

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
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Minutes of the Barrowby Parish Council Meeting held on Monday 12th December 2022 at the Reading Room, Church Street, Barrowby.

PUBLIC FORUM (6.45pm): There was one member of the public present.

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

MEETING OPENED: 6.52pm

1. WELCOME REMARKS (22/102)

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

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (22/103)

- 2.1 Apologies were received and accepted for absence from Councillors Bosworth and Whittington.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (22/104)

- 3.1 Declarations of Interest
There were none declared.
- 3.2 Requests for Dispensation
No requests for dispensation were made.

4. APPROVAL OF MINUTES (22/105)

- 4.1 The minutes of the Parish Council meeting on 14th November, 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 later signed and dated by the Chairman.

5. CO-OPTION OF NEW COUNCILLORS (22/106)

- 5.1 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to accept the recommendation of the working party to co-opt Mrs J Footitt and Mr A Marriott to the Parish Council.

6. CLERK'S REPORT (22/107)

- 6.1 Members noted the contents of the Clerk's report.

7. PLANNING (22/108)

- 7.1 S22/2234 – Comments were made regarding the missing arborist report.
- 7.2 S22/2269 – No comments.
- 7.3 S22/2274 - Comments were made about the access and egress issues that have not been addressed since the last application.
- 7.4 Members noted the decision made on S22/2023.

8. REPORTS (22/109)

- 8.1 **Reading Room**
- 8.1.1 It was agreed that the Reading Room will not be available for lettings over the Christmas period.
- 8.1.2 Following a proposal by Councillor Cupit, seconded by Councillor Eaton, members resolved to approve a maximum spend of £120.00 on purchasing and installing a CCTV camera system at the

entrance to the Reading Room.

Action: Councillors Lees and Eaton to purchase and install a suitable CCTV camera system.

8.2 Pavilion Committee

8.2.1 Members noted the contents of the minutes of the Pavilion Committee meeting held on 6th December.

8.3 Play areas

8.3.1 Members received an update from Councillor Cupit on the current state of repairs following his inspection with the Assistant Clerk on 17th November.

8.3.2 Members received an update from the Clerk and confirmed that a meeting with the maintenance contractor for Grantham play areas has been arranged for Tuesday 13th December.

8.4 Burial Ground

8.4.1 No report.

8.5 Allotments

8.5.1 No report but a meeting should be held with the Allotment Committee to discuss their request to convert some of the Pony Paddock to allotment plots.

Action: Clerk to add to the next Allotment Committee Agenda.

8.6 Health and Safety

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

8.7 Community Areas

8.7.1 Members noted that the defibrillator at the Sports Pavilion has had a software update and the battery replaced.

8.7.2 Members noted that the Clerk has submitted a claim to the insurance company to replace the damaged cabinet for the defibrillator located at Westry Corner following the reported car accident. An alternative site for a new defibrillator is being investigated.

8.8 Pony Paddock

8.8.1 No report.

9. CORRESPONDENCE (22/110)

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

9.2 Members discussed the statements and following a proposal by Councillor Eaton, seconded by Councillor Lees, resolved to approve to sign up to the Civility and Respect Pledge.

Action: Clerk to set up next steps to sign up to the Civility and Respect Pledge.

9.3 It was agreed that an invitation to attend the next Parish Council meeting should be made to LIVES.

Action: Clerk to invite a member from LIVES to attend the January Parish Council meeting.

10. NEIGHBOURHOOD PLAN (22/111)

10.1 Members received an update regarding the Neighbourhood Plan.

11. FINANCE (22/112)

11.1 Following a proposal by Councillor Eaton, seconded by Councillor Townsend, members resolved to approve the bank reconciliation up to 30th November 2022 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 November 2022 as outlined in the Receipts List.

11.4 Following a proposal from Councillor Eaton, seconded by Councillor Lees, members resolved to approve expenditure outlined in the Payments list.

11.5 Members received an update from the Finance Committee on the 2023/24 Budget work.

11.6 Following a proposal from Councillor Eaton, seconded by Councillor Lees, members resolved to approve the payment of £132.00 for the purchase of 4 x 5ft Christmas trees and delivery.

11.7 Members noted that PKF Littlejohn have been appointed as external Auditor for the years 2022-23 to 2026-27.

12. FEEDBACK FROM PARISH SURGERY (22/113)

12.1 Members received feedback from the Parish Surgery held on Saturday 26th November.

Action: Clerk to ask local groups to submit a handout of what they do meeting times etc.

The meeting was adjourned for 5 minutes.

13. MAINTENANCE/GARDENING WORK (22/114)

13.1 Members received a report from Councillor Cupit. A local contractor has been asked to conduct maintenance of community areas as and when required.

Action: Clerk to ask contractor to remove summer bedding from flowerbeds.

13.2 Members received feedback on the consultation with resident based on responses received to date.

14. RBL SITE (22/115)

14.1 Following a proposal by Councillor Cupit, seconded by Councillor Lees, it was resolved to approve 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 received feedback from a meeting held with a Solicitor and a representative of the local RBL.

Action: Future agenda items on RBL site to be in closed session.

Action: Clerk to find out when outline planning permission expires.

15. CORRESPONDENCE FROM A RESIDENT (22/116)

15.1 Correspondence received was discussed and next steps agreed.

Action: Clerk to respond to correspondence as agreed.

The meeting moved back into public session.

16. DATE OF NEXT MEETING (22/117)

16.1 Monday 9th January at 6.45pm at the Reading Room.

The meeting closed at 9.10pm.

BARROWBY PARISH COUNCIL FINANCE REPORT DECEMBER 2022

Members noted the following income in November:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
Monday Yoga	Hire of Reading Room	40.50
Who Lets Your Dog Out	Hire of Reading Room	45.00
Daisy Foundation	Hire of Reading Room	184.50
Grantham and Kesteven Bridge	Hire of Reading Room	90.00
South Kesteven District Council	BKV Prize	200.00
Barrowby Pre School	Hire of Pavilion	1,069.50
Virgin Money	Virgin Money Cashback	2.54
Mr Bridge Club	Hire of Reading Room	216.00
South Kesteven District Council	Grant	463.32
Rachel Metcalfe Daisy Chain Yoga	Hire of Reading Room	35.91
Shepherd Memorials	Burial Ground fees	160.00
Grantham and Kesteven Bridge	Hire of Reading Room	112.50

Members approved the following expenditure in November/December:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
Amazon	Mini magnets	6.24	1.25	7.49
Telefonica UK Ltd	Asst Clerk mobile phone	9.52	1.90	11.42
Advancescape	Dog waste bin	140.83	28.17	169.00
Amazon	Signs	26.94	5.39	32.33
Amazon	Paper towels	106.10	21.22	127.32

Emmerson Doors Ltd	Repair to shutters	825.00	165.00	990.00
Ian Smith Electrical	Emergency Lighting test	110.00	22.00	132.00
DM Tree Surgery	Tree works	550.00		550.00
Manor Carpets & Upholstery	Carpet cleaning	120.00		120.00
Agnieszka Matacz	Cleaning	172.50		172.50
HP Inc UK Ltd	Printing	2.49	0.50	2.99
Amazon	Bin bags for Litter picker	21.18	4.24	25.42
Ryman	2023 Diary	8.32	1.67	9.99
SSE Business Energy	Gas supply	139.03	6.95	145.98
WH Smith	Christmas lights	10.41	2.08	12.49
South Kesteven District Council	Waste collection	108.33		108.33
Epson Ready Print	Printing	12.66	2.53	15.19
Wave Anglian Water Business	Water rates	43.82		43.82
Wave Anglian Water Business	Water rates	75.76		75.76
Wave Anglian Water Business	Water rates	457.31		457.31
SSE Business Energy	Gas supply	91.61	4.58	96.19
SSE Business Energy	Electricity Supply	91.90	4.59	96.49
SLCC	Annual membership fee	222.00		222.00
SSE Business Energy	Electricity Supply	129.55	6.48	136.03
Virgin Money	Bank charges	19.70		19.70
Telefonica UK Ltd	Clerk mobile phone	11.17	2.23	13.40
Wel Medical Ltd	Defibrillator battery	170.00	34.00	204.00
Community Heartbeat Trust	Defibrillator battery	265.00	53.00	318.00
P E Hempstead and Sons	Grass cutting	245.80	49.16	294.96
Wilko	Padlock	3.75	0.75	4.50
Lidl	Cleaning supplies	4.15	0.83	4.98
Andy Sharpe	Grass cutting	406.00		406.00
Clean My Windows	Window cleaning	14.00		14.00
Post Office Ltd	Postage	0.95		0.95
Agnieszka Matacz	Cleaning	135.00		135.00
AL Services	Key cutting	30.00		30.00
Monthly Salaries	December salaries	3,950.14		3,950.14
Mileage	Mileage	61.65		61.65