

## **BILLINGBOROUGH PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> January 2016  
at Billingborough Primary School

**Present:** Cllr R Free - Vice-Chairman (Chairman for this meeting)  
Cllrs A Bain, M Cummings, J North, M Peace, P Pocock and R Stafford  
Clerk to the Council – M Free

The meeting opened at 6.50pm for the Public Forum. There were no members of the public present so it was agreed for the Chairman to start the main agenda.

1. **Chairman's Remarks.** In the absence of the Chairman, Cllr Free welcomed everyone to the first meeting of the New Year and welcomed Paul Jepson to the Council. Cllr Jepson signed the Acceptance of Office and Disclosure of Pecuniary Interest, and thanked the Council for the opportunity to join.
2. **Apologies for absence:** The Council accepted the apology from Cllr King.
3. **To approve the Minutes of the Budget Meeting dated 7<sup>th</sup> December 2015.** The minutes were unanimously accepted as a true record of the meeting and the Vice-Chairman signed the file copy.
4. **Police Matters.** There was no attendance by a Police Officer. Cllr North reported that he had witnessed a motorcross bike being used on the Aveland Site, which he had reported to PCSO Brommell, at the village police office. The Vice-Chairman briefed Cllr Jepson on the background of the closed topic and gave the Council an update.
5. **Finance Report**
  - a. The Clerk informed the Council that the External Auditors had not yet signed off the 2014/15 accounts. They had requested some additional information and notified the Council that there would be some additional fees. The completed audit report was expected shortly.
  - b. The Clerk presented the Council with the previously circulated accounts for financial year 2015/16 to date. The payments and receipts since the last meeting and the payments requiring Council approval were also presented. **The Council approved the payments and receipts since the last meeting. Cllrs Cummings and North authorised the payments on the attached list.**
  - c. The Clerk presented the Council with the previously circulated DRAFT Budget and Precept for 2016/17. **The Council approved the Budget and Precept figures for 2016/17. Clerk to publish the Budget and submit the Precept paperwork to SKDC.**
6. **Parish Matters**
  - a. **Spring Wells.** The Vice-Chairman briefed Cllr Jepson on the ongoing Spring Wells projects.
    - i. The repairs to the pond edging had still not been carried out. **Cllr Stafford to continue to chase the contractor.**
    - ii. CCTV signage that complied with the new regulations was still being sourced and the Surgery Practice Manager was still chasing their supplier. **Cllr Free to continue to chase.**
    - iii. The Clerk had written to Mr Cowley to allay his concerns for the ducks and moorhens. Cllr Free had checked and re-secured the mesh top on the cistern. The Council agreed to monitor the safety, feeding and numbers of the birds, and contact the RSPB as necessary.
  - b. **Recreation Ground.**
    - i. Cllr Bain confirmed that the picnic benches had been received and were ready to be fitted. All of the benches would be security marked as BPC Property. The Council agreed to wait until Easter to fit the benches.
    - ii. Cllr Peace had received 2 of the 3 quotes for replacement skate park equipment. Both quotes had offered the 'gold plated' solution, which was over £20,000. The Clerk

confirmed that the invoice for the removal of the old ramp had now been settled. Quotes for resurfacing the tennis court were still outstanding. **Cllr Peace to distribute the quotes and detailed options to all councillors, for a decision at the next meeting.**

- iii. Cllr Bain had conducted a survey of the Billingborough, Horbling and Pointon primary school children for their input on new playground equipment, and Playdale was the clear favourite. A quote for the surfacing options was still outstanding. Cllr Bain was in the process of compiling the application for a Grant towards the cost of the equipment; Cllr King was helping with this. In conjunction with the annual inspection report from Wicksteed, Cllr Bain had assessed the recommendations and requested a second quote for the surface repair. There were no urgent/immediate repairs highlighted, and the Council could do a number of the minor repairs in the Spring. **The Council agreed that safety was a priority and the outstanding repairs would be monitored very closely. Cllr Bain to submit the grant application, with assistance from Cllr King.**
- iv. Cllr Peace confirmed that the dog fouling signs were still in place, but the issue remained. A number of complaints had been received regarding dog mess, in a number of areas around the village. The Council agreed that this was an issue for the village as a whole, and people should be encouraged to 'name and shame' offenders in order for them to be reported to the Dog Warden. A reminder to be included in the next Parish Newsletter.
- v. The Bowls Club Gate has now been replaced and the invoice settled. The Vice-Chairman thanked Cllr Peace for his efforts. **Item closed.**
- vi. The Height Bar had now been replaced and the posts straightened and re-secured. The Insurance Company had reimbursed the Council for the work, less VAT, and the third party had refunded the policy excess. The Vice-Chairman thanked the Clerk for her efforts. **Item closed.**
- vii. The Clerk had written to the BHT Cricket Club regarding the mud in the changing rooms. The Vice-Chairman briefed the Council on the response. The Cricket Club denied they were responsible for the mud, and also highlighted the issue of their reduced membership; an issue echoed by the Bowls Club. The Council resolved to include these issues when the Goodwill Agreement was reviewed. **Vice-Chairman to liaise with Cllr King to set up a meeting with the Cricket Club Chairman.**

