

BILLINGBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday 5th September 2016 at Billingborough Primary School

Present: Cllr M King – Chairman, Cllr R Free – Vice chairman, Cllrs M Cummings, P Jepson, C Jepson, P Pocock and R Stafford (for Council Meeting only)
Cllrs Hesslewood & Woodhead from Item 2
PCSO Graeme Parrott (for Public Forum and Items 1 to 4 only)
Clerk to the Council – M Free

The Meeting opened at 6.35pm for the Public Forum. There were 2 members of public present.

A resident from Hereward Way highlighted concern at the height of the conifers that formed the border with the former Grimers Site. The developer of the Site had previously agreed to maintain the hedge height but had not maintained the hedge all the way along and to the same height. Chairman agreed to contact the Developer to chase the hedge maintenance.

A resident from Ousemere Close raised concern at the overgrown lode, which was affecting the flow and causing a smell. It is believed that the area has not been maintained since last Christmas. Residents are concerned at the potential health risks and rats. Chairman agreed to contact Black Sluice.

1. **Apologies for absence.** All Council members were present.
2. **Possible Co-option of 2 Members.** The Council discussed the applications for the 2 vacancies. The Council voted unanimously to accept both applicants. Councillors Aidan Hesslewood and Chris Woodhead completed the Acceptance of Office and DPI forms and were welcomed onto the Council. The councillors introduced themselves. **Clerk to notify SKDC Monitoring Officer and Cllr Cummings to update the website.**
 - a. Chairman explained the different councillor roles to the new members and the vacant posts. It was resolved that Cllr Woodhead would be the Toller Education Fund Representative and Independent Accounts Checker. Cllr Hesslewood would join the Recreational Team. (*This item was discussed after the Police Matters*).
 - b. Outside to the meeting, Cllr King had notified the Council that, due to other commitments, Cllr North had resigned from the Council. The Council acknowledged the contribution Cllr North had made throughout his tenure and thanked him for his efforts.

The Council unanimously agreed to bring item 4, Police Matters forward.

3. **Item 4 - Police Matters.**
 - a. PCSO Parrott apologised for the absence of PCSO Brommell, who was on leave. He briefed the Council that the Sentinel checks, put in place following the recent vandalism at the Recreational Ground, had stopped 2 weeks ago. No acts of vandalism had been witnessed by the police. A number of the patrols are likely to have been 'drive by' only. Earlier today the Clerk had reported another incident of vandalism, involving the seats of one of the wooden benches being ripped off and thrown over the Bowls Club hedge. Cllr Cummings presented a piece of damaged matting from under the Activity Net, which may have been removed deliberately, and produced a large amount of rubbish collected from the playing field. It is believed that the vandalism is being carried out by 'older' children. Residents who had tried to speak to individuals behaving inappropriately had been verbally abused. **Chairman agreed to encourage residents to report any antisocial behaviour or vandalism to the Police on 101 through the News Sheet. Cllr Free agreed to survey the rest of the matting and notify the Police if vandalism was suspected.**
 - b. The Clerk and Cllr Jepson briefed the Council on the outcome of the meeting with the Crime Prevention Officer. Despite the cost CCTV was recommended. The Clerk briefed the Council on her research on the options and viable locations. **It was resolved that Cllrs Free, P Jepson and C Jepson would have delegated powers to select a CCTV system and contractor, within the normal 3 quotes rule, that meets the requirements of the Council, to a maximum of £6,000.**
4. **Item 3 - To approve the Minutes of the Annual Parish Meeting & General Meeting on 5th July 2016.** The minutes were unanimously accepted as a true record of the meeting. The Chairman, signed the file copy.

5. **Finance Report.**

- a. **2015/16 Audit.** The completed External Audit report had not yet been returned.
- b. **2016/17 Accounts.** The Clerk presented the Council with the previously circulated accounts for the financial year 2015/16 to date. The payments and receipts since the last meeting, and the payments requiring Council approval were also presented, including the latest Glendale invoice. A second CO2 fire extinguisher had been purchased for the Pavilion. Paying off the outstanding PWLB loan was also discussed. **The Council approved all the payments and receipts. The Council agreed by majority (6:3) to pay off the loan if it was in the Council's favour. Cllrs King and Cummings signed the payments on the attached list.**

6. **Parish Matters.**

- a. **Insurance Renewal.** As discussed and agreed by email, the Council's insurance had been renewed on a 3-year policy with Zurich.

b. **Recreation Ground:**

- i. **Play Equipment Installation.** Installation of the new play equipment has been completed. The company had confirmed that the movement in the Activity Net pole was normal and the broken pieces of matting had been replaced. Cllr King was in the progress of completing the report in order for the Council to claim the remainder of the full Grant. **Clerk to obtain the school contact details from former Cllr Bain.**
- ii. **Football Goals.** Replacement football nets had been purchased. These would be fitted once the goal posts had been revamped by the Youth Offenders.
- iii. **Tennis Court Refurbishment.** The level of tennis court refurbishment was discussed as this is a well-used facility. The surface of the court had been swept and found to be in reasonable condition. Resurfacing could be done but was costly. The fence needs repairing or replacing and the net was worn. **It was resolved that fencing (up to £12,000) and resurfacing options would be investigated by the Recreational Ground Coordinators in conjunction with item 6.vi.**
- iv. **Silver Jubilee Bench.** The wooden slats of the original bench are rotting, and the sheared bolts make the bench beyond economical repair, largely due to the overhanging tree. **The Council unanimously agreed the Jubilee bench must be replaced, and chose an all metal design. Clerk to finalise the bench choice and arrange delivery and installation.**
- v. **Skate Park Fence.** The safety fence surrounding the skate park has been damaged and a number of the posts removed. The Clerk had obtained a quote for the repair. **The Council accepted the quote. Clerk to arrange the repair.**
- vi. **New Skate Park.** Following the recent vandalism and the level of investment required for a new skate park, options for the whole area with multiuse activities were needed. **It was agreed that the Recreational Ground Coordinators would investigate options for this area, including the Tennis Courts, within previously agreed amounts. Clerk to chase project details from former Cllr Peace.**
- vii. **Pavilion Safety Checks & Electricity.**
 - 1. PAT of the Pavilion portable electrical equipment belonging to the Bowls and Cricket Clubs was out of date. The Fire Extinguisher maintenance had also lapsed but this had been carried out. The mains electrical safety inspection was also due; the Clerk had obtained 3 quotes. A recent check of the Pavilion had discovered blocked fire exits, obstructed extinguishers and overloaded store cupboards. **It was agreed that the Clerk would write to both Clubs, highlighting the safety requirements and to obtain a copy of their Public Liability certificate, and to arrange the mains electrical inspection.**
 - 2. The fixed price electrical tariff ends 11th Sept. 1 and 2 year options were discussed. **The Council agreed on a 1-year fixed tariff. Clerk to arrange.**
- viii. **Waste Collection.** SKDC no longer collected non-residential waste at no cost. The pricing options of different bins and the recycling and landfill requirements were discussed. **It was resolved to order a SKDC landfill bin and for the Clerk to speak to the Caretaker regarding the viability of recycling the park waste.**
- ix. **Caretaker Contract.** Cllr Free briefed the Council on the proposed tweaks on the caretaker contract. **It was agreed to adopt the changes. Clerk to present the contract to the Caretaker for agreement and signature.**

- c. **Cemetery:**
 - i. **Damaged Headstones Court Claim.** Cllr King updated the Council on the claim for the damaged headstones. The Small Claims paperwork had been submitted. The defendant was still disputing the claim. The claim had been deferred to Lincoln Crown Court. Matter ongoing.
 - d. **Speed Feedback Signs.** Cllr King had chased the highways Executive Member regarding solar speed signs and Cllr Free had chased the new point of contact for the outstanding posts. Neither had received a response but were still chasing. Matter ongoing.
 - e. **Youth Offenders.** Cllr Free updated the Council on the good work done by the Young Offenders in the village. A good relationship had been formed and all parties were keen for it to continue. A revamp of the goal posts was in progress and the weeding of the tennis court was next on the list. Ongoing.
 - f. **Defibrillator.** Cllr Pocock informed the Council that the BHF donated defibrillators were no longer available. The phone box previously identified as a possible location was now owned by a Community Health group so only available at a cost. It was unanimously agreed to remove the item from the agenda at this time but Cllr Pocock would continue to monitor for future funded options. **Item closed.**
- 7. **Aveland School Site Projects:**
 - a. **Site Ownership.** Cllr King updated the Council on the project. The project was progressing but was taking a long time. The entrance gates and access road had been completed and the water system was in progress. The option for an Early Entry Agreement, which would allow work on the allotments to start, had been agreed in principle and a decision was expected shortly; the Council would then be responsible for the site. LCC had agreed to maintain the football pitches until the end of the growing season. **It was resolved that the Clerk would contact the insurance company to arrange cover.**
 - b. **Allotments.** Cllr P Jepson presented the DRAFT agreements between the Council and BAGS, and BAGS and the tenants for Council approval, and discussed. The BAGS Constitution had been agreed at their August meeting. A combination padlock was needed for the entrance gates to control access to the site and quotes for fencing the area. **The Council agreed with the revised documents in principle but delayed signing until the allotments were set up; Chairman and Cllr P Jepson to sign on behalf of the Council. Cllr Hesslewood to investigate Public Liability cover. Cllr P Jepson to chase the quotes for setting up the allotments. Cllrs Stafford and Hesslewood left the meeting.**
- 8. **Emergency Plan.** The Emergency Plan was still in progress and the contact list still needed to be published. Fallen straw from the farm vehicles was a major factor in blocked village drains. A recent sweep had recovered 6 tonnes of straw from the Billingborough and Horbling streets. **It was resolved that Cllr King would contact MP Nick Boles regarding the drainage issue. Cllr Pocock to compile the contact list for publication.**
- 9. **Website** Due to the meeting overrunning this item was deferred until the next meeting.
- 10. **Planning. The previously circulated comments for S16/1211 and 1213 were agreed as the Council response. Clerk to submit the Council response.**
- 11. **Correspondence:**
 - a. Clerk had been notified of a resident living on the High Street had been woken up on more than one occasion at 5am to move their vehicle in order for an oversized vehicle to pass through. This matter would be highlighted to Highways.
 - b. A complaint had been received regarding the overgrown hedge at the Cemetery blocking access to graves. Now that nesting season was over the hedge could be cut back and the contractor would be asked to complete this work as soon as possible.
 - c. A number of positive comments had been received regarding the summer entrance planters.
- 12. There was no other business deemed urgent by the Chairman.

The Chairman closed the meeting at 10pm.