

Minutes of the **BILLINGBOROUGH PARISH COUNCIL** Meeting held on
Monday **9 July 2018** in the Sports Pavilion, Billingborough Recreation Ground

Present: Cllrs C. Woodhead (Chairman), B. Free, R. Stafford, V. Vince (Items 1-3 & 8.a),
P. Pocock, F. Stevenson & A. Salvidge

In Attendance: Mrs M. Free (Clerk), C.Cllr M. Hill (Item 6. only) & 1 parishioner (PF only).

The Chairman opening the Public Forum at 6.30pm and invited comment:

- Surprise was stated at the lack of police attendance at the Meeting; the Clerk confirmed that apologies had been received.
- Daily sightings of general anti-social behaviour from the same gang of teenagers was reported. The resident would recognise the individuals and gave an indication of their home addresses.
- Frustration was expressed at the tennis courts being vandalised and closed and the impact on families wanting to use it.

The Council understood and shared the frustrations and gave reassurance that the incidents were being reported to the Police. The Chairman thanked the parishioner for attending and encouraged them to report any incidents direct to 101 at the time. The parishioner left.

The Chairman closed the Public Forum and opened the Meeting at 6.36pm.

1. **Chairman's Opening Remarks**

043. The Chairman welcomed everyone to the Meeting and thanked the Members for their efforts with the CCTV and Tennis Court issues, the ongoing maintenance and organising the gravel boards.

2. **Apologies for absence**

044. Apologies for absence were received and accepted from Cllr King.

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

045. There were no new declarations notified. For the avoidance of any conflict, Cllr Salvidge stated that he would abstain from the decision on S18/1161 at item 10.a. Cllr Stevenson had a payment for approval under item 9.c and would abstain.

4. **Councillor Co-option**

046. There were no applicants for the councillor vacancy. The Clerk had published updated Notices.

5. **To Approve the Minutes of the APM & AGM**

047. The DRAFT Minutes of the APM on 30 May were **unanimously accepted as a true record of the Meeting**; the Minutes would be formally approved at the 2019 APM. The Chairman signed the file copy.

048. The Minutes of the AGM on 30 May were **unanimously accepted as a true record of the Meeting**. The Chairman signed the file copy.

6. **Receive Any External Reports.**

049. **Police.** A Police Representative was unable to attend but had sent apologies.

050. **LCC.** (*Discussed after Item 7 following arrival of C.Cllr Hill*). C.Cllr stated that an extra £12m had been allocated to road repairs this year due to the issues resulting from winter. LCC were trying to implement a 10year preventative plan. Not enough funding available, especially for back roads; fen roads were being recycled (churned up and re-laid) as a longer-term solution. The Highways maintenance budget was protected from government cuts; faults should be reported through "FixMyStreet.com". Cluster Meetings and Village

Walks were being reintroduced, if interested the Council should request one via C.Cllr Hill. Following the reorganisation of Highways and the increased workload, more support was being given to assist. Adult Care took 40% of the total budget; the Adult Care Green Paper had been delayed until the Autumn. The Fair Funding campaign was continuing. A consultation had been issued on the consultation options but was subject to Government approval. There was still uncertainty on where the additional £20m promised to the NHS would come from. It was expected to impact other public services.

051. C.Cllr Hill invited questions. The Chairman asked for an update on the potholes on Low Street, Chapel Street and Brewery Lane, which had been reported numerous times. C.Cllr Hill advised agreed to chase the repairs. Concern was also raised regarding the patch repairs to the potholes on Mareham Lane at the junction with the A52, which had been repaired multiple times in the last 2 years. C.Cllr Hill agreed to investigate. **Clerk to email the fault details to C.Cllr Hill.** The Chairman thanked Cllr Hill for attending. *Cllr Hill left the Meeting.*

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

052. **Toller Trust.** Cllr Stafford had attended the last Meeting. The Trust had funding available to donate to Horbling and Billingborough young people for educational reasons. Up to £3,000 was available per year and split 3 ways: one third to the Vicar; one third split between both primary schools; one third for educational grants to young people. Previously only small amounts (£25) had been given but this had proved to be largely unhelpful in providing any real benefit. The Trust had asked for its details to be included in the Parish Magazine. Clerk confirmed the deadline for the next issue was 11 July and agreed to forward the contact details for submitting articles. The Trust also owned some land in the local area. The Clerk to the Foundation (Chattertons Solicitor) was looking to hand over the role, approx. 30-40hrs pa. There were also 2 Council Trustee vacancies.

053. **PCC & Vicarage.** The Clerk had contacted the PCC regarding the recent 'Construction Site Keep Out' signs and barriers around the vicarage but the reason was unknown; Cllr King had contacted the Diocese to request an update. Cllr Stevenson had been informed that a lintel on a sash window was loose; there were unconfirmed reports that a vicar had been appointed but work was required on the property before he arrived in post.

