

# BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO  
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**Minutes of the Barrowby Parish Council Meeting held on Monday 13<sup>th</sup> December 2021 at the Reading Room, Church Street, Barrowby.**

PUBLIC FORUM (6.45pm): There were no members of the public in attendance.

Councillor Whittington gave an update on the new LGA Mode Code of Conduct and the proposal for a Grantham Town Council. Councillor Cupit provided an update on the outcome of a meeting between himself, Councillor Whittington, the Clerk, Emma Whittaker (Assistant Director of Planning at SKDC) and Chris Brown (Planning Officer at SKDC).

MEETING OPENED: 7.00pm

## **1. WELCOME REMARKS (21/101)**

- 1.1 The Chair welcomed members to the meeting. Those in attendance: Councillors Brown, Inglis, Lees, McConnell-Good, Townsend, Whittington and the Clerk, Mrs Moss.

## **2. APOLOGIES FOR ABSENCE & REASONS GIVEN (21/102)**

- 2.1 Apologies were received and accepted for Councillors Bosworth, Bowyer, Eaton and Roberts.

## **3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (21/103)**

- 3.1 Declarations of Interest  
Councillor Inglis declared an interest in item 12.4 as the recipient of expenses.

- 3.2 Requests for Dispensation  
None received.

## **4. APPROVAL OF MINUTES (21/104)**

- 4.1 The notes of the Parish Council meeting held on 8th November 2021, having been proposed by Councillor Inglis and seconded by Councillor Whittington, were agreed to be a true and accurate record, and were passed by resolution of the Council. The minutes were signed and dated by the Chair.

## **5. CLERK'S REPORT (21/105)**

- 5.1 The contents of the Clerk's Report with regards to actions from previous minutes were noted. Councillor Whittington provided an update on item 12.6.  
**Action: Clerk to find out how much it will cost to purchase a new litter bin and to have it emptied by SKDC.**

## **6. PLANNING (21/106)**

- 6.1 S21/1189, S21/1850, S21/2029 and S21/2047  
Members noted that planning permission had been granted.
- 6.2 S21/1946  
Members noted that the development has been refused.

## **7. REPORTS (21/107)**

- 7.1 **Reading Room**
- 7.1.1 Members received an update on the application for a SKDC grant to replace the kitchen.
- 7.1.2 Following a proposal by Councillor Lees, seconded by Councillor Brown, members resolved to advertise in the Grantham Journal the availability of the piano in the Reading Room for a small donation to the Grantham Foodbank.

**Action: Clerk to organise the advertisement for the disposal of the piano in the Reading Room.**

**7.2 Pavilion Committee**

7.2.1 None received.

**7.3 Play Areas**

7.3.1 Members received an update on the Parish Council's response to the comments received from members of the public regarding the Village Green Play Area.

**Action: Councillor Cupit to draft a response to Mr Paddock regarding the RBL site.**

7.3.2 Members agreed that some of the repairs need doing now, and others can wait until Spring 2022. It was also agreed that only 3 interim checks are required in April, August and October and an annual inspection across 2 sites only as the Pre-School Play Area is their responsibility.

**Action: Clerk to obtain revised quotes from Kompan and authorise repairs to equipment as agreed.**

**7.4 Burial Ground**

7.4.1 Members noted the contents of the notes of the Burial Ground Committee meeting held on Friday 12<sup>th</sup> November 2021.

**7.5 Allotments**

7.5.1 Following a proposal by Councillor Lees, seconded by Councillor McConnell-Good , members resolved to approve the Terms of Reference for the new Allotment Committee.

**Action: Clerk to send 2 copies of the signed Terms of Reference to the Chairman of the new Allotment Committee for his signature.**

**7.6 Health and Safety**

7.6.1 Members received reports of inspection of the play equipment.

**7.7 Community Areas**

7.7.1 No report.

**7.8 Pony Paddock**

7.8.1 Councillor Cupit reported that the Barrowby Gardener's Association may need more land for allotment plots when the new houses in Barrowby have been built and this may be an opportunity to use the Pony Paddock.

**8. HIGHWAYS (21/108)**

8.1 Members noted the contents of the notification received from Highways England regarding essential safety maintenance works to be conducted on the A52 from 24<sup>th</sup> January to 31<sup>st</sup> March 2022.

**9. CORRESPONDENCE (21/109)**

9.1 Members noted all general correspondence circulated for information since the November meeting.

**10. NEIGHBOURHOOD PLAN (21/110)**

10.1 Members were advised that the previous Chair of the Neighbourhood Group has agreed to hand over all the documentation to Councillor Cupit. A resident has offered to join the Group.

**Action: Clerk to advise contact details of the resident to Councillor Cupit.**

**11. HM QUEEN ELIZABETH'S PLATINUM JUBILEE (21/111)**

11.1 Members received a verbal update from the Clerk.

11.2 Members discussed the possibility of creating an avenue of trees along Rectory Road towards the A52 as part of the Queen's Green Canopy Project.

