

Billingborough Parish Council Meeting

Minutes of the meeting of Billingborough Parish Council held on 13 Jan 2026 in the Sports Pavilion at the Recreation ground.

Present: Cllrs C Woodhead (Chairman), H Middleton, J Twedde, M Turner, 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**

153. The Chairman welcomed everyone and wished them a Happy New Year.

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. **Approve draft minutes of the meeting held 11 Nov 2025.**

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

6. **Receive any external reports.** (County and District Cllrs, etc)

155. As C Cllr Hill had previously advised he would be unable to attend, the Clerk read out the following written report received from him:

The 30mph extension on Birthorpe Rd was supported by committee yesterday, (Jan 12), there was one objection on the grounds of cost and being unnecessary.

The new executive at LCC is proposing to increase council tax by 5% which would give an extra £20m income. It is currently out to consultation.

The long running Fair Funding campaign has finally delivered for the Council and means that it will receive an extra £35m this year and further similar increases over the next two years. In addition, the actuarial review of the council pension fund has reduced our employer contribution by £5m annually.

With that in mind I am minded to oppose the increase. There are increased costs to the Council but this level of extra support is unprecedented. Local tax payers should get some of the benefit.

156. D Cllr Turner reported that SKDC were proposing to raise the Council Tax by 2.99% and still deliver the same service. Over the last 2 years there had been an overspend in housing due to a backlog of repairs, particularly with regard to mould. The decision has therefore been taken that the reserve should be used to rectify issues in the housing stock before the Local Government Reform is actioned. There are no expected elections in 2026 and the 2027 elections are undecided. The waste depot has opened successfully, on time and on budget. 120 houses have been added to the housing stock over the last 2 years, also financed from reserves.

7. **Receive any Community groups or Organisation reports.**

157. Cllr Turner reported on behalf of the Billingborough Flood Group that over the previous weekend the posters supplied by the Parish Council advising residents to try and keep any ditches clear of debris had been erected, and after a meeting with the planning dept at

SKDC, the Flood Group had learnt that responsibility for the blocked drainage system that leads from Barley Fields appears to have been adopted by LCC in 2005.

158. Cllr Woodhead reported that the Springwells Medical Practice, following a directive from NHS England is no longer able to close for an hour on a Thursday, and that there is currently no trainee GP at the practice.

8. Clerk's Report.

158. The Clerk reported that the total in both accounts as of Dec 31 2025 is £56,118.89, and that the bank charges would be increasing by £1 a month in the next F/Y. The following correspondence from parishioners had been received; a complaint that the dyke and pipe, which formed part of the SUDS system from Barleyfields was blocked, (both the Council and Flood Grp were already aware and addressing this issue with the authorities), a comment that a portion of land and adjacent dyke, directly in front and leading up to the entrance of the Barleyfields estate, was not maintained and was blocked. (The Flood Grp were made aware and it is hoped this can be covered by volunteers going forward). Also, that the litterbin in that area does not sit on its base. (The Council is aware.) There had been a complaint that the bags of leaves that were being left at the allotment gates were unsightly, Cllrs Turner and Tweddle agreed to go and move all the bags to further inside the allotments area. A complaint that a vase was missing from a grave in the cemetery had been received, although both the Clerk and the caretaker had investigated, at the time of the meeting, the said vase was still missing but has been found subsequently. Councillors noted that all vases, etc are left at the owner's risk and are often contravening the cemetery regulations. SKDC had advised that there was a Covid 19 day on March 21 and also that April 21 2026 would have been the late QEII birthday and wanted to know if there were any plans for the Parish to celebrate either, Cllrs felt this was not required. The Clerk had been advised that the permission for the brown tourist directional sign for the Spring Wells was due for renewal, Cllrs asked for this to be on the next agenda. The Clerk also advised of a new scheme available to help the Parish become more age friendly. The Clerk also informed Cllrs that reports of drug dealing in the village, which was visible during the day, had been reported to the police several times. The 5 yearly electrical inspection on the pavilion had been carried out, but as yet no feedback had been received from the electrician. Cllr Woodhead confirmed that the CCTV was still not fixed and would endeavour once again to get the contractor to remedy this. The Clerk noted that due to the cold weather the caretaker had turned the water off in the pavilion, which was not a problem, but explained that after the legionella survey in 2024, the Council had been advised that it was **better to keep it on and keep testing throughout the winter. When it is switched on, the system should be drained to ensure adequate Legionella control.** Two requests to use the tennis courts had been received over the last month and all the winter hedge cutting was now complete.

9. Finance Matters:

a) To resolve to approve the accounts up to 31 Dec 2025.

159. It was **RESOLVED** to accept the accounts as presented.

- b) **To resolve to agree to the payment of invoices on the list of transactions for approval.**
160. It was **RESOLVED** that all invoices on the schedule, see annexe C, should be authorised.
- c) **To receive an updated report on checks to bank statements and invoices from 1/10/25 to 31/12/25 carried out by Cllr Turner.**
161. Cllr Turner reported that he had reviewed all invoices, receipts and bank statements from 1/10/25 to 31/12/25 and that there were no issues.
- d) **To agree retrospectively the increase to the Clerk's salary in line with the national pay award for SCP point 25**
162. It was **RESOLVED** to agree and note retrospectively, that the Clerk's salary for the F/Y 25-26 should increase in line with the national pay award for SCP point 25, coming into effect from 1 April 2025.
- e) **To complete discussions regarding the budget for 2026-27, including, but not necessarily limited to, the following points**
- i) **To agree the budgeted income.**
163. It was **RESOLVED** to accept the budgeted income as £21,974.28
 - ii) **To agree the budgeted expenditure.**
164. It was **RESOLVED** to accept the budgeted expenditure as £61,935.00
 - iii) **To review and set both a general reserve and a cemetery reserve.**
 - iv) **165.** It was **RESOLVED** to set a General Reserve of £20,539.28, and maintain an earmarked reserve for the cemetery of £5,000.
 - v) **To set the precept for F/Y 26-27.**
166. It was **RESOLVED** to set a precept of £20,500.00, which was an increase of £1,000 on last year, equating to a 5.9% increase equivalent to an increase of 4.46 pence per week on a Band D property.
 - vi) **To discuss any update on the reimbursement of costs already met with regards to maintaining the Aveland field.**
167. It was agreed that as this request had been ongoing now for over 18 months with no success, it could be taken off the agenda with the assumption that this was not going to be successful at this time.
 - vii) **To consider quotes received for the annual inspection of the recreation ground.**
168. It was **RESOLVED** to accept the quote from Wicksteed Leisure for £150.00
 - viii) **To consider any quotes received and grants sourced for new chairs and tables and/or front door at the pavilion – not required.**
 - ix) **To consider any quotes received for works required following on from the 5yrly inspection of the pavilion electrics – Deferred.**
 - x) **To consider quotes for the transfer to Gov.uk email suppliers – deferred.**

10. Admin:

- a) **To elect an HR Committee and appoint the Chairman of this Committee.**

169. Cllrs Middlebrook, Tweddle and Volanakis were elected as Members to the HR committee with Cllr Middlebrook as Chairperson.
- b) **To amend the Terms of Reference of the HR Committee by deleting the following:” All meetings of the HR Committee will exclude the press and public, under the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business to be transacted. All staffing matters are to be confidential to members of the HR Committee or Appeals Panel, if appropriate.”**
170. It was **Resolved** to alter the HR Committee Terms of Reference by deleting the above point.
- c) **To note and for the Chairman to sign the DSE self- assessment as presented by the Clerk.**
171. The Chairman signed the assessment, noting that there were no issues and no action was required.
- d) **To accept the revised Standing Orders and Financial Regulations to remove reference to the revoked Public Contracts Regulations 2015.**
172. It was **RESOLVED** to accept the revised Financial Regulations and Standing Orders as circulated, Clerk to action.
- e) **To review the report from the mid -year Internal Audit carried out on 24 Nov 2025.**
173. The mid- year internal audit was noted. Of the eight areas of weakness mentioned, 4 had been rectified on this agenda and during this meeting, 3 were already being dealt with at the time of audit and will be complete in the required timeframe, i.e. before the end of the current financial year, and the remaining one is ongoing. Councillors **RESOLVED** not to adopt a training policy.
Cllr Turner left the meeting at 7.49pm for 2 minutes.
- f) **To discuss and resolve on the proposed amendments to the Aveland Early Entry Licence.**
174. It was **RESOLVED** that this would not need to be discussed again unless there was a further request/offer from LCC regarding the Terms of Reference. There is currently no Early Entry Licence in place that is signed and in date.
- g) **To consider the request received to erect two shelters in the cemetery field and to review the current rental agreement for the cemetery field and resolve on any amendments or additions.**
175. It was **RESOLVED** that permission would not be granted for two shelters in the field, the Clerk was asked to advise the tenant of point 5 of the contract regarding animal welfare.
11. **To consider any plans for the bio-diversity area of the recreation ground.**
176. Cllr Middlebrook advised that if required she had stock of further bulbs that she would plant if required.
12. **To consider any works required to the height barrier in the recreation ground.**
177. Cllr Turner volunteered to re-appraise the fitting mechanism and assess safety, but in the meantime, it was **RESOLVED** that a set of operating instructions would be written up for reference during future use. Clerk to action.

