

BARROWBY PARISH COUNCIL

Parish Clerk : 7710 087124 clerk@barrowbyparishcouncil.gov.uk

Minutes of the Barrowby Parish Council Meeting held on Monday 14 July 2025
at the Reading Room, Church Street, Barrowby at 6:45pm

PUBLIC FORUM (6.50pm): There were 3 members of the public in attendance. Discussion points raised:

A representative from the Barrowby Recreation and Green Space (BRAGS) group provided an update on their work in the village. Namely: The SKDC Make Space for Nature grant has been completed with all the bug houses and bat boxes installed. All but 1 bird house was sold and made by residents. Final report has been submitted to SKDC and the money given to the PC. 300 trees have been planted around the village. BRAGS received a grant for 250 trees. 200 were planted in the burial ground. The remaining trees along with a donation of 50 trees were planted on Lowfields to encourage regeneration. The young trees have taken well. BRAGS have requested a site meeting with the Pavilion Committee to discuss opportunities for a woodland patch and management of an area on Lowfields.

Action Clerk to set up meeting between BRAGS and Pavilion Committee. The Big Green Week was a success culminating in the Eco Fair at All Saints Church. Good contacts were made including with SKDC. SKDC are looking to increase the number of street trees. BRAGS to do the public consultation and gain required permissions, SKDC to plant and maintain trees. BRAGS have also nominated the Willows (currently managed by SKDC) as a possible site for rewilding to increase the diversity of the natural green spaces in the village. The Parish Council expressed their gratitude for all the work done by the BRAGS group and would like to pass their thanks on to all members.

1 member of the public left the meeting at 7.05pm. Meeting started 7.09pm

Councillors in attendance:

Paul Brown, Nigel Eaton (Chair), Tim Lees, Anna McConnell-Good, Hugh Staunton, Mark Whittington

Officers in attendance:

Claire Vink (Parish Clerk) Colin Billing (Responsible Financial Officer)

District and County Councillors:

Apologies from Pam Bosworth, Robert Leadenham and Richard Litchfield

1. WELCOME (25/038)

Cllr Eaton welcomed members and members of the public to the meeting.

2. APOLOGIES (25/039)

Cllrs Bosworth, Footitt and Joseph sent their apologies.

3. DECLARATIONS OF INTEREST (25/040)

- a) Declarations were made by Cllrs Eaton and McConnell Good for item 8d, and Cllrs Eaton and Whittington for item 13.
- b) No dispensations were made.

4. MINUTES (25/041)

It was **RESOLVED** to approve and sign the minutes from the Parish Council meeting on 9th June 2025. There were 2 abstentions.

5. CO-OPTION OF PARISH COUNCILLORS (25/042)

It was **RESOLVED** to approve the Co-Option of 2 new Councillors – Michael Brown and Jean-Pierre Durrand. **Action:**
Clerk to complete Co-Option process

6. COMMITTEE MINUTES (25/043)

- a) The Staffing Committee minutes from 16th June 2025 meeting were **NOTED**
- b) The Allotment Committee minutes from 16th June 2025 meeting were **NOTED**
- c) The Burial Committee notes from 27th June 2025 meeting were **NOTED**

- d) The Extraordinary Allotment Committee minutes from 30th June 2025 meeting were **NOTED**
- e) The Pavilion Committee minutes from 7th July 2025 meeting were **NOTED**
- f) The Finance Committee minutes from 9th July 2025 meeting were **NOTED**

7. CLERK'S REPORT (25/044)

The report was **NOTED** with a review of the outstanding actions:

