

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 17th July 2023 at the Reading Room, Church Street, Barrowby.

PUBLIC FORUM (6.45pm): There was one member of the public present who spoke to the members about the popularity of the play area on the Village Green and how disappointed parents are that one piece for the older children has been taken down. Councillor Lees explained in detail why the piece of equipment had to be taken down and confirmed that the quote for repair is on the Agenda for approval.

MEETING OPENED: 7.10pm

1. WELCOME REMARKS (23/033)

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

2. CO-OPTION OF NEW COUNCILLOR (S23/034)

- 2.1 It was **RESOLVED** to approve the co-option of Mark Redley to the Parish Council.

3. APOLOGIES FOR ABSENCE (S23/035)

- 3.1 Apologies were received and accepted from Councillor Bosworth.

4. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (23/036)

- 4.1 Declarations of Interest
Councillors Eaton and McConnell-Good declared an interest in item 11.8.
- 4.2 Requests for Dispensation
No requests for dispensation were made.

5. APPROVAL OF MINUTES (23/037)

- 5.1 It was **RESOLVED** to approve the minutes of the Annual Parish Council meeting on 12th June, as being a true and accurate record. The minutes were later signed and dated by the Chairman.

6. CLERK'S REPORT (23/038)

- 6.1 Members noted the contents of the Clerk's report.
- 7.1.2 The Clerk provided an update on the purchase and installation of a CCTV at the Reading Room and informed members that All Secure have been asked to provide a quote as well.
- 7.6.2 The fire retainer door at the Pavilion has had the battery replaced.
- 11.8 Councillor Eaton updated members on the purchase of a new Microsoft 365 package suitable for use by all members.
- 12.1 Councillor Marriott showed a mock-up of a Parish Council Facebook page and Nextdoor page. After some discussion it was **RESOLVED** to approve that the Nextdoor page will not be taken forwards but to start with the Facebook page. Councillors Eaton, Marriott and McConnell-Good will be administrators. An Instagram page may be set up in the future.
- 10.5.2 Councillor McConnell-Good gave feedback from the last Allotment Committee meeting and confirmed that they will look at installing secure fencing around the whole site and not just the section to be turned back to Allotments as it was felt that all the Paddock will be needed for allotments in the future. Councillor Lees suggested that the Parish Council should contact Longhurst Housing to see if they wish to purchase part of the Pony Paddock for further development.
- Action: Clerk to contact Longhurst Housing to see if they wish to purchase part of the Pony Paddock for further development.**

8.2.2 Councillor Whittington will provide an update at the September meeting regarding improvements to the footpath between Low Road and Low Field.

8.7.2 The Clerk is waiting for a quote to replace the goalposts on The Willows.

8.8.1 Councillor Whittington will provide an update in September regarding the complaints of an overgrown hedge and dangerously parked vehicles on the corner of Rectory Lane.

7. COMMUNITY POLICING (23/039)

- 7.1 PC Mark Barr was unable to attend this meeting and has been invited to the next meeting in September.

Action: Clerk to email resident who attended last meeting and advise that as there is no record of a complaint about behaviour by young people on the Village Green no investigation can take place by the Community Police.

8. PLANNING (23/040)

- 8.1 S23/1105 – No comments.
- 8.2 S23/0299 – **Action: Councillor Eaton to email comments to Clerk.**
- 8.3 S23/1023 – **Action: Councillor Eaton to email comments to Clerk.**
- 8.4 Members noted the decision on application S23/0083 and that 23/0586 has been withdrawn.
- 8.5 Members agreed that a meeting should be held on Monday 24th July for Allison Homes to run through their final plans before submission to SKDC.
- 8.6 Members noted that there is a new event arranged by LALC 'Making the planning system work for local councils. It will be held online on 22nd November 12pm-13.15pm.

9. REPORTS (23/041)

9.1 Reading Room

9.1.1 Members noted that an electricity smart meter has now been installed and that a smart gas meter will be installed soon.

9.1.2 It was **RESOLVED** to approve to sign the letter of authority for Utility Aid to continue with their service to source the best utility contract for the Reading Room and the Pavilion.

Action: Clerk to sign the letter of authority and send back to Utility Aid.

9.2 Pavilion Committee

9.2.1 Members discussed and it was **RESOLVED** to approve the use of the Pavilion for the Scarecrow event due to bad weather and that no costs will be charged. However, the Scarecrow Committee must arrange and pay for the Pavilion to be cleaned before the end of Monday 28th August. Councillor McConnell-Good abstained.

Action: Clerk to advise the Scarecrow Committee that they can use the Pavilion for the Scarecrow event due to bad weather and that no costs will be charged. However, the Scarecrow Committee must arrange and pay for the Pavilion to be cleaned before the end of Monday 28th August.

