

# BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO  
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**Minutes of the Barrowby Parish Council Meeting held on Monday 8<sup>th</sup> November 2021 at the Reading Room, Church Street, Barrowby.**

PUBLIC FORUM (6.45pm): There was 1 member of the public in attendance.

Mr Mark Cherry from the Barrowby Gardener's Association (BGA) gave a summary of the work completed by both the Parish Council and the BGA to set up a Barrowby Parish Council Allotment Committee. An Extraordinary General Meeting was held last week and the BGA overwhelmingly voted approval to set up a Barrowby Parish Council Allotment Committee and agreed the Terms of Reference.

The Chair proposed that Agenda item 7.5 is brought forwards to the beginning of the meeting.

Following a proposal by Councillor Eaton, seconded by Councillor Whittington, members resolved to suspend Standing Orders and commence the meeting ahead of 7.00pm.

MEETING OPENED: 6.58pm

**1. WELCOME REMARKS (21/088)**

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

**2. APOLOGIES FOR ABSENCE & REASONS GIVEN (21/089)**

- 2.1 None received. Councillor Bosworth was absent.

**3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (21/090)**

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

- 3.2 Requests for Dispensation  
Councillors Cupit, Lees and Whittington requested a dispensation regarding voting for the decision at Agenda item 4.

**4. ALLOTMENTS (21/091)**

- 4.1 Following a proposal by Councillor Eaton, seconded by Councillor Inglis, members resolved to approve the setting up of a Barrowby Parish Council Allotment Committee. Three members abstained from voting.
- 4.2 Following a proposal by Councillor Roberts, seconded by Councillor Inglis, members resolved to approve the Terms of Reference for Barrowby Parish Council Allotment Committee. Three members abstained from voting.

**5. APPROVAL OF MINUTES (21/092)**

- 5.1 The notes of the Parish Council meeting held on 11th October 2021, having been proposed by Councillor Townsend and seconded by Councillor Lees, 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.

**6. CLERK'S REPORT (21/093)**

- 6.1 The contents of the Clerk's Report with regards to actions from previous minutes were noted.  
**Action: Clerk to contact JMP Solicitors to make an appointment for a meeting with Councillor Cupit and the Clerk.**

## 7. PLANNING (21/094)

- 7.1 S21/2015 – No comments.
- 7.2 S21/2016 - No comments.
- 7.3 S21/2029 - No comments.
- 7.4 S21/2047 - No comments.
- 7.5 S21/2076 – Members discussed the planning application received.  
**Action: Clerk to forward comments to SKDC expressing Parish Council concerns regarding adequacy of parking facilities and vehicular access to the new accommodation building for delivery of large items and building materials.**
- 7.6 S21/2141 - No comments.
- 7.7 S21/1691 and S21/1825.  
Members noted that planning permission had been granted.

## 8. REPORTS (21/095)

### 8.1 Reading Room

- 8.1.1 Members received an update on the application for a SKDC grant to replace the kitchen.

### 8.2 Pavilion Committee

- 8.2.1 Members noted the contents of the draft notes of the Pavilion Committee meeting held on 12th October 2021.

### 8.3 Play Areas

- 8.3.1 Members noted the response from the Insurers regarding use of play equipment by persons over the age of 12.

**Action: Clerk to arrange with caretaker for play equipment checks to be weekly rather than bi-weekly.**

- 8.3.2 Members discussed the report and other documents circulated by the Clerk and it was agreed that Councillors Lees, Eaton and McConnell-Good would meet to summarise responses to the various points raised by residents regarding the Village Green play area. A working party meeting will also be arranged to discuss and agree actions that could be taken to address the issues raised. Members are to send details of suggestions as to how to address the issues to the Clerk as soon as possible.

Following a proposal by Councillor Cupit, seconded by Councillor Eaton, members resolved to give approval to the Road Safety Partnership to go ahead and erect road safety signs near the play area. Councillor Whittington will progress this.

Councillor Eaton asked if Mr Mark Paddock had written to the Clerk to withdraw his personal accusations against a member or members of the Parish Council as he was asked and agreed to do at the last meeting. The Clerk confirmed that no written withdrawal had been received to date.

Councillor Whittington thanked both Councillor Cupit and the Clerk for the work they had both done on researching and writing the report and summarising supporting documents.

Councillor Cupit also thanked the Clerk for her support and the extra hours worked in researching and gathering the evidence submitted with his report.

**Action: Clerk to arrange a meeting for the working party to discuss and agree actions to be taken to address the issues raised by residents.**

**Action: Clerk to add an Agenda item for the January meeting regarding the RBL site.**

- 8.4            **Burial Ground**
- 8.4.1        No report.
  
- 8.5            **Health and Safety**
- 8.5.1        Members received reports of inspection of the play equipment.
  
- 8.6            **Community Areas**
- 8.6.1        No report.
  
- 8.7            **Pony Paddock**
- 8.7.1        Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to approve the quoted payment of £120 to Andy Sharpe for cutting the Pony Paddock.
  
