

# BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO  
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**Minutes of the Barrowby Parish Council Meeting held on Monday 13th February 2023 at the Reading Room, Church Street, Barrowby.**

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

Councillor Whittington provided an update on recent reported attempt to break into cars in the village, local council funding opportunities and Lincolnshire Shared Prosperity Fund.

MEETING OPENED: 7.10pm

## **1. WELCOME REMARKS (22/135)**

- 1.1 Councillor Lees welcomed members to the meeting and thanked them for their attendance. Those in attendance: Councillors Brown, Eaton, Footitt, Marriott, McConnell-Good, Whittington and the Clerk, Mrs Moss.

## **2. APOLOGIES FOR ABSENCE & REASONS GIVEN (22/136)**

- 2.1 Apologies were received and accepted for absence from Councillors Bosworth, Cupit and Townsend.

## **3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (22/137)**

- 3.1 Declarations of Interest  
Councillor Footitt expressed an interest in Agenda item 6.3 and Councillor Eaton declared that he will be submitting personal comments on Agenda item 6.1.
- 3.2 Requests for Dispensation  
No requests for dispensation were made.

## **4. APPROVAL OF MINUTES (22/138)**

- 4.1 The minutes of the Parish Council meeting on 9<sup>th</sup> January, having been proposed by Councillor Eaton and seconded by Councillor Brown, were agreed to be a true and accurate record, and were passed by resolution of the Council. The minutes were later signed and dated by the Chairman.

## **5. CLERK'S REPORT (22/139)**

- 5.1 Members noted the contents of the Clerk's report.
- 7.5 The Clerk reported that it will cost approximately £600 to digitise the old records book held in the storeroom. After a discussion it was proposed by Councillor Lees and seconded by Councillor Brown that the stored minutes up to 2012 should be sent to the Lincolnshire Archive for safekeeping.
- Action: Clerk to arrange for signed minutes to be transported to Lincolnshire Archives.**
- 7.7.2 Members agreed the content of the draft letter to volunteers.
- 10.1 Only one Councillor had offered help with the list of priority actions.
- Action: Clerk to send out the list again.**

## **6. PLANNING (22/140)**

- 6.1 S23/0083 - Members viewed the plans and discussed the change from the last application that was refused. It was agreed that comments would be made referring to the objections made in the original application. Councillor Whittington abstained.
- Action: Clerk to submit comments on the SKDC planning portal.**
- 6.2 S23/0136 - Comment to be made that the Parish Council support the application with the expectation of Section 106 funding to be provided. Councillor Whittington abstained.
- Action: Clerk to submit comments on the SKDC planning portal.**

- 6.3 S23/0143 – No comments.
- 6.4 Members noted the decision made on S16/2816, S16/2818, S22/2234, S22/2269 and S23/0179.

## 7. REPORTS (22/140)

### 7.1 Reading Room

- 7.1.1 Members received a verbal report from the Clerk and following a proposal by Councillor Lees and seconded by Councillor Eaton it was resolved to end the booking agreement for a hirer who has not used the Reading Room since November last year.

**Action: Clerk to email hirer and explain that under the circumstances the booking agreement will have to be terminated.**

### 7.2 Pavilion Committee

- 7.2.1 Members noted the contents of the minutes of the Pavilion Committee meeting held on 31<sup>st</sup> January 2023.

- 7.2.2 Following a proposal by Councillor Eaton, seconded by Councillor Brown, members resolved to approve a free trial period for the Pre-School to extend their opening hours from 8.30am to 4.00pm.

**Action: Clerk to let Assistant Clerk and Pre-School know the decision made.**

- 7.2.3 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved that no charges to be made for a fundraising arts event to be held by the Pre-School in February.

**Action: Clerk to let Assistant Clerk and Pre-School know the decision made.**

### 7.3 Play areas

- 7.3.1 Members noted the contents of the last quarterly inspection conducted by Kompan.

- 7.3.2 Members received an update on the current state of repairs of the play equipment. The Clerk and Councillor Lees to continue pursuing a quote.

**Action: Clerk and Councillor Lees to request written quote to repair play equipment and conduct regular inspections.**

- 7.3.3 Members considered the renewal of the play inspection package from Kompan and it was agreed to defer to the next Parish Council meeting.

- 7.3.4 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve to pay for Councillor Cupit and the Assistant Clerk to attend the forthcoming LALC training on Playground Inspections.

**Action: Clerk to book the playground inspection training.**

### 7.4 Burial Ground

- 7.4.1 Members noted the contents of the minutes of the Burial Ground Committee meeting held on 27<sup>th</sup> January.

### 7.5 Allotments

- 7.5.1 Members noted the contents of the minutes of the Allotment Committee meeting held on 16th January.

- 7.5.2 Following a proposal by Councillor Lees, seconded by Councillor McConnell-Good, members resolved to approve the purchase of a composting toilet. Councillor Whittington abstained.

**Action: Clerk to advise Chairman of Allotment Committee of decision to approve purchase of composting toilet.**

- 7.5.3 Members appointed Councillor Marriott to the Allotment Committee.

### 7.6 Health and Safety

- 7.6.1 Members received a verbal update of the results of recent play area checks.

### 7.7 Community Areas

- 7.7.1 Following a proposal by Councillor McConnell-Good, seconded by Councillor Lees, members resolved to site the replacement defibrillator at the Memorial Hall.

**Action: Councillor Eaton to advise Clerk of site and who will provide replacement parts etc.**

### 7.8 Pony Paddock

- 7.8.1 No report.

### 7.9 Highways

- 7.9.1 Members received a report on FixMyStreet notifications regarding grit bins and damaged verge on Rectory Lane.

- 8. CORRESPONDENCE (22/141)**
- 8.1 Members noted all general correspondence circulated for information since the January meeting.
- 8.2 Members agreed a response from the Parish Council to the Parish Policing Priority Setting Feedback form.
- 8.3 Members agreed a response from the Parish Council to the feedback survey on the Safer Together Team.
- 9. NEIGHBOURHOOD PLAN (22/142)**
- 9.1 Members received an update regarding the Neighbourhood Plan.  
**Action: Councillor Cupit to chase up response from Locality.**
- 10. PARISH ELECTIONS MAY 2023 (22/143)**
- 10.1 Members discussed the process for the elections in May 2023 and noted that the Clerk will be attending the briefing session to be held on Monday 6th March at SKDC Council Offices.
- 11. FINANCE (22/144)**
- 11.1 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to approve the bank reconciliation up to 31<sup>st</sup> January 2023 which was later signed by the Chairman.
- 11.2 Members noted the 2022/23 allocated budget and the actual expenditure to date.
- 11.3 Members noted the income for January 2023 as outlined in the Receipts List.
- 11.4 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve expenditure outlined in the Payments list.
- 11.5 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve the quote to remove the damaged defibrillator and poles at Westry Corner.
- 11.6 Following a proposal by Councillor Lees, seconded by Councillor Brown, members resolved to approve the subscription renewal of the LALC Training Scheme.
- 11.7 Members noted that the Internal Auditor has commenced his planned internal audit.
- 12. ANNUAL PARISH MEETING (22/145)**
- 12.1 Members agreed that the Annual Parish Meeting will be held on Monday 24<sup>th</sup> April at 7.30pm.
- 13. RBL SITE (22/146)**
- 13.1 Members received an update.
- 14. CELEBRATING THE CORONATION (22/147)**
- 14.1 Members discussed how the village might celebrate the coronation of King Charles III and approved a draft article for the Barrowby News.  
**Action: A working party will meet after Councillor Cupit returns to discuss the actual details.**
- 15. DATE OF NEXT MEETING (22/148)**
- 15.1 Monday 13th March at 6.45pm at the Reading Room.  
The meeting closed at 9.12pm.

## **BARROWBY PARISH COUNCIL FINANCE REPORT FEBRUARY 2023**

Members noted the following income in January:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
Barrowby Pre School	Hire of Pavilion	828.00
Virgin Money	Virgin Money Cashback	0.11
Private hirer	Hire of Reading Room	50.00
Private hirer	Hire of Reading Room	50.00
Private hirer	Hire of Reading Room	90.00
Private hirer	Hire of Reading Room	45.00
Private hirer	Hire of Pavilion	60.50
Western Power	Wayleave payment	64.13

Private purchase	Burial Ground fees	140.00
Private hirer	Hire of Reading Room	48.00
J Ladds	Reimbursement of small claims case	332.29
South Kesteven WI	Hire of Reading Room	18.00
Private hirer	Return deposit	-50.00
Shepherd Memorials	Burial Ground fees	265.00

Members approved the following expenditure in January/February:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
Iceland	Mince pies	6.00		6.00
British Telecommunications Plc	Broadband	36.95	7.39	44.34
Telefonica UK Ltd	Asst Clerk mobile phone	9.52	1.90	11.42
Clean My Windows	Window cleaning	28.00		28.00
Amazon	Cleaning supplies	29.11	5.82	34.93
SSE Business Energy	Gas supply	78.88	3.94	82.82
Aldi	Toilet rolls	11.65	2.33	13.98
Barrowby Open Door	Grant	125.00		125.00
Viking Signs Ltd	Signs	213.00	42.60	255.60
HMCTS	Money Claims fee	35.00		35.00
Nic Barker Ltd	Burial Ground fees	375.00	75.00	450.00
Barrowby Gardeners Association	Multi tool	458.32	91.67	549.99
HP Inc UK Ltd	Printing	4.99	1.00	5.99
Epson Ready Print	Printing	8.32	1.67	9.99
South Kesteven DC	Waste collection	108.33		108.33
SSE Business Energy	Gas supply	297.52	59.50	357.02
SSE Business Energy	Gas supply	108.71	5.44	114.15
JF Heating and Plumbing	Boiler service and repairs	125.00	25.00	150.00
All Secure Services	Fire Extinguisher service	55.00	11.00	66.00
Telefonica UK Ltd	Clerk mobile phone	11.17	2.23	13.40
SSE Business Energy	Electricity Supply	116.00	5.80	121.80
Virgin Money	Bank charges	19.50		19.50
Asda Stores Ltd	Cleaning supplies	12.97		12.97
LALC	Annual fee	469.68		469.68
National Allotment Society	Annual membership fee	55.00	11.00	66.00
Poundland Limited	Printer paper	3.75	0.75	4.50
B&Q Plc	Door stoppers and shackles	4.48	0.39	4.87
Belton Garden Centre	Moss killer	9.98	2.00	11.98
Clean My Windows	Window cleaning	14.00		14.00
P E Hempstead and Sons	Hedge cutting	410.00	82.00	492.00
Mileage	Mileage	49.95		49.95
Martin Devenport Services	Burial Ground Maintenance	39.00		39.00
Grantham Computer Centre	Ink cartridges	33.32	6.67	39.99
Agnieszka Matacz	Cleaning	180.00		180.00
Dunelm	Tea towels	4.16	0.84	5.00
Ryman	Printer paper	11.65	2.33	13.98
Grantham Appliance Service	Christmas tree lights	4.50		4.50
Monthly Salaries	February Salaries	2594.77		2594.77