9.3 Play areas

9.3.1 Members noted that the new cableway seat has now been fitted.

9.3.2 Members discussed the complaint received from the resident regarding the play equipment in the village.

Action: Councillor Eaton to discuss the provision of future playground equipment with the resident.

9.3.3 Members discussed the maintenance quote received from Proludic and **RESOLVED** to approve the repairs as per the quote.

Action: Clerk to contact Proludic and arrange for repairs to be done.

9.3.4 It was **RESOLVED** to approve cleaning of some items of play equipment by the Caretaker with provision of proper PPE where necessary.

Action: Clerk to ask Caretaker to clean the play equipment and provide proper PPE.

9.4 Burial Ground

9.4.1 Members noted that the Burial Ground Policy has been updated and approved.

Action: Clerk to display on the Burial Ground noticeboard Section C of the Burial Ground Policy relating to removal of dead flowers.

9.5 Allotment Committee

9.5.1 Members noted the contents of the minutes of the Allotment Committee meeting held on 3rd

July 2023.

9.6 **Health and Safety**

9.6.1 Members received a verbal report of the results of recent play area checks.

Action: Clerk to ask Proludic to look at wobbly posts at Adamstiles.

9.7 **Community Areas**

9.7.1 Members discussed the purchase of more dog poo bins to be located by the Village Green and the Low Field and it was **RESOLVED** to approve the purchase of a new sign for the Village Green.

Action: Clerk to add quote for dog poo bins to the Agenda for the next Parish Council meeting.

Action: Clerk to purchase the sign as per quote.

9.7.2 Members agreed to relocate the bench currently at the back of the Village Green.

Action: Clerk to arrange for the bench to be moved and relocated.

9.7.3 It was **RESOLVED** to approve to accept the offer made by Lincolnshire County Council for free litter picking kits.

Action: Clerk to request the free litter picking kits from LCC.

9.7.4 Members agreed to accept the offer of an ash tree to replace the dead tree on the Village Green if it is healthy.

Action: Clerk to arrange for the dead tree to be removed and the new tree to be planted.

9.8 **Highways**

9.8.1 It was **RESOLVED** to approve the offer of free training sessions on basic first aid skills, resuscitation and using a defibrillator.

Action: Clerk to contact original first responders to see if they would like to continue and offer the refresher training. Any spare places can be offered on the new Facebook page.

9.9 **Community Governance Review**

9.9.1 An update was provided by Councillor Whittington.

10. CORRESPONDENCE (23/042)

10.1 Members noted all general correspondence circulated for information since the June meeting.

11. FINANCE (23/043)

11.1 It was **RESOLVED** to approve the June 2023 bank reconciliation.

11.2 Members noted the 2023/24 allocated budget and actuals to date.

11.3 Members noted income for June 2023 as outlined in the Receipts List.

11.4 It was **RESOLVED** to approve expenditure as outlined in the Payments List.

11.5 Members noted the Quarter 1 summary of net position.

11.6 It was **RESOLVED** to approve the purchase of one copy of the Good Councillor Guide 2023 at £3.99 plus p&p.

11.7 It was **RESOLVED** to approve a Section 137 grant to the Scarecrow Committee to cover 50% of the insurance cost. Councillor McConnell-Good abstained.

Action: Clerk to inform Scarecrow Committee of Parish Council decision.

11.8 Councillors Eaton and McConnell-Good left the meeting. Councillor Lees took over the Chair.

It was **RESOLVED** to approve a Section 137 grant to the Barrowby Pre-school to allow them to extend their opening hours to 8.30am to 4pm to meet the needs of working families in the local area.

Action: Clerk to inform the Pre-school of the Parish Council decision.

Councillors Eaton and McConnell-Good rejoined the meeting and Councillor Eaton resumed the Chair.

12. NEIGHBOURHOOD PLAN (23/044)

12.1 Members noted the contents of the update sent by the Chairman of the Neighbourhood Planning working party and Councillor Lees gave a fuller report of the recent work completed to progress the Plan.

13. RBL SITE (23/045)

13.1 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.

13.2 Members received an update from Councillor Eaton.

13.3 The meeting moved back into public session.

14 80TH ANNIVERSARY OF D-DAY (S23/046)

- 14.1 Members discussed participation of the beacon lighting for the 80th Anniversary of D-Day on 6th June 2024 and it was agreed to ask local food providers to attend and the White Swan to set up a temporary bar for the event. The beacon will be lit at the end of the evening.

Action: Councillor McConnell-Good will organise the food and drink.

15. DATE OF NEXT MEETING (23/047)

- 15.1 Monday 11th September at 6.45pm at the Reading Room.

The meeting closed at 9.58pm.

BARROWBY PARISH COUNCIL FINANCE REPORT JULY 2023

Members noted the following income in June:

| <u>Customer</u> | <u>Description</u> | <u>Amount (£)</u> |
|----------------------------------|---------------------------|-------------------|
| Daisy Foundation | Hire of Reading Room | 180.00 |
| Virgin Money | Virgin Money Cashback | 1.85 |
| Rachel Metcalfe Daisy Chain Yoga | Hire of Reading Room | 39.90 |
| Mr Bridge Club | Hire of Reading Room | 210.00 |
| K Warner | Hire of Pavilion | 60.00 |
| South Kesteven District Council | Grant | 6,000.00 |
| K Muxlow | Hire of tables and chairs | 10.00 |
| Rachel Metcalfe Daisy Chain Yoga | Return deposit | -50.00 |
| South Kesteven District Council | Hire of Reading Room | 300.00 |
| Honeycomb Bakery | Donation | 20.00 |
| Burial Ground transaction | Postage | 1.50 |
| Looby Lewins | Donation | 10.00 |
| Co-operative Funeralcare | Burial Ground fees | 550.00 |
| Private hirer | Hire of Reading Room | 36.00 |
| Barrowby Pre School | Pre-School hire | 1,311.00 |
| Grantham and Kesteven Bridge | Hire of Reading Room | 120.00 |
| Michelle Jasinski | Hire of Pavilion | 70.00 |
| Private purchase | Burial Ground fees | 75.00 |
| Snowden | Hire of Reading Room | 45.00 |

Members approved the following expenditure in June/July:

| <u>Supplier</u> | <u>Description</u> | <u>Net (£)</u> | <u>VAT (£)</u> | <u>Gross (£)</u> |
|---------------------------------|----------------------------|----------------|----------------|------------------|
| Telefonica UK Ltd | Asst Clerk mobile phone | 10.79 | 2.16 | 12.95 |
| British Telecommunications Plc | Broadband | 36.95 | 7.39 | 44.34 |
| Mobisystems | PDF Extra subscription | 37.99 | | 37.99 |
| BHIB | Insurance | 2,521.07 | | 2,521.07 |
| HP Inc UK Ltd | Printing | 4.99 | 1.00 | 5.99 |
| South Kesteven District Council | Waste collection | 108.33 | | 108.33 |
| Epson Ready Print | Printing | 8.33 | 1.66 | 9.99 |
| SSE Business Energy | Gas supply | 157.43 | 7.87 | 165.30 |
| SSE Business Energy | Electricity Supply | 165.79 | 8.28 | 174.07 |
| Amazon | Bin bags for Litter picker | 36.98 | | 36.98 |
| BHIB | Insurance | 327.53 | | 327.53 |
| Bagforce | Top soil | 117.00 | 23.40 | 140.40 |
| A1 Perfect Plumbing Ltd | Taps | 122.50 | 24.50 | 147.00 |
| Trade Carpets | Flooring | 83.33 | 16.67 | 100.00 |

| | | | | |
|---------------------------------|--------------------|----------|--------|----------|
| Virgin Money | Bank charges | 33.39 | | 33.39 |
| Telefonica UK Ltd | Clerk mobile phone | 11.00 | 2.20 | 13.20 |
| Post Office Ltd | Postage | 37.50 | | 37.50 |
| HMRC | PAYE/NIC | 1,233.17 | | 1,233.17 |
| Amazon | Rabbit trap | 37.18 | 7.44 | 44.62 |
| Clean My Windows | Window cleaning | 14.00 | | 14.00 |
| Lincolnshire Association of Lo | Training | 110.00 | 22.00 | 132.00 |
| South Kesteven District Council | Trade waste bags | 200.00 | | 200.00 |
| Wickes | D shackles | 2.58 | 0.52 | 3.10 |
| Post Office Ltd | Postage | 1.50 | | 1.50 |
| Agnieszka Matacz | Cleaning | 135.00 | | 135.00 |
| Home Bargains | Cleaning supplies | 5.79 | 1.16 | 6.95 |
| Co-Operative Stores | Tea and coffee | 13.25 | | 13.25 |
| Aldi | Bungee cords | 1.67 | 0.33 | 2.00 |
| Aldi | Refuse sacks | 5.21 | 1.04 | 6.25 |
| Ryman | Raffle tickets | 14.96 | 2.99 | 17.95 |
| Ian Smith Electrical | Electrical work | 128.00 | 25.60 | 153.60 |
| P E Hempstead and Sons | Grass cutting | 1115.00 | 223.00 | 1338.00 |
| D C Bowman | Roof tiles | 65.00 | | 65.00 |
| Trade Carpets | Flooring | 2455.00 | 491.00 | 2946.00 |
| James Pask | Grass treatment | 375.00 | | 375.00 |
| Monthly Salaries | July Salaries | 2,122.75 | | 2,122.75 |
| Mileage | Mileage | 34.20 | | 34.20 |