

Billingborough Parish Council Meeting

Minutes of the meeting of Billingborough Parish Council held on 8 Oct 2024 in the Sports Pavilion at the Recreation ground.

Present: Cllrs C Woodhead (Chairman), M Turner, C Williamson, H Middlebrook, and J Tweddle from 6.45pm.

In Attendance: H Beaver (Clerk).

As there were no members of the public present, the Chairman opened the meeting at 6.30pm.

1. Chairman's opening remarks

118. The Chairman welcomed everyone to the meeting and ask new Councillors to ask for help if they felt they needed it.

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- none received.

5. Co-option - not required.

6. Approve minutes of the meeting held on 10 September 2024.

119. It was resolved that the minutes as circulated were a true record, the Chairman signed the minutes.

7. Receive any external reports.

120. District Councillor Turner highlighted that there is still monies in the UKSPF fund, which is due to close on 31 March 2024, and encouraged Members to submit applications as soon as possible.

8. Receive any Community Groups and Organisation reports .

121. Cllr Woodhead had attended the meeting of the Toller Trust and confirmed that it was still the intention to dissolve the Trust and disperse all monies. Regarding the PCC, it was reported that there is to be a licensing service for the new Priest in Charge, Rebecca Rock, on Nov 13 at 7pm in St Andrews Billingborough. The priest is to reside in the Vicarage at Folkingham. The Parish will be that of South Lafford and Billingborough. Services will take place in Billingborough and Folkingham on alternate weeks. The Tower Captain at Billingborough has had to resign, so a new Captain is needed and also new bellringers. The repairs required to the Church clock may be delayed. The Village Hall Committee Members are looking for new members and also a volunteer caretaker. B.A.T.S. hopes to organise an event for the 80th Celebration of VE Day.

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

122. The Clerk reported that the balance in both bank accounts was £49,093.81 as of 30 Sept 2024. That the free bag of grit had been ordered from LCC,

repairs/alterations were scheduled to be done over the coming weekend, and that the repairs to the allotment fencing remain outstanding.

10. Financial Matters:

- a) **To resolve to approve the accts up to 30/9/24, as circulated.**
123. It was **RESOLVED** to accept the accounts as circulated.
- b) **To resolve to approve payment of invoices on Appendix C**
124. It was **RESOLVED** to authorise all payments as listed on Appendix C.
- c) **To clarify if the Council wishes to commit to a future subscription of Civic.ly as an asset management system, if it subscribes to a free trial.**
125. Although this had been discussed at the last meeting, no conclusion had been made. After further discussion, it was **RESOLVED** not to subscribe to Civic.ly or any asset management software, but to carry on with a manual asset register. Cllr Tweddle volunteered to attend the next Risk Management training and assist in any future asset inspections.
- d) **Reimbursement of maintenance costs for the Aveland field – deferred.**
- e) **To resolve to engage LALC to carry out the Internal audit for the F/Y 24-25, with a cost of £285.00 and to accept the terms of engagement as circulated.**
126. It was **RESOLVED** to engage LALC as the internal Auditors for 24-25 and to accept and sign the terms as circulated.
- f) **To consider quotes received for extra works required on tree at recreation ground.**
127. It was resolved to accept the quote from P&P Services for £280 + Vat.
- g) **To receive a report after attending the recent grant funding meeting.**
128. Councillors Woodhead and Tweddle reported that although it was disappointing that representatives from The National Lottery did not attend on the night, having spoken with SKDC staff they were more positive that the funding required could be sourced, as help with the application could be provided.
- h) **To consider any quotes received for a new front door at the pavilion and for new tables and chairs – deferred.**

11. Administration matters:

- a) **To resolve on the dates and location of meetings for 2025.**
129. It was **RESOLVED** that the meetings should continue in the pavilion, on the second Tuesday of the month, with no meetings scheduled for April, August or December.
- b) **To consider any projects that require application to the Biodiversity Project Funding Scheme, and if the outcome of this discussion has any impact on the grass cutting requirements needed for consideration at the budget meeting, to outline the new requirements.**
130. It was **RESOLVED** that the top NE corner of the field near the Coronation bench should be rewilded. Cllr Middlebrook to research and report back.
- c) **To discuss and resolve on whether or not the Council wishes to initiate taking part in VE80 on Thursday 8 May 2025.**

- 131.** It was **RESOLVED** that as it was understood that B.A.T.S. were already organising an event, and volunteers were often hard to come by, no further action was required.
- d) Current Planning Applications** – not required.
 - e) To set dates for carrying out the annual risk assessments at the pavilion for Fire and Legionella.**
132. It was agreed that these would be carried out by the Clerk and Cllr Williamson, who would liaise regarding the date, but needed to be completed to report at the February meeting.
 - f) To discuss who is to represent the Council and lay the Council’s wreath at this year’s Remembrance Service.**
133. Councillor Middlebrook volunteered to do this, and her offer was gratefully accepted.
 - g) To receive a report from the recent Scribefest.** – deferred.
 - h) Council land – update.**
134. Cllr Woodhead reported that once ID checks had been completed, the solicitors would be submitting the applications.

12.Recreation Ground:

- a) To consider the purchase of a grit bin for the recreation ground and if agreed, set a budget for its purchase.**
135. It was **resolved** to purchase a large bin with a budget of £450.
- b) To consider any request as the recreation ground as the location for a food truck.**
136. After discussion Cllr Middlebrook, who had spoken to the traders, was asked to pass on the Parish Council’s comment, that it was of the opinion that a better site might be at the crossroads on Vine St where the mobile chip van used to stop. This would alleviate the danger of parked cars on the brow of a hill.
- c) Tennis Court project.**
137. Although a further quote had been received, one more was outstanding. It was felt that once this had been received, a re-assessment of what was required would be needed, so that all quotes could be standardised.
- d) To resolve on the matter of the proposed Appointed Person for carrying out the Legionella inspections at the pavilion.**
138. Councillor Twedde volunteered to do the legionella checks, so could be the appointed person once training had been completed.
- e) To discuss if there are any outstanding maintenance jobs required over the winter period, both internally or externally, and to liaise with the Cricket Club about this, and previously agreed repairs to the patio.**
139. The patio would be completed before the start of the next cricket season, no other maintenance works were required.

13 Cemetery – extension.

140. After discussion it was decided that Cllr Woodhead is to get prices for a low wall and railings and Cllr Turner is to explore the need for planning permission.

14. Springwells;

a) Ownership of roadway – deferred.

b) Repair/renewal of 5 bar gate.

141. Cllr Turner reported that no response had been received yet from SKDC.

15. Village signs.

142. As one of the finials from the sign located at the recreation ground had gone missing, it was agreed that Cllr Woodhead would purchase replacements with a budget of £15. It was expected that the mistakes and omissions on the signs would be corrected on the coming weekend.

16. Hall Field - to consider costs and designs sought for an information board style plaque, and on whether to adopt this proposal or to continue as previously planned, and to allocate tasks and set budget accordingly.

143. It was **RESOLVED** that the new plaque should be located next to the original one and be of a similar size, thus keeping with the original plan, rather than having an information board. A budget for the purchase of the plaque was set at £300 which should be grant funded.

17. Tree Preservation Orders – to discuss the previous suggestion of asking for TPO's on all trees in the Hall Field and to RESOLVE on this proposal and delegate tasks and budget as required.

144. After discussion it was decided that a private application for a TPO on the trees within the Hall Field would be submitted.

18. Emergency /Flood plan and results of Section 19 investigations – To assess any results received from the S19 report and plan any mitigating actions for the season ahead, including any further meeting or public engagement – deferred.

19. Fortescue Arms – update.

145. Cllr Turner reported that SKDC has inspected the property and agreed that it was in a state of disrepair in areas, but were unable to enforce any action, although the kitchen had been closed. The next meeting of the group was due to take place on Oct 9 2024.

There being no more business the Chairman closed the meeting at 20.29.

APPENDIX A: Payments from 1/9 to 30/9/24

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
16/09/24	SMARTEST ENERGY	134.00
17/09/24	LITTLEJOHN LLP	378.00
17/09/24	M-FIRE	160.02
17/09/24	M-FIRE	158.40
23/09/24	SKDC	55.83
23/09/24	ANGLIAN WATER	137.43
23/09/24	ANGLIAN WATER	58.17
23/09/24	FLYING COLOURS FLAGS	85.86
27/09/24	S/WELLS CARETAKER	192.00
27/09/24	LALC	108.00
27/09/24	CEM CARETAKER	192.00
27/09/24	INDIGO 19 LTD	396.00
27/09/24	H BEAVER CLERK	917.28
27/09/24	H BEAVER CLERK	25.00
30/09/24	EE LTD	10.34
30/09/24	UNITY BANK	18.00

APPENDIX B: RECEIPTS RECEIVED 1/9-30/9/24

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
30/09/24	LAND RENT	5600.00
30/09/24	INTEREST	326.99

APPENDIX C: Transactions for authorisation on 8 OCT 2024

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CLERK	OCT SALARY	917.28
CLERK	OFFICE ALLOWANCE SEPT + EXP'S	31.45
YOUR LOCAL LINCS	NEWSLETTER DISTRIBUTION	30.00
KR PRINTING	PRINTING OF NEWSLETTER	75.00
CLLR WOODHEAD	TOTAL OF ALL OUTSTANDING CLAIMS	209.43
REC C'TAKER	JUNE/JULY+AUG/SEPT INV	570 +570
GLENDALE	AUG CUT	270.45
COMPLETE WEED CONTROL	3 RD WEED TREATMENT	516.00
HMRC	PAYE	131.88

SIGNED:

SIGNED:

Chairman's signature: