

BARNBY IN THE WILLOWS PARISH COUNCIL

MINUTES FROM THE PARISH COUNCIL MEETING 13th JANUARY 2022 at 7:00pm.

Attendees: Cllr Janette Barlow (Chair), Cllr Jackie Parker, Cllr Carina Jukes, Cllr Graham Bett, Cllr Carol Speakman, Cllr Richard Cowley, Cllr Betty Brooks, Cllr Johno Lee, Helen Cowlan (Clerk)

Public: Fred Hiscock, Derick Parker

1. Welcome and Introductions

New Parish Councillor Richard Cowley was formally welcomed to the Parish Council.

2. Apologies for absence

Cllr Ben Powell was unavailable due to a prior commitment – apologies were accepted by the Parish Council.

3. Declarations of interest

None.

4. Contributions from the public, District and County Councillors

- *Remembering Cllr Maureen Dobson* – Cllr Bett attended her funeral on behalf of the Parish Council.
- *Newark's Southern Link Road* – Cllr Brooks and Cllr Lee advised that the Southern Link Road (which will link the A1 to the A46, will be single carriageway going from a new roundabout on the A46 past Hardy's in a straight line to Fernwood. There will be an industrial park (near the old gypsum works) and also new woodland planted.
- *Road sweeping* – Cllr Lee advised that NSDC are ensuring that country lanes are being swept so let them know of any issues.
- *Road projects* – Cllr Lee advised that County Councillors can nominate three roads for maintenance projects, and three roads for safety projects and to speak to the new Councillor about this once in place.
- *Hollowdyke Lane* – Cllr Lee confirmed that access will be for bicycles and buses only.
- *Unitary Authority* – Cllr Bett asked about proposals for the unitary authority, and Cllr Brooks advised a decision has not yet been made on this.
- *Live & Local event* – Derick Parker attended to give an update on the current position about the event planned for February. The event had initially been planned around selling 60 tickets but with the current Covid climate still being uncertain he had researched options available in terms of cancelling, rescheduling, or running the event. The events couldn't be cancelled without cost unless Government restrictions meant it was forced and / or Live & Local cancelled. A reschedule would have to be before May, and with the artist's agreement, which could be too close to the Jubilee plans. To continue with the event, Live & Local have agreed a reduction in their fee meaning that 23 tickets would need to be sold to break even. Mr Parker felt that selling 46 tickets would be a reasonable target to allow the event to continue safely and comfortably, and that people may be more likely to attend with lower numbers. If 46 tickets are sold, with bar sales matching the previous event, it is estimated that a profit of approx. £225 could be made. Clerk confirmed that the cost of the temporary events notice that would be needed to open the bar earlier is £21.00. It was unanimously agreed that the event should proceed based on the new numbers, and formal thanks were given to Mr Parker for his hard work.
- *Road and pavement issues* – Mr Hiscock raised concerns about road surface issues between Barnby and the railway crossing. Issues have previously been raised but it was clarified that he can also report concerns directly to Nottinghamshire County Council as they are responsible for Highways. Cllr Speakman has reported an issue on the pavement on Dark Lane and will forward details to the Clerk.

5. Approval of minutes

The minutes of the Parish Council meeting held on 16th November 2021 were approved as being a true record of the meeting - proposed Cllr Parker, seconded Cllr Jukes.

6. Matters arising from the minutes

- *Shed* – the Caretaker has cleared a number of items from the shed so Cllr Bett will have another look to see what, if any, further action is needed.
- *Raising concerns / giving feedback* – Cllr Barlow requested that if residents wish to raise concerns / issues, or give feedback, that this is done directly to her / another Councillor (anonymously if needed), rather than it being 'word of mouth'. This will ensure that correct facts and information are obtained to make sure that the correct decisions can be made and action taken accordingly.

Parish Clerk: Mrs Helen Cowlan Tel: 07905 787086
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7. Actions list

Key updates:

- *Website* – the new website has been set up and will be updated with information / documents / events. The Clerk has circulated details by email and asked Councillors to review and give feedback, and forward photos / ideas for further updates. The new site will 'go live' and be promoted once the Parish Council are happy with content and format.
- *Speeding* – speed monitoring and associated equipment cannot be requested until July, however, there may be an opportunity to have temporary loan of a mobile interactive sign and '30 for a reason' signs have been requested. Clerk will chase up as required.
- *First Aid training* – will be organised once restrictions have eased.
- *Long Lane layby* – no response has been received about ownership / how to resolve littering issues – Clerk to chase.
- *Windows* – Clerk has contacted NSDC who will come and do a site visit and may be able to offer advice on funding.

