

Billingborough Parish Council

Minutes of the annual meeting of Billingborough Parish Council held on 5 June 2023 in the Sports Pavilion at the Recreation ground.

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

In Attendance: H Beaver (Clerk).

There being no public present at 6.30pm, the Chairman opened the meeting at 6.30pm

1. Chairman's opening remarks

028. The Chairman welcomed everyone to the meeting.

2. Apologies for absence.

029. None received.

3. Receive any new declarations of interest.

030. None received.

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.

031.None received.

5. Co-option – If required – not required.

6. Approve minutes of the APCM held on 5 June 2023.

032. It was **RESOLVED** to accept the minutes as a true record, the Chairman signed the minutes.

7. Receive any external reports – None received.

8. Receive any Community Groups and Organisation reports – none received.

9. Clerk's report, correspondence and matters arising.

033. The Clerk reported that the combined bank balance as of 30/6/2023 was £70,253.41. That payments and receipts had been transacted since the last meeting as per annexe A & B, That LCC had provided 8 more litter picking kits, making a total of 11. That two of the benches at the cemetery had been re-painted, that no reply had been received from SKDC regarding reports and evidence of dog fouling at the recreation grd that had been submitted in March/April 2023. (Cllr Rayside to chase).The Clerk advised Cllrs that new Environmental planning guidance for local Councils had been received with specific advice regarding bio-diversity, this is to be discussed at the Sept meeting. The Clerk was aware of comments on Facebook regarding the grass cutting of the Aveland Field, although no comments had been received from the Allotment Management Committee, the broken swing had had a repair fitted but was continuing to be monitored for any further deterioration. Several emails from residents had been received and all circulated to Cllrs and discussed. All had either received replies or Clerk was tasked to reply following discussions at the meeting.

10. Financial Matters:

a) To resolve to approve the accts up to 30 June, as circulated.

- 034.** It was **RESOLVED** to accept the accounts to 30/06/23 as presented.
- b) To resolve to approve payment of all invoices on Appendix C.**
035. It was **RESOLVED** to agree to the payment of all invoices as per Appendix C attached.
- c) To receive a report from Cllr Turner regarding financial checks to 30 June 2023.**
036. Cllr Turner had advised in writing that he had done all financial checks upto 30/06/23.
- d) To consider any changes to the current insurance requirements and RESOLVE to accept the quote circulated as part of the 3year agreement.**
037. No amendments requested, the price of £1032.82 was agreed as per listed on appendix C
- e) To consider applications to the levelling up fund and /or community ownership fund – item deferred.**
- f) To re-schedule date for Clerk’s appraisal.**
038. A new date of Mon 24 August at 6pm was agreed.

11. Administration matters:

- a) To review the Recreation Ground Caretaker’s contract.**
039. As no amendments had been received by either party it was **RESOLVED** that no changes were required and the new contract could be signed. **(Clerk to action).**
- b) To review the Community Cleaner’s contract.**
040. As no amendments had been received by either party it was **RESOLVED** that no changes were required and the new contract could be signed. **(Clerk to action).**
- c) To review the Cricket Club agreement.**
041. As no amendments had been received by either party it was **RESOLVED** that no changes were required and the new contract could be signed. **(Clerk to action).**
- d) To review comments received from BAGS regarding changes to the agreement between BAGS and the Parish Council.**
042. The Clerk advised that the agreement had been signed and that BAGS are still in the process of writing the Risk assessment and Inspection. Progress would be updated at the next meeting.
- e) To consider if all Council owned land should be registered with land registry- deferred to next meeting.**
- f) To discuss the request for Springwells Ambassadors- deferred to next meeting.**
- g) To discuss new guidance on the consideration of biodiversity in Council decisions – deferred to next meeting.**
- h) Current Planning Applications**
043. Notification had been received that planning application S23/0511, **Washdyke Solar Farm Proposal** was to be discussed at a meeting to be held at SKDC on **JULY 27 commencing at 1pm**. Anyone could attend via video link but if anyone wanted to speak at the meeting the advice was that they should attend in person and notify SKDC at least 24hrs before the start of the meeting of their

intention to do so. As the Parish Council had already submitted a response it was agreed that no further representation was required.

