

BILLINGBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday 12 March 2018 at Billingborough Primary School

Present: Cllrs C. Woodhead (Chairman), R. Free (Vice), R. Stafford, F. Stevenson, M. King (from Item 4) & V. Vince from Item 4 to 9.e) **In Attendance:** Mrs M. Free (Clerk)

There were no members of public present. The Chairman opening the Meeting at 6.35pm

1. **Chairman's Opening Remarks.**

030. The Chairman welcomed everyone to the Meeting. There was a packed Agenda, so everyone was asked to remain focussed and succinct.

2. **Apologies for absence.**

031. Cllrs King, Vince and Pocock were absent from the Meeting. No reasons had been given. Cllrs King and Vince arrived during item 4.

3. **Receive any new Declarations of Pecuniary Interest.**

032. No new pecuniary interests declared. Cllrs Woodhead and Free both had payments for approval at item 8.

4. **Council Vacancies.**

033. The Clerk confirmed that two enquiries regarding the councillor vacancies had been received. One had requested a meeting with a councillor to discuss the role and had met with the Chairman. They would have lived in the village for the minimum of 12 months in April and would submit a formal application at that point. Delegating an interview panel was discussed. **It was unanimously agreed to delegate an Interview Panel of Cllrs Woodhead, Stafford and Free. Interview(s) to be held in the Pavilion.**

5. **To approve the Minutes of the 8 January Meeting.**

034. The Minutes were unanimously accepted as a true record of the meeting. The Chairman signed the file copy and initialled the pages.

6. **Receive Any External Reports.**

035. Toller Trust. The Chairman confirmed that the Toller Trust Meeting had been cancelled and rescheduled for 28 March.

036. A Police Representative was due to attend but had been called away. There had been a number of burglaries and thefts from properties, vehicles, farmers bird scarers and oil tanks in the surrounding villages.

a. **Bourne & Billingborough Neighbourhood Police Panel.**

037. The next Police Panel was due to take place on 3 April. Cllr Vince should be available to attend. Clerk to forward the details.

7. **Receive any Community Group & Organisation Reports.**

038. **BAGS.** Cllr King stated that the BAGS AGM was due to be held on 24 March. The rent for a full plot was being increased to £36. There had also been a burst pipe at the allotment. BAGS had been advised to close the stop cock, notify Anglian Water and contact the plumber who installed the pipe work. BAGS had also requested permission to site a container on the hard-standing to store equipment. BAGS had received a Grant to purchase it and were aware Planning Permission would be required, and they would also be responsible for the removal costs and security. **It was unanimously agreed that a formal decision on the container would be included on the next Agenda but the Council supported the request in principal, subject to confirmation of the dimensions and exact location. Cllr King to draft a letter of response for signature by the Chairman or Clerk.**

a. **BAGS Agreement.**

039. Cllr King briefed the Council on the proposed amendments to the BAGS Agreement: bee keeping, flexibility on the positioning of sheds and construction material, and permitting nut trees. BAGS would police the bee keeping ensuring they do not become a nuisance, and no cement would be permitted. Cllr King confirmed that the Agreement would also need to be amended to reflect the extension to the licence agreement with LCC.

8. **2017/18 Accounts to date**

040. The previously circulated accounts and End of Year Forecast were discussed, and the items for expenditure were submitted for approval. The LCC cheques for school meeting room hire had not been banked since September. RFO has repeatedly chased via phone, email and in person and was waiting to speak to Head Teacher. A £50 Cemetery cheque paid to Unity in January had not yet cleared, believed lost. RFO still waiting for confirmation of it being cashed from drawer. RFO chasing frequently to ensure cleared within the FY.

041. The Council unanimously resolved to accept the expenditure submitted for approval, including the purchase of a replacement printer for the Clerk. Cllrs Vince & Stevenson checked the invoices, signed the cheques and expenditure sheet, and would authorise the BACS payments.

9. **Parish Matters**

a. **Tree Survey**

042. The completed Survey report was discussed. Some essential work had been identified. **Clerk to contact LCC Highways and WPD to notify them of the required work. Cllr Stafford agreed to obtain quotes for the Council work; Clerk to confirm the work required.**

b. **Hedge Cutting**

043. The Clerk confirmed that the current contractor would be unable to complete the work to Field Boundary, Bowls Club and Cemetery hedges due to health reasons. **Cllr Vince offered to contact a local farmer; Cllr Free agreed to contact the tradesman who had carried out work at Spring Wells. It was unanimously resolved to use the quote from the 2018 Contractor as the maximum.**

c. **Aveland Site Ownership**

044. Cllr King confirmed that clarification on the southern boundary ownership and Crown approval of the sale was still outstanding. Cllr King was continuing to chase the Conveyancing Asst. but no work was expected to be completed within the FY; **RFO to reallocate the funds to FY2018/19.**

d. **Entrance Planters**

045. Cllr Vince had confirmed with the previous supplier that the Council did not own the planters and would have to re-hire on each occasion. Cllr Vince had researched in-house solutions. Estimated costs for a suitable planter was £120. These could be planted and self-maintained using water in-fills (slow release watering system) to reduce the maintenance burden. Although high upfront costs, this would be cost effective in the long term. The Chairman thanked Cllr Vince for her research. **The Council unanimously resolved to purchase and plant summer entrance planters; Cllr Vince to forward details to the Clerk for purchasing.**

e. **Dog Fouling.**

046. The Chairman had received a lot of complaints regarding dog fouling around the village. Initially there appeared to be one main culprit but now there were more offenders, including near the Children's Play Area; some parents were avoiding the area due to the issue. Private posters had been placed in some areas to remind owners to pick up after

their dog. The Council unanimously resolved to remind residents to highlight the issue and the option to 'name & shame' the culprits to the Dog Warden via the SKDC twitter page or website and propose banning dogs from the Recreation Ground. Cllr Free to obtain fencing quotes for the Play Area.

(Cllr Vince left the Meeting)

f. **CCTV Maintenance.**

047. Cllr Free briefed the Council on the maintenance issues with the Recreation Ground CCTV. The Supplier had been called out and agreed to contact the manufacturer to discuss the issue. Cllr Free had not had a response, despite chasing by phone and email; the Supplier was still operating in the area. It was unanimously agreed to formally write to the Supplier to insist that the issues are addressed; failure to do so would lead to legal advice being sought.

10. **Planning.**

048. Update on Current Applications:

S17/2328 – 'New' Application for 9 Folkingham Road outline for dwelling. Withdrawn.

S17/0407 – Appeal of Decision for 9 Folkingham Road outline for dwelling. Refused.

S18/0159 – TPO to fell a diseased tree at the Old Hall. Granted.

S18/0158 – TPO to carry out work on a tree at the Old Hall. Pending.

S17/2262 – Outbuildings 74 Pointon Road (Retrospective). Approved Conditionally.

S17/1982 – 2 storey rear/side extension, alterations & windows at 3 Chapel Street. Approved Conditionally.

a. **S18/0056** – Discharge of Conditions on S15/0364 Flower Box Shop 19 Brewery La.

049. **The Council unanimously had no objections to the above Application.**

11. **Policy Review**

050. The previously circulated policies and the proposed amendments were discussed. The following amendments were unanimously approved:

a. **Cemetery Regulations.** Reduce the period of Exclusive Right of Burial to 50 years.

No separate fee would be included for bariatric interments.

b. **Standing Orders.** Include a statement requiring a 6 months delay and a motion to reverse a resolution; Change to Income and Expenditure Accounts; advertising tenders in local publications.

c. **Financial Regulations.** Change to Income and Expenditure Accounts and Reduction in spending limits: Council approval for spend over £500; 3 Tenders for over £5,000; RFO £5,000 internal account transfer limit.

051. The remaining Policies (Code of Conduct; EO; FOI & Data Protection; Risks & Safeguarding) were reviewed but unchanged. The CCTV Code & Policy was not due review.

12. **Clerk's Report & Correspondence**

052. The previously circulated report was discussed. The Clerk was no longer available for the May APM & AGM on 14 May. The Village Hall was not available until Wednesday 30 May but had been booked pending Council approval; £37.50 for 2.5hr booking. **It was unanimously resolved to hold the APM & AGM on 30 May. Clerk to confirm availability of the Pavilion as the preferred Meeting venue.**

053. Cllr King had forwarded the recent Keep Britain Tidy correspondence to D.Cllr Moseley, who was overseeing the SKDC Big Clean. Although The Big Clean had carried out a lot of work in the centre of the village but the boundary areas required attention and this was not included in the remit. Parish Council was advised to submit details of the specific areas of

concern. Initial areas were identified as Folkingham Road from the Sub-Station to the village entrance and beer cans in a number of village hedges.

054. Cllr King stated that there was a LEADER Workshop (EU funding opportunities for local businesses) being held at the Bourne Corn Exchange on 13 March.

055. Cllr Stafford handed over the land deeds to the Clerk for secure storage in the Fire Box and issued a summary of the documents to the Council.

056. The Clerk confirmed that Cllr Vince had removed a deceased duck from the Spring Wells Island to prevent distress to visitors and children.

13. **Urgent Matters Arising**

057. **Spring Wells Sluice Gate.** Cllr Stafford requested an update on the broken sluice gate. The Chairman and Cllr King had met with Black Sluice to discuss the repair of the sluice gate and weedcatcher. Initial response was unsupportive, including the requirement to have the area dammed and drained prior to any works. **Cllr King to chase Black Sluice Management for a response on the sluice gate repairs and weedcatcher.**

a. **Items for Next Agenda**

058. Approval of End of Year Accounts & External Audit submission.

The Chairman closed the meeting at 8.35pm.