**c. Cemetery Issues.**

- i. The Clerk informed the Council that the family had been refunded the overpayment, through the Funeral Director. **Item closed.**
- ii. The Clerk and Cllr North informed the Council that contractor was still denying responsibility for the damaged headstones, and distributed their written response. Preventing any future damage had been taken into account in the new contract, with specified restrictions on using machinery in close proximity to memorials. The issue, and the cataloguing of the damage prior to the next contract being awarded, was taking a significant number of hours.
- iii. The Council unanimously agreed that the upset for the families should be minimised, and the damaged headstones repaired whilst the discussions with the contractor were ongoing. The Council also agreed that the contractor should be sent another letter, with photographs and the repair quotes, with a view to taking the issue to the Small Claims Court if the matter could not be resolved. **Clerk to contact the families and stonemason to affect the repairs, and inform the contractor of the Council's decision and planned action, in writing. Clerk to log additional hours spent on this matter.**

**d. Planters Project.** The Clerk had received the invoice from Cllr Cummings, but the company had still not provided payment details. Although the planters had received a number of positive comments, two of them were not as well stocked the other. **Clerk to chase the company for payment details and highlight the difference in planters.**

**e. Speed Feedback Signs.** The Vice-Chairman briefed Cllr Jepson on the background of speed feedback signs. Cllr Free had not yet written to Cllr Martin Hill, regarding Highways refusal to

authorise solar powered signs, as it's "not fair" to other councils who have paid more (~£10,000) for the original signs. Cllr Free also needed assistance to refit the Sign in the opposite direction on Folkingham Road. **Cllr Free to write to Cllr Hill. Cllr North agreed to help fit the sign. Cllr Peace to make enquiries regarding the solar powered sign at Somerby.**

- f. The Vice-Chairman informed the Council that Cllr King had spoken to Highways to highlight the reported concerns about the parking and speeding vehicles on the High Street. Highways understood the concerns but reaffirmed the point that parked vehicles make through traffic slow down. **Item closed.**
- g. The previously circulated draft response to the Village Survey was discussed. **The Council unanimously approved the response to the Planning Office; Clerk to submit. Item closed**

#### **7. Aveland School Site Project.**

- a. The Vice-Chairman updated Cllr Jepson on the situation with the former Aveland School Site. The Heads of Terms had not yet been signed off, but SKDC were expected to meet to discuss the planning application very shortly. Cllr King was still to instruct the chosen solicitors. **Ongoing.**
- b. The forming of a Billingborough Allotment & Garden Society Steering Group was discussed, and the need of a councillor to be the initial point of contact and coordinator. A meeting should be planned for next month and the arrangements published in the Newsletter. **Cllrs Jepson and Pocock agreed to be the Council's representatives for the Allotments. A meeting should be arranged and Cllr King notified for inclusion on the Newsletter.**
- c. Cllrs King and Free had met with Pointon FC, and also visited the site playing fields. The Club is still eager to have the pitches available for the forthcoming football season, and an agreement for them to manage the pitches was discussed. **Ongoing.**

#### **8. Emergency Plan.**

- a. An Emergency Plan meeting had taken place early December. A flyer outlining the Emergency Plan and the contact details had not yet been produced. **Ongoing.**
- b. The Clerk had been unable to contact BT regarding the phone being removed and the box being used for a defibrillator. Cllr Pocock offered to contact BT to find the right department; Cllr Peace had a contact number for BT facilities. **Cllr Pocock to contact BT regarding the Council taking on the phone box.**

#### **9. Website.**

- a. The need to have the Council's own website was reiterated. Cllr Cummings was content to still run the website but needed one that was easy to manage and would take all the documents that the Council needed to publish. The cost of commissioning a dedicated website was discussed. **Cllr Peace to assist with the website as required. Cllr Cummings to research and disseminate website options to the Council, up to a maximum cost of £5 per month, with an email vote for the preferred option.**

#### **10. Planning.**

- a. **S15/3162.** Garden room extension. Cllr Stafford declared a DPI regarding this application and was asked to leave the room. The Council discussed the application and were all in favour. **Clerk to submit the Council Response.**  
Cllr Stafford returned to the meeting.

**11. Community Correspondence/Comments.**

- a. Horbling Parish Council (HPC) had asked for an update on the plans for the Recreation ground for their next meeting. Cllr King would be attending the meeting in his role as a district councillor. The Clerk would confirm the details of the HPC meeting and Cllr Bain would attend if available.
- b. Mrs Lawton of Birthopre Road had reported finding lots of broken glass bottles at the cemetery, on the path near the shed building; Mrs Lawton had cleaned up and disposed of the broken glass. Clerk had thanked Mrs Lawton and the matter would be reported to the Neighbourhood Policing Team.
- c. Cllr Pocock confirmed the he would attend the forthcoming Good Neighbour Scheme meeting, and feedback to the Council.
- d. Cllr Pocock informed the Council that the new Village Hall Committee had been appointed (Tina Slipper, Chairperson; Debbie Chessum, Secretary). Cllr Pocock was on the committee as a mentor/adviser, and Cllr King was also a member of the Committee.
- e. Cllr Pocock notified the Council that it appeared 2 vehicles had been abandoned close to a property in the village. Also, a number of dykes, which were the responsibility of homeowners, were deemed to be overgrown. **Clerk to investigate and contact householders as required.**

**12. Other Business.** There was no other business.

**13. Next Meeting.** The next Parish Council meeting will be held on Monday 7<sup>th</sup> March at the Billingborough Primary School at 7pm, preceded by a public forum at 6.50pm.

The Vice-Chairman closed the meeting at 8.55pm.