

BILLINGBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday 4 December 2017 at Billingborough Primary School

Present: Cllrs C. Woodhead (Chairman), R. Free (Vice), M. King, R. Stafford, P. Pocock, F. Stevenson, P. Jepson & C. Jepson **In Attendance:** M. Free (Clerk)

The Meeting opened at 6.30pm for the Public Forum. There were no members of the public, so it was unanimously agreed to commence the Meeting.

1. **Chairman's Opening Remarks.** The Chairman welcomed everyone to the DRAFT Budget & Precept Meeting, especially Cllr Fiona Stevenson who was attending her first Meeting since Co-option.
2. **Apologies for absence.** None. All Cllrs present.
3. **Receive any new Declarations of Interest.** None given.
4. **To approve the Minutes of the 6 November Meeting.** The Minutes were unanimously accepted as a true record of the meeting. The Chairman signed the file copy.
5. Urgent/Time Sensitive Matters:
 - a. **LCC Streetlight Review.** The review of the LCC owned village street lighting was discussed. The areas with vulnerable residents who would benefit from overnight lighting were not under LCC Control. **It was unanimously resolved not to submit any request for any LCC lights to be left on.**
 - b. **Planning – S17/0409 Appeal.** For the avoidance of any conflict of interest, Cllrs King, P & C Jepson abstained from the discussion and vote. In light of the Appeal, the Council's previous response to the original application was reviewed. The remaining cllrs were unanimous in support of the original response and proposed amendments to reflect the village changes. **It was resolved to submit an updated objection to the application. Clerk to submit by the deadline.**
 - c. **Clerk Appraisal Panel.** Cllr Free abstained from participating in the panel and appraisal discussion. Another cllr was required to join the Chairman in composing the Appraisal for Council Approval and subsequent Clerk debrief. **It was resolved for Cllrs Woodhead & P Jepson to conduct the Clerk Appraisal, following it's approval at the next Meeting.**
 - d. **Clerk Report & Correspondence.** The previously circulated report was discussed. Items of note: the PCC had requested a brown direction sign for the Church; cllr details for adding bank signatories were still outstanding; and uneven surface in the Gitty between Burton Lane and Brewery Lane due to tree roots. **It was unanimously resolved for the Clerk to:**
 - i. **Notify the PCC of the support for their application for a Church Brown Sign.**
 - ii. **Send an email to cllrs detailing the information required for the bank signatories.**
 - iii. **Raise the safety concerns of the gitty surface to LCC; Cllr King to raise with SKDC representative.**
 - iv. **Handover the Clerk mobile to Cllr C Jepson during impending absence.**
6. **Finance Matters.**
 - a. **2017/18 Accounts to date.** The previously circulated accounts were discussed, and the items for expenditure were submitted for approval. **It was unanimously agreed to purchase a firebox to store Deeds and important records; an external Hard drive**

to back up Council files; accept the quote to weedkill Tennis Court border; and make a £50 donation towards the cost of the Children's Christmas Party. Cllrs King & P. Jepson signed the cheques and payments sheet, and to authorise the BACS payments.

- b. **FY2018/19 DRAFT Projects, Budget & Precept.** The previously circulated DRAFT Budget and proposed projects were discussed. Options included additional litter bins, Spring Wells sluice gate repairs, Cemetery maintenance, recreation ground improvements and essential maintenance of the Pavilion. **Clerk to update the DRAFT FY/2018/19 Budget figures and circulate ahead of approval at the January Meeting. Cllr Free to research costs for leaf blowers. Cllr King to contact Black Sluice regarding Spring Wells repairs.**

The Chairman closed the meeting at 9.00pm.