

# **BARNBY IN THE WILLOWS PARISH COUNCIL**

## **Minutes of the Parish Council Meeting held on 10<sup>th</sup> October 2019 in the Village Hall at 7:30pm.**

### **Present:**

Cllrs Janette Barlow (Chmn), Jackie Parker, Graham Bett, Carina Jukes, Ben Powell, Karin Chaplin, Carol Speakman.

Yvette Wellard (Clerk), County Cllr Dobson, District Cllr Lee, 4 members of the public.

### **PC/66/19 Apologies for Absence**

Apologies were received from Dist. Cllr Brooks.

### **PC/67/19 Declarations of Interest**

There were no declarations of interest for items on the agenda.

### **PC/68/19 Public Contributions, District and County Councillors.**

i) **Cllr Dobson** said that she would speak to the Rights of Way Officer about footpaths to the south of the River Witham. The cause of flooding outside Witham Cottage on Front Street was scheduled to be investigated further during this financial year. Cllr Dobson advised that reports of further flooding on Front Street, at the end of Dark Lane should be referred to Anglian Water to inspect the drains.

ii) Cllr Lee reported that road sweeping would be done every 4 weeks during the winter. The dog warden was visiting more often, but needed evidence to be able to take action.

There were no comments from members of the public. *Cllr Dobson and Cllr Lee left the meeting.*

### **PC/69/19 Approval of the September Parish Council Minutes.**

Proposed as a true record by Cllr Chaplin, seconded by Cllr Jukes, the minutes of the Parish Council Meeting held on 12<sup>th</sup> September were agreed and signed by the Chairman.

### **PC/70/19 Matters Arising from Previous Minutes.**

PC/57/19 PCSO Hewerdine had requested details of times when speeding through the village regularly occurred. 8am was suggested for the **Clerk's** response. The **Clerk** would send a reminder to Brian Rawlinson re the Council's enquiry about parking on pavements.

PC/62/19 It was agreed that the **Clerk** would ask Newark Community First Aid (Philip Jessop) to re-arrange the defibrillator refresher course towards the end of January.

### **PC/71/19 Planning.**

#### **19/01698/FUL – Witham Cottage, Front Street.**

There were no objections to plans to demolish the existing conservatory at the rear of the property and replace it with a single storey extension.

### **PC/72/19 Finance.**

a) **Payments.** Proposed by Cllr Jukes, seconded by Cllr Parker, the following were approved:

Admin expenses April - October	£ 47.60
Newsletters, June and September	£ 54.60
Village Hall sundries (County Supplies)	£ 59.34
Chubb – fire extinguisher check	£ 58.34

#### **b) Finance Statement.**

Members received copies of the receipts and payments statement to date. There had been no unexpected transactions and expenditure was in line with the budget (see attached finance statement).

#### **c) Bank Mandate.**

It was agreed to set up Internet banking once the new Clerk was in post. Finance regulations and the bank mandate would be reviewed to allow payments by BACs.

## **PC/73/19 Administration.**

### **a) Appointment of Clerk.**

Following the interview held on 8<sup>th</sup> October, it was proposed by the Chairman, seconded by the Vice Chairman to appoint Ms Andrea Wilson as the new Clerk. By a unanimous vote, it was

**RESOLVED:** to appoint Andrea Wilson as Parish Clerk and Responsible Finance Officer with effect from 1<sup>st</sup> November 2019 for 17.5 hours per month at point 15 of the NJC salary scale for Clerks, subject to satisfactory references and completion of a 13 week probationary period.

### **b) Dates and Times of Meetings.**

As the new Clerk would not be available for meetings on the second Thursday of the month, it was proposed to move Parish Council meetings to the first Tuesday of alternate months from January 2020 and to start meetings at 7pm instead of 7:30pm. It was agreed to hold the November meeting on Thursday 28<sup>th</sup> November to allow more time for a hand-over to the new Clerk.

### **c) Archive Storage.**

The out-going Clerk would try to find room in the filing cabinet at the Village Hall for files and information which needed to be kept.

### **d) Web Site and Newsletter.**

i) Mr David Marchant had volunteered to take on the administration of the village web site. The Chairman would liaise with Mark Evison to hand over the administration.

ii) As a significant number of residents had expressed objections to the newsletter being discontinued, it was agreed to ask the new Clerk or try to find a volunteer to edit the newsletter. Printing costs could be reduced by using the Parish Council's own printer and by charging for advertisements.

### **e) Safer Neighbourhood.**

The Chairman would send flyers round the village to explain how a 'Barnby Watch' alert system would operate and to gauge interest in setting up a network. Cllr Bett reported on the Safer Neighbourhood Group meeting which had highlighted problems of thefts from vehicles and hare coursing. The message from the police was that all crime and suspicious activities should be reported on 101.

## **PC/74/19 Village Hall.**

### **a) Committee Report.**

Cllr Parker reported that the Live and Local event was sold out. The Fireworks BBQ was to be held at the Village Hall on 2<sup>nd</sup> November with the fireworks let off in the field behind the hall. A small Christmas Fair/afternoon tea with seasonal activities was being planned, wreath making on 7<sup>th</sup> December, village carol singing on 22<sup>nd</sup> December and the annual Inter-Lanes Quiz in February.

There had been a proposal for a weekly games night with the donation of a pool table for the Village Hall which would be discussed at the next Committee meeting on 22<sup>nd</sup> October.

### **b) Fire and Electrical Inspections.**

i) The annual fire inspection by Chubb reported non-compliance due to an obsolete extinguisher in the kitchen. The cost of a replacement was £114.72 + vat and the Clerk was authorised to place the order.

ii) The electrical inspection was booked with Matt Hudson of Balderton for the following day.

### **c) Maintenance.**

i) The Clerk reported that volunteers from the Prince's Trust Community Project had spent a day painting the fence with Creocote, but it had not been completed.

ii) A quote of £650 was received from M.E. Glass of Loughborough to replace 11 broken window panes of varying shapes and sizes, and repair the opening vents so that they would close fully. The metal window frames would still need to be stripped and re-painted. The Clerk was asked to get a quote from Newark Glass for replacing broken panes.

**d) Curtains and Chairs.**

- i) The new curtain material, lining and header tape had been purchased at a cost of £468.57 inc vat.
- ii) Three samples of chairs were discussed . The Clerk would obtain prices for the chosen style.

**e) Lettings.**

Private lettings were currently averaging two a month, mostly for parties, but there were no regular classes or external meetings.

**PC/75/19 Open Spaces, Environment, Roads.**

**a) Village Green and Playing Field.**

Mr Chaplin submitted his monthly mowing report. Cllr Bett had used his tractor to remove the pile of grass cuttings from the corner of the field. Mr Parker had repaired the broken railing on the Village Green.

**b) Roads, Verges, Footpaths.**

The dangers of speeding traffic on the Barnby lanes had again been highlighted by two accidents in the last few weeks on the bends of Newark Road.

**c) Grit Spreading.**

The Clerk had ordered the 5 free bags of salt allocated by VIA which would be kept at the Village Hall. Cllr Bett had purchased a grit spreader for the Parish and this would also be kept at the Village Hall to keep the car park and surrounding area clear of ice.

**PC/76/19 Correspondence.**

- An invitation to the Parish Council Conference on Saturday 2<sup>nd</sup> November from 9am – 12noon at North Muskham Village Hall.
- NALC AGM Thursday 21<sup>st</sup> November, 7:30pm at Epperstone Village Hall with buffet from 6:30pm.

**The next Parish Council Meeting will be held on Thursday 28<sup>th</sup> November at 7pm.**

*The meeting closed at 9:30pm*

.....Chairman

.....Date