12. Recreation Ground:

a) Fields in Trust, land registration.

044. As a budget had already been agreed at a previous meeting it was agreed that this could be organised by the Chair and the Clerk.

b) Wicksteed Inspection and repair works - Update on repairs and to agree any quotes received for works required- Deferred

c) External decoration of pavilion– To consider any quotes received – None received.

d) Internal works to pavilion – Update.

045. Cllr Turner advised that this would happen either in the closed season or before, if a period of wet weather stopped play.

e) To discuss and agree budget for repairs required to external cupboard and blue gate.

046. It was **RESOLVED** to get quotes for the next meeting.

13. Spring Wells:

a) Slabs below benches – Update - deferred.

14. Hall Field – Update regarding questions raised at public meeting.

047. Cllr Woodhead reported that she had met with a representative from the Crown Estates and had the following replies to questions asked:

1. Regarding the pillar that was in a state of disrepair, this was under ownership of the Church, it had been classified as a “closed” churchyard, and since then SKDC were responsible for maintenance of the churchyard. It was therefore presumed that this was also under the remit of SKDC. The representative asked to be updated with any progress of repair.

2. Regarding the installation of disability access to the site, the representative stated that it would be difficult to install this where the two kissing gates were at either end of the path, and that most public access across agricultural land usually have such gates or stiles.

3. Regarding the wall on the West side of the paddock, photographs were taken and the representative advised that repairs to boundaries were a tenants responsibility and the tenant would be advised.

4. Regarding the condition of the trees, photographs were taken and the representative agreed to ask their tree surveyors to inspect the land and report any recommendations for works required. The Council had suggested planting approx. 6 new saplings and it was agreed to seek the advice of the tree surveyors as to the type and number and seek permission from The Crown Estate to action this.

5. Regarding repairing the tarmac path across the paddock, the representative reported that they could not find any record of the installation of the path and this would not be something that they would be looking to upgrade currently.

6. Regarding public memory of the paddock being used by the public and belief that the land belonged to the village, details of the Crown’s ownership had been provided and the land had been tenanted throughout that ownership and has always therefore

been agricultural land. Previous tenants may not have used it as such and may have chosen to permit the village to use it, without the knowledge of The Crown Estate.

7. Cllr Woodhead asked if the white railings at the surgery end could be painted and the representative agreed to look into this.

8. The representative was also asked about the trees that overhang the jitty running alongside the farmhouse on Low St and agreed to add their contractors list of works to be completed in September after the nesting season.

15. Village signs – update.

048. Cllr Woodhead reported that finally both SKDC and LCC have replied that the signs as agreed can go ahead. The order can be processed. (Chair and Clerk to action).

16. Aveland– To resolve as to when the grass cutting should re-commence.

049. It was **RESOLVED** to have the field cut at the end of August.

17. Cemetery maintenance – To discuss and resolve on budgets required for repair to old or the purchase of new gates and repair/redecoration of benches.

050. As previously advised the benches had already been repainted and the gates repaired. The matter of new gates was deferred.

18. To discuss maintenance of the church yard.

051. After discussion, it was **RESOLVED** that the Clerk should write to the PCC advising them of the number of complaints being received about the state of the churchyard, in order that it may also lobby SKDC regarding the maintenance and repairs required. The eligibility for the PCC to apply for a Community Ownership Grant was also discussed and agreed that this should also be mentioned. **(Clerk to action).**

19. Emergency Plan – Update.

052. Cllr Rayside advised that she had been liaising with The Lincolnshire Resilience Forum and if the Parish Council could recruit enough volunteers willing to be involved in this project, then an information/training session could be arranged to take place in Billingborough and assistance given in setting this up. It was agreed that this would be included in the September newsletter. **(Cllr Rayside to provide details). (Cllr Rayside and Clerk to recruit).**

20. Youth opportunities.

053. Cllr Rayside advised that in her capacity as District Cllr she had been involved in setting up a Youth Council and hoped to set up a Youth Forum to bring different groups together and now hopes to meet with various groups of youths in the village to assess what they might be interested in. Leaflets would be circulated over the next couple of months and she would also provide the editor with info/article for the September newsletter.

21. Community Speed watch – To receive feedback and discuss forming a management committee to take over implementation of the project – deferred.

22. Speed camera data feedback – deferred.

23. electric vehicle charging – update

054. Cllr Woodhead has managed to make contact with the Company and plans to speak to them in the following days and to email again the contact for EVCP's at SKDC, copying in D Cllr Turner.

24. To discuss any commemoration for the reign of Queen Elizabeth II – deferred.

25. **To discuss and RESOLVE on action required for taking part in DDAY 80.**
055. It was **RESOLVED** not to hold a public meeting, due to lack of attendance at previous similar meetings.
26. **Coronation bench – update – none received.**
Councillor Turner left the meeting at 7.30pm.
27. **Traffic attendant – update.**
056. Cllr Woodhead advised that one person had shown an interest in this position and she had passed their details to LCC who are responsible for recruitment and management of the role.
28. **To consider a request to ask LCC to make West Rd prohibitive for HGVs.**
057.After discussion it was agreed that the Companies concerned should be approached again to insist that the entrance on Station Rd is used.

There being no other business, the Chairman closed the meeting at 19.40.
Next meeting: Tuesday 12 September at the Pavilion, Recreation Ground.

APPENDIX A: Payments made on behalf of BPC 1/6/-30/6/23

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
1/6/23	BBORO VILLAGE HALL	15.00
1/6/23	K WEIGAERTNER	173.44
1/6/23	J MANSFIELD	205.96
8/6/23	INDIGO 19 LTD	504.00
8/6/23	H BEAVER	771.80
8/6/23	K WEINGAERTNER	91.20
8/6/23	H BEAVER	25.00
8/6/23	HAYDN WESLEY & SON	360.00
8/6/23	AZTEC DESIGNS LTD	64.26
8/6/23	H BEAVER	25.00
8/6/23	H BEAVER	771.80
8/6/23	HMRC	86.97
8/6/23	CLLR WOODHEAD	62.83
16/6/23	SMARTEST ENERGY DD	25.00
21/6/23	SKDC DD	47.84
26/6/23	ANGLIAN WATER DD	98.92
26/6/23	ANGLIAN WATER DD	16.97
29/6/23	EE DD	10.31
30/6/23	CRPE	36.00
30/6/23	WESTGATE PRINT	534.85
30/6/23	GLENDALE	292.94
30/6/23	UNITY BANK	18.00

APPENDIX B: RECEIPTS RECEIVED 1/6/-30/6/23

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
12/6/23	ALPHA MEMORIALS	240.00
30/6/23	HMRC	2292.01

APPENDIX C: Transactions requiring authorisation on 11 JULY 2023

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CLLR WOODHEAD	PRINTER INK MAY AND JUNE	21.98
CLLR WOODHEAD	STATIONERY	3.98
J BARHAM	PLANTS FOR ENTRANCE PLANTERS	29.98
BHIB	INSURANCE	1032.81
HMRC	PAYE	15.57
CLERK	SALARY JUNE	843.20
GLENDALE	GRASSCUTTING JUNE	371.43
CLERK	OFFICE EXP'S JUNE	25.00
SLCC	SUBSCRIPTION	146.00
LIVES	DONATION	100.00
REC C'TAKER	JUNE-JULY 2023	514.90
S'WELLS C'TAKER	JUNE-JULY2023	173.44
CEM C'TAKER	JUNE - JULY2023(+5HRS C/OVER)	227.64
COMM CLEANER	JUNE-JULY 2023	375.82
M FIRE	ANNUAL FIRE EXTINGUISHER & EMER LIGHT TEST	258.59
COMPLETE WEED CONTROL	WEED TREATMENT APPLICATIONS	516.00
LIVES	DONATION	100.00
A PRIESTLY VERMIN CONTROL	WASPS NEST PAVILION	65.00