**Action: Councillor Whittington to make preliminary enquiries with approach to the Highways Department at LCC about planting an avenue of trees along main routes into Barrowby.**

## 12. FINANCE (21/112)

- 12.1 Following a proposal by Councillor Lees, seconded by Councillor Townsend, members resolved to approve the end of November 2021 bank reconciliation, which was signed by the Chairman.
- 12.2 Members noted the 2021/22 allocated budget and the actual expenditure to date.
- 12.3 Members noted the income for November 2021 as outlined in the Receipts Lists.
- 12.4 Following a proposal by Councillor Lees, seconded by Councillor Cupit, members resolved to approve the expenditure as outlined in the Payments Lists for December 2021.
- 12.5 Following a proposal by Councillor Lees, seconded by Councillor Brown, members retrospectively resolved to approve the quote received from Syston Trees for the purchase of 4 x 5ft Christmas Trees for the Reading Room.
- 12.6 Following a proposal by Councillor Cupit, seconded by Councillor Lees, members resolved to approve the payment of £171.00 for the Clerk's annual membership of The Society of Local Council Clerks.
- 12.7 Following a proposal by Councillor Cupit, seconded by Councillor Inglis, members resolved to approve the Clerk's attendance at the online SLCC Practitioner's Conference in February 2022 at a cost of £75.00.

## 13. BUDGET AND PRECEPT SETTING (21/113)

- 13.1 Members considered the draft budget prepared by the Finance Committee and following a proposal by Councillor Cupit, seconded by Councillor Lees, resolved to approve the budget for 2022/23 and the precept contained therein.

**Action: Clerk to complete and send off Precept form to SKDC.**

**Action: Clerk to publish the budget details for 2022/23 on the website.**

## 14. OPERATION LONDON BRIDGE (21/114)

- 14.1 Following a proposal by Councillor Cupit, seconded by Councillor Lees, 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.
- 14.2 Members noted the contents of the Clerk's report on the protocols to be followed and following a proposal by Councillor Cupit, seconded by Councillor Townsend, resolved to approve the recommendations and purchases required as detailed in the report.

**Action: Clerk to make necessary purchases as detailed in the report.**

## 15. DATE OF NEXT MEETING (21/115)

- 15.1 The next Parish Council meeting will be held at 6.45pm on Monday 10<sup>th</sup> January 2022 at the Reading Room.

The Chairman closed the meeting at 8.30pm.

## BARROWBY PARISH COUNCIL FINANCE REPORT DECEMBER 2021

Members to note the following income in November:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
G H Linnell Ltd	Burial Ground fees	85.00
Mr Bridge Club	Hire of Reading Room	198.00
EMA Dance	Hire of Reading Room	81.00
Grantham and Kesteven Bridge	Hire of Pavilion	138.00
Daisy Foundation	Hire of Reading Room	76.50
Rachel Metcalfe Daisy Chain Yoga	Hire of Reading Room	54.00
Sarah Toulson	Hire of Reading Room	45.00

Barrowby Pre School	Pre-school hire	1,069.50
Virgin Money	Virgin Money Cashback	2.83
G Morrow	Hire of Reading Room	52.00
G Morrow	Hire of Reading Room	50.00
Shepherd Memorials	Burial Ground fees	20.00
Snowden	Hire of Reading Room	50.00
Virgin Money	Virgin Money Cashback	-1.04
Goodwin	Return deposit	-50.00
South Kesteven District Council	Grant	463.32

Members approved the following expenditure in December:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
Biffa Waste Services Ltd	Waste collection	47.27	9.46	56.73
Telefonica UK Ltd	Asst Clerk mobile phone	8.84	1.77	10.61
British Telecommunications P	Broadband	36.99	7.40	44.39
SSE Business Energy	Gas supply	2.11	0.42	2.53
Unlimited Web Hosting	Web hosting	3.75	0.75	4.50
HP Inc UK Ltd	Printing	9.99	2.00	11.99
South Kesteven District Council	Waste collection	108.33		108.33
Wave Anglian Water Business	Water rates	44.08		44.08
SSE Business Energy	Gas supply	158.00	31.60	189.60
Virgin Money	Bank charges	18.90		18.90
Mussons Heating	Maintenance	400.00	80.00	480.00
Viking	Paper towels	56.43	11.29	67.72
Tuffies Discount	Blue paper rolls	9.17	1.83	11.00
Asda Stores Ltd	Bin bags for Litter picker	20.00	4.00	24.00
Graham Cresswell Transport	Turf	25.20	5.04	30.24
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Richard Summerfield	Maintenance	300.00		300.00
Wave Anglian Water Business	Water rates	53.93		53.93
HP Inc UK Ltd	Printing	2.91	0.58	3.49
Telefonica UK Ltd	Clerk mobile phone	10.00	2.00	12.00
P E Hempstead and Sons	Grass cutting	108.00	21.60	129.60
P E Hempstead and Sons	Grass cutting	52.50	10.50	63.00
P E Hempstead and Sons	Grass cutting	27.40	5.48	32.88
P E Hempstead and Sons	Grass cutting	75.00	15.00	90.00
P E Hempstead and Sons	Grass cutting	42.00	8.40	50.40
P E Hempstead and Sons	Grass cutting	12.90	2.58	15.48
Community Heartbeat Trust	Defibrillator electrodes	39.00	7.80	46.80
Monthly Salaries	December salaries	2,298.55		2,298.55
Mileage	Mileage	50.63		50.63
Syston Park Christmas Trees	Christmas trees	125.00		125.00