20/085)

- 4.1 The notes of the Parish Council meeting on 9th November 2020, having been proposed by Councillor Roberts and seconded by Councillor Eaton, were agreed to be a true and accurate record and were passed by resolution of the Council. The minutes will be signed and dated by the Chairman.

5. CLERK'S REPORT (20/086)

- 5.1 The contents of the Clerk's Report with regards to actions from previous minutes was noted.
- 5.2 Following a proposal by Councillor Inglis, seconded by Councillor Blackwell, members resolved to approve (in retrospect) the expenditure of £600 on urgent repairs to the electricity terminal building at the Sports Pavilion.
- 5.3 Following a proposal by Councillor Eaton, seconded by Councillor Inglis, members resolved to approve completion of the outstanding maintenance repairs to the Sports Pavilion at a cost of £435.
Action: The Clerk to email the Pavilion Committee to advise that approval has been given to complete the outstanding maintenance repairs.
- 5.4 A discussion was held concerning the need for specialist disposal of asbestos sheeting found buried at the allotment site. Councillor Lees will approach a local company for advice and a quote for removal. This will be sent to the Clerk.
Action: Councillor Lees to contact a local firm for advice and a quote for removal of asbestos sheeting buried at the allotment site and to forward to the Clerk.

- 5.5 Councillors discussed the proposed expenditure of up to £500 by BGA on fencing repairs and replacement hedging plants. The Clerk will write to Nigel Jones and ask exactly what materials are required so that the Parish Council can purchase them.
Action: The Clerk to email Nigel Jones and request a breakdown of materials required which the Parish Council will purchase.
- 5.6 Following a proposal by Councillor Inglis, seconded by Councillor Blackwell, members resolved to approve the expenditure of £92.82 for the mowing and strimming work at the Playing Field.
Action: The Clerk to email the Pavilion Committee and advise that approval has been given to mow the new path in January 2021 and the strimming to take place in Spring 2021.
- 5.7 Following a proposal by Councillor Eaton, seconded by Councillor Townsend, members resolved to approve the expenditure of £350 on urgent repairs to the leaking roof and other maintenance items at the Reading Room.
Action: The Clerk to email Richard Summerfield to confirm he can commence the urgent repairs to the Reading Room as per his quote.
- 5.8 It was explained that payments as a gift to a Local Government employee are not allowed and Councillor Cupit therefore proposed to personally purchase appropriate gifts for Mrs Heyward and her family and invited voluntary contributions from the other Councillors.
- 5.9 Following a proposal by Councillor Cupit, seconded by Councillor Inglis, members resolved to approve the expenditure of £173 for SLCC membership for the Clerk.
Action: The Clerk to submit SLCC membership application.
- 5.10 Following a proposal by Councillor Cupit, seconded by Councillor Bosworth, members resolved to approve the expenditure of £162 for Councillors Cupit and Eaton and the Clerk to undertake online training on Allotments.
Action: The Clerk to confirm by email to LALC the attendees of the Allotment Training.
- 5.11 The Clerk provided the latest update on the conversation with the Insurance company regarding the claim against Gelder Group. Following a proposal by Councillor Cupit and seconded by Councillor Inglis the Clerk will contact the Insurance Company and ask them to proceed with obtaining a joint expert report as discussed.
Action: The Clerk to email S Consterdine to request that she progresses the case by suggesting to Gelder Group that a joint expert report is the way forward to settle the matter.

6. PLANNING (20/087)

- 6.1 S20/2028 – no comments.
- 6.2 S20/2045 – no comments.
- 6.3 Members noted that the permission had been granted in respect of applications S20/0799, S20/0800, S20/1031, S20/1727, S20/1537 and S20/1776.

7. CORRESPONDENCE (20/088)

- 7.1 Members noted all general correspondence circulated for information since the November meeting.
- 7.1.1 Members noted that an email was received on 9th December regarding planning applications S16/2816 and S16/2819 (Rectory Farm) and that full planning applications were to be considered at the Planning Committee meeting on 23rd December. It was agreed that this does not allow the Parish Council enough time to consider the documentation and make proper representation at the Planning meeting.
Action: The Clerk to email SKDC Planning team and ask for the applications to be deferred to the January 2021 Planning Committee meeting to allow the Parish Council time to consider the

documentation and make proper representation.

8. FINANCE (20/089)

- 8.1 Members noted the minutes of the Finance Committee meeting that took place on 18th November 2020.
- 8.2 Members noted the 20/21 budget to date.
- 8.3 Members noted the income for December 2020.
- 8.4 Following a proposal from Councillor Lees seconded by Councillor Cupit, members resolved to approve the December 2020 expenditure.
- 8.5 Following a proposal by Councillor Townsend, seconded by Councillor Lees, members resolved to approve the bank reconciliation, which was later signed by the Chairman.

