Billingborough Parish Council

Minutes of the meeting of Billingborough Parish Council held on 8 Sept 2026 in the Sports Pavilion at the Recreation ground.

Present: Cllrs C Woodhead (Chairman), J Tweddle, A Volanakis, Murray Turner

In Attendance: H Beaver (Clerk). C Cllr M Hill 18.30-19.07 1 member of the public 18.30-20.46

The Chairman opened the public forum at 6.30pm but the member present had come to observe only, therefore the Chairman opened the meeting at 6.30pm.

1. **Chairman's opening remarks**
   082. The Chairman welcomed everyone to the meeting and thanked Councillor Volanakis and anyone else who had assisted him, for all the hard work he had done over the last few months towards the recreation ground project.
2. **Apologies for absence.**
   083. It was **RESOLVED** to accept the apology received from Councillor Middlebrook.
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 minutes of the meeting held on 14 July 2026.**
   084. It was **RESOLVED** to approve the minutes as circulated. The Chairman signed the minutes.
6. **Receive any external reports (County, District, etc)**
   085. C. Cllr Hill reported that the County Council was struggling to control costs due to pressure from Social Care in particular. There was a campaign in progress to clear blocked drains around the County. The repairs to the path between Billingborough and Pointon were still incomplete but were on a list of scheduled works. The request by the Parish Council to impose a speed reduction on Pointon road had been refused.
   086. D. Cllr Turner confirmed that Billingborough Flood Group had received £7k into its' account to be able purchase pumps and a container for storage of these items. Cllr Turner thanked Cllr Hill for his help and for nominating the group to receive the funding. In terms of Local Government Reorganisation, which had now been put on hold, and was generally considered a huge waste of money. A review of the current Local Plan was commencing and Cllr Turner asked that if anyone had any views about an amended Local Plan and development within the village, they should contact him directly before 22nd Sept.
7. **To receive any Community Group/Organisation reports.**
   087 Councillor Volanakis reported that he attended a BAGS meeting recently and although the committee had not formerly considered the Parish Council's proposed amendments to the management agreement, it had requested a 30day, as opposed to a 3 month period to advertise for vacancies and that in the long term that

parishioners of Horbling should also be able to apply. This posed the question as to whether the number of allotments should be increased on part of the Aveland site.
088. Cllr Woodhead reported on behalf of the PCC that the Church Warden role at Billingborough was currently vacant. Cllr Woodhead had taken on the organising of the window repair project. On behalf of The Toller Trust, she confirmed that the land that needed to be sold in order for the Trust to be dissolved was in the process of being registered, this needed to be completed before the sale could go ahead, although a purchaser had been found.

8. **Clerk's report, correspondence and matters arising.**
089. The Clerk explained that a request had been received to have the exit from the car park at the recreation ground marked out as a junction, with a pedestrian crossing also across the entrance and a directional sign on the opposite side of the road. As C. Cllr Hill was still present, he agreed to look in to this, and also to apply to get the directional sign to Billingborough on the A52 from the East replaced again. The Clerk advised that the total amount in both bank accounts as at 31 August 2026 was £62,715.22, also that the AGAR for next year is going digital and training will need to be attended. She advised that the 3 year rental agreement for the land off Folkingham Rd had entered its' last year and would need renewing. SKDC had advised that each lift to empty the waste bins at both the cemetery and the recreation ground was to be increased by 50p as from Nov 1 2026. The price for the printing of the newsletter had been held until the end of this current F/Y. The grant money for the paint had been received from LCC and all paint and accessories required to complete the project had been purchased. All items required for the football coaching to go ahead had been purchased and installed. She advised that as the Flood Group will be trying to raise the profile of riparian rights amongst the community, which would entail speaking with and trying to aid residents to clear any ditches, etc to which they had riparian rights in the first instance, a template for two letters of intervention were available that could be sent perhaps jointly from the flood group and the Parish Council to further encourage the adherence to any riparian responsibilities. As responsibility to enforce any action required in this regard lies with LCC, the Clerk was asked to contact LCC to ascertain if, assuming this procedure was adopted by the flood group and the Parish Council, it had the manpower and the will to act on any recommendations received. The Chairman asked for this proposal to be included on the next agenda for full consideration.

Financial Matters:

a) **To resolve to approve the accts up to 31 August, as circulated.**
090. It was **RESOLVED** to approve the accounts to 31-08-2026 as circulated.

b) **To resolve to approve payment of invoices on Appendix C.**
091. It was **RESOLVED** to approve all amounts as listed.

c) **To note results of the external audit.**
092. The Council noted that part 3 of the AGAR, the external auditor's report and certificate, had been received with no notes and therefore the review of sections 1 and 2 of the AGAR for the F/Y 25/26 had been signed off with a satisfactory conclusion.

d) **To review a quote received from Indigo 19 Ltd for grass cutting at the cemetery for years 27/28-29/30.**
093. It was **RESOLVED** to accept the quote which detailed a 3 yr agreement received from Indigo 19 Ltd to carry out grass cutting at the cemetery from F/Y 27-28 up to and including F/Y 29-30, at a cost of £125,£130 and £135 respectively per cut.

e) **To review a quote for works to mark out a plan for the cemetery.**
094. After discussion it was decided not to go ahead with this.

f) **To receive a report from Cllr Turner of a financial review of invoices and statements for months April – August 2026.**
095. Cllr Turner reported that he had inspected all invoices and bank statements from 1 April 1 2026, up to and including 31 August 2026, and had found all to be in order and presented correctly.

g) **To ratify reimbursement to the Clerk of £253.93 for purchases made to facilitate painting the play park and items required at the pavilion for the commencement of football coaching.**
096. It was **RESOLVED** to ratify the decision to reimburse the Clerk and make payment to her of £253.93 for items that had needed to be purchased to enable the football coaching to commence on time.

h) **To note that the payment to Clear Councils insurance of £1246.13, as payment for the second year of a 3 year agreement, and to note that confirmation had been sought and it was found that there was no need to take out separate hirer's insurance.**
097. It was noted that the insurers had been contacted to clarify if an additional premium was required to include hirer's insurance and as it was confirmed this was not required, the original request for payment of £1246.13 had been made.

i) **To consider any remedial works required following asset inspections, set budgets where required and allocate tasks. –** Deferred to next meeting.

j) **To ratify the decision, after gaining a consensus of agreement by email, that Cllr Volanakis should submit a grant application for replacement doors for the current front doors and the 2 external toilet doors. To discuss quotes received and resolve on the preferred supplier, and the value of the match funding amount payable by the Council.**
098. It was **RESOLVED** to verify the decision that Cllr Volanakis go ahead and apply for grant funding, he advised the application had been submitted to SKDC and that if the application was successful quotes could be considered at that time.

k) **To discuss quotes received for the installation of a replacement gate at the Spring Wells – deferred to next meeting.**

l) **To discuss the requirement for a caretaker role at the pavilion for the next F/Y**
099. After discussion it was decided that a couple of representatives from the Cricket Club should be invited to meet with two Councillors to discuss what is required and achievable, in the first instance, regarding the tidiness of the pavilion.

m) **To Resolve on the value of the donation to the RBL.**

100. It was **RESOLVED** that no donation should be made to the RBL this year.

n) **To set any budget requirement for autumn/winter planting.**

101. It was **RESOLVED** that although it was thought no budget would be required for autumn/winter, an amount of upto a £100 of the £500 allocated in the annual budget could be used if required.

9. **Administration matters:**

a) **To receive and resolve on actions required following the Fire Safety annual risk assessment of the pavilion.**

102. There were 3 points requiring action, one being that there was no "appointed person", the Clerk advised that the Parish Council as a whole acted as the "appointed person" and that this was noted on the plan in the black folder kept in the pavilion for inspection. There were no other concerns.

b) **To receive and resolve on any requirements following the legionella Risk assessment at the pavilion.**

103. It was **RESOLVED** that as it was recognised internal water heaters did not reach recommended parameters for legionella requirements, and as they had recently been replaced with new, did not store water and the spray taps had been removed, this would continue to be a managed risk and required no further action. As the system had not been flushed there was a suggestion that this might be advantageous to do and it was decided that quotes should be sourced for the next meeting when a decision could be taken whether or not the spend required was warranted.

c) **To assess the need to change the legionella management plan for the pavilion to facilitate the continuation of football coaching.**

104. As the current Management Plan states that the pavilion is shut down over winter, the Clerk was asked to request a report from V3O football in time for the November meeting to confirm if use of the building would be required throughout the winter as if so the management plan would need to be adjusted to reflect this.

d) **To note that a response from BAGS Committee to alterations proposed by the Parish Council, to the agreement between the parish Council and the management committee, is outstanding.**

105. It was **RESOLVED** that an amendment could be made requiring only 30 days of advertising a vacant plot rather than 3 months.

e) **To review the members of the HR Committee, elect a Chairman and discuss the schedule for the Clerk's appraisal and appraisal training –** deferred to next meeting.

f) **To agree the scheduled meeting dates and locations, and the date, venue and format of the Parish Meeting for 2027.**

106. It was **RESOLVED** that the Parish meeting would be held separately from any other meeting, date to be confirmed, and that the February and October meetings should be for finance and urgent matters only.

g) **To note the continuing absence of the Aveland Early Entry Licence-** deferred to next agenda**.**

h) **Current Planning Applications –** not required.

i) **To resolve on the Terms of Reference for the working party for the development of the Recreation Ground.**

108. It was **RESOLVED** to adopt the Terms of Reference as circulated with two amendments; the number of members being changed to 9 and deleting the requirement to have a quorum.

j) **To discuss the offer of 1 kg bag of salt from LCC FOC.**

109. It was **RESOLVED** to accept the offer of salt, Clerk to submit application, Cllr Woodhead to organise storage.

k) **To agree the terms of the internal audit for 27/28 – not required.**

10. **Recreation Ground:**

a) **Development project – update and reports from Working party meetings.**

110. Councillor Volanakis had circulated an update and summarised that all options were still on the table, but hopefully applications would be submitted over winter to enable refurbishment of the courts, the addition of a five a side pitch would likely be the final stage of the development.

b) **To consider urgent works required to the blue mesh gate at the pavilion.**

111. It was decided that this would be incorporated with the development of the pavilion.

c) **To receive an update regarding the introduction of football coaching at the recreation ground.**

112. A report from V3O football was read out, as V3O football had asked if the Parish Council would allow advertising on the tennis courts and play park gate and also that if the Parish Council had portable floodlighting, they would be interested in hiring this equipment. It was **RESOLVED** that as the Council currently did not advertise private businesses this would not be allowed. The Parish Council does not currently have any portable floodlighting and would not be looking to purchase any until plans for the development of the recreation ground were confirmed.

11. **Spring Wells – To receive an update regarding the ownership of the tarmac'd area and the removal of the weed.**

113. Cllr Turner is to liaise with SKDC regarding the tarmac that needs repair. Members wanted to thank the Spring Wells caretaking team for all their hard work removing the algae now that some of the weed had died back. Cllr Turner offered to speak to an expert in terms of a longer term removal of the weed/grass.

12. **Cemetery – to discuss and review the schedule for renewing the gates and plans for extension –** deferred.

13. **Emergency Plan/Flooding – not required.**

The Chairman proposed that in accordance with section 1 (2) of the public bodies (Admission to meetings) Act 1960, the public and press be excluded from the meeting during items 14 and 15 of the agenda due to the confidential nature of those items. The Council voted and it was RESOLVED to go into closed session, the member of public left the meeting.

14. **To approve the pay rate and contract for the new Clerk**
    114. It was **Resolved** that the pay scale would be as per SCP 18 which would be reviewed annually. The contract would be as per the LALC green book model contract.
15. **To discuss handover and training for the new Clerk, and date for the Oct meeting**
    115. It was **RESOLVED** to change the October meeting date to 14 October and for the incoming Clerk to start during that week. The current and the new Clerk will work together from then until the end of November or until a successful handover has been completed, whichever is the earliest.
    The Chairman then ended the closed session and summarised the points that had been agreed.
16. **Co-option – not required.**

There being no other business the Chairman closed the meeting at 21.08

APPENDIX A: Payments from 1 July- 31 Aug 2026

DATE	PAYEE	AMOUNT
15/07/26	Sportsequip.co.uk	39.60
15/07/26	Complete Weed Control	516.00
15/07/26	Cllr Woodhead	67.96
16/07/2026	Smartest Energy	50.00
20/07/26	HMRC	253.44
21/07/2026	SKDC	60.17
27/07/26	H Beaver	88.94
27/07/26	H Beaver	980.20
27/07/26	Indigo 19 Ltd	445.16
27/07/26	S'wells C'taker	208.00
27/07/26	Cem C'taker	52.00
27/07/26	Cem' C'taker	208.00
27/07/26	Comm' Cleaner	450.71
27/07/26	LALC	54.00
27/07/26	Glendale	476.40
29/07/29	EE Ltd	12.60
31/07/26	Unity Bank	7.00
05/08/26	Glendale	166.20
05/08/26	PKF Littlejohn	252.00
05/08/26	H Beaver	253.93
05/08/26	LALC	96.00
17/08/26	Smartest Energy	50.00
17/08/26	Clear Councils	1246.13
21/08/26	SKDC	60.17
26/08/26	Your Local Lincs	36.00
26/08/26	Wicksteed Leisure	354.47
26/08/26	H Beaver	25.00

27/08/26	H Beaver	980.20
31/08/26	Unity bank	7.00

APPENDIX B: RECEIPTS RECEIVED 1 July– 31 Aug 2026

DATE	FROM	AMOUNT
07/07/26	M Parker and Sons	425.00
10/07/26	Mem Permit	350.00
20/07/26	Mem Permit	350.00
22/07/26	LCC Grant	500.00
27/07/26	Interment	520.00

APPENDIX C: Transactions for authorisation on 8 SEPT 2026

PAYEE	DESCRIPTION	AMOUNT
GLENDALE	**GRASS AND HEDGE CUTTING**	**No Inv**
COMM CLEANER CEM	**AUG/SEPT INVOICE**	**450.71**
CEM CARETAKER	**AUG/SEPT INVOICE**	**208.00**
S'WELLS CARETAKER	**AUG/SEPT INVOICE**	**208.00**
REC CARETAKER	**AUG/SEPT INVOICE**	**617.50**
CLERK	**SEPT SALARY**	**1050.00**
CLERK	**SEPT OFFICE ALLOWANCE**	**25.00**
INDIGO 19 LTD	**CEMETERY GRASS**	**No INV**
M-Fire Ltd	**Em lighting/Fire Ext Inspection**	**247.99 + VAT**
SLCC	**Annual Subscription**	**300.00+VAT**

SIGNED: Cllr Woodhead

SIGNED: Cllr Volanakis