

## **Billingborough Parish Council Meeting**

Minutes of the meeting of Billingborough Parish Council held on 16 July 2024 in the Sports Pavilion at the Recreation ground.

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

**In Attendance:** H Beaver (Clerk). C. Cllr M. Hill (7.15 – 8.13 pm).

There was 1 Member of the Public present for the public forum at 6.30pm who commented that he noticed on the agenda that Council land being registered with the land registry was being discussed, and suggested that the importance of doing this might be information to make available to other parishioners. The Council was also asked if it had considered seeking funding from SKDC for investigative works to be carried out on the drainage system. It was suggested that information about the first point could be included in a future newsletter. With regards to the second comment, it was explained that the Council was currently working towards convening a meeting between all relevant parties, that headway was being made with this, and that this suggestion was a consideration for the future.

As there were no further questions the Chairman opened the meeting at 6.39pm.

**1. Chairman's opening remarks**

**057.** The Chairman welcomed all to the meeting and asked that emails are checked on a daily basis if possible.

**2. Apologies for absence – none received.**

**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.**

**058.** It was agreed that Cllr Turner could contribute but not vote at agenda items 12b and 12c, and Cllr Tweddle could contribute but not vote at agenda item 11c.

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

**6. Approve minutes of the meeting held on 11 June 2024.**

**059.** It was resolved that the draft minutes as circulated were a true record of the meeting held on June 11 2024. The Chairman signed the minutes.

**7. Receive any external reports.**

**060.** Cllr Turner explained that in his role as Chairman of the Culture and Leisure Committee his aim was to improve the support and assistance available to all fractions of the culture and leisure facility district wide, which would include groups like B.A.T.S. for example.

**061.** C Cllr Hill asked about the meeting that had taken place between the PC and Highways, and was advised that Highways planned to carry out a clearance and investigation of the drains with a camera from the cemetery as far as Aveland Drive, and onward from Aveland Drive to the High St, the drains would be rodded. C Cllr Hill explained that at a meeting with Anglian Water recently, he had stressed the need for all parties to work together, Anglian water had now contacted the PC to set a date for

a meeting. It was felt that it may be more advantageous to arrange the meeting after the Section 19 reports have been released. He also advised that there is another pipeline proposed, to be built from the planned reservoir that will feed water to Peterborough for treatment, and this will pass to the West side of the village, from Helpringham to the Mareham Lane, but this is some years away. Further consultations have been planned.

#### **8. Receive any Community Groups and Organisation report.**

**062.** Cllr Woodhead reported that the repair on the Church clock was scheduled to start shortly and due to the rise in the cost of electricity, the floodlights were now to be switched off at 11pm instead of 5am.

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

**063.** The Clerk reported that the total of both bank accounts as of 30/06/2024 was £67,551.28, that the invoice for the grass cutting on Blasson Way had now been paid, and that the AGAR, and all relevant documents for the external audit had been sent to the auditors, and were currently being displayed on the website and noticeboard for the relevant time period. Councillors were informed that the volunteers who had previously looked after both the Folkingham and Pointon Road planters were no longer able to, a letter of thanks and appreciation had been sent, and Cllr Tweddle has already offered to care for the Folkingham Rd one and a resident from Burton Lane to care for the Pointon Rd one. The invoice has been issued to the PC that plans to purchase the CSW equipment and delivery/collection will be arranged once payment has been received. The Clerk advised that a request had been received from a resident of Allen Close, who complained that due to persistent illegal parking near the junction, it was now very difficult at times to access and exit the Close at certain times, hence the request for yellow lines to be applied near the junction, and for an increase to a current parking area to be made accessible to more cars by increasing the length of the dropped kerb. This was discussed and noted that the problem of illegal parking too close to a junction was common at other areas in the village too, and the effect of the provision of yellow lines in the area mentioned, on the flow of traffic on the High St would need to be assessed. It was agreed that the Clerk should advise the parishioner to report the concerns to LCC Highways dept. It was confirmed that the King's portrait had now been displayed in the church. The fencing awaiting repair at the allotments, was still waiting, but had been chased. The Clerk had received a report that damage had been caused to a hosepipe at the cemetery, it is owned by the tenant of the adjacent field, the Clerk had already advised that the tenant should report the matter to the police. After discussion it was decided that the tenant should be asked to feed the hosepipe around the back of the brick shed and to leave the hosepipe disconnected from the tap, when it was not in use. The Clerk also advised that the storage on the Parish email account was getting full, it was agreed that although deletions should continue to be used where appropriate, a small fund for the payment of storage would be made available if required. A request from the Secretary of the Toller Trust had been received asking if the PC could replace ex Cllr

Stafford on the Trust's Committee with another representative. Cllr Woodhead volunteered, and it was **RESOLVED**, that she would join the Trust's Committee. He also advised that the new role of a warden for crossing at the school, which the Parish Council had requested, had been filled. Cllr Hill also advised that although the role no longer exists in LCC that assists with grant applications for buildings of community interest, he was aware of someone still working for LCC that had previously worked in that role and may be able to help any committee formed after the previous Saturday's meeting. Cllr Hill was advised that the allotment fencing had still not been repaired and that still no answer had been given regarding the refunding of maintenance costs for the Aveland Field. He was also given the details of the request received for yellow lines near Allen Close.

#### **10 Financial Matters:**

- a) **To resolve to approve the accts up to 30 June 2024, as circulated.**  
**064.** It was **RESOLVED** to accept the accounts as circulated, no queries raised.
- b) **To resolve to approve payment of invoices on Appendix C.**  
**065.** It was **RESOLVED** to authorise all Payments on the Schedule as circulated, Cllrs Woodhead and Williamson signed the schedule.
- c) **To receive a report from Cllr Turner regarding financial checks to 30 June 2024.**  
**066.** Cllr Turner advised that he had checked the bank statements and invoices up to 30 June 2024, no errors had been recorded.
- d) **To consider any changes to the current insurance requirements and RESOLVE to accept the quote circulated as part of the 3year agreement.**  
**067.** A councillor raised a concern that the policy only covered volunteers up to the age of 75. After discussion it was felt that as there were currently no volunteers over that age, and increasing the age was likely to incur a higher premium as well as an administration fee, whilst this query should be noted, no increase should be sought until anyone over that age was recruited.
- e) **To discuss and resolve on the application for a Community Orchard Grant.**  
**068.** It was explained that Cllr Tweddle had approached Billingborough Primary School, as a possible site for some fruit trees. Although the head teacher, and the Council, was very keen for this to happen, there were so many ongoing rules and regulations for which the Parish Council would be responsible, it was felt that this would be impossible to manage. Although the School would not be able to apply for this specific funding in its own right, if it wanted to purchase fruit trees, there might be other avenues they could explore to achieve this, which Councillor Tweddle said she was happy to help with. It was **RESOLVED** not to take this forward as a Council

#### **11. Administration matters:**

- a) **To review the Recreation Ground Caretaker's contract.**  
**069.** As there were no requests for any changes from either parties, it was **RESOLVED** that the contract should remain unchanged. It is noted that the Clerk advised that the play equipment inspection sheets should be kept in the pavilion going forward.

**b) To review the Spring wells caretaker contract.**

**070.** As there were no requests for any changes from either parties, it was **RESOLVED** that the contract should remain unchanged.

**c) To review amendments to the BAGS agreement and BAGS Tenancy agreement to include the use of an incinerator.**

**071.** It was **RESOLVED** to agree to the amendment as circulated.

**d) To consider if all Council owned land should be registered with land registry.**

**072.** It was **RESOLVED** to ensure that all Council owned land is registered.

**e) To discuss any preparations required for the upcoming public meeting.**

**073.** As the previously scheduled PC meeting not going ahead as the Council was not quorate on the night, the public meeting had now gone ahead as planned and the Chairman gave the following brief report of that public meeting to Council. She reported that there were between 30 and 40 people present, that it was explained what it meant to have the building recognised as a “building of community interest”, a parishioner, who worked for English Heritage, reported that he was fairly confident that enough grant funding could be sought to cover the purchase, repair work, and set up costs for the subsequent running of the pub. Another suggested that all the parish should be leafleted about the issue, and someone requested that the PC ask for the frontage to be tidied. At the end, there were 8 people who volunteered to form a committee. Another Cllr who also attended the meeting added that a committee had been formed and a meeting had been convened for Aug 7 at 6.30pm in the Fortescue. Enquiries had been made of the District Council as to whether or not an enforcement to keep up with repairs to the building could be made as it was a Grade II listed. Overall, it was felt that the meeting was very positive, but there was recognition that this would be a long term project.

**f) To discuss and resolve on a request from the Army Cadets to carry out litter picking in September.**

**074.** It was **RESOLVED** that although Cllrs felt that the worst place for litter was the exit from the village along Folkingham Rd, it recognised that there were health and safety concerns, so any venue within the Parish would be very well accepted. The Council thanked the cadets for the offer. The Clerk requested dates from the Cricket Club as to when cricket matches were to be held to help with organisation.

**g) Current Planning Applications.**

**075.** The Council had been advised of a temporary Tree Preservation Order, that had been put on the oak tree on land between 5 and 7 Pointon Road. This was discussed but there were no objections to the temporary TPO.

**12. Recreation Ground:**

**a) Tennis Court project – update.**

**076.** There was little update as a scheduled meeting had been cancelled by a contractor. It was raised that the surface of the tennis court was starting to erode and the kick boarding was continually coming down. It was **RESOLVED** that the village should be asked via the newsletter and via facebook, if it would be

supportive of such a project. Cllrs Williamson and Woodhead to liaise to ensure the same details are given on both media channels.

**b) Use of keybox and external cupboard – update.**

**077.** Cllr Turner reported that the keybox was not yet in use, and that he had asked someone to clear the external cupboard where required, but could not confirm if this had been done.

**c) To consider any external works outstanding, and any maintenance required to pavilion, including repair works to patio, request received for replacement tables and chairs, and to resolve on budgets if needed.**

**078.** It was discussed that the patio outside of the pavilion was in need of repair in places, Cllr Turner offered to ask CC members to investigate and see if repairs could be actioned. Cllr Tweddle volunteered to get costings for approx. 30 chairs and 4 tables to bring to the Sept meeting. Also to look for grant funding to replace the front door of the pavilion.

**d) To consider if further works are required to the tree that lost a branch recently and set budget for works.**

**079.** As a second branch had fallen from a tree that had lost a branch only a few weeks before, it was **RESOLVED** that further works should be actioned as soon as possible.

**e) To consider the best solution to covering the area where the metal upright was recently found, and set a budget for works required.**

**080.** It was **RESOLVED** that a litter bin should be used to cover the metal and that it should be cemented in. A budget of £30 was agreed

**f) To discuss and resolve on what action can be taken with repeat offenders regarding not picking up after their dog.**

**081.** The Council had been asked to consider this due to the increase in the amount of dog faeces being left at the recreation ground. Whilst there are many responsible dog owners that use the field, some are not so responsible. The options discussed were banning dogs from the field, making the field an area where dogs are allowed, but must be kept on leads, and employing a dog warden. It was felt that the majority of the issue was down to persistent offenders, and it was decided that no appropriate action would be taken now, but that the problem should be monitored and reviewed in the future.

**13. Spring Wells:**

**a) Ownership of roadway and fivebar gate – update and decision on gate maintenance.**

**082.** Cllr Turner reported that as it is an adopted road, the District Council was of the view that it is the responsibility of LCC. Cllr Woodhead agreed to stain the gate and check if it needed repair. A budget of £50 was set.

**b) Overgrowing foliage at Springwells – not required as this had already been cut back and thanks passed on.**

**14. Planning application for cemetery extension – update.**

**083.** It is hoped that as the land is registered as one area, no planning permission should be required.

**15. Cemetery maintenance – To consider any maintenance requirements and resolve on budgets if needed – not required.**

**16. Emergency/Flood Plan and possible meeting date –**

**084.** As this had been discussed previously in the meeting when C Cllr Hill was present, it was felt that although important to keep the momentum, a meeting would be more productive after the section 19 report has been released. Clerk to continue to liaise with external bodies re meeting, and highways to chase dates for when works promised are to be completed.

**17. Village grass cutting.**

**085.** After discussion it was felt that the field at the recreation ground caused the main problems that arose with the standard of the grasscutting, and this should be re-addressed at the next meeting, and quotes sought in time for the budget meeting.

**There being no more business the Chairman closed the meeting at 8.50pm.**

**Next meeting: Tuesday 10 September at the Pavilion, Recreation Ground.**

### **APPENDIX A: Payments from 1/6 to 30/6/24**

<b><u>DATE</u></b>	<b><u>PAYEE</u></b>	<b><u>AMOUNT</u></b>
03/06/24	Village Hall	36.00
10/06/24	LALC	516.00
10/06/24	Glendale	471.81
12/06/24	H Beaver	134.00
12/06/24	H Beaver	55.84
17/06/24	Smartest Energy	10.34
21/06/24	SKDC	169.20
24/06/24	Anglian Water	416.04
24/06/24	Anglian Water	192.00
30/06/24	Unity Bank	192.00

### **APPENDIX B: RECEIPTS RECEIVED 1/6-30/6/24**

<b><u>DATE</u></b>	<b><u>FROM</u></b>	<b><u>AMOUNT</u></b>
NONE	NONE	NONE

**APPENDIX C: Transactions for authorisation on 9 JULY 2024**

<b><u>PAYEE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
CLERK	JULY SALARY	917.28
CLERK	OFFICE ALLOWANCE JUNE & JULY	50.00
CLERK	AUGUST SALARY	917.28
CLERK	OFFICE ALLOWANCE AUGUST	25.00
S'WELLS C'TAKER	JUNE/JULY	192.00
CEM C'TAKER	JUNE/JULY	192.00 + 96.00
COMM CLEANER	JUNE/JULY	416.04
REC C'TAKER	APRIL/MAY, JUNE/JULY	570 +570+24
CWC	WEED TREATMENT JULY	516.00
SLCC	SUBS	183.00
GLENDALE	FLAIL CUT	365.00 + vat
GLENDALE	JUNE CUT	299.21
KRPRINTING	PRINTING NEWSLETTER	75.00
NEWSLETTER DELIVERY	YOUR LOCAL LINCS	30.00
M-FIRE	NEW FIRE EXT + INSPECTION+ EM LIGHT	175+70+140
CLEAR COUNCILS	INSURANCE	1,100.15

**SIGNED: Cllr C Woodhead**

**SIGNED: Cllr C Williamson**