054. **BAGS.** Cllr Free stated that BAGS had informed the Council Rep the system was still leaking over 2 weeks ago, 10 days before the Council were notified. There was uncertainty and confusion if there was a leak and where from; the increased use could be due to the prolonged hot weather. Cllr Salvidge confirmed that the meter was still spinning when all taps were off. *(C.Cllr Hill arrived).* Cllr Free had researched leaks and found that, with household meters, if the red needle was moving with all taps off there was a possible leak on the supply pipe internal stop tap. If the red needle was stationary it indicated an internal leak. The Council had previously advised BAGS that they would need to contact Anglian Water direct as it was in their name, and they may carry out free limited leak detection work; C.Cllr Hill confirmed that they will charge for issues after the meter. The Council will support BAGS, but they must take some initial action.

a. **BAGS Financial Support Request.**

055. A copy of the outstanding bills, and a statement of accounts had been requested but nothing had been received. **Item deferred. Clerk to chase documents.**

8. **Parish Matters**

a. **Village Grass Cutting Issues**

056. Cllr Free updated the Council on the ongoing grass cutting issues (extended frequency, poor standard, actions not carried out). These had been highlighted to the Contractor through the Clerk by email and letter. The dry spell had slowed down the growing rate across the district and the Contractor was still struggling to catch up and maintain standards. Payment of the April, May and June invoices had been deferred pending a Council resolution on withdrawing all/part payment. The Clerk highlighted the

costs of the cuts with the main issues. Replacement of the destroyed cherry tree on Bladdon Way was also discussed. **It was unanimously resolved to deduct payment of the highlighted cuts from the invoices and to request recompense for a replacement tree, including labour. Clerk to notify Contractor.**

b. **Recreation Ground** (*Discussed after Item 3 due to cllr availability*)

i. **Anti-Social Behaviour**

057. Cllr Free gave an overview of recent incidents: further damage had been caused to the remaining picnic bench and table; the courts had been locked after youths ignored signs and rode and skidded bikes and skateboards on the courts damaging the surface; the following night one of the same youths broke the fencing around the skatepark; youths climbed over the fencing in to the locked tennis court and played football. The CCTV had been reviewed and all incidents reported to the Police, along with the relevant images. The Courts were currently locked pending repair and a decision on access arrangements and Cllrs Free, Vince & Salvidge had removed the broken skatepark fence.

058. A Control of Entry scheme for the courts was discussed. **The Council unanimously resolved to implement a control of entry scheme for the courts, with advance booking. Cllrs Free, Vince & Stafford agreed to manage the scheme. Padlock code to be circulated to all cllrs.** Scheme to be reviewed at the next Meeting.

059. A proposal to not replace the skatepark fence with a wooden fence but a more robust tubular metal option that could withstand being used for skatepark tricks was discussed; this was not the first time it had been broken. **It was unanimously agreed to investigate a metal skatepark fence. Rec Team to action and bring costings to September Meeting.**

060. The removal of the broken picnic bench and table was discussed. **It was unanimously resolved to remove the picnic bench and table. Bench and table to be offered to BAGS for use at the allotments if they wished to repair it.**

ii. **General Maintenance**

061. Cllr Free had contacted the surfacing company to discuss the repair options. It was possible to do a patch repair on a self-help basis with the purchase of the surfacing paint. The paint would need to be collected. **It was unanimously resolved for the Rec Team to carry out a self-help repair. Cllr Stafford offered to collect the paint.**

062. Cllr Free had checked the play equipment. There were no issues apparent.

iii. **Tennis Court Weed/Kick Boards**

063. Cllr Vince confirmed that the gravel boards had arrived and would be cut to size with assistance of her husband to fit between the posts; the purchase of the boards had been approved by the Council via email to prevent the weed growth from damaging the surface. Cllr Free confirmed that the weeds on the border appeared to be under control but were likely to return following rain; he was content to monitor, and spot treat weeds as required.

iv. **Bowling Green Hedge**

064. The Clerk had received a request from the Bowls Club to maintain the inside of the hedge. The top and outside was maintained by the Council but had not been carried out this year due to the previous contractor's health issues. The Council proposed taking back the inside of the hedge for the Club to manage going forward. Cllr Free had been unable to contact the tradesman who had worked at Spring Wells. He was in the process of obtaining other quotes for the Cemetery hedge work and would include this hedge. **It was unanimously agreed to delegate the acceptance of a quote to email in order to expedite the work.**

- c. **Cemetery Caretaker**
065. The DRAFT Cemetery Caretaker Contract, hours, rate and proposed amendments were discussed. The Contractor would invoice as required, ahead of a Meeting. The Council acknowledged that the monthly hours may vary with the seasons but must not exceed an average of 8 per month, **and unanimously approved the amended contract, hours and rate. Clerk to update and issue contract.**
- d. **Aveland Site Ownership**
066. (*Discussed under Item 6*). C.Cllr stated that the Education Dept issues with the former **Aveland Site** had been resolved but that ownership would need to be established before BAGS could apply for any Grant funding. He also confirmed that the sale figures and split with the Crown Estate had been agreed; if required he would chase formal notification if not received shortly.
- e. **WWI Centenary**
067. The option to purchase a silhouette of a 'Tommy' as a Memorial for the WWI Centenary, and location options was discussed. The Tommy from the charity 'Remembered' cost £750. With alternating Remembrance Services, no vicar and the high cost **it was resolved not to purchase a Tommy; Cllrs Pocock and Salvidge abstained from the vote.** Other options, such as planting a commemorative tree, or repairing the Millenium Sundial were discussed. In the event of an alternative option arising prior to the next Meeting, **it was unanimously resolved to delegate a maximum of £200 to an email consultation and decision with all cllrs.**
9. **2018/19 Accounts to date**
068. The previously circulated accounts to date and payments for approval were discussed. The invoices were presented for inspection.
- a. **Insurance Renewal**
069. The Policy and level of cover in the insurance renewal was discussed. This was the final year of the 3-year agreement with Zurich. **It was unanimously resolved to renew the existing policy terms but to increase the cover to include the tennis net and posts and the court colourcoating and court markings. Clerk to contact Zurich for updated quote.**
- b. **CPRE Membership Renewal**
070. Renewal of the CPRE annual membership was discussed. It was unanimously resolved to renew the Membership.
- c. **Approval of Accounts to date & Expenditure**
071. **The Council unanimously approved the income and expenditure to date.** Cllrs Woodhead & Stevenson signed the cheques, Cllrs Woodhead & Stafford signed the Sheet, and **Cllrs Woodhead & Free to authorise the online payments.**
10. **Planning Update**
072. Updates since last Meeting:
S18/0158 – TPO to carry out work on a tree at the Old Hall, High Street. Pending.
S18/0831 – Extension to Bernard Homes Precision Engineering. Grosvenor Road. Pending
S18/0725 – Erection of 4 Detached Dwellings and access. Granted 5/7/18.
S18/0516 – Conversion of workshop to dwelling. New Inn House 2 Vine Street. Granted 22/6/18
- a. **S18/1161** – TPO to fell silver birch in Conservation Area at 4 Low Street.
073. The Council discussed its response to the above application. The Council raised **no objections** to the proposed works. Clerk to notify SKDC. Cllr Salvidge abstained from the discussion and vote as his property overlooks the tree.
074. **SKDC Public Consultation on Local Plan to 2036.** Submitting a Council response was discussed; there were no changes for Billingborough. **It was unanimously resolved not to submit any comments.**

075. **SE Lincs Local Plan.** As a neighbouring Parish, Boston Borough Council had invited comments on its Local Plan. **It was unanimously resolved not to comment.**

11. **GDPR Updates.**

076. For the avoidance of doubt, the previously produced, updated and published GDPR documents (Privacy Notice, Data Map, and the Data Protection Policy & Annexes) were confirmed as unanimously adopted by the Council at the AGM on 30 May 2018.

077. Data Consent forms had been completed by all cllrs. A form had been sent to the Contractors and BAGS Secretary (as the published point of contact). A template for the Tenants to confirm consent had also been created to assist BAGS in meeting the Regulations.

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

078. The Clerk briefed the Council on the correspondence to date: NHS STP Event dates; FSCS Eligibility Confirmation; RAF 100 Year London Flypast & parades; New LCC Highways Fault Reporting Website; SKDC Ward Event Listing (InvestSK) and Planning Aid Direct flyer, LALC AGM invite and details of Funding Schemes; CRPE Newsletter; support request for Boston Hospital Children's Services; Burghley House Walk for Parkinson's (30 Sept); LincsAlerts.

13. **Receive Urgent Matters Arising.**

079. **Aveland Site Vehicle Access.** At the start of the Meeting Cllr Salvidge notified the Council that the vehicle access gate padlock and chain had been found cut and discarded early that morning. There was no evidence of damage or theft. The incident had been reported to the police. The Council had not been notified by BAGS, nor the Members with allotments; the gate was currently open. Concerns were raised regarding the 'calling card' of the discarded chain and padlock, and the risk of travellers setting up camp on the Site. Fitting a Height Bar to limit the size of vehicle access, and control of entry options were discussed. **It was unanimously resolved for a new lock and chain to be fitted, and to implement the requirement for the gates to be closed and locked immediately after use at all times, with immediate effect. Cllr Salvidge to obtain quotes for installation of a Height Bar; Clerk to forward details of previous company. Clerk to notify BAGS of the entry requirements.**

a. **Items for the next Agenda.**

080. In addition to the items already Minuted, litter bins to be included on the next Agenda. **Clerk to action.**

There being no more business the Chairman closed the AGM at 8.57pm.

Next Parish Council Meeting: Monday 10 September

To be held in the Sports Pavilion, Billingborough Recreation Ground Commencing at 6.45pm.

Signed:

Clerk to the Council