

Billingborough Parish Council

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

Present: Cllrs C Woodhead (Chairman), J Surtees, C Williamson, M Turner.

In Attendance: H Beaver (Clerk).

Present: 1 member of the public.

The Chairman opened the public forum at 6.30pm. The member of public present came to give feedback about the open meeting that was held in the village hall by SKDC cabinet members recently. There were only 2 attendees. At the end of that meeting, two of the cabinet members accompanied the member of public around the churchyard to try and ascertain the level of works that were required, as this had been highlighted as a matter of concern, needing a higher level of maintenance than it was currently receiving. To date the Parishioner had not had any feedback from this meeting.

There being no other comments the Chairman opened the meeting at 6.45pm

1. **Chairman's opening remarks**

063. The Chairman welcomed all to the meeting and advised that Cllr Rayside hoped to attend but may be late, or unable to attend, due to District Council commitments. Cllrs were also reminded to respond to emails when requested.

2. **Apologies for absence.**

064. Cllr Stafford had sent apologies and it was **RESOLVED** to accept the reason for his absence.

3. **Receive any new declarations of interest.** – 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.**

065. It was **RESOLVED** to accept Cllr Turners request to be present at items 12b, c, and f.

5. **Co-option – If required.** Not required.

6. **Approve minutes of the meeting held on 12 September 2023.**

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

7. **Receive any external reports.**

067. District Councillor Turner reported that SKDC had secured a further £1min funding for the purchase of Council housing, and a plan to build an £8m waste disposal depot has been approved.

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

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

068. The Clerk reported that the total held in all accounts as of 30/9/2023 was £63,890.51 and that all receipts and expenses were listed on Appendix A & B attached. Cllrs were reminded that invites had been sent, with responses required

for attendance, at the Housing Strategy working group consultation, and the Lincs Police engagement session, also that participation in the Lincs Alert Annual National Members survey, the legionella training, the Polling Districts and Polling Places consultation, and the Climate and Ecology Bill, was encouraged. She advised that no response had yet been received from SKDC regarding the ongoing issue of flooding in the car park on West Rd, nor had the requested feedback been received regarding the BHF recycling bin or the car which had been repeatedly reported as abandoned. Also, that the graffiti had been removed from the equipment in the play park and the cradle swing seat that was broken had been replaced with a new one.

10. Financial Matters:

- a) **To resolve to approve the accts up to 30/9/23, as circulated.**
069. It was **RESOLVED** to accept the accounts as circulated.
- b) **To resolve to approve payment of invoices on Appendix C.**
070. It was **RESOLVED** to make payment of the invoices as listed on appendix C attached.
- c) **To agree to the purchase of another 5 hours for administration of the website at a cost of £85 or 10 hrs for £170.**
071. It was **RESOLVED** to purchase a further 10hrs of website administration for the sum of £170.
- d) **To approve the electricity provider for the next financial year.**
072. From the quotes circulated it was **RESOLVED** to continue with the current provider who provided the cheapest quote.
- e) **To agree a training budget of £250 for the Clerk to attend a networking day, (£20) and further training as required.**
073. It was **RESOLVED** to facilitate a £250 budget for the Clerk to use at her discretion, in conjunction with the Chair and Vice Chair, for any training events that arose between meetings.
- f) **To discuss and resolve as to the addition of a defibrillator at the recreation ground in light of an available grant.**
074. It was generally thought that this should be pursued and a price sought for consideration at the budget meeting.

11. Administration matters:

- a) **Volunteer for a PC representative to be included on The Old Hall's disaster plan.**
075. Cllrs Turner and Surtees volunteered to be the representatives for this.
- b) **To discuss suggested works for LCC volunteers.**
076. Councillors had prepared a list of suggestions for this but felt it would be more pragmatic to decide on which to put forward after discussion with C Cllr Hill.
- c) **To resolve on a proposal to add another Cllr as user to the banks account.**
077. Cllr Williamson volunteered for this role.

d) Current Planning Applications.

078. The Clerk advised that planning app S23/0047 had been withdrawn.

e) To consider applications to the levelling up fund and /or community ownership fund for projects budget suggestions for next year- Deferred to the next meeting.

f) To discuss the proposal of asking a veteran to lay the Council's wreath at this year's Remembrance Service.

079. It was **RESOLVED** that this should be advertised in the newsletter.

12. Recreation Ground:

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

080. It was **RESOLVED** to accept a quote for a new gate to be fitted for £370

b) Repairs to pavilion roof – update.

081. Although the first leak had been fixed the second one still needed investigating and further quotes are to be sought.

c) To discuss further maintenance requirements to the pavilion, and review any quotes received, including possible works to the shutters, new doors where needed, lock on umpire room, repair to blue mesh gate, antivandal spikes on perimeter, water heaters and taps, guttering, and windows.

082. It was **RESOLVED** to accept the quote for £40 to mend the blue gate to the bowling green, and to purchase a new padlock. After consideration, and no evidence of any further incidences of access being gained, it was **RESOLVED** not to install either of the security measures discussed presently, but that the situation is to be monitored. As a second quote for the replacement/repair doors and internal lock, had not been received, this could not be considered and was deferred to the next meeting. It was **RESOLVED** that repairs to the guttering, windows and shutters could be completed by a volunteer, but a quote to replace the shuttering on the front door to automatic shuttering should be sought. It was reported that the new water heaters were not working, Cllr Turner to investigate further before any further action is taken and to report back.

d) To discuss possibility of football coaching at Rec and cost for use of toilets.

083. -As no firm request had been received, although the matter was discussed, no resolution was made.

e) Internal works to pavilion – Update. Deferred.

f) To discuss, if received, the outcome of CCTV footage sent to SKDC regarding dog fouling, to discuss and agree by resolution, how best to address the dog fouling problem at the recreation ground, including a proposal that dogs should be kept on leads whilst in the recreation ground.

084. After discussion it was **RESOLVED** not to introduce any new rules regarding dogs on leads at this time.

g) Coronation bench - update.

085. Several favourable comments had been received about the bench but a request to move the bin had also been received due to it smelling. It was

- RESOLVED** that the bin should be kept in the vicinity of the bench but could be moved a little further away.
13. **Cemetery – to discuss the new permitting rules regarding any extension that came into effect on Oct 2nd, and resolve on action required.**
086. As this is on the list of proposals for next year’s budget, it was deferred to the next meeting.
 14. **Springwells; to discuss the proposal of replacing the five- bar gate and requesting a repair to the roadway in front of the bungalows.**
087. It was **RESOLVED** that an allowance for painting the gate should be made in next year’s budget. Currently neither SKDC nor LCC will admit liability for the repair to the roadway.
 15. **Village signs – update.**
088. It was **RESOLVED** that although it had been discovered that the current signs were of two different sizes, the order should go ahead with 3 signs all of the same size.
 16. **To set a budget for the purchase of saplings, guards, and a commemoration plaque for additional trees for the Hall Field and to discuss and delegate responsibilities for after care.**
089. It was **RESOLVED to order 6 trees from the Woodland Trust at no charge, and to have a budget of £200** for the purchase of tree guards and a commemorative plaque, an allowance to be made in next year’s budget.
 17. **Youth opportunities – update – Deferred.**
 18. **Speed camera data feedback – Deferred.**
 19. **Pavement survey - update**
090. Fifteen submissions had been submitted to Fixmystreet and all but one had been declined. This matter to be taken up with C Cllr Hill.
 20. **EVCP – update.**
091. It was **RESOLVED** to write to SKDC requesting that Billingborough is guaranteed an EVCP in West Rd car park once SKDC have a date for the roll out as it is this Parish Council that sourced the information that the District Council is now taking forward District wide.
 21. **West Rd and Chapel St HGV access problems – update.** No further update.
 22. **West Rd car park - flooding issue and changes to terms of use – updates, and discussion regarding relocation/removal of BHF recycling bin.**
092. It was **RESOLVED** that the Clerk should write to SKDC on behalf of the Parish council, stressing its concern that the changes to the terms should not affect the current method of delivery to the NISA store, which currently take place at the rear of the building accessed by the car park, as delivery to the front door would cause serious health and safety concerns regarding traffic, on the High Street.
 23. **Items for the next agenda.**
093. The Chairman reiterated the fact that the next meeting is for budget items only, and asked that Councillors email any suggestions to the Clerk.

The Chairman closed the meeting at 8.43 pm

APPENDIX A: Payments made on behalf of BPC 1-30/9/23

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
1/9/23	GLASDON UK	1893.80
18/9/23	SMARTTEST ENERGY	45.00
18/9/23	H BEAVER	25.00
18/9/23	H BEAVER	795.60
18/9/23	H BEAVER	35.00
18/9/23	H BEAVER	795.60
18/9/23	INDIGO 19 LTD	378.00
18/9/23	GLENDALE	272.01
18/9/23	CLLR WOODHEAD	39.78
20/9/23	SLCC ENTERPRISES	60.00
20/9/23	M-FIRE	66.43
20/9/23	M-FIRE	158.40
21/9/23	SKDC	47.84
25/9/23	ANGLIAN WATER	23.68
25/9/23	ANGLIAN WATER	16.56
28/9/23	SPRINGWELLS CARETAKER	173.44
28/9/23	CEMETERY CARETAKER	205.96
29/9/23	EE	9.60
30/9/23	UNITY BANK	18.00

APPENDIX B: RECEIPTS RECEIVED 01-31/9/23

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
29/9/23	TENANT	5600.00
30/9/23	UNITY BANK(RESERVE)	311.76

APPENDIX C: Transactions requiring authorisation on 10 Oct 2023

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CLERK	SEPTEMBER SALARY	876.00
CLERK	SEPT OFFICE EXPENSES	29.20
GLENDALE	GRASSCUTTING SEPT	214.48
HERITAGE PROPERTY SERV'S	MATERIALS FOR CORONATION BENCH	236.00
SLCC	TRAINING	72.00
SIGN OF THE TIMES LTD	TOOLING	1620.00
LALC	FURTHER WEBSITE HOURS	170.00
WICKSTEED LEISURE LTD	REPLACEMENT CRADLE SWING	137.50/149.19+VAT

SIGNED: Cllr J Surtees**SIGNED: Cllr B Woodhead**