8. Finance

a) Payments made since last meeting (Nov):

Parish Council:

Stationery £3.25 (laminating pouches for Hall signs)

Village Hall:

Chubb £65.52 (servicing of fire equipment)

NSDC Premises Licence £70.00 (annual renewal)

Wilkins £342.00 (Fire Alarm testing / PAT)

b) Payments upcoming:

CHT (defibrillator) £151.20 – renewal of fixed price servicing package

Other than utilities, payments expected before the next meeting would be those relating to the Live & Local Event.

All payments were unanimously agreed – proposed Cllr Jukes, seconded Cllr Speakman.

c) *Income received:*

Hire of Hall in November (£60), and wreathmaking event in December (amount tbc).

d) *Summary of Finances:*

Current account £4995.53, Village Hall account £3678.60, Reserves account £9101.06 (inc £6000 of grant).

e) *Budget* – Clerk provided an overview of year-to-date spending and proposals for the budgets for the next financial year (2022-23). It was agreed that the marquee would be purchased in this financial year (acknowledging that the Parish Council's share may use a small amount of reserves which is currently around the recommended amount). The budgets were unanimously approved by the Parish Council.

f) *Precept* – Clerk provided a number of options for the precept review based upon current balances held and the budget. Councils have been encouraged to keep increases as small as possible, however, it is acknowledged that increases are necessary to cover cost of inflation etc. Cllr Barlow proposed an increase of 2% which equates to £34.01 per household for the year (based on Band D properties). The Parish Council unanimously approved the increase.

g) *Training* – Clerk advised of two finance training courses (end of year processes and VAT regulations), and New Councillor Training (for Cllr Cowley once settled in) which are available at £30.00 each – likely to be in the next financial year (although one may be this year). Proposed Cllr Parker, seconded Cllr Speakman.

h) *Filing cabinet* – Clerk advised that additional and lockable storage will be required for documents / filing – if anyone is aware of anything that becomes available, please update the Clerk, who will source purchasing options if none available.

9. Planning matters

i) 21/02512/HOUSE – Wellington Lodge, Long Lane – *proposed 1.5 storey side extension and single storey extension to rear*. **Outcome – no objection to proposals (unanimous), Clerk to submit decision to NSDC.**

10. Training Courses

Courses approved for payment as above, and further courses will be circulated as released.

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11. Risk Assessments

Risk assessments have been reviewed in line with Government guidelines, and will continue to be adjusted for events as required.

12. Village Committee Report

- *Wreathmaking* - Cllr Barlow advised that the event went well, and that the attendees enjoyed the format. Thanks were given to Cllr Jukes for some materials used. Further updates to be given at the Committee meeting.
- *Live and Local Event* – Folk singer Kelly Oliver will perform at the event on 26th February – tickets on sale.
- *Inter-Lanes Quiz* – quiz night will be held 19th March – details to be circulated.
- *Queen's Jubilee* – one event will be held on the Saturday (including activities for the children). Cllr Speakman advised of proposals (nationally) for children to draw pictures of hopes / aspirations for the next 70 years which could be displayed – Cllr Parker to raise this at the Committee meeting. It was felt that a BBQ would not be appropriate for the event, but there could be a theme for foods and it was suggested that people could donate items (although consideration would need to be given to what and how).
- *100 Club* – this proposal was well-received and Clerk to contact NSDC to check regulations (and also enquire with others who run similar schemes).

13. Maintenance Plan for Village Hall and 'Aide Memoire'

Cllr Speakman shared draft copies of the maintenance plan and 'aide memoire' for feedback. It was felt that the plans would encourage action and it was important to have a contingency in place in case of the Caretaker being unavailable / extra help being needed. **Action – Cllr Barlow to speak to Caretaker to ensure everything has been captured / check for anything else to be included.**

14. Dog Fouling

It is understood that there are no current issues on the Green. There have been issues on Dark Lane, and along the footpath near the Hall. (Clerk to report to NSDC). Cllr Barlow will include information in the next newsletter about how to report dog fouling issues.

15. Correspondence

- a) NALC Pay Awards – *Clerk pay increases are awaiting confirmation.*
- b) NALC Employment update – *attracting and retaining Clerks – to be circulated (info only).*
- c) Free Mindfulness courses (online) – *to be circulated (info only).*
- d) NALC update on Referendum Guidelines – *recommended approach for precept setting given encouraging minimal increases.*
- e) NCC Riparian Responsibilities – *update on requirements circulated.*

16. AOB

Hall booking – Shoot AGM Sat 29th Jan 3-5pm.

17. Date of the next Parish Council Meeting

Thursday 10th March 2022 at 7pm.

Meeting ended 21.20.