

Bardney Group Parish Council

Minutes of meeting held Thursday 19<sup>th</sup> July 2018 at 7.15pm

At Bardney Fire Station, Alma Martin Way, Bardney

**Councillors Present:**

Cllr R Webb – Chair  
Cllr R Darby – Vice-Chair  
Cllr B Newlove  
Cllr Cluett  
Cllr M Corbould  
Cllr M Speed  
Cllr C Shaw

**In Attendance:**

Jude Sparks as Clerk to the Council  
Anna Lawson as Responsible Finance Officer  
County & District Cllr I Fleetwood  
5 members of the public

**Apologies:**

Cllr J Zubic  
Cllr S Zubic

No report had been received from PCSO Parker.

Three parishioners, as representatives of the Gala committee, attended to confirm proposed arrangements for the Gala using the allotment access. The Chair confirmed that this item would be discussed as part of the agenda. A parishioner wished to express their concern about the proposed Lea Grove development. The Chair commented that as an agenda item this also was to be discussed.

The meeting commenced at 7.05 pm

**18-19/07/2018**

**Apologies for absence.** To receive apologies for absence.

- Cllrs J & S Zubic due to leave.

**19-19/07/2018**

- **County & District Councillor Fleetwood** - A copy of Cllr Fleetwood's July 2018 brief had been circulated earlier.

Local issues include:

- All the information received with regard to the pollution issue has been forwarded to BGPC but will apply pressure if required.
- Abbey Road to be temporarily closed between 28<sup>th</sup> August and 12<sup>th</sup> October as and when needed. Is unsure, as Abbey Road is a cul-de-sac, as to how it will impact on residents.
- Lea Grove development will be dealt with according to policy. RFO stated that BGPC are still awaiting a copy of the policy document that shows how a decision is moved from delegated powers to the Policy committee. Cllr Fleetwood stated that on receipt of an email request from BGPC he will ensure a copy is sent. The Chair commented that it is important that the concerns of both BGPC and the residents of Bardney are dealt with by the Planning committee and not solely under delegated powers. Cllr Fleetwood advised that he will stand down as Chair of the Planning Committee for this item in order to represent the parishioners of Bardney. The Chair invited the parishioner who had expressed concern on the matter to address Cllr Fleetwood if they wished. They asked what happens to any objections that are raised. Cllr Fleetwood explained the process.
- Archaeological items that have been found during the building of the Lincoln East-West bypass are to be exhibited at Washingborough village hall.
- Cllr Corbould advised that there is still an outstanding issue with the cattle grid at Stainfield, despite it being brought to the attention of Highways on more than one occasion. Cllr Fleetwood agreed to look into the matter.

**20-19/07/2018**

**Chairman's Report.** To receive a report from the Chairman of the Council.

The Chairman provided the following information:

- Unfortunately attempts to make BGPC Facebook page an information only page have proved unsuccessful and staff members are still being contacted about issues outside their working hours. As a result the Chair has instructed it be withdrawn until such time as a solution can be found.

**21-19/07/2018**

**To receive declarations of interest** (2011 Localism Act) on Agenda items.

- None received.

**22-19/07/2018**

**To receive dispensation requests** on Agenda items and to decide whether to grant same.

- None received.

**23-19/07/2018**

**To approve as a true record the notes of the parish council meeting held 21<sup>st</sup> June 2018.**

- The Committee **RESOLVED** unanimously to accept the notes as a true record (**PROPOSED** Cllr Newlove, **SECONDED** Cllr Corbould).

**24-19/07/2018**

- **To reconsider the request by the Gala committee to have access through the allotment gate.** The Chair explained why the representatives of the Gala had been asked to attend. Following discussions it was proposed that permission be granted on the proviso that the public liability insurance held by the Gala committee covers the area between the gate and the field. (**PROPOSED** Cllr Webb, **SECONDED** Cllr Shaw. **VOTES FOR** - Cllr Shaw, Cllr Corbould, Cllr Cluett, Cllr Speed, Cllr Newlove. **ABSTAINED** - Cllr Darby)

**25-19/07/2018**

**To receive and consider a report from the Clerk to the Council** on any outstanding matters and correspondence received.

A copy of the following report and the addendum had been circulated earlier.

**Update on ongoing matters.**

- Complaints & Compliments:
  - 1) Complaint from allotment holder regarding letter sent concerning welfare of chickens. Advice sought from RSPCA & DEFRA. No eviction notice to be issued & allotment holder asked not to increase number of chickens on plot and to keep excess food spillage to a minimum.
  - 2) Complaint from parishioner regarding hedge in Silver Street that is encroaching onto the pavement. Advised to contact WLDC and Highways.
- Email from East Lindsey District Council regarding the dying trees in New Park Wood and the ongoing work being taken to address the issue.
- Letters sent to farmers regarding spraying by allotments as directed.
- Handyman to undertake online rodenticide qualification if Lantra Training confirms his current qualification is no longer acceptable.
- Clerk, as directed, has written to Reverend Bartlett to advise that the rotten posts in the closed churchyard are to be replaced.

**2. Correspondence.**

Correspondence is available to be viewed in the office.

- Latest e-connect newsletters from ACAS. Emailed to all.
- Latest product update from Landscape and Amenity.
- Latest NALC newsletter. Emailed to all.
- Email reference registering for forthcoming NALC Annual Conference. Emailed to all.
- Email received regarding Lincs Health & Social Care event to be held on 28<sup>th</sup> June. Emailed to all.
- Reminder that places still available on Resilient Communities Conference on 12<sup>th</sup> July. Emailed to all.
- Latest LALC newsletter received. Emailed to all.
- Latest copy of Clerks & Councils Direct received.
- News received from Public Sector Mapping Agreement that parts of the Ordnance Survey

Master Map is to be made available to help boost the economy.

- Information from Earth Anchors regarding the types of noticeboards they provide.
- Details received from LALC regarding their AGM to be held in October. Emailed to all.

### 3. For Information/Already Actioned:

- Notification from NALC regarding Star Council awards 2018. Closing date for entries is 17<sup>th</sup> August. Emailed to all.
- Cllr Shaw attended the Community Safety conference held by NAC at Southport on 29<sup>th</sup> June-1<sup>st</sup> July.

The Clerk advised that both farmers had been in contact to confirm that where spraying had taken place it was only trace elements not chemicals.

Cllr Darby sought an update on the handyman's rodenticide qualification. The Clerk stated that the handyman is contacting Lantra with regard to the need for him to update his qualification however he is still able to purchase rat poison, just in smaller quantities.

Regarding councillors attending courses Cllr Cluett asked that it be minuted that he considers councillors should only attend courses that BGPC or parishioners directly benefit from. Cllr Webb agreed and stated that going forward councillor training should be included in the budget.

Cllr Cluett also commented that in future it may be beneficial to approve individual requests for training by seeing the agenda of the training requested beforehand, in order to make sure it is beneficial. The Clerk advised that as the Clerk is responsible for completing the agenda, based on proposals received, councillors are not able to determine what items can or cannot be included, although the Chair can decide the order items are discussed.

## 26-19/07/2018

### Financial matters.

#### To ratify payments of accounts/salaries/BACS payments and ratification of payments already made.

- **RESOLVED** by unanimous vote to ratify the following payments. (**PROPOSED** Cllr Speed, **SECONDED** Cllr Cluett).

Payment Ratification July 2018				Value	VAT	Ex VAT	% of budget
B/P	Wages & NI	July	Salaries	3019.47	0.00	3019.47	
<b>Total Office/Salaries</b>				<b>3019.47</b>			36% of budget
PO20364	Castle Recycling	Data shredding	Admin	6.00	1.00	5.00	
PO203460	Viking	Stationery	Admin	70.48	0.58	69.90	
PO20362	NALC	Membership	Admin	172.80	28.80	144.00	
PO203571	SAGE	Payroll Software	Admin	189.60	31.60	158.00	
PO20970	Adobe	Software	Admin	182.02	30.34	151.68	
<b>Total Admin</b>				<b>620.90</b>			11% of budget
PO20367	Equip	Painting consumables	Handyman	31.39	5.23	26.16	
PO20368	E-Quip	Misc	Handyman	42.18	7.03	35.15	
PO20369	E-Quip	Hammerite	Handyman	47.99	8.00	39.99	
PO20361	Agrii	Chemicals	Handyman	194.16	32.36	161.80	
<b>Total Handyman</b>				<b>315.72</b>			38% of budget
PO20372	Tudor Grounds	Grasscutting	Grasscutting	2076.40	346.70	1729.70	
<b>Total Grasscutting</b>				<b>2076.40</b>			48% of budget
PO2034565	E.On	Electricity	Village	4.08	0.00	4.08	

<b>Total Village</b>			<b>4.08</b>			64% of budget
PO20370	Wave	Water rates	Cemetery	27.82	0.00	27.82
<b>Total Cemetery</b>			<b>27.82</b>			37% of budget
PO20363	NAC	Regional conf	Councillor training	498.00	83.00	415.00
<b>Total Councillor training</b>			<b>498.00</b>			166% of budget

**To approve bank reconciliation for June 2018.**

- **RESOLVED** by unanimous vote to approve the following bank reconciliation. (**PROPOSED** Cllr Speed, **SECONDED** Cllr Cluett).

Bank Reconciliation for June 2018 as at 30.06.18	
<b>Balance as at 01.06.18</b>	<b>£112,886.51</b>
<b>Income</b>	
Petty Cash	195.00
Allotments	21.00
Handy	430.00
Admin	5.80
VAT Reclaim	1793.14
<b>Total income</b>	<b>£ 2444.94</b>
<b>Expenditure</b>	
Salaries/Office	3019.47
Admin	461.64
Handyman	92.75
Grasscutting	2076.40
Village	1864.80
<b>Total expenditure</b>	<b>£7515.06</b>
<b>Balance as at 30.06.18</b>	<b>£107,816.39</b>
Less cheques	
300751 TGM	
300752,3,4 B Knight and Sons	

**27-19/07/2018**

**Planning matters.** To note any approved applications received and consider any planning applications.

- **137950** - Outline planning application for residential development for up to 22 dwellings on land off Lea Grove, Bardney. RFO explained that are a range of issues with this application, including access,

infrastructure and that as a part playing field the land is protected. Council agreed that RFO comments are to be sent to WLDC and constitute BGPC objections. Cllr Newlove asked that comments include no further building occurs near the access point.

- **138006** - Planning application for extension of dropped kerb at 36 Wragby Road, Bardney. Council agreed no comment to be made.
- **138012** - Planning application for second storey extension to 82 Station Road, Bardney. Council agreed no comment to be made.
- **138035** - Planning application for removal of shed and roof of existing extension, to be replaced with new roof and proposed extension to 52 Silver Street, Bardney. Council agreed no comment to be made.

RFO stated that in addition there have been two applications from Stainfield but no issues exist with them.

**28-19/07/2018**

**Pollution occurrence.** To consider and resolve to contact the media over the recent pollution occurrence and the lack of information provided to BGPC.

- Cllr Webb advised this item had been withdrawn.

**29-19/07/2018**

**Allotment.** Resolve to not renew the lease of the field.

- Resolved to not renew lease (**PROPOSED** Cllr Webb, **SECONDED** Cllr Cluett. **VOTES FOR** - Cllr Cluett, Cllr Corbould, Cllr Darby, Cllr Speed. **ABSTAINED** - Cllr Shaw, Cllr Newlove).

The Clerk was requested to contact the farmer to let him know.

Cllr Cluett's proposal for the allotment to be considered by Council in September.

**30-19/07/2018**

- **Raised beds revamp in preparation for Armistice Day.** Resolved unanimously to arrange for the handyman to remove old plants, clean wall and replant the raised beds by the new commemorative benches. (**PROPOSED** Cllr Webb, **SECONDED** Cllr Darby).

**31-19/07/2018**

To received reports from:

- **Cllr Webb with regard to road safety.** Cllr Webb advised that he is still attempting to contact people to obtain the speed guns. At present there appears to be some legal challenges to the scheme however he will continue to try and take it forward. Suggested it may be worthwhile BGPC purchasing another SID to be used in conjunction with the one already in operation and the 30mph stickers.
- **Cllr Newlove with regard to the village hall.** Cllr Newlove advised discussions have taken place regarding the parish office moving to the village hall. The hall would be prepared to undertake the changes required providing BGPC provide a 'letter of intent' to move in. BGPC would need to provide any furniture required. Cllr Webb asked if the village hall could inform BGPC as to what the rent is likely to be. RFO directed to provide further information as to the legal aspect of the parish office moving into the village hall.

**31-19/07/2018**

**TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING MATTERS:**

- **Planning application** - Consider proposed outline planning permission.

Cllr Webb advised that this item had been withdrawn.

- To consider proportionate action in relation to recent incident.

**PROPOSED** Cllr Webb, **SECONDED** Cllr Newlove and **RESOLVED** unanimously that the Council move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed.

**32-19/07/2018. To confirm the date of the next parish council meeting.**

- Next meeting date confirmed as Thursday 20<sup>th</sup> September 2018.

The meeting closed at 9.06 pm