

BILLINGBOROUGH PARISH COUNCIL

Minutes of the general meeting of Billingborough Parish Council held on 10 Jan 2023 in the Sports Pavilion at the Recreation ground.

Present: Cllrs C Woodhead (Chairman), J Surtees, M Turner, R Stafford, R Rayside, C Labinjo.

In Attendance: H Beaver (Clerk), C Cllr M Hill (Left at 19.40), 2 members of the public, (left at 18.45).

The Chairman opened the public forum at 18.30. There were 2 members of the public present who wanted to make the Council aware that approximately 15 floodlights had been erected on the industrial area of West Rd. These were currently lit between the hours of 15.30 and 09.00 thus making it difficult for neighbouring residents to sleep. Also, that litter around the perimeter of the site was becoming a problem. C Cllr Hill, who had previously spoken with the site manager on another issue, agreed to take this matter forward, he also commented that the environmental health department at SKDC may be able to help.

There being no other questions the Chairman closed the public forum at 18.45 and opened the meeting.

1. Chairman's opening Remarks

180. The Chairman read out the following statement:

Welcome

As usual our meeting is being recorded so please remember to be respectful in your interactions. With that request in mind I'd like to revisit some principals of our code of conduct, which we adopted to promote and maintain high standards of behaviour by us whenever we conduct the business of the Council, which includes how we behave in meetings.

Our policy states that we should always treat people with respect including those working for this Authority, such as our Clerk and fellow councillors and we should never act in a way that a reasonable person would regard as bullying or intimidating, by always behaving in a way that a reasonable person would regard as respectful and appropriate. With this in mind can I ask that if you have a question, wish to say something or challenge an opinion during our meetings, that you please do so in a polite and respectful manner, after seeking permission to speak via the chair. Remember succinct, relevant polite comment/discussion will enable us to conclude all our necessary business within the meeting time limit set out in our policies and procedures.

I feel that a positive step forward to show that we are all working to the same principals would be for us to look at signing the Civility and respect pledge currently being promoted by LALC and suggest that it's added to our February meeting for debate.

Lack of AOB on our agenda was questioned at our last meeting, so I'd just like to clarify that we do not have this as an agenda item as good practice. Its absence ensures that everyone is aware prior to our meeting what is to be discussed, thus enabling you to prepare/research etc prior to our meeting. Its absence also helps us work within our time constraints.

I also just need to make everyone aware that if for any reason you wish to leave the meeting at any point that is ok, though your absence will be recorded in the minutes. If for someone requires a 5 or so minute break, please can they advise me and I will consider suspending the meeting until your return.

2. **Apologies for absence.**

181. Apologies had been received from Cllrs Cope and Richardson, it was **RESOLVED** to accept their reasons.

3. **Receive any new declarations of interest and reminder to advise of any changes within 28 days.**

182. The Clerk reminded Cllrs that any change to interests already declared should be advised within 28 days and asked Cllrs present to confirm that the declaration of interests currently advised and displayed were up to date. All Cllrs said they were, but one advised that a change may be advised shortly.

4. **To consider any requests from Members for a dispensation on any items on the agenda. To agree, or not, by resolution to any dispensations, including voting rights.**
None received.

5. **Possible Co-option.** No applications received.

6. **Approve draft minutes of the meeting held 8 and 29 Nov 2022**

183. It was **RESOLVED** to approve both draft minutes as a true record.

7. **Receive any external reports.**

184. C Cllr Hill reported that LCC were currently consulting on the Council Tax to be levied, this would be decided in February. Regarding local issues he said the directional sign that it had been agreed would be erected to help with the access problem on West Rd was not yet in situ, also that there was no date as to when the resurfacing of Folkingham Rd would be actioned. Cllrs asked that until this work started that the repair of potholes be continued. As Anglian Water had attended and investigated the flooding in West Rd car park and found that it was not under their jurisdiction, C Cllr Hill confirmed that LCC Highways would again investigate this problem. Cllrs asked for clarification regarding the timeframe of the transfer of the Aveland Field to the Parish Council, Cllr Hill said he would investigate this and report back.

185. Newly elected District Cllr Turner reported that he had almost completed his induction with SKDC and had attended a meeting of the scrutiny panel.

8. **Receive any Community groups or Organisation reports – as required.**

186. Cllr Turner, as Village Hall rep, reported that the new heating system was proving to be successful and that the next goal was to make improvements to the porch area with new doors and wheelchair access.

187. Cllr Rayside, as Primary school rep, reported that she had met with the new Headteacher, who stated that currently parking had improved although traffic speed was still a concern. He had raised the issue of a possible zebra crossing.

9. Clerk's Report.

188. The Clerk advised that at 31/12/2022 total monies amounted to £59,959.88. A list of payments made and monies received was presented. See appendix A&B attached. Also that the bus stop survey that was being carried out by LCC was to establish what assets were at each bus stop. That the Clerk at Horbling PC had acknowledged receipt of the email sent regarding the donation to the Recreation Ground and that it would be discussed at the December meeting but as yet, had not received any feedback. She confirmed that a request for a donation from LIVES had been received, and advised the Council that the guidance on the amount that the Council should budget for Reserves was between 3-12 months of expenditure. She asked for Cllrs' comments on the correspondence already circulated from LCC, (Council Tax consultation), Utility Aid, (electric suppliers), fibre broadband, LALC (election posters), the request from the Post Office to contact the MP regarding the change in cash deposits, an email received from a resident regarding the position of the commemorative Bench for the Coronation of Charles III and informed Members that a report had been received from PCSO Possnett just before the meeting that would be circulated.

