

Billingborough Parish Council Meeting

Minutes of the meeting of Billingborough Parish Council held on 10 March 2026 in St Andrew's Church Billingborough.

Present: Cllrs C Woodhead (Chairman), H Middleton, J Twedde, M Turner, A Volanakis.

In attendance: H Beaver, Clerk. One member of the public 6.30pm to end. Another member of the public 18.33 - 18.50.

At 18.30 the member of the public who was present advised that he had come to observe the meeting with a view to possibly joining the Parish Council, but had no questions. There being no other members of the public present, the Chairman opened the meeting at 18.30. Another member of the public arrived at 18.33. D Cllr Turner who was reporting to Council at the time, offered to suspend his report to let the member of the public speak. The Chairman suspended the meeting at 18.33 and restarted the meeting at 18.50. The parishioner attending wanted to advise the PC of several concerns with the industrial site on West Rd. Since one of the tenants, (World Wide Logistics) had left the site, a two tone alarm had been sounding in the building which could be heard in neighbouring houses, since maintenance of the site appeared to be no longer taking place the height of the trees was a concern, especially in high winds, and the fact that the barrier to the site on the Station Road access was open at all times, posing a security risk in the prevention of squatters accessing the site. As well as the owner of the site and the Manager of WWL, the parishioner had been in touch with SKDC, the appropriate authority for this matter, who it was reported had been very helpful. However, as yet there had been no success in dealing with any of the concerning matters. The Chairman asked District Councillor, Cllr Turner, if he could help with this matter and he agreed to liaise with the relevant department in SKDC and the parishioner concerned.

1. Chairman's opening Remarks.

100. The Chairman welcomed all to the meeting.

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 10 March 2026

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

6. Receive any external reports.

102. D Cllr Turner advised that the District Council's budget had been set and there is new funding available from May called the Community Fund for sums of up to £5k and applications were being welcomed. He advised that food waste bins had been delivered. SKDC had recently re-assessed all car parks that it owned, including the one on West Rd. He confirmed that there was currently no intention of charging in that location.

7. Receive any Community groups or Organisation reports.

103. On behalf of the Flood Group Cllr Turner reported that the group had met recently with LCC Highways and Crown Estates. Highways had agreed to fix the drain between 1 Folkingham Rd and Station Rd. Crown Estates however had not been as proactive and agreement to clear the dyke at the bottom of Vine St had not yet been achieved. Donations of equipment that had been received were being stored securely. Cllr Middleton would be storing the sand bags at her property.

8. **Spring Wells – to discuss and resolve on any further action, following a request to try and lower the levels, including any budget if required.**

104. Having been sent information regarding the issue in 2018, it was suggested that a quote should be sought from the original contractor to have the existing sluice altered slightly. The cost in relation to any anticipated benefit could then be evaluated. Cllr Woodhead offered to source the quote.

9. **Clerk's Report.**

105. The Clerk reported that as of 28 Feb 2026 the total monies in both bank balance was £49,477.85. The Archer's speed analysis that was requested at the Feb' meeting and was to be positioned near the exit of the village on Pointon Rd, could only be requested by a County Councillor. C Cllr Hill had been informed. The Clerk confirmed that BAGS had submitted a copy of its' updated annual Risk assessment and annual inspection. It had also signed the agreement for the F/Y 26/27. The Cemetery Caretaker had also signed a new contract to 31/3/2027. As the Clerk had been advised that the water had been turned on at the pavilion, Cllr Tweddle was able to report that all necessary legionella testing had been actioned and all tests were within the acceptable range of results. It was requested that the recording sheet be simplified to ease the recording process as this process would now re-commence after the winter shutdown. Cllr Middlebrook agreed to liaise with Cllr Tweddle and make adjustments as required. The Clerk advised that the new step ladders and the pest control material was now in the pavilion cupboard. The Clerk's gov.uk email address was now available.

10. **Finance Matters:**

a) **To resolve to approve the accounts up to 28 Feb 2026.**

106. It was **RESOLVED** to accept the accounts as circulated.

b) **To resolve to agree to the payment of invoices on the list of transactions for approval.**

107. It was **RESOLVED** to authorise all payments on Schedule C as circulated.

c) **To agree to continue with the provision of payroll services at the current price of £240.00 per annum by Harmony Business.**

108. It was **RESOLVED** to accept the quote for payroll services from Harmony Business for £240.00, but on an invoice only basis and not as a direct debit.

d) **To agree budget or quote if received for alteration to the height barrier at the recreation ground.**

109. Cllr Turner had sourced a temporary solution and said there would be no charge to the Council. The Chairman thanked Cllr Turner for this.