- 7.7 Action: Councillor Eaton has spoken to Mr Swatton and provided him with details of the official Crown Designs. Awaiting quotation. **PENDING**
- 13. Parish Logo design **ACTION: Cllrs Eaton and McConnell Good to liaise with design company to finalise design. Logo to be circulated for use.**
- 8.13: funding for Speed Indicator Devices (SIDs): RFO stated that there are no funding options in Lincolnshire for SIDs. **ACTION: Explore options for Low Road Section 106 request to fund units. Explore options to refurbish speed indicators currently in use. Cllr Eaton to install high visibility speed signs on Low Road and other key speeding areas in the village.**
- 7. RFO provided review of energy tariffs. Current contracts: Electricity runs until September 30th 2025. Gas runs until September 30th 2026. There are no options to exit. Current provider has provided a quote for gas however it would not start until 1st October 2026 and would run until 30th September 2029. Options for electricity are still being explored. It was **RESOLVED not to approve** the gas contract offered. **ACTION: The RFO to review energy tariffs and report back to Parish Council in September.**
- 9c. PCC to be asked if they would like a Parish Council representation. **UPDATE:** Although they agree it is beneficial to have liaison between the two bodies, it is not essential. At present Cllr Whittington is on both and provides a good working relationship. No independent representation requested.
- Clerk to contact Cllr Litchfield for comment regarding Plan for the junction A1/A52. Update: Cllr Litchfield is looking into the matter and will provide an update in September. **ACTION Clerk to add to September meeting**
- Clerk to contact Taylor Wimpey to confirm plans for material transport for the build. **UPDATE:** Larger loads will have to come from the A52 end if there is an active weight restriction on the bridge which it looks like there is, with lighter traffic recommended to come down Dysarts to help mitigate traffic through the village. All deliveries will be requested to be delivered outside of school drop off hours where possible.
- 7b Mr Marriott to provide training to Clerk and RFO on new website use. **ACTION: Training to be completed.**
- 8a ii Local Government Reorganisation briefings and the impact on the Parish Council was **NOTED**. Namely: reunification will allow a redistribution of assets. **ACTION: Cllrs Eaton and Whittington to identify ownership of all assets within the Parish boundary and to liaise with SKDC and LCC regarding impact of reunification and possibility for the Parish to take on additional assets.**
- 8a iv Action Clerk to add planning application S25/0979 to July agenda. **UPDATE:** Comment already submitted to planning. No further discussion required at this stage
- 9e Community herb garden sign. **UPDATE:** Confirmation on who owns the land (SKDC or LCC) and their permission requested to put in the sign is needed. The font and colour scheme of sign to match Rectory Land sign. **ACTION: Clerk to seek permission to put up sign. RFO to purchase.**
- 9i **ACTION: Clerk to work with Cllr Durrant re: Parish Online Mapping.**

8. REPORTS (25/045)

- a) County Councillor Litchfield was unable to attend due to a commitment made prior to his election. He provided the following statement: He has started to look into the A1/A52 details to be prepared for the next meeting and that his intention is to attend all parish council meetings from this point on.
District Council Leadenham provided an email update sharing a letter from the Harlaxton Action Group regarding opportunities and reasons to object to the Regulation 18 Plans. **Action: Clerk to share with Cllrs.**
- b) Health & Safety – A verbal report of the weekly play park checks was received.
- c) Community Areas – Update from BRAGS given in the public forum. It was **RESOLVED to approve** the instillation of a new butterfly friendly flower bed on the Village Green by the bug house sponsored and maintained by the Parochial Church Council along with approval for a small sign. **Action: Clerk to liaise with BRAGS regarding flower beds in the area.**

- d) Barrowby Events Team – Final report on the Spring Fayre was received. It was **RESOLVED** by both parties to sign the Statement of Engagement.

9. FINANCE (25/046)

- a) The June 2025 bank reconciliations were **RESOLVED**.
- b) The summary of receipts, precept, expenditure and surplus/deficit figure was **NOTED**. **Action: RFO to circulate quarterly summery.**
- c) The income for June 2025 was **NOTED**.
- d) The expenditure for June/July 2025 was **NOTED**.
- e) It was **RESOLVED to approve** the cleaning of Adamstiles playpark as per the quote
- f) It was **RESOLVED to approve** the replacement of 11 outside lights with LED versions at the Pavilion
- g) It was **RESOLVED to approve** the attendance RFO at the Finance Seminar for Parish and Town Councils.
- h) It was **RESOLVED to approve** instillation of a vent in the Reading Room by the Gas Meter
- i) It was **RESOLVED to approve** full tree safety report on Parish Council grounds to fully understand insurance liability. **Action: Clerk to obtain required quotes and complete survey within the budget for tree maintenance. Clerk to explore options for grants with the possibility of putting in a joint application with home owners, the church and other interested parties.**
- j) It was **RESOLVED to approve** maintenance of the hedges on the Village Green
- k) It was **RESOLVED to not approve** small sign in front of Christmas Tree thanking Barrowby Helping Hands.

10. PLANNING (25/047)

- a) The positive engagement of Cllrs at the Regulation 18 Planning consultations taking place over the summer was **NOTED**. 3 areas of possible development in the village were identified in the plan:
 - i. The field behind Casthorpe Road with access from Grange paddock
 - ii. A parcel of land by the Drift.
 - iii. The large field adjacent to ii, opposite the current Taylor Wimpey development.Concerns were raised about the level of building already taking place in the parish and the change in feel of the village to a town with this level of housing, as well as insufficient infrastructure and accessibility. **Action: Clerk to book Cllr Lees onto the Reg 18 Workshop on the 11th Aug along with Cllrs Eaton and P Brown. Cllr Whittington to email the link to the Regulation 18 Plan for Clerk to circulate.**
- b) A discussion regarding the recent surveying in the village relating to possible planning was **NOTED**

11. UKSPF - PARISH AND COMMUNITY FUNDING (25/048)

It was **RESOLVED not to approve** continuing with the funding grant for solar panels at the Pavilion at this stage. It was **RESOLVED to approve** investigations into the work required and the costs relating to instillation of Solar Panels at the Pavilion and the requirements for improvements to the roof to provide better understanding of the issues and therefore scope of the grant required to do this.

12. NEIGHBOURHGOOD PLAN (S25/049)

This is now in the final stage with a meeting with the planning consultant upcoming, and then submission to SKDC and the auditor. **Action Clerk to add to September agenda. Cllr Eaton to invite Cllr Durrand to the meeting with the planning consultant.**

13. MEMORIAL HALL COMMITTEE (25/050)

It was **RESOLVED to approve** a secondary appointment to the Memorial Hall Committee. Cllr Eaton was appointed to the position.

14. POLICIES (25/051)

Complaints and Co-Option policies were reviewed and **RESOLVED to approve** with minor changes to the Complaints policy regarding consistency and transparency of timescales. **Action: Clerk to update.**

15. DEVELOPMENT OF A PRIORITISATION MATRIX(25/052)

It was **NOTED** a separate working group is needed to inform a roadmap for the maintenance and improvement of Parish Council assets, inform appropriate tasking of staff and aid resource allocation. It was **NOTED** that a 1 yr, 5 yr and 10 yr plan would benefit the council. **Action: Clerk to set up meeting with as many Cllrs as possible over the summer to start the process.**

16. DATE OF NEXT MEETING (25/053)

Monday 8th September 2025 at 6.45pm in the Reading Room for the Parish Council meeting

The meeting closed at 9.17pm

BARROWBY PARISH COUNCIL FINANCE REPORT JUNE 2025

Members noted the following income in June

Supplier	Description	£
Virgin Money	Interest	£141.69
Barrowby News	Event Sponsorship	£238.00
Private Hire	Hire of Reading Room	£50.00
South Kesteven District Council	Election recharge	£400.00
Barrowby Pre School	Pre-School hire	£1,104.00
Andrew Taylor	Hire of Reading Room	£40.00
Private Hire	Hire of Reading Room	£50.00
Mr Bridge Club	Hire of Reading Room	£270.00
Private Hire	Hire of Reading Room	£50.00
East Midlands Scrabble Club	Hire of Reading Room	£30.00
Snowden	Hire of Reading Room	£15.00
Midlands Children's Physio Limited	Hire of Pavilion	£295.00
Grantham and Kesteven Bridge Club	Hire of Reading Room	£220.00
InHale	Hire of Reading Room	£165.00
Virgin Money	Virgin Money Cashback	£0.55

Members approved the following expenditure in May/June:

