Billingborough Parish Council

Minutes of the meeting held on Wednesday 14 October 2026 in St Andrew's Church, Billingborough.

Present: Cllrs C Woodhead (Chairman), M Turner and A Volanakis.

In attendance: H Beaver (Clerk), K Wilkins (incoming Clerk) and two members of the public; one came to observe the meeting and the second to talk about Billingborough Allotment and Gardening Society (BAGS) and discuss a village event.

Public Forum (6.30pm): Cara Fairhall, on behalf of BAGS, reported on allotment vacancies and committee changes. She also outlined early proposals for a one-day village event in 2027. No resolution was taken during the forum.

The Chairman opened the formal Council meeting at 6.43pm. The meeting was recorded.

1. Chairman's opening remarks

No opening remarks were made.

2. Apologies for absence

116. It was **RESOLVED** to accept apologies from Cllrs H Middlebrook and J Tweddle.

3. Declarations of interest

None received.

4. Requests for dispensation

None received.

5. Minutes of 8 September 2026

117. It was **RESOLVED** to approve the minutes of 8 September 2026 as circulated. The Chairman was authorised to sign them.

6. External reports (County/District)

118. Cllr Turner reported that the unstable BT cover near the Post Office had been repaired. He continued to pursue SKDC regarding the damaged Spring Wells access path and was awaiting an update on the weed problem. He reported that household battery collections were temporarily suspended pending the relevant licence.

Action: Cllr Turner to circulate the response from SKDC on Spring Wells when received.

7. Community groups and organisations

119. BAGS reported that the agreed 30-day advertising period for vacant allotments was in operation. One half plot was available and one full plot was due to become vacant; committee changes were noted. Proposed arrangements for a 2027 village event remained at the planning stage, with no Parish Council funding agreed.

120. The Billingborough Flood Group reported that a storage container had been purchased using grant funding, with delivery expected on 22 October, and that pumps and hoses had been ordered. Work on the emergency pumping arrangements and drainage channels was continuing. No further Parish Council expenditure was approved.

121. Cllr Volanakis updated Members on the Fortescue Arms community action group's preparatory work in relation to the Asset of Community Value and potential community purchase. Possible legal structures, surveys and funding were being explored. A suggestion that the Parish Council might act as a grant-funding partner was not a formal request, and no decision was taken.

Chairman's signature_____

122. On behalf of St Andrew's Church, Cllr Woodhead advised of the forthcoming Christmas Tree Festival. Members indicated support for a Parish Council entry with a £10 entry fee, resolved to be met from the Section 137 budget allowance. Cllr Turner offered to arrange and decorate a tree.

Action: *Cllr Turner to coordinate the tree; Clerk to verify authorisation and budget code before payment.*

8. Clerk's report, correspondence and matters arising

123. The Clerk reported a duplicate credit of £117 from the Planning Portal and an apparent excess precept payment of £10,250 from SKDC on 1 October, already queried with SKDC. Both matters require reconciliation. The Cricket Club's £1,200 contribution and the community cleaner grant instalment had been received.

Action: Clerk to follow up the £117 credit and seek instructions from SKDC regarding the apparent £10,250 overpayment.

124. The Clerk reported correspondence from Great Hale Parish Council concerning bus services. Cllr Turner agreed to discuss the matter with its representative.

Action: *Clerk to provide the Great Hale contact to Cllr Turner.*

125. The Clerk advised that there had been enquiries about paid advertising in the Parish Council newsletter. No change to policy was approved. The possibility of advertising and its effect on printing and delivery would be considered on a future agenda.

Action: *Cllr Woodhead to enquire about Your Local Lincs distribution arrangements; Clerk to list the matter for future consideration if required.*

126. The incoming Clerk had been booked on new-clerk and internal-controls training in November. The Clerk would obtain details of the cemetery management course and submit any expenditure requiring approval at a subsequent meeting.

127. LCC consultants had invited views on the future of the Aveland site. Cllr Woodhead indicated that she would request a local consultation opportunity for residents.

Action: *Clerk to forward consultation details to Cllr Turner; Cllr Woodhead to ask the consultants about a village consultation.*

9. Financial matters

a) Accounts to 30 September 2026

128. It was **RESOLVED** to approve the accounts to 30 September 2026 as circulated. The Clerk reported balances of £17,843.98 in the current account and £49,648.79 in reserves (total £67,492.77) as of 30.09.2026

b) Clerk's hourly rate

129. It was **RESOLVED** to ratify the nationally agreed increase of £0.62 per hour to the Clerk's rate, backdated to 1 April 2026, and the associated arrears. Payroll provider Harmony Business Support had been notified.

c) Payments – Appendix C

The Clerk reported no additional non-routine invoices for approval; regular and previously authorised contractual payments continued. No new Appendix C schedule was presented at this meeting.

d) Internal audit

The written interim internal audit report had not yet been received. The recommendation to appoint a second Councillor to review bank statements and invoices was noted; however, due to all councillors present already being signatories the appointment was deferred until the next meeting.

e) Income rates for 2027/28

Chairman's signature_____

130. Members agreed a 5% increase to cemetery fees for 2027/28. The annual charge for grass cutting at Blasson Way was to increase by £25 (from £425 to £450). Agricultural land rents were to remain unchanged; the requested Cricket Club and Horbling Parish Council contributions were each to remain £1,200.

Action: Clerk to prepare the revised cemetery fee schedule and reflect the agreed income assumptions in the draft 2027/28 budget.

f) Expenditure rates and subscriptions for 2027/28

131. For budget preparation, Members discussed a contractor rate increase of 4%, subject to confirmation following the national minimum-wage announcement; newsletter printing at £100 per issue; and continuing existing essential subscriptions. It was **RESOLVED** not to renew the SLCC subscription at this time. Other rates and subscriptions remained subject to the November budget review.

Action: Clerk to prepare draft budget estimates on the above basis, with the contractor rate to be confirmed.

g) Donation towards prizes for a community event

Deferred. Any application is to be submitted under the Council's grants and donations policy and considered at a future meeting. No funding was approved.

h) Asset inspections

132. Some asset inspections remained outstanding. The loose entrance gate post at the Recreation Ground was identified for prompt repair from the existing maintenance budget. Possible repair of the blue mesh gate at the Recreation Ground and future decoration at Spring Wells were discussed; no additional budget was allocated.

Action: Cllr Volanakis to secure the loose post and retain a receipt. Clerk to ask the Spring Wells caretaking team about the scope and cost of repainting railings, benches and signs.

i) Pavilion water-system flushing

No flushing work was authorised. Members noted that winter use of the pavilion would affect the need for flushing and that a contingency allowance might be required in the 2027/28 budget. Requirements are to be reviewed alongside the legionella management plan.

j) Pavilion caretaker

133. Cllrs Woodhead and Volanakis reported improvements following their meeting with Cricket Club representatives. Cllr Volanakis proposed engaging a caretaker for approximately three hours per week of caretaking/repairs/ H&S compliance work, with a provisional budget of £2,400 per annum, was discussed for budget planning only. No appointment or expenditure was authorised.

k) Items for the November budget meeting

134. Cllr Woodhead would seek information on school-zone flashing warning lights. Cllr Volanakis outlined potential grant applications for pavilion architectural plans and sports-area improvements, with indicative combined match funding of approximately £1,000. No match-funding commitment was approved.

Action: Cllr Woodhead to contact C Cllr Hill about school warning signs; Cllr Volanakis to develop grant options and costs for future consideration.

10. Administration matters

a) Football coaching and winter opening; b) legionella management

135. Following feedback from the football coaching provider, Members agreed in principle that the pavilion should remain available over winter and that the legionella management plan must be amended accordingly. Responsibility for routine checks and the proposed heating arrangements remained to be confirmed.

Action: Clerk to update the legionella management arrangements and advise the Cricket Club that the pavilion will be in use over winter; confirm who will undertake the required checks.

Chairman's signature_____

c) Portable appliance testing (PAT)

136. It was agreed that the Parish Council should take responsibility for arranging PAT testing at the pavilion, rather than relying on the Cricket Club, and that the relevant clause in the Cricket Club agreement would need amending. The person carrying out the testing remained to be arranged.

Action: Clerk to arrange amendment of the Cricket Club agreement and seek suitable PAT-testing provision.

d) HR Committee

Deferred owing to the absence of members; no election took place.

e) Current planning applications

None for consideration.

f) Riparian responsibilities

137. Members agreed in principle that a more supportive, jointly issued Flood Group/Parish Council letter could be used to remind residents of riparian responsibilities where required. The draft wording is to be softened and finalised before any letters are sent. No enforcement action was authorised.

Action: Revised joint letter to be prepared with the Flood Group; drafting responsibility to confirm.

g) Remembrance Service

138. Cllr Turner agreed to represent the Parish Council and lay its existing wreath at the Remembrance Service on Sunday 8 November 2026.

Action: *Cllr Turner to lay the wreath; Cllr Woodhead to advise the organisers.*

h) Pointon Road speed limit

139. Members wished to pursue a speed survey on Pointon Road following refusal of the proposed reduction from 40mph to 30mph. Cllr Turner agreed to approach C Cllr Hill again about an Archer speed-monitoring survey. No formal appeal was authorised pending further information.

i) Speed-camera data

Deferred; Cllr Middlebrook was absent and no report was available.

11. Recreation Ground

a) Play-park redecoration

140. Cllr Volanakis confirmed that outstanding play-park painting would be undertaken within the next few weeks.

Action: *Cllr Volanakis to complete the redecoration.*

b) Pavilion doors grant

141. Cllr Volanakis advised that the grant application for replacement pavilion doors was awaiting panel consideration. A supporting letter from the Village Hall had been submitted. No supplier was appointed.

c) Recreation Ground development project

142. Cllr Volanakis reported on preliminary advice from LCC about potential nursery or childminder use of the pavilion and on options for refurbishment of sports facilities. Architectural feasibility and grant opportunities were being explored; no building works, change of use or match funding was approved.

12. Spring Wells

143. Cllr Turner reported continued liaison with SKDC over the damaged access surfacing and outstanding matters relating to the five-bar gate and aquatic weed. No quotation or expenditure was approved.

Action: *Cllr Turner to continue pursuing responses and report back.*

Chairman's signature_____

13. Cemetery

No further quotations were available and no new budget allocation was made. The matter remains for future consideration.

14. Emergency/flood plan

The Flood Group update had been received under item 7. No further decision was made.

15. External flood consultants' report

144. The report from Stantec had not yet been received. The review of local waterways had been delayed, with completion anticipated around January 2027. The Council would consider the findings when available.

16. Co-option

No co-option took place. A prospective applicant was expected to complete the necessary paperwork.

APPENDIX A: Payments from 1 Sept- 30 Sept 2026

DATE	PAYEE	AMOUNT
1/09/26	EE LTD	32.59
3/09/26	KR PRINTING & STATIONERY	89.00
16/09/2026	SMARTEST ENERGY	50.00
21/09/2026	SKDC	60.17
23/09/26	ANGLIAN WATER (REC GRD)	149.12
23/09/26	ANGLIAN WATER (CEM)	78.62
28/09/26	CEM CARETAKER	208.00
28/09/26	CLERK's OFFICE ALLOWANCE &EXPENSES	25.00+6.88
28/09/26	S'WELLS CARETAKER	208.00
28/09/26	COMM' CLEANER	450.71
28/09/26	INDIGO 19 LTD	432.00
28/09/26	M-FIRE LTD	158.40
28/09/26	M-FIRE Ltd	141.94
28/09/26	COMPLETE WEED CONTROL	516.00
29/09/26	EE LTD	14.26
29/09/26	CLERK SALARY SEPT+BACK PAY FROM 1/4	1125.59
30/09/26	UNITY BANK	7.00

Chairman's signature_____

APPENDIX B: RECEIPTS RECEIVED 1 Sept– 30 Sept 2026

DATE	FROM	AMOUNT
08/09/26	BHT CRICKET CLUB	1200.00
09/09/26	PLANNING PORTAL	117.00
30/09/26	RESERVE ACCT INTEREST	242.83

There being no further business, the Chairman closed the meeting at approximately 8.48pm.

SIGNED: _____ (Chairman) DATE: _____

Next meeting: Budget meeting, Tuesday 10 November 2026, Sports Pavilion, Recreation Ground.

Chairman's signature_____