

BILLINGBOROUGH PARISH COUNCIL

APPROVED Minutes of the Meeting

Held on Tuesday 10th Sept 2019 in the Sports Pavilion, Billingborough Recreation Ground

Present: Cllrs C. Woodhead (Chairman), V. Vince, F. Stevenson R. Stafford, & D. Cope (from item 4)

In Attendance: Mrs. H Beaver (Clerk and RFO), C.Cllr M. Hill (item 7 only), D.Cllr Hansen (SKDC) & Mr M. King (Aveland Site Liaison).

There were no public comments; the Chairman opened the Meeting at 6.31pm.

1. **Chairman's Opening remarks**

107. The Chairman welcomed everyone to the meeting and introduced the attending Member of the Public as a prospective councillor. The Chairman reiterated the need for Cllrs to give timely replies to emails and asked that they ensure all circulated correspondence and designated tasks be completed in the time frame given.

2. **Apologies for Absence.**

108. Apologies were received and noted from A Volanakis for himself and P Harvey-Volanakis. P Pocock was absent, no apologies were received.

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

109. There were no new declarations of interest received.

4. **Councillor vacancies and possible co-option.**

110. There was one candidate for Co-option. The applicant's details had been previously circulated to all councillors and the candidate had met with the Chairman. The Chairman introduced the candidate to the full Council and invited questions. The candidate was asked to wait outside whilst the Council discussed his application and voted. The Council **unanimously resolved** to Co-opt David Cope.

- a. **Acceptance of Office & Declarations of Interest.** 110a. Cllr Cope and the Clerk, as Proper Officer, **signed the Acceptance of Office.**

5. **Approve Minutes of the 9th July Meeting.**

111. The minutes were **unanimously agreed** to be a true record and **The Chairman signed the file copy.**

6. **Update on Aveland site and police station.**

112. Mr. King joined the meeting and gave a brief resume of the situation to date with regards the purchase of The Aveland Site. He advised that a builder had been appointed however, nothing could move forward with the housing development or transfer of the land until the Crown agreed with the Covenant of use. LCC are continuing with these negotiations. The Parish Council has received a Solicitor's invoice for almost the full amount negotiated for the complete sale. It was agreed that as nothing had really changed or moved forward, that Mr King would speak to the Solicitors and negotiate the amount to be paid at this time. Problems with the boundary fence have been relayed to LCC. However; they say that they will not be undertaking any repairs, as the developer will be erecting a new fence when building work commences. Maintenance of both sides of this will be the responsibility of the householders. It was stressed that the allotments holders are required to keep a minimum of 0.5m of land clear from the fence, to enable maintenance.

113 **The Police Station.** Mr. King gave a brief resume of past negotiations in regard to this property being transferred to BPC for shared use with the police. He reported that despite negotiations proceeding very well, unfortunately nothing came to fruition. He commented that as there was now a new Police Commissioner in post, that now may be a good time to resume negotiations and offered to assist with letter writing etc, if required.

7. **Receive any External Reports.**

114. PSCO Bromwell was unable to attend but submitted a written report which was read out by the Chairman. It was agreed that an accompanying document with information about scams and fraud be displayed on the noticeboard and possibly in the newsletter.

115 **LCC** County Cllr Martin Hill reiterated that talks between The Crown Estate and LCC re The Aveland Site were on going. Monies from The Fair Funding Campaign were to be used for help with social care and SENs in schools. Money had been received from Government for Highways Dept, hence the recent top dressing to prevent water ingress and pot holes. Through The Integrated Care System, work was being done to coordinate maternity services between Boston and Lincoln. Grantham to perform elective surgery from the whole of Lincolnshire and to be an Urgent Care Centre. New website to be rolled out soon.

116 D Cllr Hansen had prepared a report which was circulated to all Councillors.

8. **Receive any Community groups or Organisation Reports.**

117 **Toller Trust** -Cllr Stafford- stated that he had nothing to report but that he would be attending a meeting in October

118 **YOS** -Cllr Stevenson - reported that unfortunately representatives didn't always turn up for scheduled work but hopefully they would do so for the work scheduled for the coming weeks. Areas to be concentrated on are the alleyways and allotment gates. Cllr Stafford asked if they intend to complete the work on the benches at the Spring Wells. Cllr Stevenson responded that they did.