9. BUDGET AND PRECEPT SETTING (20/090)

- 9.1 Members received the draft 21/22 budget as prepared by the Finance Committee. Members discussed the forecast Income and Expenditure for 2020/21 and the impact on the finances of reduced income in 2021/22. Following a proposal by Councillor Lees, seconded by Councillor Inglis, members resolved to set the 21/22 precept at £42,000 denoting a 25% decrease on the previous year (from £77.22 to £57.88 for a Band D property.) The balance of £18,107 required to make up the total figure of £62,000 required for the year will be taken from Council Reserves. It was noted that the precept last year included £15,278 for the repayment towards the PWB loan but as this was not used it will be carried forward and set aside in the 2021/22 budget.

Action: The Clerk to arrange a draft explanatory article for Barrowby News March edition, to include the budget summary and details of the amount set aside for repayment towards a potential loan.

Action: The Clerk to request the agreed precept from SKDC before 22nd January deadline.

10. DATE OF NEXT MEETING (20/091)

- 10.1 Monday 11thth January 2021 – 6.45pm

The Chairman closed the meeting at 8.26 pm.

BARROWBY PARISH COUNCIL FINANCE REPORT DECEMBER 2020

Members to note the following income:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
Shepherds	Erection of Memorial	50.00
GH Linnells	Replacement memorial	50.00
Burial Ground	Plot purchase K4	225.00
Robert Holland Funeral Directors	Barrowby Nature Project	570.00
Barrowby Gardeners Association	Allotment Rent	1,487.20
SKDC	Prize Best Kept Village	400.00
Barrowby Pre School	Pavilion Hire November 20	1,346.40
VAT Refund	VAT refund 2019/20	7,445.18

Members to approve the following expenditure:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
Salaries	November Salaries	3,818.82	0.00	3,818.82
Telefonica UK Ltd	Caretaker Mobile Phone	10.52	2.10	12.62
Telefonica UK Ltd	Assistant Clerk Mobile Phone	8.72	1.74	10.46
Biffa Waste Services Ltd	Waste Collection	80.45	16.09	96.54
Biffa Waste Services Ltd	Waste Collection	135.35	27.07	162.42
British Telecommunications PLC	Broadband	36.99	7.40	44.39
NEST	Pension Contributions	169.45	0.00	169.45
Nasahi Ltd	Stationery	8.32	1.67	9.99
Amazon	Stationery	24.66	4.95	29.61
British Gas Business	Electricity Supply	111.84	5.59	117.43
British Gas Business	Gas Supply	250.93	50.18	301.11
British Gas Business	Electricity Supply	38.02	1.90	39.92
West End Stationers Ltd	Stationery	3.99	0.80	4.79
Mymart Ltd	Storage boxes	28.57	5.71	34.28
Amazon	Storage boxes	12.81	2.56	15.37
Amazon	Masking tape for decorating	7.48	1.50	8.98
Unlimited Web Hosting	Web Hosting	3.49	0.70	4.19
HP Inc UK Ltd	Printing	14.99	3.00	17.99
Anglian Water Business	Water Rates	55.98	0.00	55.98
P E Hempstead and Sons	Grass Cutting	346.70	69.34	416.04
P E Hempstead and Sons	Grass Cutting	218.00	43.60	261.60
P E Hempstead and Sons	Grass Cutting	382.00	76.40	458.40
Clean My Windows	Window Cleaning	24.00	0.00	24.00
Viking	Stamps and Toilet paper	97.97	6.59	104.56
Community Heartbeat Trust	Defibrillator Thermostat	23.00	4.60	27.60
SKDC	Waste Collection	40.00	0.00	40.00
Richard Summerfield	Repairs to outbuilding	600.00	0.00	600.00
Link Magazine Ltd	Leaflet drop	34.60	6.92	41.52
DM Tree Surgery	Tree Felling	400.00	0.00	400.00
Ian Smith Electrical	Electrical work	35.00	7.00	42.00
Telefonica UK Ltd	Clerk Mobile Phone	10.39	2.08	12.47
Biffa Waste Services Ltd	Waste Collection	111.99	22.40	134.39
Biffa Waste Services Ltd	Waste Collection	68.07	13.61	81.68
Ian Smith Electrical	Replace battery in defibrillator	30.00	6.00	36.00
Ian Smith Electrical	Alarm Repairs	35.00	7.00	42.00
Lisa Neale	November expenses	41.28	0.00	41.28
Brian Inglis	Chicken wire, compost, cable ties, nails	66.02	13.06	79.08
A Sharpe	Mowing	232.00	0.00	232.00
Viking Signs	Best Kept Village signs	178.00	35.60	213.60
Viking Signs	Covid 19 signs	142.80	28.56	171.36
Morrisons	Colouring Competition prizes	24.00	6.00	30.00
Salaries	December Salaries	1,823.74	0.00	1,823.74
Autela Group Ltd	Payroll Services	63.11	12.62	75.73

