

Billingborough Parish Council Meeting

Minutes of the meeting of Billingborough Parish Council held on 14 Oct 2025 in the Sports Pavilion at the Recreation ground.

Present: Cllrs C Woodhead (Chairman), H Middleton (Until 20.00), J Tweddle, A Volanakis.

In attendance: H Beaver, Clerk.

There being no members of the public present, the Chairman opened the meeting at 18.30.

1. Chairman's opening remarks

109. The Chairman welcomed everyone and asked Cllrs to revisit the code of conduct to ensure its principals were being upheld.

Apologies for absence.

110. It was **RESOLVED** to accept the apologies received from Cllr Turner. Cllr Middlebrook also noted that she had to leave by 20.00hrs.

2. Receive any new declarations of interest – none received.

3. 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.

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

111. It was **RESOLVED** to accept the draft minutes as circulated as a true record.

5. Receive any external reports

112. D Cllr Turner had sent in a report stating that SKDC was looking forward to the upcoming Thatcher Festival, celebrating 100 years since the birth of Margaret Thatcher, which was taking place over the next few weeks. The Local Government Reorganisation was continuing and District Councils were nearer to finding out which other Councils they would merge with, the final decision being made by the Secretary of State. The new Turnpike Lane waste depot is expected to be operational in early November and the food waste collection by February. He noted that since the current Council's election in May 2023, 125 new houses had been added to the available rental stock. When elected there were roughly 1000 on the waiting list but that figure had risen to 1500 currently. All efforts were on increasing the rate of production of affordable housing.

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

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

113. The Clerk advised that as of 30 Sept 2025 the total in all bank accounts was £59,215.24. An enquiry had been received by SKDC regarding holding an event at the pavilion, the Clerk had already advised that The Village Hall was the best place for this. Cllrs agreed but suggested that in the event that the village hall was not available the pavilion could be used on this occasion. An enquiry had also been received from a University student who wanted to take infiltration tests at the Recreation Ground as part of her course, there was no objection to this.

8. Financial Matters:

a) To resolve to approve the accts up to 30/9/25, as circulated.

- 114** It was **RESOLVED** to accept the accounts to 30/9/25 as circulated.
- b) To resolve to approve payment of invoices on Appendix C .**
115 It was **RESOLVED** to authorise payment of all invoices on schedule C attached.
- c) To receive a quarterly financial report from Cllr Turner.**
116. Council had received a written report from Cllr Turner, confirming that he had examined all invoices and bank statements from the last 4 months and had found everything to be in order and correct.
- d) To discuss and resolve on the plan for the path at the pavilion and resolve on the budget for works.**
117. It was **RESOLVED** to have the path completed to the existing dropped kerb with a budget of £1850.00.
- e) To resolve to agree the Terms of Reference for the Internal Audit if available.**
118. It was **RESOLVED** to accept the terms of Reference as circulated and to sign up for a 2 year period.
- f) To approve any quotes received for the 5 year electrical inspection due at the pavilion.**
119. It was **RESOLVED** to accept the quote for £320 from Fentec Electrical.
- g) To resolve on whether to make a donation as requested by The Scouts.**
120. Requests had been received from both Stamford and Bourne Explorer Scouts and also from Horbling and Billingborough Scouts. It was **RESOLVED** to make a donation of £250 to the latter using Section 107.
- h) To resolve on which Councillor can be added to the bank account.**
121. Cllr Volanakis agreed to be added to the bank account to carry out payment authorisations.
- i) To review quotes received for a GOV.UK email domain – deferred.**
- j) To consider any quotes received for railings at the cemetery -none received.**
- k) To consider quotes received and funding available for quotes received for doors and chairs and tables at the pavilion – None received, deferred.**
- l) Ideas for consideration in the budget meeting in November – none received.**
- 9. Administration matters:**
- a) To resolve on the wording of the new IT Policy – deferred to Feb meeting.**
- b) To receive a report from Cllr Tweddle after having attended the memorial Inspection training and to resolve on any amendments/additions if required, to the cemetery regs.**
122. Cllr Tweddle explained that a topple test should be carried out at least once every 5 years, with the date that the test is to be carried out being advertised at least 3 weeks prior. Clerk to amend cemetery regulations and provide a poster. As Cllr Tweddle hoped to carry out the test in January or February 2026, it was decided that the date should be advertised in the January newsletter.
- c) To resolve on any further action following replies received regarding maintenance at the Aveland site – no update received.**
- d) To resolve if any changes are required to the grass cutting requirements before a quote is sourced.**
123. It was **RESOLVED** no changes were required.

