

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
14 Riverside Walk, Bottesford, NG13 0AT
Tel: 07710 087124 Email: clerk@barrowbyparishcouncil.org.uk

Minutes of the Barrowby Parish Council Meeting held on Monday 12th September 2022 at the Reading Room, Church Street, Barrowby.

PUBLIC FORUM (6.45pm): There was one member of the public present. Councillor Whittington updated members on the SKDC initiative to set up a cost of living working group who aim to liaise with organisations and Parish Councils across the area. Contact will be made soon.

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

MEETING OPENED: 6.53pm

1. WELCOME REMARKS (22/052)

- 1.1 In the absence of both Councillor Cupit, Councillor Lees agreed to be Chairman. Councillor Lees welcomed members to the meeting and thanked them for their attendance. Those in attendance: Councillors Bosworth, Brown, Eaton, Townsend and Whittington and the Clerk, Mrs Moss. Councillor Lees informed members that Councillor Roberts had submitted her resignation shortly before the meeting was due to start.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (22/053)

- 2.1 Apologies were received and accepted for absence from Councillors Cupit No apologies were received from Councillor McConnell-Good.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (22/054)

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

4. APPROVAL OF MINUTES (22/055)

- 4.1 The minutes of the Parish Council meeting on 11th July, having been proposed by Councillor Lees and seconded by Councillor Brown, were agreed to be a true and accurate record, and were passed by resolution of the Council. There was one abstention. The minutes were later signed and dated by the Chairman.

5. CLERK'S REPORT (22/056)

- 5.1 The contents of the Clerk's Report with regards to actions from previous minutes were noted:
5.1 Councillor Lees will chase up - carry forward.
7.5 Councillor Whittington confirmed the item held by Lincoln Archives.
Action: Clerk to add to next Agenda review of current records and potential for digitising and cost.
7.3.1 Waiting for quote to move the seat on the Village Green.
10.1 See Agenda item 10.1.

6. PLANNING (22/057)

- 6.1 S22/1644 – Comments were made regarding the red cedar rendering which is out of keeping with the surrounding houses.
- 6.2 S22/1701 – no comments.
- 6.3 S22/1145 – Members noted that a summary of comments received from Parish Councillors was

entered on the Planning Portal.

6.4 Members noted that permission has been granted for the following applications: S22/1130, S22/1145, S22/1147 and S22/1406.

6.5 Members receive feedback from the meeting with Persimmon Homes held on 25th July.

6.6 Members discussed the proposed road names for the Rectory Farm development.

Action: Members to let Clerk know of suggestions for names by Monday 3rd October.

7. REPORTS (22/058)

7.1 Reading Room

7.1.1 Members noted that the kitchen has now been painted.

7.2 Pavilion Committee

7.2.1 Following a proposal by Councillor Eaton, seconded by Councillor Townsend, members resolved to ratify the quote to prepare the base for the two storage containers at Low Fields as previously agreed by email and agreed who is going to pay for the work.

7.3 Play Areas

7.3.1 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to approve the quote previously circulated to paint the roundabout at Adamstiles.

7.3.2 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to ratify the repair of the trim trail on the Village Green as previously agreed by email.

7.4 Burial Ground

7.4.1 Members noted the contents of the minutes of the Burial Ground Committee meeting held on 15th July.

7.4.2 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve the Clerk's and Assistant Clerk's attendance at an online ICCM training course on Exclusive Rights of Burial and the Clerk's attendance on Public Health Act Burials.

7.5 Allotments

7.5.1 No report.

7.6 Health & Safety

7.6.1 Members noted Health and Safety inspection reports of the Play Areas and that the Assistant Clerk is going to attend an online training course for inspections of play areas.

7.6.2 Members agreed that Councillor Lees would take on the role of playground lead to help with minor adjustments and repairs to playground equipment.

7.7 Community Areas

7.7.1 Members agreed that this item should be carried forward to the next meeting.

Action: Clerk to add to next Agenda.

7.7.2 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to approve the purchase of gardening equipment up to £500 as per list previously circulated.

7.8 Pony Paddock

7.8.1 Members noted that the grass in the Pony Paddock has been cut.

8. HIGHWAYS (22/059)

8.1 Mr Redman was invited to speak to members about the campaign to reduce the traffic speed limit in the village to 20mph. It was agreed that the Parish Council will consider consultation with residents and Mr Redman commented that he is happy to be involved.

Action: Clerk to add to next Agenda for further discussion to decide how to take forwards.

9. CORRESPONDENCE (22/060)

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

9.2 Members discussed the issue of the boundary hedge between Grange Paddock houses and the Village Green.

Action: Clerk to ask contractor for a quote to cut the length of the hedge and height and how much to remove one section.

9.3 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to not send a response to the resident regarding the damage to the Village Green.

Action: Clerk to obtain pictures of the ruts on the Village Green and to add to next Agenda to consider options to stop vehicles driving across it.

- 9.4 Councillor Eaton will complete the survey with the Clerk.
9.5 Members agreed to ask Brian Inglis and Rick Caunt if they would like to attend the Best Kept Village Award presentation.
Action: Clerk to ask Mr Inglis and Mr Caunt if they would like to attend the Best Kept Village Award presentation.

10. NEIGHBOURHOOD PLAN (22/061)

- 10.1 Councillor Lees provided an update on the completion of the Neighbourhood Plan.

11. COUNCILLOR VACANCIES (22/062)

- 11.1 Members noted the outcome of the recent vacancy advertisement.
Action: Clerk to place another advert in the Barrowby News.

Councillor Bosworth left the meeting at 9.55pm.

12. FINANCE (22/063)

- 12.1 Following a proposal by Councillor Eaton, seconded by Councillor Townsend, members resolved to approve the bank reconciliations up to 30th July 2022 and 31st August 2022, which were later signed by the Chairman.
12.2 Members noted the 2022/23 allocated budget and the actual expenditure to date.
12.3 Members noted the income for July and August 2022 as outlined in the Receipts Lists.
12.4 Following a proposal from Councillor Lees, seconded by Councillor Townsend, members resolved to approve expenditure outlined in the Payments lists.
12.5 Members noted the report of the Platinum Jubilee finances.
12.6 Members noted the conclusion of the external audit.
12.7 Members noted the contents of the Insurance Valuation report for both the Reading Room and the Pavilion.
12.8 Following a proposal by Councillor Lees, seconded by Councillor Brown, members resolved to approve the quote as previously circulated to repair the roof of the bus stop opposite the White Swan.
12.9 Following a proposal by Councillor Lees, seconded by Councillor Townsend, members resolved to approve the removal of dead branches from a lime tree on Low Road as per the quote previously circulated.

13. ELECTORAL WARDS (22/064)

- 13.1 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to approve the names of the proposed Electoral Wards in Barrowby.
Action: Clerk to forward the proposals to the Democratic Services Team at SKDC.

14. INTERNAL AUDIT (22/065)

- 14.1 Following a proposal by Councillor Lees, seconded by Councillor Townsend, members resolved to approve the services of the LALC appointed Internal Auditor for 2022/23

15. VILLAGE EVENTS (22/066)

- 15.1 Following a proposal by Councillor Lees, seconded by Councillor Townsend, 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.
15.2 Councillor Lees outlined the recent issue regarding the public liability cover for the Scarecrow event and that the insurance company have been asked about changes to future insurance cover. Members were also reminded of Parish Council responsibilities and the Code of Conduct as set out in the handout prepared by the Clerk.
15.3 Members agreed that as Councillor Cupit is away this item should be added to the next Agenda.
Action: Clerk to add to next Agenda.

16. SECTION 137 GRANT APPLICATION (22/067)

- 16.1 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve the grant application received from Barrowby Scarecrow Group.

17. ADMINISTRATION MATTERS RELATING TO BARROWBY BURIAL GROUND (22/068)

- 17.1 Members noted the contents of the report previously circulated and following a proposal by Councillor Lees, seconded by Councillor Eaton, members agreed the response to the complaint made.

Action: Clerk to respond to the complainant.

It was agreed to come out of closed session.

18. DATE OF NEXT MEETING (22/069)

- 18.1 Monday 10th October at 6.45pm at the Reading Room.

The meeting closed at 9.23pm.

BARROWBY PARISH COUNCIL FINANCE REPORT SEPTEMBER 2022

Members noted the following income in July and August:

<u>Customer</u>	<u>Description</u>	<u>Amount (£)</u>
Virgin Money	Virgin Money Cashback	0.19
Gillys Fish bar	Donation	42.00
Barrowby Pre School	Hire of Pavilion	1,374.25
Mr Bridge Club	Hire of Reading Room	189.00
W Knowles	Hire of Reading Room	104.00
S Picker	Hire of Reading Room	44.00
C Williams	Burial Ground fees	140.00
Franco's Ices	Donation	129.60
Chapel House Pizza	Donation	287.90
Rachel Metcalfe Daisy Chain Yoga	Return deposit	-50.00
Private hirer	Hire of Reading Room	44.00
Private hirer	Hire of Reading Room	50.00
Daisy Foundation	Hire of Reading Room	162.00
Private hirer	Hire of Reading Room	145.00
Shepherd Memorials	Burial Ground fees	30.00
Snowden	Hire of Reading Room	13.50
Daisy Foundation	Hire of Reading Room	130.50
Barrowby Cricket Club	Hire of Pavilion	350.00
Private hirer	Hire of Reading Room	-50.00
Virgin Money	Virgin Money Cashback	0.07
Mr Bridge Club	Hire of Reading Room	207.00
G H Linnell Ltd	Burial Ground fees	50.00
Barrowby Pre School	Hire of Pavilion	1,138.50
A Hubbard	Burial Ground fees	60.00
A Hubbard	Burial Ground fees	20.00
Private hirer	Hire of Reading Room	50.00
Who Lets Your Dog Out	Hire of Reading Room	45.00

Members approved the following expenditure in August and September:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
Telefonica UK Ltd	Asst Clerk mobile phone	9.52	1.90	11.42
British Telecommunications Plc	Broadband	36.95	7.39	44.34
NEST	Pension payment	148.84		148.84
Clean My Windows	Window cleaning	14.00		14.00
Andy Sharpe	Removal of soil	250.00		250.00
Andy Sharpe	Grass cutting	60.00		60.00
Andy Sharpe	Grass cutting	464.00		464.00
HMRC	PAYE/NIC	2,269.59		2,269.59
P Cupit	Mileage	18.00		18.00
Barrowby Gardeners Association	Plants	15.00		15.00
Morrisons	Refreshments	14.78		14.78
Sainsburys	Refreshments	56.50		56.50
Richard Summerfield	Automatic watering system	130.00		130.00
Agnieszka Matacz	Cleaning	135.00		135.00
Kompan Ltd	Repairs	1,770.91	354.18	2,125.09
Belton Garden Centre	Plants	6.00	1.20	7.20
Glenside Nurseries Ltd	Plants	14.00	2.80	16.80
B&Q Plc	Watering system	29.17	5.83	35.00
Halfords	Jerry can	25.00	5.00	30.00
Asda Stores Ltd	Diesel	108.34	21.67	130.01
Barker Signs	Signs	340.00	68.00	408.00
P E Hempstead and Sons	Grass cutting	212.00	42.40	254.40
P E Hempstead and Sons	Grass cutting	72.80	14.56	87.36
P E Hempstead and Sons	Grass cutting	56.00	11.20	67.20
P E Hempstead and Sons	Grass cutting	242.00	48.40	290.40
P E Hempstead and Sons	Grass cutting	52.80	10.56	63.36
P E Hempstead and Sons	Grass cutting	86.00	17.20	103.20
P E Hempstead and Sons	Grass cutting	457.00	91.40	548.40
Pescotek Limited	Pest control	189.00	37.80	226.80
Proforce Security & Events Ltd	Security	303.00	60.60	363.60
Home Bargains	Stationery	3.79	0.76	4.55
Aldi	Window cleaning	4.99	1.00	5.99
Viking	Toilet rolls	40.47	8.09	48.56
Viking	Toilet rolls	13.49	2.70	16.19
CWH Surveyors	Survey	250.00	50.00	300.00
CWH Surveyors	Survey	250.00	50.00	300.00
NEST	Pension payment	-148.84		-148.84
South Kesteven District Council	Waste collection	108.33		108.33
HP Inc UK Ltd	Printing	2.49	0.50	2.99
Epson Ready Print	Printing	13.74	2.75	16.49
Monthly Salaries	July Salaries	2,231.24		2,231.24
Mileage	Mileage	87.75		87.75
SSE Business Energy	Gas supply	122.56	6.13	128.69
Virgin Money	Bank charges	23.00		23.00
PKF Littlejohn LLP	Audit	400.00	80.00	480.00
Telefonica UK Ltd	Clerk mobile phone	11.17	2.23	13.40
SSE Business Energy	Electricity Supply	151.60	7.58	159.18

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>Gross (£)</u>	<u>VAT (£)</u>
SSE Business Energy	Gas supply	81.57	4.08	85.65
Telefonica UK Ltd	Asst Clerk mobile phone	9.52	1.90	11.42
The Metal Foundry	Burial Ground fees	139.95		139.95
British Telecommunications Plc	Broadband	36.95	7.39	44.34
Vacuum genie	Hoover bags and filters	14.99	3.00	17.99
Ebay	Bin bags for Litter picker	13.25		13.25
Microsoft	Microsoft subscription	79.99		79.99
TV Licensing	TV Licence	159.00		159.00
Nic Barker Ltd	Burial Ground fees	450.00		450.00
Gary Bond	Painting kitchen	600.00		600.00
Wickes	Generator plug	3.21	0.64	3.85
YESSS Electrical	Generator extension lead	24.14	4.83	28.97
D M Boyles Ltd	Emptying septic tank	190.00	38.00	228.00
HP Inc UK Ltd	Printing	2.49	0.50	2.99
Epson Ready Print	Printing	13.74	2.75	16.49
MKM BS Grantham	Kitchen units and appliances	2,285.96	457.19	2,743.15
MKM BS Grantham	Kitchen units and appliances	2,820.34	564.07	3,384.41
J & L Construction Ltd	Kitchen renovations	3,333.33	666.67	4,000.00
SSE Business Energy	Electricity Supply	101.26	5.06	106.32
SSE Business Energy	Gas supply	102.28	5.11	107.39
Wave Anglian Water Business	Water rates	75.76		75.76
Wave Anglian Water Business	Water rates	76.43		76.43
Wave Anglian Water Business	Water rates	489.93		489.93
Clean My Windows	Window cleaning	14.00		14.00
Virgin Money	Bank charges	21.91		21.91
South Kesteven District Council	Waste collection	108.33		108.33
SSE Business Energy	Electricity Supply	114.57	5.73	120.30
Telefonica UK Ltd	Clerk mobile phone	11.17	2.23	13.40
Emmerson Doors Ltd	Annual inspection	1,404.00	280.80	1,684.80
A1 Perfect Plumbing Ltd	Top soil	73.00	14.60	87.60
Timpson Ltd	Key cutting	13.33	2.67	16.00
P E Hempstead and Sons	Grass cutting	286.60	57.32	343.92
P E Hempstead and Sons	Grass cutting	106.00	21.20	127.20
P E Hempstead and Sons	Grass cutting	36.40	7.28	43.68
P E Hempstead and Sons	Grass cutting	56.00	11.20	67.20
P E Hempstead and Sons	Grass cutting	156.00	31.20	187.20
P E Hempstead and Sons	Grass cutting	26.40	5.28	31.68
P E Hempstead and Sons	Grass cutting	86.00	17.20	103.20
Toolstation Ltd	Power tower	27.99	5.60	33.59
Mileage	Mileage	8.10		8.10
C Dring	Stationery	1.79		1.79
Agnieszka Matacz	Cleaning	150.00		150.00
D C Bowman	Repairs	200.00		200.00
Salaries	September salaries	2,023.83		2,023.83
Mileage	Mileage	47.70		47.70