

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
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Minutes of the Barrowby Parish Council Meeting held on Monday 12th February 2024 at the Reading Room, Church Street, Barrowby.

PUBLIC FORUM (6.45pm): No members of the public were present, so it was agreed to suspend Standing Orders and start the meeting earlier than scheduled.

MEETING OPENED: 6.50pm

1. WELCOME REMARKS (23/122)

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

2. APOLOGIES FOR ABSENCE (S23/123)

- 2.1 Councillor Eaton was absent.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (23/124)

- 3.1 Declarations of Interest
None received.
- 3.2 Requests for Dispensation
No requests for dispensation were made.

4. APPROVAL OF MINUTES (23/125)

- 4.1 It was **RESOLVED** to approve the minutes of the Parish Council meeting on 8th January as being a true and accurate record. The minutes were signed and dated by the Chairman.

5. CLERK'S REPORT (23/126)

- 5.1 Members noted the contents of the Clerk's report.
- 8.2.2 It was confirmed that 4 Barrowby residents will attend the Speedwatch training and up to 40 in total with others from local Parishes also in the Lincolnshire Speedwatch programme.

6. FINANCE (23/127)

- 6.1 It was **RESOLVED** to approve the January 2024 bank reconciliation, bank balance as at 31st January £36,968.68 and £50,000 Reserves in the Savings account.
- 6.2 Members noted the 2023/24 allocated budget and actuals to date.
- 6.3 Members noted income for January 2024 as outlined in the Receipts List.
- 6.4 It was **RESOLVED** to approve expenditure as outlined in the Payments List.
- 6.5 It was **RESOLVED** to approve the purchase of a dog poo bin at £166 plus £60 fitting to be erected on the grass entrance area at the front of the Memorial Hall as approved by the Hall Trustees.
- 6.6 It was **RESOLVED** not to approve the renewal of the annual Village Hall Advisory Service Subscription of £55.00.
- 6.7 It was **RESOLVED** to approve the fee of £40.00 to renew the data protection fee as required by GDPR and Data Protection regulations.
- 6.8 It was **RESOLVED** to approve the renewal of the annual membership fee of £66.00 for membership of the National Allotment Society.
- 6.9 It was **RESOLVED** to approve the annual subscription of £505.20 for Lincolnshire Association of Local Councils (LALC).
- 6.10 It was **RESOLVED** to approve the annual subscription of £180.00 for the LALC Annual Training Scheme.

6.11 Members noted the contents of the minutes of the Finance Committee meeting held on 22nd January.

7. REPORTS (23/128)

7.1 Health and Safety

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

7.2 Highways

7.2.1 Councillor Whittington reported that a meeting with Gregory Payne from LCC Highways to discuss plans to make general improvements and reduce the speed limit on the A52 trunk road heading into Grantham has been arranged for 22nd March at 1pm at the Memorial Hall. Councillor Beswick-Parsons will represent Barrowby Parish Council.

7.2.2 Members noted the contents of an email received from District Councillor Leadenham regarding parking issues and enforcement restrictions by both Lincolnshire County Council and the Police.

Councillor Leadenham confirmed that local Police will attend school drop off and pick up times to talk to parents who park on yellow zig zag lines to explain the restrictions in place. Nothing can be done about the volume of cars legally parked on Low Road at the weekends as there are no parking restrictions.

7.2.3 Members discussed the request received from a resident regarding lack of safety awareness by drivers when passing horse riders and agreed to support the British Horse Society campaign 'Pass wide and slow'.

Action: Clerk to ask what kind of support is required and to ask to invite Councillor Leadenham to the meeting with the British Horse Society.

7.2.4 Members noted the response received from Highways regarding the damaged verges on Rectory Lane.

Action Councillor Whittington to pursue to see if the Parish Council can work with Highways to prevent cars and vans parking and destroying the grass on the verges.

7.3 Play areas

7.3.1. Members received an update on the repairs carried out by Proludic and **RESOLVED** to approve a quote of £1089.92 to conduct repairs to damaged/dirty equipment as identified in the Assistant Clerk's quarterly inspection.

7.3.2 It was **RESOLVED** to approve the printing of 1000 A5 leaflets on behalf of the Recreation Working Group up to a total of £50.00 to include some brief messages from the Parish Council on the reverse regarding Joining the Lincolnshire Speedwatch programme and the planned training, parking issues and Horse safety.

7.3.3 It was agreed that there is very little that the Parish Council can do to prevent adults using the play area equipment.

Action: Councillor Eaton to write an article for the Barrowby News outlining the cost of repairing play equipment that may get damaged due to improper use by adults.

7.4 Pavilion Committee

7.4.1 Members noted the contents of the minutes of the Pavilion Committee meeting held on 31st January. Councillor Lees commented that it is disappointing the Football Club refuse to be represented on the Committee although separate meetings are held with them. He also outlined the work that is being done to significantly improve the amount of parking available at Low Field. They are liaising with Cadent as there is a mains gas pipe running directly across the car park.

7.5 Allotment Committee

7.5.1 Members noted the contents of the minutes of the Allotment Committee meeting held on 15th January.

8. CORRESPONDENCE (S23/129)

8.1 To note all general correspondence circulated for information since the January meeting.

8.2 It was agreed that Councillors will individually respond to the SKDC Woodland Strategy Consultation survey.

Action: Clerk to forward details of the survey to other groups in the village.

- 8.3 It was **RESOLVED** to approve to request one tonne of sand and 100 sandbags to be delivered to be stored at the Pavilion.
- 8.4 It was agreed that a new email log in is not required as the subscription Village Hall Advisory Service is not to be renewed.
- 8.5 In accordance with Standing Order 14a members noted that a Code of Conduct complaint has been received for Councillor Lees by the Monitoring Officer at South Kesteven District Council. Councillor Lees informed Members that the Monitoring Officer has since written to confirm that no further action will be taken. Any future actions to be taken regarding the plot concerned will be brought to Parish Council for approval.

9. CHANGE OF CLERK’S ROLE (23/130)

- 9.1 Members received a report from Council McConnell-Good outlining the proposed changes to the Clerk’s role and it was **RESOLVED** to approve the split of the role into two, with the current Clerk retaining the role of Responsible Finance Officer and for a new Clerk to be recruited on an initial 6 month fixed term contract with a view to making it permanent after a review. The current Clerk will remain on current terms until a suitable replacement is recruited.
Action: Clerk to send for approval by the Staffing Committee relevant documents to start the recruitment process.

10. NEIGHBOURHOOD PLAN (23/131)

- 10.1 Members received an update that a housing needs assessment has been completed with a few details needed to finalise it. A meeting has been held to identify green spaces and two meetings held with the Consultant who is helping with the Policy writing. It is hoped that the Plan will be finished by the end of 2024.

11. PARISH COUNCIL SURVEY (23/132)

- 11.1 Members were advised that a draft survey will be circulated for comments and the final will be submitted for approval at the March meeting.
Action: Councillor Beswick-Parsons to circulate the draft survey for comments so a final version can be approved at the next Parish Council meeting.

12. RBL UPDATE (23/133)

- 12.1 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.
- 12.2 Members received an update on the latest position.
- 12.3 It was **RESOLVED** to approve to submit a new planning permission application.
Action: Clerk to submit a planning application to SKDC.
- 12.4 The meeting moved back into open session.

13. DATE OF NEXT MEETING (23/134)

- 13.1 Monday 11th March 2024 at 6.45pm at the Reading Room.

The meeting closed at 8.45pm.

BARROWBY PARISH COUNCIL FINANCE REPORT FEBRUARY 2024

Members noted the following income in January:

Virgin Money	Virgin Money Cashback	0.11
Private hirer	Hire of Reading Room	24.00
Private hirer	Hire of Reading Room	75.00
Private hirer	Hire of Reading Room	110.00
Barrowby Pre School	Pre-School hire	966.00
Private hirer	Return deposit	-50.00
Groundworks	Grant	5,260.00
East Midlands Scrabble Club	Hire of Reading Room	40.00
Private hirer	Hire of Reading Room	85.00

InHale	Hire of Reading Room	120.00
Western Power	Wayleave payment	64.13
Private resident	Burial Ground fees	50.00
Private resident	Burial Ground fees	100.00
Private resident	Burial Ground fees	350.00
Private resident	Burial Ground fees	550.00
Private resident	Burial Ground fees	450.00
Barrowby FC	Hire of Pavilion	357.00
Private hirer	Return deposit	-50.00
Virgin Money	Transfer to Reserves	50,000.00
Private hirer	Return deposit	-50.00
Private resident	Burial Ground fees	160.00
Private hirer	Hire of Pavilion	72.00
Chapel House Pizza	Donation	20.00
Private resident	Burial Ground fees	225.00
Private hirer	Return deposit	-50.00
East Midlands Scrabble Club	Hire of Reading Room	40.00
Grantham and Kesteven Bridge	Hire of Reading Room	150.00
InHale	Hire of Reading Room	215.00

Members approved the following expenditure in January/February:

<u>Supplier</u>	<u>Description</u>	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
British Telecommunications Plc	Broadband	36.95	7.39	44.34
Amazon	Stationery	2.41	0.48	2.89
Telefonica UK Ltd	Asst Clerk mobile phone	10.79	2.16	12.95
Amazon	Bin bags for Litter picker	15.82	3.17	18.99
Amazon	Printer paper	16.66	3.33	19.99
Pittam Property Improvements	Moving chairs	50.00	10.00	60.00
Amazon	Magnetic whiteboard	70.83	14.17	85.00
HP Inc UK Ltd	Printing	2.49	0.50	2.99
Virgin Money	Transfer to Reserves	50,000.00		50,000.00
Epson Ready Print	Printing	8.33	1.66	9.99
South Kesteven District Council	Waste collection	108.33		108.33
Amazon	Toilet brushes	21.00	4.20	25.20
Clean My Windows	Window cleaning	16.00		16.00
Ominar	Cleaning	93.00		93.00
Telefonica UK Ltd	Clerk mobile phone	11.00	2.20	13.20
Virgin Money	Bank charges	19.70		19.70
P E Hempstead and Sons	Weed spraying	142.00	28.40	170.40
Pittam Property Improvements	Maintenance	50.00	10.00	60.00
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Proludic Ltd	Repairs	2,104.84	420.97	2,525.81
Aldi	Cleaning supplies	4.40	0.88	5.28
Garage Door Company Grant	Repair to shutters	125.00	25.00	150.00
Cloudy Group Ltd	IT Support	275.07	55.01	330.08
Greenstripe	Grass cutting	192.00		192.00
Salaries	February Salaries	2,325.03		2,325.03
Mileage	Mileage	62.55		62.55