9 **YOS set possible budget expenditure.**

119. **It was unanimously** agreed that Cllr Stevenson should have a pre authorised budget of up to £20 for YOS purchases. All receipts to be retained and passed to the clerk for reimbursement.

10 **Parish Matters.**

a) **Recreation Ground;**

120 **Fencing** complete and positive comments received.

121 **Painting**, work commencing 11/09/19

122 **Fascia repair etc** - all quotes received were discussed. It was unanimously agreed to accept the quote from JC General Building and Maintenance. **Chair to action.**

123 **Replacement swing** - fitting now complete and swing in use.

124 **Litterbins** - ordered as per previously circulated and **unanimously agreed** specifications. A request for volunteers to be available on day of delivery, to help put litterbins in place was made.

125 **Pavilion window** - cricket club spoken to and agreed to rectify. **Clerk to ask** that work is undertaken/completed by November.

126 **Fire extinguisher servicing** – Date has been booked and Cllr Cope offered to attend. **Clerk to contact Cricket Club** to remind them to organise PAT testing.

127 **Entrance Gate to play area inc Disabled Access** - **Unanimously agreed** to accept previously circulated quote from Nicholas Marshall for barrier and gate repair. **Cllr Vince to action.** It was **unanimously agreed** to ask painter to signpost dropped kerb at edge of grass to help facilitate disabled access to the park area. **Chair to action.**

128 **CCTV** – all quotes received were discussed. It was **unanimously agreed** to accept the quote from ProStorm Security. **Chair to action.**

- 129 **Telephone and Broadband Line - Unanimously agreed** to apply for a line, **Clerk to start proceedings.**
- 130 **Hedging update** - despite initial problems with ASB, this seemed to have abated and there had been no problems in the two weeks prior to the meeting.
- 131 **Paving/Tarmac** - all quotes received were discussed and it was **unanimously agreed** to accept previously circulated quote from Kyme Services, although an amendment will need to be made after a decision to change the work slightly, limit to increase spend agreed. Cllrs also verified with contractor where waste was to be disposed of. **Chair to action.**
- 132 **Outside lights** - after discussion Chair offered to research possible solar lighting.
- 133 **Smart Meter and electricity tariff renewal - unanimously agreed** to have smart meter fitted at no cost to council and to renew with Opus Energy on a two year contract. **Clerk to organise.**
- 134 **Tennis courts** - Chair reported that the Council decision to provide open access to the tennis courts had proved very successful and that they had been used by all ages without any problems. **Chair offered to get quote for weed treatment.**
- 135 **Bowls club update** – The Chair informed The Council that sadly The Bowls Club is to close due to a lack of members. The Council agreed that, The Chair would liaise with The Club about the possibility of cutting the grass back and to the use of the container.
- 136 **Car Park-** It was noted that the car park is beginning to show signs of wear with disintegration occurring in places. This will require monitoring and possible repair. It was suggested that due to cars parking there instead of outside the school, this increased use may be a factor in the cause. It was agreed that **the Chair would source a price for a weed treatment** for the edges of the car park.
- 137 **Play Equipment** - The Chair proposed that a quote be sought for repainting the play equipment, as part of planned works for 19/2020. This was **unanimously agreed. Chair to source**
- 138 **Donation of oak trees-** A parishioner had offered The Council 3 oak saplings, which they **unanimously agreed** to accept to plant in the Recreation ground. A budget was set for the installation.
- 139 **Cricket Club Agreement** - after discussion The Clerk was asked to update The Cricket Club Agreement and organise for all parties to sign the document. It was also agreed to ask them to repaint the green container to be in keeping with the other refurbishments within the recreation ground that the Council are undertaking. **Clerk to action.**
- 140 **Horbling PC Contribution to Recreation Ground** - The Chair reported that a payment had been received.
- Cemetery Refurbishment**
- 141 The Fencing and gate repair had been completed and the gates, adjoining metal work and fencing have been painted.
- 142 **Tree Work** - A quote which had been circulated earlier was **unanimously accepted. Chair to action.**
- 143 **Grass verge and external Path** - as the Clerk had already contacted LCC to come and inspect, it was decided to delay a decision until the Council is informed of the outcome of that inspection.
- 144 **Horse Field rent review** - after discussion it was decided to carry on for another year but to make the tenants aware that the field may not be available after that.
- 145 **Contract-** As above.

- 146 **Cemetery Fees Review** - As correspondence had just been received regarding assessing the cemetery's rateable value, it was decided to delay any decision on this matter.

Allotments

- 147 BAGS had proposed a number of changes to the Contract and Letting Agreement. The Council **voted unanimously to agree to these changes.**
- 148 **Allotment Entrance hedge height** - it was **unanimously agreed** to obtain a quote for this. **Chair to action**
- 149 **Allotment Water Leak**-resolved
- 150 **Replacement Lock** - replaced, no Charge.
- 151 Weed Spraying **Car park entrance** - **unanimously agreed, Chair to source quote.**
- 152 **Security arrangement for entrance to Aveland site** - After discussion it was **unanimously agreed** to adjust the security arrangements at the Aveland Site.

Spring Wells

- 153 **Refurbishment** - no update available, Councillor absent.
- 154 **Plans/Work schedule** - **Cllr Vince to get quotes for next meeting**
- 155 **Tree Work** - quote previously circulated **unanimously agreed Chair to action**

Newsletter update

- 156 It was agreed that as Cllr Volanakis was not available, not to have a newsletter next month. **Distributor and printer to be advised by Clerk.** It was agreed that the council would honour any costs.

AntiSocial Behaviour update

- 157 Main areas of concern are the recreation ground and Spring Wells, Incidents reported and the Police increased their patrols, which seems to be having a positive effect on the situation. They are also going to display 'This site is being monitored' notices in these locations. The Chair reported on a scheme implemented by another local Council to help combat antisocial behaviour, which had proved very effective. **Chair will research this further and report back.**

Additional Parish litterbins

- 158 It was decided to postpone this plan as at this time, as SKDC would be unable to empty them.

Speed Camera Update

- 159 No report as Cllr Volanakis absent

Emergency Plan Update/Actions

- 160 No report as Cllr Harvey-Volanakis absent. Two places have been booked on the Resilient Communities Conference, Cllr Woodhead and Cllr Cope to attend.

Social Media Account

- 161 It was proposed that the Council set up a social media account in order to improve and add to existing communication channels, after discussion **it was agreed by the council not to take this motion forward.**

Street lighting Vine Court

- 162 Following a request from a parishioner to reinstate street lighting in their road after the midnight switch off, the Council looked into the application process and cost. After discussion it was unanimously agreed by the council that agreeing to one could set a

precedent that would have vast financial implications, consequently; **they could not support this application. Clerk to advise applicant.**

Overhanging Branches

163 Following a complaint that many properties have branches, etc over hanging the paths, making it sometimes difficult to walk. The Council discussed sending a letter to all offending households but **unanimously decided against this approach**. They will continue to report areas they become aware of to the Highways Department and if anyone knew of any offending branches etc but didn't want to report it themselves then The Council would do so on their behalf via The Clerk.

Poppy Wreath

164 It was **unanimously decided** that a donation be made to The Royal British Legion. Cllr Cope will lay this year's wreath on behalf of the village at the Remembrance Day Service.

11.Clerk Update/Progress/date for review

165 The Chair reported that the Clerk's training had progressed well and that she was now managing the role independently and efficiently. It was **unanimously agreed** that the Clerk should be paid for all training hours. Clerk progress review to be undertaken by Cllr Vince and Chair, **date to be confirmed.**

12.Accounts update to end of previous month

166 The previously circulated accounts to date and payments for approval were presented for inspection.

167 **Additional Clerk Training Hours** - It was unanimously agreed that the extra hours previously agreed via email be honoured and up to 4 hours additional training extra to those previously agreed, should be available to help with the budget preparation.

168 **Approval of Expenditure-** The Income and Expenditure was **unanimously approved**. Cllr Stafford and Cllr Vince signed the cheques and Cllrs Woodhead and Vince signed the sheet. **Cllrs Woodhead and Vince to authorise the online payments**

13.Planning updates

169 No applications received for comment.

14.Clerks Report and Correspondence

170 The Clerks report was circulated previously, no comments were received

15. Receive any urgent matters arising

171 No urgent matters or items for next agenda other than already minuted

There being no more business the Chairman closed the meeting at 09.36pm

**Next Parish Council Meeting to be held at Billingborough Primary School
on Tues 12th November at 6.45 pm**