- e) **Current Planning Applications – none required.**
 - f) **To set dates for carrying out the annual risk assessments at the pavilion for Fire and Legionella.**
 124. Cllrs Tweddle and Middlebrook volunteered to carry out both risk assessments in January and to report back on findings at the February meeting.
 - g) **To discuss who is to represent the Council and lay the Council's wreath at this year's Remembrance Service.**
 125. Cllr Tweddle agreed to attend the service and lay the wreath.
10. **Recreation Ground:**
- a) **To consider the written proposal if received to start football at the recreation ground - none received.**
 - b) **To discuss and note new fencing at the play park.**
 126. It was reported that the owner of a property adjacent to the play park area of the recreation ground had erected a new fence along part of the boundary. The original fence had not been taken down, the new fence had been erected in front of the old, thus encroaching on to the recreation ground side of the boundary by approximately one foot. Although Councillors were not seeking to have the fence re-erected at this time, it was **RESOLVED** that the matter needed noting and the owners be made aware of the Council's concerns. Clerk to advise the property owner.
 - c) **To consider any plan or update for the proposed project at the recreation ground.**
 127. Councillor Volanakis agreed to develop some plans and costings for the January meeting.
11. **Spring Wells – to discuss if required any update following the meeting with a resident about the sluice gate.**
 128. It was **RESOLVED** to partially infill the gap in the kerb that had previously been engineered as this could potentially help with any infiltration.
12. **To resolve if any action is required and set a budget if needed, after a horse was able to escape from the cemetery field.**
 129. After discussion it was clear that no action was required.
13. **To consider the requirement of additional bags of salt for the winter.**
 130. It was **RESOLVED** to order a free bag from LCC and Cllr Tweddle agreed to deal with the delivery.
14. **Emergency /Flood plan – update**
 131. The plan is to be called a Resilience plan as it will cover any emergency situation and not just flooding. It was decided that the group of volunteers already recruited would meet at a mutually convenient date during w/c 8/12/25
15. **To discuss if received the report from the external consultants regarding flooding**
 132. No report had yet been received from external consultants, however the Council had received an invite to a meeting in mid -November with LCC , external consultants and local groups. Cllrs Woodhead and Volanakis and the Clerk are to attend.
16. **To consider a site for storing sand bags.**

133. The bowling green area was suggested as a possible location although the access might be difficult. Councillor Woodhead to liaise with a volunteer to discuss logistics.

17. Co-option – not required.

There being no more business the Chairman closed the meeting at 20.27.

Next meeting: BUDGET meeting Tues 11 Nov at the Pavilion, Recreation Ground.

APPENDIX A: Payments from 1 - 30 Sept 2025

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
10/09/25	SLCC	183.00
10/09/25	BLOSSOM BOOKKEEPING	36.00
10/09/25	INDIGO 19 LTD	414.00
10/09/25	GLENDALE	227.02
10/09/25	CLLR WOODHEAD	69.03
17/09/25	SMARTEST ENERGY	27.00
22/09/25	SKDC	58.00
23/09/25	ANGLIAN WATER	258.15
25/09/25	M-FIRE LTD	79.57
25/09/25	CLERK	25.00
25/09/25	M-FIRE LTD	158.40
25/09/25	CEMETERY CARETAKER	200.00
25/09/25	SPRING WELLS CARETAKER	200.00
25/09/25	CLERK	980.20
29/09/25	EE LTD	10.80
30/09/25	UNITY BANK	6.00

APPENDIX B: RECEIPTS RECEIVED 1 – 30 Sept 2025

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
17/09/25	BTH CRICKET CLUB	1200.00
30/09/25	H J MAIR & SONS	5600.00
30/09/2025	UNITY BANK (RESERVE ACCT)	274.50

APPENDIX C: Transactions for authorisation on 14 OCT 2025

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
GLENDALÉ	GRASS AND HEDGE CUTTING	600.00
COMM CLEANER CEM	OCT/NOV INVOICE	433.38
CEM CARETAKER	OCT/NOV INVOICE	200.00
S'WELLS CARETAKER	OCT/NOV INVOICE	200.00
REC CARETAKER	AUG/SEPT + OCT/NOV INVOICE	593.75+593.75
CLERK	OCT SALARY	980.20
CLERK	OCT OFFICE ALLOWANCE	25.00
INDIGO 19 LTD	CEMETERY GRASS	.00
COMPLETE WEED CONTROL	WEED TREATMENT	516.00
HMRC	QRT 2 PAYE	271.64
SLCC	ADDITIONAL SUBSCRIPTION FEE	7.00
YOUR LOCAL LINGS	NEWSLETTER DELIVERY	30.00
KR PRINTING	NEWSLETTER PRINTING	80.00

SIGNED: Cllr Woodhead.

SIGNED: Cllr Tweddle.