

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
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Minutes of the Barrowby Parish Council Meeting held on Monday 8th March 2021 via Zoom Video Conferencing.

PUBLIC FORUM (6.45pm):

Two members of the public were in attendance.

Maisie McMahon was also in attendance to talk to members about her new role as the Safer Together Coordinator, North and South Kesteven District (Office of the Police and Crime Commissioner for Lincolnshire).

Action: Clerk to send Ms. McMahon's email address to Councillor Whittington.

Action: Clerk to set up a Zoom meeting with all Councillors to discuss what sort of issues could be referred to Ms. McMahon.

MEETING OPENED: 7.06pm

1. WELCOME REMARKS (20/113)

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

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (20/114)

- 2.1 None.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (20/115)

- 3.1 Declarations of Interest
Councillor Whittington declared an interest in Agenda item 3.1.3 (Allotments).
- 3.2 Requests for Dispensation
None.

4. APPROVAL OF MINUTES (20/116)

- 4.1 The notes of the Parish Council meeting on 8th February 2021, having been proposed by Councillor Inglis and seconded by Councillor Roberts, were agreed to be a true and accurate record, and were passed by resolution of the Council. There was 1 abstention. The minutes will be signed and dated by the Chairman at a later date.

5. CLERK'S REPORT (20/117)

- 5.1 The contents of the Clerk's Report with regards to actions from previous minutes were noted.
- 5.2 Following a proposal by Councillor Inglis, seconded by Councillor Eaton, members resolved to approve the expenditure of £432.02 for the annual membership of LALC.
Action: Clerk to renew annual membership of LALC.
- 5.3 Following a proposal by Councillor Cupit, seconded by Councillor Roberts, members resolved to approve the expenditure of £150.00 for renewal of the LALC Annual Training Scheme.
Action: Clerk to renew annual membership of LALC Annual Training Scheme.
- 5.4 Following a proposal by Councillor Cupit, seconded by Councillor Lees, members ratified the approval of the expenditure of £36.00 for the Assistant Clerk to attend SLCC run webinar Memorial Safety and Administration on 17th March.
- 5.5 Councillor Whittington confirmed that there will be future funding rounds to apply for grants from SKDC's Community Fund for improvements to community buildings, so there is no

immediate urgency. However, he also declared an interest in that he sits on the Funding panel. Following a discussion, it was agreed that a working party consisting of Councillors Lees, Townsend and Cupit, would meet to discuss a small number of ideas to bring to the next Parish Council meeting.

Action: Clerk to set up a Zoom meeting for the working party.

Action: Clerk to add an Agenda item for the next meeting.

- 5.6 Members received a verbal report from Councillors Cupit and Eaton on the capabilities of the software for Parish Online and recommended to Members that an annual membership would be beneficial to the Parish.
Action: Councillor Cupit to email Members with the cost of the membership and his proposals as to who would be responsible for inputting the information needed to populate the software.
- 5.7 Members considered a quote received from A Sharpe of £220 to remove excess soil and Christmas trees at the Burial Ground Following a proposal by Councillor Lees, seconded by Councillor Inglis, members resolved to accept the quote.
Action: Councillor Inglis to contact A Sharpe and confirm that the work can be carried out.
- 5.8 Members considered a quote received from A Sharpe of £48 for the mowing of planters and £10 per cut for mowing of Casthorpe Road seating area during 2021. Following a proposal by Councillor Roberts, seconded by Councillor Brown, members resolved to award A Sharpe the 21/22 contract for mowing planters and the Casthorpe Rd area at a price of £58 per cut.
Action: Councillor Inglis to confirm with A Sharpe that his quote has been accepted.
- 5.9 Members discussed the need for the application of 10 tons of topsoil at the waterlogged areas at the Village Green. Following a proposal by Councillor Inglis, seconded by Councillor Blackwell, members resolved to approve expenditure of £200 of topsoil for the Village Green. 2 Members were against and there was 1 abstention.

6. PLANNING (20/118)

- 6.1 Members noted the following approved applications.
S20/1777 Land South of Barrowby Road, Grantham
Details reserved by condition
S21/0097 Adjacent to Barrowby Road, A52
Hedgerow removal to facilitate the laying of pipeline (10m)
- 6.2 Members discussed and agreed not to respond to the Public Consultation on Draft Statement of Community Involvement 2011 published by SKDC.
- 6.3 Members received an update from Councillor Cupit on a meeting held regarding the Co-op to be built on Low Road. Key issues regarding the planning application were:
- The siting of the store so near to Low Road
 - An alternative location at the Larkfleet development
 - The need for a Road Safety assessment due to the issues of parking on Low Road
 - Inclusion in the Masterplan.
- Councillor Whittington agreed to facilitate a meeting next week with the Planning Team at SKDC.
Action: Councillor Whittington to arrange a meeting with the Planning Team at SKDC to discuss concerns for road safety issues and the current proposals for the siting of the shop.

7. BOOKINGS UPDATE (20/119)

- 7.1 Members considered allowing bookings to be taken now the Government's road map out of lockdown has been announced. Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to allow bookings to be taken as follows:
From 29th March - Football Training at the Pavilion
From 12th April - Children activities at the Reading Room
From 17th May - Adult Clubs at both the Pavilion and the Reading Room

Action: Clerk to email all recent regular users of both the Pavilion and Reading Room to inform them of the availability to accept bookings from the proposed dates.

Action: Clerk to investigate the possibility of requesting a restart grant from InvestSK.

8. REPORTS (20/120)

8.1 Reading Room

8.1.1 The Clerk reported that all the painting work has now been completed by the Caretakers.

Action: Clerk to write to the Caretakers to thank them for doing the painting at the Reading Room.

8.1.2 Members received an update from the Clerk on the insurance claim against Gelder Group regarding the windows.

8.1.3 Members noted that a new regular hirer had been taken on at the Reading Room but that this booking had subsequently been cancelled.

8.2 Pavilion Committee

8.2.1 Members received the draft notes of the meeting of the Pavilion Committee held on 22nd February 2021.

8.2.2 Members discussed the response from the Chairman of the Football Club following questions raised by the Parish Council regarding the 3G pitch proposals. Following a proposal by Councillor Cupit and seconded by Councillor Lees, members resolved not to support the proposals for a 3G football pitch at Low Road playing field at this time. 1 member abstained.

Action: Clerk to email the Chairman of the Football Club to convey their decision.

8.3 Play Areas

8.3.1 Members received a report on the condition of play equipment following the latest Play Area inspections conducted by Councillor Cupit and his meeting with the Maintenance Contractor.

Action: Clerk to email Maintenance Contractor to request prices for repairs.

8.4 Burial Ground

8.4.1 Members received the draft notes of the meeting of the Burial Ground Committee held on 17th February 2021.

8.5 Allotments

8.5.1 Members received an update regarding the discussions on the forward management of the site following attendance of the Allotment training by Councillors Cupit and Eaton. Councillor Cupit said that a meeting has been arranged for Wednesday 10th March between Councillors Cupit, Eaton, Lees and Roberts to discuss the response to the latest email received from the Barrowby Gardener's Association.

8.5.2 Members discussed the rodent problem in the Pony Paddock outbuildings following a complaint received from a resident. Councillor Cupit reported that he had received an offer from a resident to dismantle the outbuildings and remove the waste, but the Parish Council would need to provide a skip. Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to accept the offer subject to the relevant Health and Safety requirements being met.

Action: Councillor Cupit to email details of the volunteer to the Clerk.

Action: Clerk to add proposal and cost to hire a skip to the next Agenda.

Action: Clerk to email the resident who complained and advise on the action being taken.

8.6 Health and Safety

8.6.1 The Clerk reported that she and the Assistant Clerk will conduct a Health and Safety visit to both the Reading Room and the Pavilion and report back to the next Parish Council meeting.

Action: Clerk and Assistant Clerk will conduct a Health and Safety visit to both the Reading Room and the Pavilion.

8.7 **Community Areas**

8.7.1 No report.

9. **HIGHWAYS (20/121)**

9.1 Members noted the contents of the email received from Countryside Services at LCC and considered the possibility of replacing the half kissing gate with a pedestrian chicane on FP7. However, it was agreed that this was not possible due to there being insufficient width to accommodate a chicane of the size required to allow a double buggy to pass through.

Action: Clerk to email the resident who raised the issue informing her of the Parish Council decision.

9.2 Members discussed the parking situation on the Drift by users of the playing fields when the gate is shut following a complaint received from a resident. Members supported the idea of double yellow lines and agreed that a socially distanced meeting with the Road Safety Partnership Officer should be arranged on site to discuss the issues.

Action: Clerk to contact the Road Safety Partnership Officer to arrange an on-site meeting and to let Members know the details.

Action: Clerk to email the resident and advise the action being taken.

10. **CORRESPONDENCE (20/122)**

10.1 Members noted all general correspondence circulated for information since the February meeting.

10.2 Members considered that in the absence of localised flooding in the Parish a stock of sand and sandbags would be useful.

Action: Clerk to write to Mr Newton of Ponton Hall Farm to ask if he is willing to store 1 tonne of sand and 100 sandbags at his Farm.

10.3 Members considered the email response received from Mrs J Footitt and Councillor Cupit reported that he had spoken to Mrs Footitt and advised her to look at the signs at Wymondham Park in Grantham for ideas.

11. **ANNUAL MEETINGS (20/123)**

11.1 The Clerk reported on the latest NALC guidance on the return to face-to-face meetings from 7th May. However, Councillor Whittington said that it is extremely likely that the law allowing meetings to be held by Zoom will be extended to comply with the Government's Covid 19 regulations. Following a proposal by Councillor Cupit, seconded by Councillor Lees, members resolved to hold the Annual Parish Council meeting on Monday 10th May and the Annual Parish Meeting on Thursday 13th May.

Councillor Bosworth left the meeting at 9.15pm.

12. **FINANCE (20/124)**

12.1 Members noted the 20/21 budget to date.

12.2 Members noted the income for March 2021.

12.3 Following a proposal from Councillor Lees, seconded by Councillor Cupit, members resolved to approve the February 2021 expenditure as outlined in the Finance Report.

12.4 Following a proposal by Councillor Lees, seconded by Councillor Cupit, members resolved to approve the bank reconciliation, which was later signed by the Chairman.

13. ROYAL BRITISH LEGION SITE (20/125)

- 13.1 Following a proposal by Councillor Cupit, seconded by Councillor Inglis, members resolved to move into closed session in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed.
- 13.2 Members received an update from Councillor Cupit regarding the proposed sale of the Royal British Legion site.
The meeting returned to open session at 9.22pm.

10. DATE OF NEXT MEETING (20/126)

- 10.1 Monday 12thth April 2021 – 6.45pm
The Chairman closed the meeting at 9.24pm.

BARROWBY PARISH COUNCIL FINANCE REPORT MARCH 2021

Members to note the following income:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
SKDC	Refund of Business Rates	810.88
Robert Holland Funeral Directors	Purchase of plot, grave digging and interment	-790.00
Robert Holland Funeral Directors	Purchase of plot, grave digging and interment	585.00
Karen H Haslam	Purchase of plot	225.00
Cressex Insurance Services	Insurance payout for damage to field by Biffa driver	48.00
EA Brennan	Purchase of plot	120.00
W Parsons	Grant for memorial	50.00
J McCarthy	Purchase of plot	330.00

Members to approve the following expenditure:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
Richard Summerfield	Maintenance	250.00	0.00	250.00
JF Heating and Plumbing Ltd	Boiler Service	65.00	0.00	65.00
Toolstation	Gloves for Litter Picker	24.15	0.83	24.98
Community Heartbeat Trust	Defibrillator Electrodes	145.00	29.00	174.00
Nic Barker Ltd	Grave Digging	500.00	100.00	600.00
Sharpes Haulage	Fibre sand	40.00	8.00	48.00
Community Heartbeat Trust	Defibrillator Electrodes	109.00	21.80	130.80
LALC	Councillor Training	135.00	27.00	162.00
ALS Contracting Ltd	Repairs to cableway on Village Green	1,115.00	223.00	1,338.00
Biffa Waste Services Ltd	Waste Collection	135.88	27.18	163.06
Biffa Waste Services Ltd	Waste Collection	80.98	16.20	97.18
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
British Telecommunications PLC	Broadband	36.99	7.40	44.39
British Gas Business	Gas Supply	390.39	78.07	468.46
Starboard Systems Ltd	Scribe Accounting software	485.00	97.00	582.00
SLCC	Clerk Training	36.00	0.00	36.00
National Allotment Society	NAS Annual Subscription	50.50	9.90	60.40
YMCA Community Links	Annual subscription x 2	240.00	0.00	240.00

SLCC	Assistant Clerk Training	35.00	7.00	42.00
Unlimited Web Hosting	Web Hosting	3.75	0.75	4.50
HP Inc UK Ltd	Printing	13.74	2.75	16.49
Unlimited Web Hosting	Domain renewal	5.99	1.20	7.19
Anglian Water Business	Water Rates	31.24	0.00	31.24
Lisa Neale	Printer costs	9.99	0.00	9.99
Salaries	March salaries	2,115.11	0.00	2,115.11