

Notice of a General Meeting of Billingborough Parish Council in the Sports Pavilion at the Recreation Ground on Tuesday 11 June 2024

Members of Billingborough Parish Council are hereby summoned to attend the above commencing at 6.45pm. **Members of the public are invited to attend.** The meeting will be preceded with a **Public Forum at 6.30pm**, at which time any parishioner is invited to ask questions, make suggestions, raise issues or give feedback to the Council; All Members are requested to be in attendance. The Public Forum will be followed by the formal Council Meeting. If no public are present at 6.30pm the full meeting of the Council will commence. Unless stated in the Agenda, any items raised at the Public Forum requiring a decision, will appear on the Agenda at the next meeting. **This meeting will be recorded.**

Hayley Beaver,

Clerk to the Council

3 June 2024

Agenda

1. **Chairman's opening remarks**
2. **Apologies for absence.**
3. **Receive any new declarations of interest.**
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. (Decision – All)**
5. **Co-option – If required. (Decision – All)**
6. **Approve minutes of the APCM held on 14 May 2024. (All)**
7. **Receive any external reports (County, District, etc)**
8. **Receive any Community Groups and Organisation reports – as required.**
9. **Clerk's report, correspondence and matters arising.**
10. **Financial Matters:**
 - a) **To resolve to approve the accts up to 31 May, as circulated. (RFO)**
 - b) **To resolve to approve payment of invoices on Appendix C (RFO)**
 - c) **To receive a report from Cllr Turner regarding financial checks to 30 April 2024.**
 - d) **To review and note all current Direct Debit mandates, and the schedule of regular payments. (RFO).**
 - e) **To review and approve the End of Year Internal audit report (RFO)**
 - f) **To approve and sign the Annual Governance Statement. (Chairman).**
 - g) **To approve and sign the accounting statement. (Chairman).**
 - h) **To approve the end of Year Accounts. (Chairman).**
11. **Administration matters:**
 - a) **To review the Recreation Ground Caretaker's contract. (Chairman.)**
 - b) **To review the Community Cleaner's contract. (Chairman.)**
 - c) **To approve amendments to the Financial Regulations following updates to the model policy. (Chairman).**
 - d) **To elect an HR Committee, and its Chair – if numbers allow. (Chairman).**
 - e) **To set a date for the Clerk's appraisal if a HR Committee has been elected. (Chairman).**

- f) To review Cllr responsibilities. (Chairman.)
 - g) To resolve if the Council wish to adopt a GOV.UK email domain (Chairman).
 - h) To resolve on a location to display the Kings portrait. (Chairman.)
 - i) To resolve if any application should be made for a grant available to purchase trees for a community orchard. (Chairman).
 - j) Current Planning Applications – if required. (Chairman)
12. Recreation Ground:
- a) Fields in Trust; to resolve on location of sign, and arrange for installation, including setting a budget for works. (Chairman)
 - b) To review the distribution of logs from the tree that was felled during works done following the tree survey, and to resolve if any planting is required to infill the hedge, to set a budget for works if required. (Chairman)
 - c) To discuss and resolve on the outcome of an alternative appointed person to carry out the legionella maintenance required, and any other regular testing or maintenance works required, including defibrillator. (Chairman).
 - d) To discuss and resolve on the use of a keybox, by Cllrs for the pavilion. (Chairman).
 - e) Tennis court project – update (Cllr Williamson).
13. Spring Wells:
- a) Repairs to the five bar gate and roadway – Update (Cllr Turner)
14. Cemetery:
- a) To consider and resolve on the offer of help with maintenance. (Chair)
 - b) To receive and consider further quotes for submitting an application to extend the cemetery. (Chairman).
 - c) To assess if the problem with excess straw has been resolved or if further action is required. (Chairman).
15. Aveland Field – To resolve as to when the grass cutting should re-commence. (Chairman).
16. Allotments – To discuss and resolve on a query from BAGS as to if incinerators would be allowed. (Chairman)
17. To resolve on the location of a Call connect bus stop and also if any poles for existing stops are required. (Chairman).
18. To ratify the new date of the public meeting following cancellation due to purdah and discuss any preparation required. (Chairman/Cllr Turner).
19. Emergency/Flooding Plan – Update on plan development, report from meeting with Highways and discuss if any future meetings should be planned. (Cllrs Williamson and Woodhead).
20. To resolve on the renewal of the tourist sign for the S/Wells area and delegate any application required. (Chairman).
21. Community Speed Watch – update on sale of equipment. (Chairman).

Next meeting: Tuesday 9 July, at the Pavilion, Recreation Ground.