

BARNBY IN THE WILLOWS PARISH COUNCIL

MINUTES FROM THE ONLINE (Zoom) PARISH COUNCIL MEETING 19th NOVEMBER 2020 at 7:00pm

Attendees: Cllr Janette Barlow, Cllr Jackie Parker, Cllr Carina Jukes, Cllr Karin Chaplin, Cllr Carol Speakman, Cllr Graham Betts, Cllr Powell, Helen Cowlan (Clerk)
Public: None

1. Apologies for absence

Cllr Brooks; Cllr Lee

2. Declarations of interest

It was agreed the Cllr Speakman would abstain from the vote on the planning application for Barnby Grange.

3. Contributions from the public, District and County Councillors

Cllr Brooks has passed on thanks for support given in relation to the planning application for Hollowdyke Lane / Fen Lane.

Public contributions were to check that planning applications were on the agenda.

4. Approval of minutes

The minutes of the Parish Council meeting held on 24th September 2020 (online) were approved as being a true record of the meeting – proposed Cllr Chaplin, seconded Cllr Parker.

5. Matters arising from the minutes

JB confirmed we will liaise with the administrator of the website (Mark) to review the best approach for improving / moving websites.

6. Actions list (HC)

The Clerk has created a table to review outstanding actions which can be updated at each meeting to help to keep track of progress. Note – each action / task will have a reference number which reflects the meeting / minute reference from when raised. Will be sent as a separate document with each set of agendas/minutes.

7. Finance (HC)

a) Payments made since last meeting (Sept):

- Mower fuel £11.89
- Clerk stationery expenses (folder, divider, staples) £3.64
- Water Plus £18.21 (VC)

b) Payments upcoming:

- Graham Bett (fencing post and rails) £35.04
- SSE £167.70 – ACTION – Cllr Barlow will take a meter reading for the Clerk to update with SSE to review the most recent bill(s), which seem high considering the Hall has been closed (even allowing for any fixed / standing charges).

Clerk confirmed that a review was being done to review contracts that are due / up to date for heating, fire alarm and equipment, electrics, PAT testing.

All payments were agreed and authorised – proposed Cllr Chaplin, seconded Cllr Jukes (unanimous).

c) Accounts update:

- BMM account £3100.04
- Parish Council account £3818.49
- Village Hall account £11310.02

Clerk is working on the figures for year to date spend and will prepare figures to agree next year's budget and precept requirements. Looking at expenses due to come for the rest of the financial year, the Village Hall account may need support (as £10,200 is Council funding which is ringfenced) so a transfer may be needed from the Parish Council account. It was unanimously agreed to move part of the ringfenced funding to the reserve account – **Clerk to transfer £6000 initially and review once budget / precept figures have been agreed. Clerk to confirm the amount left in the Village Committee's projects funds – should be unchanged from previous £395.**

8. Planning matters (HC):

- i) 20/02043/FUL – Barnby Grange, Back Lane – erection of a new dwelling
The proposals for the building work were acceptable, however, concerns were raised about what would happen to the existing house, and all associated land, as well as access during building works. Potential for further development would have impacts on traffic, parking, access, water pressure, sewage, and surface water drainage. It was agreed that the proposals be supported / approved on the understanding / with the condition that the land will not be built upon / developed further. A question was also raised about whether or not an oak tree had been removed, and whether or not permission had been given due to it being in a conservation area. Votes: for (with condition) – 5, against – 0, abstained – 2.
- ii) 20/02059/HOUSE – Moor Farm, Newark Lane – proposed single storey detached garden room. There were no objections for proposals for the garden room itself / as a standalone project, however, as there has been a lot of development on the land it would be important that a precedent wasn't set for over-development, or that footprints for future development has been set. Votes: for (with concerns) – 7, against – 0, abstain – 0.
- iii) 3 Hen and Chicken Yard – Certificate of Lawful Use or Development – replacement of all external existing wooden windows and doors with uPVC replacements, allowed under 'permitted development' – info only, no action required.

Clerk will submit responses and concerns to NSDC as per process, and enquire about the process for conservation area consent at NSDC.

9. Clerk Pay Review (HC/JB)

Having reviewed the guidance from NALC about pay scales for Clerks, the Councillors unanimously agreed to increase the Clerk's hourly rate to £10.44 (from £10.16) which equates to approx. £5p/mth. This will be backdated to 1 April 2020 as per guidance.

10. Google Hub (KC)

Cllr Chaplin requested an update on the progress being made with setting up Google Hub for communication and updates within the village. Cllr Barlow confirmed that Barnby Watch has been set up and is now being tested to make sure everything is in order. Residents will be able to sign up using their email address, which will be visible to everyone so those concerned about sharing such information may wish to set up a separate email address just for this. It is designed for people to share information such as events, updates, security concerns, reminders, missing pets, items for sale etc. It is a community venture so the Parish Council may use it to share information but will not lead the project. Cllr Barlow will be the administrator, will share guidelines, and monitor adherence to them. Cllr Barlow intends to provide an update in a newsletter (that will be hand-delivered) to confirm how it works, and remind people that their email addresses will be visible to those in the group.

11. Village Hall Maintenance (JB)

In response to feedback about concerns, Cllr Barlow has been to the Hall and confirms that water is getting into gaps in the mortar and creating damp / mould patches within the Hall – repointing and remedial action will be needed. A quote is being prepared from one builder but another two quotes are required to meet financial regulation requirements. **Cllr Chaplin will forward details of a builder. Any other contact details for builders should be passed to Cllr Barlow and/or the Clerk.**

12. Clean, paint and tidy (JP)

Formal thanks were given to Derick, Graham and Les for their continued commitment to village maintenance for mending fencing and mowing grass.

It was agreed that a more structured approach could be taken to ensure that the village's assets are regularly reviewed for maintenance – perhaps including a 'Spring Clean' day or week next year. **Cllr Parker and Cllr Chaplin will ensure the telephone box is cleaned; Cllr Bett will pressure wash**

the bench near the Church (with a view to staining / painting it in the Spring – tbc). Clerk will create a maintenance checklist to keep track of what needs reviewing and how often.

It was suggested that the noticeboard could be moved from the Village Hall to The Green, next to the phone box, where it would have greater visibility / footfall. It was also suggested that it could be replaced with a metal board. **Clerk to enquire with NSDC to see what (if any) permission is required to move it / if there are any restrictions; Clerk to enquire with District / County Councillors to see if funding would be available** (and if not, it may be a project that the Village Committee projects could fund raise for in the future).

Additionally, formal thanks were given to everyone who has helped to keep the village clean and tidy by litter picking. It would be helpful to have a volunteer to ensure that the grit bin is kept topped up and that areas are gritted when icy.

13. Defibrillator (JB)

Cllr Powell confirmed that the defibrillator and parts are all working and within 'use by' dates. Cllr Powell will continue to update the website monthly with information.

14. Newsletter (JB)

Cllr Barlow will create a newsletter to include a welcome to anyone new to the village, to explain Google Hub, and to ask that anyone in need of help or support during lockdown gets in contact. Any other items should be sent for consideration as soon as possible.

15. Village Support (HC)

Derick and Jackie will continue to co-ordinate help to those in need during lockdown restrictions, and the Clerk can be contacted for help / details of support networks via NSDC/NCC if needed. Anyone able to offer help is welcome to get in touch.

16. Date of the next Parish Council Meeting— 14th January 2021 at 7pm.

Please note that in line with Government guidelines, annual meetings have been suspended until 2021. Future meetings will return to being bi-monthly on the second Thursday of each month (unless otherwise stated). As restrictions ease, the Parish Council will assess when meetings can return to normal.

...*Helen Cowlan*.....Parish Clerk

Meeting ended 20.15pm