10. Finance Matters:

a) **To complete discussions regarding the budget for 2023-24, including, but not necessarily limited to, the following points:**

i) **To discuss any Councillor suggestions not yet muted.**

None presented.

ii) **To agree maintenance budgets for all areas.**

189. It was **RESOLVED** to set the following maintenance budgets: Aveland site entrance £250, Cemetery £1500, General Recreation Grd £5000, Springwells £500, General Village maintenance £1900.

iii) **To agree by resolution which, if any, of the following areas/bodies to which an allowance for a donation is to be made, and the value: LIVES, Aveland History Group, Cost of Living Crisis, and any others that may be suggested.**

190. It was **RESOLVED** to make the following allowance in the budget for donations: LIVES £100, Coronation of King Charles III £1000

iv) **To review up to date quotes for the Village Signs project and to resolve if/when to take this forward, resolving on the budget allowance if decided to take forward.**

191. It was **RESOLVED** to go ahead with this project assuming permission from Highways was successfully gained, with a budget allocation of £8000.

v) **To discuss and resolve whether to include a budget for the legal fees AND development of the Aveland Field for F/Y 23-24, and if to be included, the amounts to be set.**

192. It was **RESOLVED** to allocate £1000 for legal fees only.
- vi) **To discuss and resolve whether to include an amount in the budget for the rental AND development of the Hall Field, and to set the amounts if to be included.**
193. It was **RESOLVED** to allocate £500 for rental and £1000 for development.
- vii) **To discuss and resolve on the reserve amount to be held.**
194. It was **RESOLVED** to set aside a reserve of £15000.
- viii) **To discuss and resolve as to the amount to be requested from SKDC as the precept.**
195. It was **RESOLVED** to set a precept of £15750, which maintains the same percentage increase as last year: 2.8%.
- b) **To receive a Finance Report for Sept – Dec 2022 incl.**
196. Cllr Turner reported that this had been undertaken, there had been one query that had been explained and subsequently resolved.
- c) **To resolve to approve the accounts up to 31 Dec, as circulated.**
197. It was **RESOLVED** to accept the accounts to 31/12/2022 as presented.
- d) **To resolve to approve the payment of the invoices for authorisation, as circulated.**
198. It was **RESOLVED** to approve all invoices as presented on the schedule for payment. See Appendix C attached.
- e) **To ratify the payment of a further 5 hours for the website.**
199. It was **RESOLVED** to purchase another 5 hours before the end of current financial year, at a cost of £75.

11. **Admin Matters:**

- a). **To discuss pre meeting presentation from Age Awareness and agree date if required.**

200. It was **RESOLVED** to change the date of the Annual Parish meeting and make it a standalone meeting and invite this and other speakers to that meeting. Date to be set at next meeting.

12. **Village Matters:**

- a) **To discuss and resolve on any response from the PC, if required at this stage, regarding the proposed solar farm on Washdyke Farm.**

210. After discussion it was agreed that no response was required until planning permission had been applied for. This item to be included on an agenda to be discussed once a planning application had been submitted.

- b) **To discuss and resolve on any response from the PC, if required at this stage, regarding the proposed reservoir.**

211. After discussion it was agreed that no response was required at this stage.

The meeting was closed at 20.39

NEXT MEETING: TUESDAY 14 FEB AT THE PAVILION, RECREATION GROUND.

APPENDIX A: Payments made on behalf of BPC 1/11/22-31/12/22

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
3/11/22	YOUR LOCAL LINCS	30.00
3/11/22	COMPLETE WEED CONTROL	162.00
10/11/22	CLERK	343.00
10/11/22	GLENDALE	276.34
10/11/22	CLERK	25.00
10/11/22	CLERK	743.60
16/11/22	SMARTEST ENERGY DD	25.00
21/11/22	SKDC DD	47.83
28/11/22	CLERK	25.00
28/11/22	REC CARETAKER	469.30
28/11/22	CEMETARY CARETAKER	158.08
28/11/22	Indigo 19 Ltd	240.00
28/11/22	AZTEC DESIGNS	63.06
28/11/22	COMMUNITY CLEANER	342.51
28/11/22	SPRINGEWELLS CARETAKER	158.08
29/11/22	EE LTD DD	13.12
19/12/22	DD SMARTEST ENERGY	25.00
21/12/22	DD SKDC	47.83
28/12/22	ANGLIAN WATER (PAVILION)	14.36
28/12/22	ANGLIAN WATER (CEM)	11.10
29/12/22	DD EE LTD	14.36
30/12/22	YOUR LOCAL LINCS	30.00
31/12/22	UNITY SERVICE CHARGE	18.00

APPENDIX B: RECEIPTS RECEIVED 1/11/2022-31/12/22

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
8/11/22	Comm Cleaner Grant Pt2	926.64
22/11/22	EROB PURCHASE	310.00
28/11/22	HORBLING PC	1000.00

APPENDIX C: Transactions requiring authorisation on 10 JAN 2023

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
REC CARETAKER	INVOICE FOR Dec & Jan 2023	469.30
COMMUNITY CLEANER	INVOICE FOR DEC & JAN 2023	342.51
S/WELLS CARETAKER	INVOICE FOR DEC & JAN 2023	158.80
CEMETERY CARETAKER	INVOICE FOR DEC & JAN 2023	158.80
P CLERK	SALARY FOR NOV INCL BACK PAY	1088.93
P CLERK	SALARY FOR DEC	768.20
HMRC	QTR 3 PAYMENT	107.11
CLLR WOODHEAD	PRINTER INK	28.96
CLLR WOODHEAD	N/BOARD POLYCARBONATE	48.00
PARISH CLERK	OFFICE EXPENSES DEC + BOLTS	32.00
SCRIBE	RENEWAL	345.60
ICO	ANNUAL SUBS DD ICO	35.00

Chairman's Signature: