

# BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO  
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## Minutes of the Barrowby Parish Council Meeting held on Monday 12<sup>th</sup> July 2021 at the Sports Pavilion, Low Road, Barrowby.

PUBLIC FORUM (6.45pm): There were no members of the public in attendance. Following a proposal by Councillor Inglis, seconded by Councillor Lees, members resolved to suspend Standing Orders and commence the meeting ahead of 7.00pm.

MEETING OPENED: 6.50pm

### 1. WELCOME REMARKS (21/042)

- 1.1 The Chairman, Councillor Cupit, welcomed members to the meeting. Those in attendance: Councillors Bosworth (from 6.53pm), Bowyer, Inglis, Lees, Townsend, Whittington and the Clerk, Mrs Moss.

### 2. APOLOGIES FOR ABSENCE & REASONS GIVEN (21/043)

- 2.1 Apologies were received and accepted from Councillors Eaton (holiday) and Brown (holiday).

### 3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (21/044)

- 3.1 Declarations of Interest  
Councillor Inglis declared an interest in item 11.5 as the recipient of expenses.

- 3.2 Requests for Dispensation  
None.

### 4. APPROVAL OF MINUTES (21/045)

- 4.1 The notes of the Parish Council meeting held on 14<sup>th</sup> June 2021, having been proposed by Councillor Lees and seconded by Councillor Inglis, were agreed to be a true and accurate record, and were passed by resolution of the Council. Two members abstained. The minutes will be signed and dated by the Chairman.

### 5. CLERK'S REPORT (21/046)

- 5.1 The contents of the Clerk's Report with regards to actions from previous minutes were noted.
- 5.2 Members noted the introduction of a new Planning Register.
- 5.3 Following a proposal by Councillor Cupit, seconded by Councillor Lees, members resolved to approve the purchase and installation of a Wi-fi Thermostat at the Reading Room to allow remote control of the central heating.  
**Action: The Clerk to confirm the actual system to be used and the functionality and then arrange the purchase and installation of a Wi-fi Thermostat at the Reading Room.**
- 5.4 Following a proposal by Councillor Inglis, seconded by Councillor Cupit, members resolved to approve the hire of a floor buffer for the Reading Room floor.  
**Action: The Clerk to arrange for the hire of a floor buffer for the Reading Room floor.**

### 6. PLANNING (21/047)

- 6.1 S21/0690 and S21/0691  
Members noted that planning permission had been refused.
- 6.2 S21/3369, S21/0634, S21/0635, S21/08345, S21/0934, S21/0998, S21/1056 and S21/1240  
Members noted that planning permission had been granted.

Councillor Roberts asked if the Clerk would get in touch with Planning at SKDC and ask why yellow notices of planning applications are not being displayed in the village.

**Action: The Clerk to contact Planning at SKDC and ask why yellow notices of planning applications are not being displayed in the village.**

6.3 Members considered if a separate sub-committee or working party should be set up to discuss all planning applications received and report back to Parish Council. It was agreed that planning applications should be considered by all members not just a small working party or sub-committee. It was also agreed that applications relating to the development of more than 1 house or a professional development company that are received with a deadline before the next available Parish Council meeting the Clerk will set up a Zoom meeting for all members to attend and discuss a formal response.

6.4 Following a proposal by Councillor Roberts, seconded by Councillor Townsend, members resolved to approve the statement to be published on behalf of the Parish Council in the Grantham Journal regarding the planning decision relating to the Co-Op store on Low Road, Barrowby.

**Action: The Clerk to send the statement to the Grantham Journal for publication.**

6.5 Members considered a statement as requested by the Grantham Journal on key issues of the A1 and what improvements can be made and the impact on the local community.

**Action: Councillor Cupit to note the points that need to be raised and the Clerk will arrange a meeting with the reporter from the Grantham Journal.**

## **7. REPORTS (21/048)**

### **7.1 Reading Room**

7.1.1 Following a proposal by Councillor Lees, seconded by Councillor Inglis, members resolved to increase of the booking fees for the Reading Room from 1st September 2021 for all hirers. One -off bookings: £13.00 per hour for non-Barrowby residents and £11.00 per hour for Barrowby residents.

Regular bookings of 4 or more sessions: £9.00 per hour.

**Action: The Clerk to email all regular hirers of the Reading Room regarding the increase in hourly rates.**

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

7.1.3 Members received a report on suspicious activity at the Reading Room.

7.1.4 Members noted the contents of the Fire Risk Assessment and the actions needed.

7.1.5 Following a proposal by Councillor Inglis, seconded by Councillor Lees, members resolved to approve Ian Smith Electrical Ltd to carry out the remedial work as per the Fire Risk Assessment.

**Action: The Clerk to contact Ian Smith Electrical Ltd and arrange for the remedial work to be completed.**

### **7.2 Pavilion Committee**

7.2.1 Members received draft notes of the meeting of the Pavilion Committee held on 28th June 2021.

7.2.2 Following a proposal by Councillor Lees, seconded by Councillor Inglis, members resolved to approve the increase in booking fees for the Pavilion hirers from 1st September 2021 as recommended by the Pavilion Committee.

**Action: The Clerk to email all regular hirers of the Pavilion regarding the increase in hourly rates.**

### **7.3 Play Areas**

7.3.1 Members noted the contents of the site inspection report of the Village Green play area conducted by ALS Contracting Ltd.

**Action: The Clerk to let Councillor Bosworth know the annual cost of repairs to the Village Green play equipment.**

- 7.4 **Burial Ground**  
7.4.1 No report.
- 7.5 **Allotments**  
7.5.1 Members received a report from the last meeting with BGA.
- 7.5.2 Members noted an invitation has been received from the BGA to visit the Allotments on a Saturday morning between 10am and 12pm.
- 7.6 **Health and Safety**  
7.6.1 Members received reports of inspection of the play equipment. It was reported that the wooden crocodile at the Adamstiles play area is rotten at the base and Councillor Cupit will attempt to repair it.  
**Action: Councillors Cupit and Inglis to repair the wooden crocodile at the Adamstiles play area.**
- 7.7 **Community Areas**  
7.7.1 Members received a verbal report from Councillor Cupit. It was confirmed that where a tree or branch has fallen or is in danger of falling 1. Inform the Clerk 2. Get a 5 day order or 3. if a danger to lives inform the Police.
- 7.8 **Pony Paddock**  
7.8.1 Members noted the contents of an email received from the BGA regarding the water supply at the Pony Paddock.
- 7.8.2 Members discussed the future use and maintenance of the Pony Paddock following a complaint received from a resident. It was agreed that the strip of grass by the fence should continue to be mowed twice a year. Next year, the mowing of the Paddock would be considered.  
**Action: The Clerk to reply to the resident's email.**
8. **HIGHWAYS (21/049)**  
8.1 Members considered what action is required following the complaint received regarding the speeding traffic along Low Road.  
**Action: The Clerk to send a report to Road Safety Partnership referring to the complaint received and respond to the resident.**
9. **CORRESPONDENCE (21/050)**  
9.1 Members noted all general correspondence circulated for information since the June meeting.
- 9.2 Members considered the upgrading of street lighting to LED but as all streetlights are owned by either LCC or SKDC this is not an option to be undertaken by the Parish Council.
10. **OPERATION LONDON BRIDGE (21/051)**  
10.1 Members agreed to set up a working party consisting of Councillors Brown, Townsend and Bowyer to ensure the necessary processes are in place to comply with the National Standards and report back to Parish Council when completed.  
**Action: The Clerk to set up an initial meeting of the Operation London Bridge working party.**
11. **FINANCE (21/052)**  
11.1 Members received draft notes of the Finance Committee meeting held on 10th May 2021.
- 11.2 Following a proposal by Councillor Cupit, seconded by Councillor Lees, members resolved to approve the end of June 2021 bank reconciliation, which was later signed by the Chairman.
- 11.3 Members noted the 2021/22 allocated budget and the actual expenditure to date.
- 11.4 Members noted the income for June 2021 as outlined in the Receipts List.

- 11.5 Following a proposal from Councillor Lees, seconded by Councillor Roberts, members resolved to approve the expenditure as outlined in the Payments List.

**12. HM QUEEN ELIZABETH'S PLATINUM JUBILEE (21/053)**

- 12.1 Members received a verbal update from the Clerk on responses from volunteers to assist with a village celebration to celebrate HM Queen Elizabeth's Platinum Jubilee in June 2022.

**Action: The Clerk to write to organisations and traders in the village inviting them to participate in supporting and arranging events to celebrate HM Queen Elizabeth's Platinum Jubilee in 2022.**

**13. VACANCY FOR A PARISH COUNCILLOR (21/054)**

- 13.1 The Clerk updated members on the number of residents interested in becoming a Parish Councillor.

**Action: The Clerk to arrange interviews on Monday 2<sup>nd</sup> August at the Reading Room.**

**14. STAFFING MATTERS (21/055)**

- 14.1 Members agreed that the Staffing Committee will discuss the issues and report back to the next Parish Council meeting.

**15. DATE OF NEXT MEETING (21/056)**

- 15.1 The next Parish Council will be held at 6.45pm on Monday 13<sup>th</sup> September 2021 at the Reading Room.

The Chairman closed the meeting at 9.15pm

## BARROWBY PARISH COUNCIL FINANCE REPORT JULY 2021

Members to note the following income:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
Rachel Metcalfe Daisy Chain Y Z	Hire of Reading Room	50.00
Centrebus Ltd	Repairs to damaged bus shelter	40.00
Virgin Money	Virgin Money Cashback	0.05

Members to approve the following expenditure:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
White's Recycling Ltd	Emptying septic tank	115.00	0.00	115.00
South Kesteven District Council	Business Rates	608.72	0.00	608.72
Biffa Waste Services Ltd	Waste collection	95.97	19.19	115.16
Biffa Waste Services Ltd	Waste collection	88.20	17.64	105.84
Telefonica UK Ltd	Asst Clerk mobile phone	8.84	1.77	10.61
British Telecommunications P	Broadband	36.99	7.40	44.39
Mobisystems	PDF Extra subscription	37.99	0.00	37.99
Unlimited Web Hosting	Web hosting	3.75	0.75	4.50
Viking Signs Ltd	Signs	99.52	19.90	119.42
BHIB	Insurance	1,828.81	0.00	1,828.81
HP Inc UK Ltd	Printing	8.32	1.67	9.99
SSE Business Energy	Electricity Supply	282.75	56.55	339.30
Telefonica UK Ltd	Clerk mobile phone	9.47	1.89	11.36
P E Hempstead and Sons	Grass cutting	230.00	46.00	276.00
P E Hempstead and Sons	Grass cutting	54.80	10.96	65.76
P E Hempstead and Sons	Grass cutting	71.20	14.24	85.44
P E Hempstead and Sons	Grass cutting	210.00	42.00	252.00
P E Hempstead and Sons	Grass cutting	12.90	2.58	15.48
P E Hempstead and Sons	Grass cutting	84.00	16.80	100.80
P E Hempstead and Sons	Grass cutting	408.80	81.76	490.56
HP Inc UK Ltd	Printing	2.91	0.58	3.49
Richard Summerfield	General maintenance	790.00	0.00	790.00
Clean My Windows	Window cleaning	13.00	0.00	13.00
ALS Contracting Ltd	General maintenance	1,095.00	219.00	1,314.00
B&Q Plc	Plants	18.33	3.67	22.00
Oldrids and Downtown	Plants	19.35	3.87	23.22
Screwfix Direct Ltd	General maintenance	37.98	7.59	45.57
Wickes	General maintenance	36.00	7.20	43.20
B&Q Plc	General repairs	12.50	2.50	15.00
Belton Garden Centre	Plants	21.66	4.33	25.99
Oldrids and Downtown	Grass seed	15.83	3.16	18.99
Hollis Road	Plants	30.00	0.00	30.00
B&Q Plc	General repairs	22.51	4.50	27.01
Screwfix Direct Ltd	General repairs	6.50	1.30	7.80
Graham Cresswell Transport	Turf	83.70	16.74	100.44
Chandlers Limited	Sweeping brush	5.93	1.19	7.12
Asda Stores Ltd	Refuse sacks	9.58	1.92	11.50
Oldrids and Downtown	Compost	23.32	4.67	27.99
Autela Group Ltd	Payroll services	54.38	10.88	65.26
Martin Devenport Services	Repairs	295.00	0.00	295.00

Salaries	July Salaries	2,071.71	0.00	2,071.71
Mileage	Mileage	81.23	0.00	81.23