11. **Admin:**

a) **To discuss and agree any amendments to the new IT Policy as circulated.**

- 110.** It was **RESOLVED** to adopt the IT Policy as circulated.
- b) To undertake the annual review of all other existing policies and agree any amendments.**
- 111.** It was **RESOLVED** after review that no alterations was required to any of the following: CCTV Code of Practice and Policy, Cemetery Regulations, Code of Conduct, Complaints Procedure, Co-option Policy and Procedure, Disciplinary and Grievance Procedure, Data Protection, Publication and FOI Policy and GDPR Privacy Notice, Environment Policy, Equal Opportunities Policy, Financial Regulations, Grants and Donations Policy, H&S Policy, Cllr Expenses Policy, Risk Management and Safe Guarding Policies, Standing Orders, The Statement of Internal Control and the HR Committee Terms of Reference.
- c) To discuss the New Councillor Induction Resource as circulated and agree any amendments.**
- 112.** Councillors thanked Cllr Volanakis for his work on this, a copy was given to the potential new recruit observing the meeting, who agreed to take it away and give feedback.
- d) To decide on a schedule of action for the planned recruitment drive for new Councillors.**
- 113.** It was suggested that local organisations could be contacted in the search for recruits.
- e) To discuss the possible location of a BFG container – not required.**
- f) To agree the amended Legionella Management Plan to reflect the change regarding turning the water off over winter.**
- 114.** It was **RESOLVED** to accept the amendment as circulated.
- g) To discuss any requirements for the Annual Parish Meeting.**
- 115.** It was suggested that the potential project at the recreation ground could be presented at this year's meeting.
- 12. If received, to discuss any action or works required in the annual inspection report of the recreation ground – report not yet received.**
- 13. To review the pavilion Legionella and Fire Health and Safety risk assessments if available. To resolve on any action needed and agree budgetary spend if required – deferred.**
- 14. To discuss the following points regarding the recreation ground development project:**
- a) Possible layouts.**
 - b) The effect of plans on the pavilion and any possible extension.**
 - c) Developing partnerships to facilitate fund raising and project support.**
 - d) Project consultation process.**
- 116.** All Councillors were enthused by the proposal document and thanked Cllr Volanakis for his efforts. After a general discussion where several amendments were suggested and requests made, it was agreed that this item should be on the next agenda, by which time some feedback from contractors should have been received.
- 15. To receive any update to the planned cemetery project – deferred to June meeting.**

16. To discuss, if required any matters relating to flood/drainage issues ongoing in the village and the Emergency Plan. – not required.

17. Co-option – not required.

There being no other business the Chairman closed the meeting at 20.02

APPENDIX A: Payments from 1 Feb- 28 Feb 2026

<u>DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
12/02/26	Fentec	320.00
12/02/26	A Priestley Vermin Control	120.00
16/02/26	Smartest Energy	50.00
23/02/26	SKDC	60.17
28/02/26	Unity Bank	6.00

APPENDIX B: RECEIPTS RECEIVED 1 Feb– 28Dec 2026

<u>DATE</u>	<u>FROM</u>	<u>AMOUNT</u>
	No receipts received	00.00

APPENDIX C: Transactions for authorisation on 10 March 2026

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Billingborough PC	TRANSFER FROM RESERVE TO CURRENT ACCT	3000.00
A Priestley	Pest Control	120.00
CLERK	Feb Office Allowance& reimbursement for purchase of poison and step ladders	181.87
CLERK	Feb Salary	980.20
CLERK	March Salary	980.20
CLERK	March Office Allowance	25.00
S Wells Caretaker	Feb/March Invoice	200.00
Cem Caretaker	Feb/March Invoice	200.00
Rec Caretaker	Feb/March Invoice	3 x 593.75
Comm Cleaner	Feb/March Invoice	433.32
Cllr Woodhead	Printer Ink	72.44
LCC	Tourist Sign	100.00
Harmony Business	Payroll	240.00

SIGNED: Cllr Tweddle

SIGNED: Cllr Volanakis

NEXT MEETING: TUESDAY 12 MAY IN THE SPORTS PAVILION AT THE RECREATION GROUND

PLEASE NOTE 6PM START

