

BARDNEY GROUP PARISH COUNCIL

Minutes of the meeting of Bardney Group Parish Council held on Tuesday 15th July 2025 at 7pm in the Village Hall, Silver Street, Bardney.

Present: Cllr K Laughton (Chair)
Cllr F Bates
Cllr M Corbould
Cllr K Clarke
Cllr R Darby
Cllr I Fleetwood
Cllr R Lane
Cllr B Linton
Cllr L McTernan
Cllr J Papworth
Cllr B Percival

Also Present: 4 members of the public.
Anne Wilson (RFO) & Yvonne Colverson (Clerk)

44-25/26 Fire Safety Announcement

The Chair gave a fire safety announcement to those present

45-25/26 Apologies for Absence Members are asked to receive apologies of absence for this meeting.

None received.

Cllr O'sullivan was not in attendance – noted.

46-25/26 Declarations of Interest. To receive declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer.

Cllr J Papworth declared an interest in agenda item **52-25/26, plinths in cemetert**

47-25/26 Public Question Time and Participation Members of the public are advised that they are welcome to ask questions about items on the agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item.

Questions should relate to matters of Parish Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

Issues raised by members of the public present:

- Access to a property over The Village Green – this is being researched and will be included on a future agenda
- Non-attendance of councillors – the chair explained that this is being dealt with in the proper manner
- Youths riding e'scooters around the roads and pavements – this is a police matter and all incidents should be reported directly to the police.

48-25/26 Chairman's Announcements The Chairman will welcome members to the meeting and give any announcements matters on the agenda.

The Chair welcomed elected members and members of the public to the meeting.

The Chair formally thanked Anne Wilson for her continued work as locum clerk and welcomed Yvonne Colverson in her new role as Clerk. Anne Wilson and Yvonne Colverson will job-share the role of Clerk, with Anne carrying the duties of the Finance Officer duties.

The Chair had received a letter of resignation from Cllr S Cooke – this will be reported to West Lindsey District Council and the casual vacancy will be dealt with in the proper manner. The Chair formally thanked Cllr Cooke for the work done and commitment to the Parish Council.

Emergency tree work has been carried out on the large Fir tree in the cemetery. The tree surgeon has provided advice on further work that needs to be done to the tree to ensure it remains safe, this will be included on a future agenda.

The Chair presented the (Shield) to Steve Weldon, presented each year to a member of the community for voluntary contributions to the Parish. Mr Weldon has was nominated for the prize this year for his continued work keeping the play area grass cut and tidy.

Community Champions were named as:

Bardney Panthers Football Club – for providing football clubs for all ages and both genders.

The Gateway Centre – for probing a youth club, a warm space and meal for vulnerable members of the community

RESOLVED That this information is received

49-25/26 Minutes To approve the draft minutes of the following meeting held on Thursday 5th June 2025

Minutes were presented from meetings held on 27th May, 5th June and 17th June.

A number of small amendments were noted by member

Cllr Fleetwood moved these were approved, with amendments. And thanked Anne Wilson for producing these minutes during a difficult time.

All in favour

RESOLVED That the minutes of the meetings held on 27th May 2025, 5th June 2025 and 17th June 2025 are a true record of the Parish Council meetings.

50-25/26 Health and Safety (H&S) Members are asked to consider quotations for an external health and safety consultant to work with the Parish Council going forward. This would include an overview of health and safety within the council including receipts of any relevant changes, the writing of risk assessments and other H&S advice for the council and bi-annual visits.

Members are reminded of their duty of care to the staff, the users of council facilities, use of equipment and chemicals by staff and the Parish Council.

Anne Wilson noted that three quotations had been requested for Health and Safety provision, however only one had been received.

Service proposal is extensive and will ensure the Council meets its Health and Safety duties, to members of the public, staff and councillors.

Two options were presented:

36 month agreement = £3,275 per year

69 month agreement = £2,375 per year

An optional £165 per year would be charged for legal cover

Cllr McTernan moved that the 60 month agreement be commissioned. The cost being £2,375 per year, plus £165 for legal expenses.

Carried by majority vote

RESOLVED That the council will commission a 60 month agreement for Health and Safety support.

51-25/26 Lynch Gate at the Cemetery Members are asked to consider a programme of maintenance of the Lynch Gate including cleaning and painting.

Cllr Laughton reported that there has been money in reserve to carry out work to the Lynch Gate for some time. This is a Grade II listed building so any work would need to be agreed with the planning authority.

Cllr Laughton moved a programme of cleaning and repainting the Lynch Gate be undertaken, most of this can be done by the Handyman, however a scaffold tower will need to be provided.

All in favour

RESOLVED That the Clerk will contact the planning authority, in the first instance, the Handyman will be asked to carry out this work in the Autumn.

52-25/26 Cemetery plinths Members are asked to consider quotations for the installation of additional memorial plinths in the Cemetery

3 quotations had been received to install new plinths in the cemetery. The Clerk raised some concerns over the safety of the plinths and asked if they will comply with BS8415

As this information was not available, Cllr Laughton moved that this item be deferred until further information is available.

Carried by majority vote

RESOLVED That this item will be included on a future agenda

53-25/26 Flood Co-ordinator Members are asked to consider the formation of a Flood Co-ordinator committee, to include non-member volunteers, and how this committee would function.

Following attendance at training provided by Lincolnshire County Council, Cllr Darby requested that a Community Emergency Response Team be created in the Parish.

Cllr Laughton explained that this would rely on volunteers from the community

Cllr Papworth asked if it was feasible to find members of the community who would be prepared for a call to action at any time.

Cllr Lane asked if training would be provided – this is provided, free of charge, by Lincolnshire County Council.

Cllr Laughton proposed that the Council set a public meeting where Lincolnshire County Council Local Resilience Programme will be invited to explain the project. The meeting will be advertised on social media and in notice boards.

All in favour

RESOLVED That the Clerk will contact the Lincolnshire County Council to arrange the meeting

54-25/26 Finance Members are asked to consider for approval the following matters:

a. List of payments for approval

The Finance Officer presented the following payments for approval:

Supplier	Net	VAT	Gross
Blossom Landscapes	£1,040.00	£208.08	£1248.48
LALC Internal audit	£295.00	£59.00	£354.00
Newton Flags Ltd *			£28.00
Cllr Papworth – expenses & travel			£6.75
Key cutting			£27.00
LCC Locum Fees April 2025	£845.00	£169.00	£1,014.00
LCC Locum Fees May 2025	£2,243.04	£448.61	£2,691.65

Newton Flag invoice was dated March 2025 however as no payment has been made interest has now been added. The RFO will speak with Newton Flags Ltd regarding this.

Payments made since last meeting

Fuel Card Services	£16.04
LALC membership	£878.08
Fuel Card Services	£28.74
Toner cartridge for printer	£126.19
Fuel Card Services	£39.96
A Slade	£30.00
BT Group PLC	£39.98
CAS Parish Council Insurance	£2,121.34
Staff costs	£1,471.73
Fuel Card Services	£31.61
Blue Blossom Grass Cutting	£1,248.48

Cllr Darby asked why the insurance cost had not been included as a separate agenda item. The Finance Officer explained that the insurance was under a three year contract so agreed in a previous year.

Cllr Laughton moved that these payments are approved

All in favour

RESOLVED That these payments are approved

b. Bank reconciliation

Bank reconciliations for month ending 30th April and 31st May were presented by the Finance Officer.

Cllr Darby moved these be approved

All in favour

RESOLVED That these are approved

55-25/26 Items to be included on the next agenda Members are asked to consider any issues that have arisen from this meeting, or from public engagement, to be included on the next agenda.

- Access to property over the Village Green
- Plinths in the cemetery
- Tree work in the cemetery
- Sale of porta cabin
- New laptop for admin' staff
- Full list of dates for future meetings

56-25/26 Time and date of next meeting Members are asked to consider moving the meeting days to the third Wednesdays of each month as the Clerk is not able to attend meetings held on Tuesday evenings due to other commitments. If approved, the next meeting will be held on Wednesday 17th September 2025.

Cllr Darby asked that all dates of meeting for the remainder of the year be added to the agenda.

Cllr Lane moved that meetings for the remainder of the year are held on the third Wednesday of each month, the next being Wednesday 17th September.

Carried by majority vote

RESOLVED That the next meeting of Bardney Group Parish Council will take place on Wednesday 17th September.