

Notes from the meeting of Bardney Group Parish Council, which was held in the Methodist Hall, Church Lane, Bardney on Thursday 18th November 2021 at 7pm

Attendees

Cllr Robin Darby – Chairman
Cllr Malcolm Speed
Cllr Mary Corbould
Cllr Frank Bates
Cllr Luke Cluett
Cllr Peter Waddington
Cllr Charles Shaw

Anna Lawson – Clerk/RFO
Laura Allen – Admin Assistant

No members of the public were in attendance.

Meeting commenced 7.05pm

91-2021/22 Apologies for Absence i.a.w Local Govt Act 1972, Sch 12, para 40. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

Cllr Papworth

92-2021/22 To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests.

None received

93-2021/22 To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.

None received

94-2021/22 To approve as a correct record the notes of the meeting held on 21st October 2021 and to authorise the Chairman to sign the official minutes.

PROPOSED Cllr Darby **SECONDED** Cllr Speed and **UNANIMOUSLY** resolved

95-2021/22 To receive the report from the Chairman

The Chairman informed the council that progress is being made with strengthening and improving relationships with Lincolnshire County Council and West Lindsey District Council. Traffic related issues surrounding the double yellow lines and other village hotspots are still being investigated.



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96-2021/22 To receive update on actions arisen at the 21st October 2021 meeting and report from the Clerk to the Council.

Councillors were referred to the weekly updates.

97-2021/22 Financial matters:

- i) To approve the bank reconciliation statement for October 2021

Balance as at 01.10.21 £65907.61

Income

Cemetery	50.00	
Handyman	444.19	
CiL	441.75	
Total income		£935.94

Expenditure

Admin	73.19	
Salaries	4046.98	
Handyman	179.45	
Grass cutting	1348.51	
Admin new office	2176.61	
Village	43.80	
Cemetery	16.23	
Total expenditure		£7884.77

Balance as at 31.10.21 £58858.78

PROPOSED Cllr Darby **SECONDED** Cllr Corbould and **UNANIMOUSLY** resolved

ii) To ratify payments of accounts, salaries, BACS payments & payments already made

Payment Ratification November 2021

B/P	Wages and NI	November	Salaries	value	VAT	ExVAT	% of budget*
				4046.98	0.00	4046.98	
Total Office/Salaries							80% of budget^
PO20889	Grafton M	genie misc	Admin	97.85	19.57	78.28	
PO20892	Amazon	WiFi Dongle	Admin	12.48	2.50	9.98	
	Methodist						
PO20895	Church	Room Hire	Admin	63.00	0.00	63.00	
PO20897	Signs Express	Sign	Admin	153.05	25.51	127.54	
PO20899	Grafton M	Pipe misc	Admin	98.17	19.63	78.54	
PO20900	Grafton M	shortfall payment	Admin	150.00	0.00	150.00	
PO20896	Printerland	Print Cartridge	Admin	255.16	42.53	212.63	
Total Admin				829.71			212% of budget
PO20891	Stubbs	Hedgecutting	Village	240.00	40.00	200.00	**
PO20894	Amazon	Hi Viz	Village	60.00	10.00	50.00	
Total Village				300.00			250% of budget
	Shepherds						
PO20890	Seeds	Seeds	Community	18.00	0.00	18.00	
Total Community Land				18.00			95% of budget
PO20898	Charles Hill	Chainsaw Maint.	Handyman	19.10	3.82	15.28	
PO20902	E-Quip	Chain, padlock	Handyman	65.70	13.14	52.56	
PO20903	E-Quip	Hinge, washer	Handyman	38.74	7.75	30.99	
PO20904	E-Quip	Fuel can, padlock	Handyman	38.24	7.65	30.59	
PO20905	E-Quip	Nut, cutting disc	Handyman	36.36	17.29	19.07	
Total Handyman				198.14			25% of budget
PO20893	RBL	Poppy wreaths	Grants	86.00	0.00	86.00	
Total Grant				86.00			4% of budget
PO20901	TGM Grass cutting		Grasscutting	1348.51	224.76	1123.75	
Total Grass cutting				1348.51			104% of budget~

^ Cost offset from WPC contribution

** £75 to be paid by TGM

~ payment started March 2021 so part of last year's budget

PROPOSED Cllr Darby **SECONDED** Cllr Waddington and **UNANIMOUSLY** resolved

98-2021/22 Planning matters. To note any approved applications received and to consider any planning applications and decide any comments that the Council wishes to make.

- 143874 Cedar House Childcare, Telegraph pole installed. No comments to make.
- 141702 Land off Saxon Way, Extension of time for the s106 approval. No comments to make.
- 143839 Reeves Warehouse, consent application for the change in control of part of the land for continuation of a hazardous substance consent. No comments to make.

99-2021/22 To consider request from allotment holder to pay for wildflower seed.

Deferred until a later date.

100-2021/22 To purchase fire extinguishers for new office.

Three quotes obtained for the purchase of fire extinguishers for the new office.

COMPANY	A			B				C		
Extinguisher	Cost	VAT	TOTAL		Cost	VAT	TOTAL	Cost	VAT	TOTAL
6LTR Water	£73.50	£14.70	£88.20		£61.50	£12.30	£73.80	£29.17	£5.83	£35.00
2kg Co2	£74.50	£14.90	£89.40		£62.00	£12.40	£74.40	£30.83	£6.17	£37.00
Servicing Fee	£24.99	£5.00	£29.99		£29.95	£5.99	£35.94	£25.00	£5.00	£30.00
Per 3 Units	£22.50	£4.50	£27.00					Up to 10 units		
TOTAL COST	£234.59				£184.14			£102.00		
Optional Accessories				Safety Sign	£3.95	£0.79	£4.74			
				Stand	£48.50	£9.70	£58.20			
			£234.59				£247.08			£102.00

PROPOSED Cllr Darby **SECONDED** Cllr Shaw and **UNANIMOUSLY** resolved to accept the quote from Company C (East Lindsey Fire Protection Services).

101-2021/22 To consider proposal from Bardney Memorial Restoration team to cease funding occasional aesthetic work on the cemetery trees.

Deferred until a later date.



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102-2021/22 To consider adopting DBS checks for all new councillors and subsequent amendment to the Co-option policy

Agreed to utilise DBS service to comply with risk assessment criteria for events and for the protection of children, young people and vulnerable adults.

PROPOSED Cllr Shaw **SECONDED** Cllr Darby and **UNANIMOUSLY** resolved

103-2021/22 To consider using the Probation Service for implementation of projects.

Agreed to utilise offenders services for projects such as works on St Oswald's Park and tree planting.

PROPOSED Cllr Shaw **SECONDED** Cllr Darby and **UNANIMOUSLY** resolved

104-2021/22 To approve date of the next St Oswald's event

Agreed to provisionally propose three target events for 2022, including a car boot, a scarecrow completion and the St Oswald's Day event for Sunday 7th August 2022.

105-2021/22 To consider request from Scothern Nurseries to cut the holly in the Churchyard for their commercial wreath making business

Agreed to make a request to Scothern Nurseries to reimburse the council with bulbs in exchange for permission to cut holly in the churchyard.

PROPOSED Cllr Darby **SECONDED** Cllr Speed and three in favour with one abstention.

106-2021/22 To consider the first draft of the budget for 2022/2023

Draft budget 2022/2023

Budget Heading	Budget 2021/2022	Proposed Revised Budget		
Salaries	42	43		
Admin (Office)	12	9		
Village	0.5	0.5		
Allotments	1	1	* ring fenced	project
Community land	1.5	1.5		
Highways	0.5	0.5		
Grasscutting	10	11		
Grants	2	2		
Grant S137	N/A			
Cemetery	1	1	* ring fenced	project
Events	2	2		
H & S	0.5	0.5		
Councillor & staff training	0.3	1		
Handyman Maintenance	6	6		
Handyman Equipment	1	1	*equipment repairs	
Pension	0.5	0.5		
Total	80.8	80.5		

<u>In addition</u>		same as last year subject to band D
Precept received (incl grants and donation WLDC)	68135	
Carry over from 21/22	25000	
Possible as at 01.04.22	93135	
Minus		
Proposed revised budget	80100	
Ring fenced operating cost (3 months)	20000	
Contingency	0.00	
Expenditure total	0	
	-	
<u>Remainder</u>	6965.00	

107-2021/22 To consider the estimate for the precept for 2022/2023

Non-budgeted proposed projects

Project	Cost (Estimate)
Levelling of the plots in the Cemetery APPROVED already agreed in principle	£500 using grass seed and soil. Will also require hire of a digger to access spoil Agreed to spend £500
Research Neighbourhood Plan draft as previously discussed REJECTED	Full projects via external specialists cost circa £10k. Funding is/was available but paid in tranches and not guaranteed to payout. Also must pay for referendum (election costs are circa £3k).
Arrange tree work based on outcome of the Tree survey APPROVED already agreed in principle	Predict that extensive work may be required. Last time work carried out (2016) cost was circa £2k. Suspect may need to budget £ 4k Agreed to spend £4k
Bench orders, delivery and installation. APPROVED already agreed in principle	£1.2k however money from IX Squadron and CiL
Sort out the bonfire heap/area APPROVED	Cost of purchase of old skip £400 Agreed to spend £200
Reduce email size on the server APPROVED	Time and office staff cost whilst doing this project
Promote availability of St Oswald's park and create hire packages APPROVED already agreed in principle	Need to actively market - staff time and website space.
Report on possibility of extending water on the allotments REJECTED	Will need to pay for hire of digger and pipework. Space is tight in between allotments which is why current place was chosen. Only 50% of allotments have water and therefore have to be sensitive. May become costly if people refuse to pay against usage
Organise next St Oswald's Day APPROVED already agreed in principle	This year cost circa £2k with ALS support. May not be available next year and may also need to budget for paying bands Agreed to spend £2k
Organise planting and arrival of LCC grant trees and Platinum Jubilee trees APPROVED already agreed in principle	Host formal Jubilee event. Funding possibly available from WLDC. Agreed to spend £1k
Planters for centre of villages (Apley, Southrey, Stainfield and Bardney) APPROVED	Estimate £100 for each planter and bulbs. Agreed to spend £500 to purchase 10 planters



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108-2021/22 Confirm date of next parish council meeting - as Thursday 20th January 2022 venue
TBA

Meeting closed 9.10pm

*** Please see the Council's policy on the audio recording of meetings for more information. Items at meetings are taken in order of inclusion, subject to the Chairman's (with the Council's) discretion to bring items forward or back in order to orderly manage the meeting and not unnecessarily exceed the recommended time for meetings.**