13. **To consider any action required regarding development at the recreation ground – deferred to next meeting.**

14. **To consider the specification required and quotes received for proposed works to the cemetery gates.**

178. As there is no drawing or measurements of the proposed works, Cllr Volanakis offered to draw up a plan of the position and design of the new gates, and also of the required path. It was agreed that the anticipated design would be published on social media, in the newsletter, and on the noticeboard, and comments encouraged before the order is placed.

15. **To receive any update and action required regarding the mitigation of further flooding – to include the care and distribution of sandbags.**

179. Cllr Middlebrook advised that the sand bag distribution would be tightly controlled by herself and another colleague. The bags were for use in emergencies only. Anyone requiring sandbags should contact Cllr Middlebrook. This information and Cllr Middlebrooks contact details to be included in the newsletter.

16. **To receive any update and action required regarding the Emergency Plan.**

180. Although personnel were in place and equipment had been received, the group was awaiting the plan to be signed off which would then trigger further training.

17. **To consider, if required, any action regarding the Fortescue Arms becoming a Building of Community Interest.**

181. It was noted that SKDC had accepted an application for the Fortescue Arms to be adopted as a Building of Community Interest and that this application had been successful. Its' status was now being changed with Land Registry.

18. **To consider suggestions for both recruiting new Councillors and encouraging community engagement.**

182. It had been suggested that an information pack for new Councillors was created, detailing which areas of the village the Parish Council was responsible for. It was decided that this information should also go in the newsletter and on social media for general information. There was a proposition that the remaining Cllr vacancies, of which there were currently four, could be aligned to businesses or organisations in the village.

APPENDIX A: Payments from 1 Nov- 31 Dec 2025

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
04/11/25	Light Construction Ltd	150.00
04/11/25	Light Construction Ltd	1450.00
04/11/25	B'Boro Village Hall	37.50
17/11/25	Smartest Energy	50.00
24/11/25	SKDC	60.17
26/11/25	Glendale	227.02
30/11/25	Unity Bank	6.00
01/12/25	EE Ltd	10.80
01/12/25	S'Wells Caretaker	200.00

01/12/25	Cemetery Caretaker	200.00
01/12/25	H&B Scout Grp	250.00
01/12/25	Indigo 19 Ltd	276.00
01/12/25	Clerk	25.00
01/12/25	Clerk	980.20
01/12/25	RBL Poppy Appeal	50.00
01/12/25	Complete Weed Control	516.00
01/12/25	Community Cleaner	433.38
01/12/25	LIVES	100.00
11/12/25	B'boro Village Hall	30.00
16/12/25	Smartest Energy	50.00
22/12/25	SKDC	60.17
23/12/25	Anglian water	18.29
23/12/25	Anglian water	24.17
29/12/25	EE Ltd	10.80
31/12/25	Unity Bank	6.00

APPENDIX B: RECEIPTS RECEIVED 1 Nov– 31 Dec 2025

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
22/12/25	Cemetery Fees	1135.00

APPENDIX C: Transactions for authorisation on 12 Jan 2026

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
LALC	Training	42.00
LALC	Website Maintenance	108.00
LALC	Subs 26-27	413.50
LALC	ATS Scheme	204.00
LALC	Internal audit	372.00
CLERK	Jan Oficce Allowance	25.00
CLERK	Jan Salary	980.20
FENTEC	5 YRLY ELECTRICAL INSPECTION	372.00

SIGNED: Cllr Volanakis

SIGNED: Cllr Tweddle

NEXT MEETING: TUESDAY 10 FEB AT THE PAVILION, RECREATION GROUND.

Chairman's signature: