

July 2019 Minutes



**Minutes from the meeting of the Parish Council on Thursday 25th July 2019.
Held at the Meeting Room, Bardney Fire Station, Alma Martin Way, Bardney,
Lincoln LN3 5UA**

Councillors Present:	In Attendance:
Cllr R Webb	Anna Lawson as
Cllr E Clee	Clerk and RFO
Cllr M Speed	
Cllr M Corbould Fry	Pauline
Cllr B Newlove	Admin Assistant
Cllr P Waddington	
Cllr Darby	
Cllr Shaw	

Public session of the meeting commenced at 7.00pm

No requests had been received by the Clerk for permission to record, video or take photos of the Council meeting, therefore the only recording which would take place was the one undertaken by the Parish Council themselves.

There were no questions raised from the public forum.

Cllr Webb informed the meeting that a letter will be sent to Cllr Fleetwood requesting information to queries raised by the Parish Council (please refer to BGPC website) regarding street lighting and the procedures in place with regards to flooding.

Meeting commenced at 7.05pm

39-2019/20 Apologies for Absence i.a.w. Local Government 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.

Apologies received from Cllr Cluett, Cllr S Zubic and Cllr J Zubic

The Clerk informed the meeting that Mr Bradbury had not returned the necessary paperwork and therefore had not officially been co-opted on to the council.

40-2019/20 To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda item not previously recorded on Member's Register of Interests.

None received

41-2019/20 To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.

None received

The Chairman suspended the meeting as Mr Bradbury arrived. The Clerk left the meeting with Mr Bradbury and informed him of the discussions that had taken place in the meeting.

Mr Bradbury will be co-opted on to the Council in October.

42-2019/20 To approve as a correct record the notes of the meeting held on 20th June 2019 and to authorise the Chairman to sign official minutes.

PROPOSED Cllr Corbould, SECONDED Cllr Speed.

Cllr Newlove and Cllr Clee ABSTAINED as they had been unable to read the minutes before the meeting.

Cllr Shaw and Cllr Darby ABSTAINED as they had not attended the meeting 20th June 2019.

The remainder of the Council voted to accept the minutes.

44-2019/20 To receive update on actions arisen at the 20th June 2019 meeting and report from the Clerk to the Council.

This follows on from the weekly updates issued earlier this month.

Cemetery

One burial and three headstones interned this week. One interment of ashes to be carried out in the next few weeks, have met with the family and are also transferring the ERB in relation to 6 other plots.

Allotments

Two plots taken this month. Only five free plots available.

Looking into options for the aesthetics of the container either paint or cover in trellis.

Mobile facility locks being improved and options for window security being looked into

Stainfield

Phone box to be painted in the next few weeks.

Handyman

Currently doing work for Wragby, Heighington and Horsington PC. Wragby still have outstanding invoices but have paid the main bulk of the value. BGPC still chasing for clarification as to when remaining monies will be paid.

External Groups

The Kitchings Trust have queried the decision at the last FCM regarding pulling BGPC representation on their committee. BGPC have suggested amending their constitutions. It must be noted that BGPC are not unique in having this situation and a change in constitution is the solution.

Lease

It appears that there has been a breach in data protection regarding the lease of the office by LCC. An investigation is ongoing.

Dog Club.

As Clerk to BGPC I have been approached by the newly formed dog club to join their committee, however their request has been turned down by the need to be neutral.

Doctors surgery

I returned from annual leave to discover that there were rumours that the Doctors surgery is closing down due to receiving complaints from the clerk. These rumours are wholly untrue and many thanks go to the Chairman and Cllr Corbould for addressing this issue.

This however leads me on to something else. As Clerk and proper officer to BGPC, my role is two way.

Firstly, it is to ensure that the parish council complies with the 64 powers and duties granted to them, as well as the 58 laws governing day to day operation as well as the Allotment Act of 1950 and the Burials Act 1986. In addition to this I am expected to understand the roles and responsibilities of both the District and county councils.

Secondly, my role is also to carry out the wishes of the council. To do this I regularly confer with either the Chair, Vice Chair, Chair of Personnel and Review, relevant portfolio holders and Cllr Speed, with regards to actions and correspondence. I have acted in this manner since I joined BGPC in September 2015.

Recently, I have discovered that there are claims that I have gone 'rogue'!

For example, there are claims that the Clerk 'evicted' two allotments holders. The Clerk does not have the authority to do this, however she is 'tasked' with implementing the Allotment Tenancy Agreement voted on and approved by council.

Just to confirm details regarding the false claims of eviction, one allotment holder was asked to comply with the 18/19 tenancy agreement before being issued with the 19/20 contract. They decided not to do so and chose to leave. BGPC would have been legally 'unwise' to have issued a new tenancy agreement when the previous one was not adhered to. The other allotment holder was issued with a new tenancy agreement but chose to leave.

As clerk, in carrying out the tasks allocated by the council, I am protected by the Grievance policy and the Cllrs code of conduct etc. However, as a member of the public, I am also protected by the laws of the land, especially those relating to being threatened, slandered and enduring deformation of character.

Over the last year, I have been subject to threats and slander by individuals in this village and up until now, I and my family have laughed it off (my family have found the ridiculousness of it all very amusing!).

However I do wish to make it clear that if I am subjected to any further threats, slander or deformation of character, then I as a member of the public, reserve the right to address them in any way that I deem appropriate, even if that means that I have to begin legal proceedings.

Cllr Webb thanked the Clerk for her work and assured her she has the full support of the Council. If an employee has any issues then they are able to discuss them with the Chair, Vice Chair and the Chair of the Personnel and Review committee.

45-2019/20 Financial matters

1. To approve the bank reconciliation statement for June 2019.

PROPOSED by Cllr Darby, SECONDED by Cllr Corbould, carried UNANIMOUSLY

Bank Reconciliation for June 2019 as at 30.06.19

Balance as at 01.06.19		£104,698.81
Income		
Cemetery	530.00	
Handyman	186.78	
Total income		£716.78
Expenditure		
Admin	1906.64	
Salaries	3802.02	
Handyman	396.14	
Village	704.19	
Grasscutting	2087.06	
Total expenditure		£8896.05
Balance as at 30.06.19		£96519.54
Less cheques		
300891 Bardney Village Hall £33.33		

1. ratify payments of accounts, salaries, BACS payments & payments already made

PROPOSED by Cllr Shaw, SECONDED by Cllr Corbould, carried UNANIMOUSLY

Payment Ratification July 2019

B/P	Wages and NI	June	Salaries	value	VAT	ExVAT	% of budget*
				3893.89	0.00	3893.89	
Total Office/Salaries							38% of budget
PO20512	Viking	Stationery	Admin	92.18	3.70	88.48	
PO20513	Richard Burton	Solicitors	Admin	2500	500.00	2000.00	**
PO20516	Register Sales North	Mobile	Admin	2200	400.00	1800.00	BACS
PO204521	SAGE	Renewal	Admin	195.6	32.60	163.00	
PO205024	WLDC	Election costs	Admin	405.84	0.00	405.84	
PO20527	LALC	Network day	Admin	15	0.00	15.00	
PO20528	Viking	Office supplies	Admin	64.95	9.41	55.54	
PO20534	Amazon	Hard drive	Admin	82.99	0.00	82.99	
PO20522	Skeet print	Magazine print	Admin	238	0.00	238.00	
Total Admin				5794.56			63% of budget
PO204535	Scothern Nursery	Plants	Handyman	97.38	0.00	97.38	
PO20514	Fuel card	Petrol	Handyman	13.34	0.00	13.34	
PO20516	Fuel card	Petrol	Handyman	14.48	0.00	14.48	
PO20519	E-Quip	Bolts and Washes	Handyman	171.79	25.84	145.95	
PO20518	E-Quip	Paint	Handyman	36.66	6.11	30.55	
PO20517	E-Quip	Paint	Handyman	46.82	7.74	39.08	
PO20526	Charles Hill	Oil and line	Handyman	37.86	6.31	31.55	
PO20532	Charles Hill	Trimmer head	Handyman	36.50	6.08	30.42	
Total Handyman				333.65			29% of budget
PO20520	E.On	lighting	Village	5.09	0	5.00	
Total Village				5.09			2.5% of budget
PO20531	Anglian Water	Water	Cemetery	7.55	0	7.55	
Total Cemetery				7.55			0.5% of budget
PO20529	TGM	Grasscutting	Grasscutting	2087.06	347.84	1739.22	
Total Grasscutting				2087.06			36% of budget*

** carried over from 18/19

A bill from the Solicitors has been received, the cost of this has been taken out of the budget for 2018/19

46-2019/20 Planning Matters To note any approved applications received and to consider any planning applications and decide any comments that the Council wishes to make.

None have been received

47-2019/20 To receive and approve external and Council Committee reports

Cllr Speed circulated reports from the Hancocks Trust and the Cemetery committee.

48-2019/20 Planning Matters

This item had already been covered in 46-2019/20 earlier in the meeting.

49-2019/20 Report from the Chairman

The Doctors Surgery in the village has changed it's booking procedures, this seems to be an improvement for the village. Thanks to Cllr Speed, Cllr Zubic and the Clerk for the work they have carried out with the surgery.

Cllr Speed did not think there had been an improvement in the appointment system.

Cllr Webb presented a trophy on behalf of the Parish Council at the village Dog Show, the Council were pleased to be involved and hoped to be more involved in village events in the future.

In the coming year, income generated from the Allotments and Cemetery would be used to improve and maintain these areas of the village. This would be discussed at greater length in 52-2019/20 and 53-2019/20.

The back field will be cut and then sprayed which should deal with the problem of weeds. This will take place on 27th July. The cost of cutting the field will be financed from money generated by the allotments last year.

50-2019/20 To consider quotes for the purchase of a leaf blower for the handyman.

It was decided to purchase the leaf blower from a local company because if for any reason the equipment was faulty or required maintenance it would be easier to deal with a local firm. The price difference was small when compared to buying it online.

PROPOSED by Cllr Newlove, SECONDED by Cllr Speed, carried UNANIMOUSLY.

51-2019/20 Allocation of portfolios

1. **Road Safety** – this item would be discussed at the next council meeting
2. **Twinning** – A discussion was held regarding the twinning, it was proposed to form a committee to look at ideas and bring a proposal back at a later date as to whether we continue with the twinning or not. As Cllr Shaw is the portfolio holder for twinning and Cllrs Corbould and Waddington have suggested ideas or have experience in twinning, perhaps they would like to form the committee. This was agreed by the relevant Councillors.

52-2019/20 Cemetery Plan

2 years ago Cllr Speed created a detailed plan which suggested improvements for the cemetery, these ideas had not be implemented because of the Council's finances.

There is now a suggestion of a 4 year plan to use 50% of the income from the cemetery and take this forward to next year to spend on improvements to the cemetery. The remaining 50% would be used for the maintenance of the cemetery.

A discussion was held regarding the financial implications of the funds generated from the fees and if the Council would be able to finance the proposal if uptake in the plots decreased. It was suggested to go back and see what income had been generated over the past few years to give an indication of the funds that would likely to be received. The income received would be ring fenced for the maintenamce and improvements of the cememtery. The portfolio holder would be responsible for managing the budget, along side the Clerk, to ensure there was enough money to support the proposals. The cememtery should be self funding.

Cllr Webb suggested that a meeting to involve Bardney Cemetery Improvement Group was held outside the Council Meeting to discuss ideas for a memorial to remember children that were buried in the cemetery in unmarked graves. Also to discuss other improvements that could be made to the cememtery. Cllr Speed would organise this.

It was proposed by Cllr Webb that 50% of the income from the cemetery be used for carrying out improvements.

PROPOSED by Cllr Webb, SECONDED by Cllr Darby, carried UNANIMOUSLY

53-2019/2020 Allotment Plan

Cllr Shaw informed the meeting that he had a non pecuniary interest, as he is the Chair of Lincolnshire County Council's Voluntary Youth Services and Young Farmers are one of their core members.

Cllr Cluett had written a detailed plan to be rolled out over 3 phases. The Council agreed to go forward with phase 1 but as yet the work had not been started because of issues with the allotment, this had now been sorted. Wragby Young Farmers have contacted BGPC and offered to provide trees and also to plant them , this would allow the idea for a community orchard to go ahead. The trees are not fruit trees but could be planted along the boundary. The Council would then put a £1000 budget aside to include the purchase of fruit trees which would be planted in the Community Orchard.

Proposal suggested by Cllr Webb to set aside £1000 and agree to the Wragby Young Farmers to supply additional trees and plant them.

PROPOSED by Cllr Webb, SECONDED by Cllr Speed, Cllrs Corbould, Clee and Waddington voted in favour of the proposal. Cllr Newlove voted AGAINST and Cllrs Darby and Shaw ABSTAINED

54-2019/20 Village improvements. Reallocate three thousand pounds from Highways budget to community land infrastructure and maintenance.

After a lengthy debate, this item was withdrawn by the Chairman.

55-2019/20 To discuss and approve proposals following the meeting with Cllr Richard Davies on 09.07.19 including Traffic Restriction Orders for;

1. Harvey Kent Gardens
2. Station Road
3. Horncastle Road
4. Wragby Road

After a lengthy discussion, this item was withdrawn by the Chairman.

The Chairman closed the meeting at 9.00pm as per the Standing Orders regarding the length of time of a meeting.

Item not discussed;

56-2019/20 Confirm date of the next parish meeting as Thursday 19th September 2019.