- 9.            **HIGHWAYS (21/096)**
- 9.1            No report.
  
- 10.           **CORRESPONDENCE (21/097)**
- 10.1          Members noted all general correspondence circulated for information since the October meeting.
  
- 11.           **NEIGHBOURHOOD PLAN (21/098)**
- 11.1          It was agreed that Councillor Whittington will arrange a meeting between the Parish Council and the new SKDC Head of Planning Emma Whittaker to discuss Section 106 monies, the Masterplan and the Larkfleet development in Barrowby.  
**Action: Members to let the Clerk know if they would like to, or know of any resident who may wish to, join the Neighbourhood Plan working party.**
  
- 12.           **FINANCE (21/099)**
- 12.1          Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve the end of October 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 October 2021 as outlined in the Receipts Lists.
- 12.4          Following a proposal by Councillor Lees, seconded by Councillor Roberts, members resolved to approve the expenditure as outlined in the Payments Lists for November 2021.
- 12.5          Following a proposal by Councillor Cupit, seconded by Councillor Lees, members resolved to approve the quote received from DM Tree Surgery for the removal of a split branch from an oak tree on the Village Green.  
**Action: Clerk to inform Contractor that quote has been accepted.**
- 12.6          Following a discussion, Councillor Whittington agreed to check with SKDC if the Parish Council should have to buy a new litter bin to be located by the bus stop at the bottom of High Road.  
**Action: Councillor Whittington to advise the Clerk of the outcome of his enquiry.**
- 12.7          Following a proposal by Councillor Lees, seconded by Councillor Brown, members resolved to approve a request from the Open Door for a Section 137 grant of £200 to cover a Christmas meal including the hire of the Memorial Hall, refreshments, 2 course meal plus a glass of wine or soft drink.  
**Clerk: To pay the amount requested only upon receipt of Section 137 Grant application form.**
- 12.8          Members received the notes of the Finance Committee meeting held on 19th October 2021.
  
- 13.           **DATE OF NEXT MEETING (21/100)**
- 13.1          The next Parish Council meeting will be held at 6.45pm on Monday 13<sup>th</sup> December 2021 at the Reading Room.

The Chairman closed the meeting at 8.45pm.

## BARROWBY PARISH COUNCIL FINANCE REPORT NOVEMBER 2021

Members to note the following income in October :

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
Barrowby FC	Football donation	1,000.00
G H Linnell Ltd	Burial Ground fees	85.00
Golightly	Hire of Reading Room	44.00
Golightly	Hire of Reading Room	50.00
Barrowby Pre School	Pre-school hire	1,256.64
Barrowby Pre School	Pre-School hire	1,357.00
Virgin Money	Virgin Money Cashback	1.04
Sue Hodgson	Hire of Reading Room	22.50
Daisy Foundation	Hire of Reading Room	216.00
South Kesteven District Council	Precept	21,000.00
Lomax	Hire of Reading Room	39.00

Members approved the following expenditure in November:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
SSE Business Energy	Electricity Supply	-91.93	-18.38	-110.31
SSE Business Energy	Electricity Supply	-423.10	-84.62	-507.72
Brandon Hire Ltd	Hire of floor buffer	-60.00	-12.00	-72.00
Telefonica UK Ltd	Asst Clerk mobile phone	8.84	1.77	10.61
Biffa Waste Services Ltd	Waste collection	197.34	39.47	236.81
British Telecommunications P	Broadband	36.99	7.40	44.39
Brandon Hire Ltd	Hire of floor buffer	120.82	24.16	144.98
Barrowby Cricket Club	Grant	248.40		248.40
Amazon	Amazon Fire tablet	49.98	10.00	59.98
Unlimited Web Hosting	Web hosting	3.75	0.75	4.50
HP Inc UK Ltd	Printing	8.32	1.67	9.99
SSE Business Energy	Gas supply	445.15	89.03	534.18
SSE Business Energy	Gas supply	70.11	3.51	73.62
Telefonica UK Ltd	Clerk mobile phone	10.00	2.00	12.00
Clean My Windows	Window cleaning	13.00		13.00
ATP	Grounds maintenance	751.60		751.60
Asda Stores Ltd	Refuse sacks	20.00	4.00	24.00
Amazon	Maintenance consumables	23.89	4.79	28.68
B&Q Plc	Post crete	8.25	1.65	9.90
YESSS Electrical	Light bulbs	38.30	7.66	45.96
B&Q Plc	PVA Adhesive	11.25	2.25	13.50
Lincolnshire Association of Lo	Conference fees	55.00	11.00	66.00
DM Tree Surgery	Tree felling	920.00		920.00
South Kesteven District Council	Waste collection	108.33		108.33
South Kesteven District Council	Waste bags	100.00		100.00
Richard Summerfield	Repairs	300.00		300.00
Martin Devenport Services	Maintenance	70.00		70.00
P E Hempstead and Sons	Grass cutting	749.40	149.88	899.28
HP Inc UK Ltd	Printing	2.91	0.58	3.49
Monthly Salaries	November salaries	2,373.34		2,373.34