Description	Net £	VAT £	Total £
Asst Clerk mobile phone	£10.75	£2.15	£12.90
Bin bags	£16.62	£3.32	£19.94
Dog poo bags	£33.45	£6.69	£40.14
General repairs	£145.00	£29.00	£174.00
Aqua Sac Flood Defences	£76.00	£15.20	£91.20
Toilet rolls	£17.95	£3.59	£21.54
Printer paper	£3.32	£0.67	£3.99
Laminating pouches	£9.98	£2.00	£11.98
Hazard Tape	£3.41	£0.68	£4.09
Clock	£5.99	£1.20	£7.19
Window cleaning	£16.00	£0.00	£16.00
Plumbing	£115.00	£23.00	£138.00
May salaries	£977.48	£0.00	£977.48
Printer paper	£20.22	£4.05	£24.27
Lease of ipads	£154.92	£30.98	£185.90
Broadband	£37.19	£7.44	£44.63
Electricity Supply	£177.76	£8.89	£186.65
Gas supply	£374.91	£18.75	£393.66
Grass cutting specialised	£200.00	£0.00	£200.00
Waste collection	£28.17	£0.00	£28.17
Grass cutting	£781.50	£156.30	£937.80
Grass cutting	£256.20	£51.24	£307.44

IT Support	£222.00	£44.40	£266.40
PDF Extra subscription	£37.99	£0.00	£37.99
Broadband	£29.50	£5.90	£35.40
PAYE/NIC	£708.77	£0.00	£708.77
PAYE/NIC	£730.39	£0.00	£730.39
RFO mobile phone	£1.00	£0.20	£1.20
Parish Online	£104.00	£20.80	£124.80
Fire Extinguisher service	£336.00	£67.20	£403.20
Repairs to Dishwasher - Reading Room	£170.00	£0.00	£170.00
Repairs	£105.00	£21.00	£126.00
Cleaning	£80.00	£0.00	£80.00
Insurance	£3,270.11	£0.00	£3,270.11
Repairs	£140.00	£28.00	£168.00
Spray paint	£9.97	£1.99	£11.96
Postage	£14.42	£0.17	£14.59
Electricity Supply	£291.48	£14.57	£306.05
Waste collection	£117.00	£0.00	£117.00
Repairs	£60.00	£0.00	£60.00
Emptying septic tank	£310.00	£62.00	£372.00
Weed spraying	£200.00	£0.00	£200.00
Grave digging	£41.67	£8.33	£50.00
Grass cutting	£420.00	£0.00	£420.00
Hearing Induction Loop - reading Room	£108.00	£21.60	£129.60
June Salaries	£3,278.19	£0.00	£3,278.19
WFH Allowance	£78.00	£0.00	£78.00
Mileage	£57.42	£0.00	£57.42
Printing	£3.74	£0.75	£4.49
Bank charges	£19.50	£0.00	£19.50
Window cleaning	£16.00	£0.00	£16.00
Grass cutting	£160.00	£0.00	£160.00
Repair to shutters	£457.50	£91.50	£549.00
Clerk mobile phone	£12.85	£2.57	£15.42
Back Pack Sprinkler	£100.00	£20.00	£120.00
Mileage	£6.30	£0.00	£6.30
Asst Clerk mobile phone	£10.75	£2.15	£12.90
Lease of ipads	£154.92	£30.98	£185.90
Gas supply	£330.86	£16.54	£347.40
Broadband	£37.19	£7.44	£44.63
Temporary Traffic Regulation Order	£576.77	£0.00	£576.77
Blue paper rolls	£4.16	£0.83	£4.99
Postage	£21.75	£0.00	£21.75
Blue paper rolls	£11.05	£2.21	£13.26
Mop and Bucket	£7.33	£1.47	£8.80
Food	£9.17	£1.83	£11.00
Toilet rolls	£7.98	£1.60	£9.58
Bin bags	£4.17	£0.83	£5.00
Grass cutting	£281.20	£56.24	£337.44
Grass cutting	£700.40	£140.08	£840.48
PAT test	£120.00	£24.00	£144.00

IT Support	£222.00	£44.40	£266.40
Cleaning	£80.00	£0.00	£80.00
Laminator	£17.85	£3.57	£21.42
Printing	£2.75	£0.55	£3.30
Waste collection	£23.47	£0.00	£23.47
Mileage	£44.73	£0.00	£44.73
July Salaries	£4,218.36	£0.00	£4,218.36
WFH Allowance	£78.00	£0.00	£78.00