

# BARNBY IN THE WILLOWS PARISH COUNCIL

## MINUTES FROM THE PARISH COUNCIL MEETING 21<sup>st</sup> JULY 2022 at 7:00pm.

Attendees: Cllr Janette Barlow (Chair), Cllr Jackie Parker, Cllr Ben Powell, Cllr Graham Bett, Cllr Carol Speakman, Cllr Richard Cowley, Cllr Carina Jukes, Cllr John Lee, Helen Cowlan (Clerk)

Public: one resident attended

### 1. Welcome and Introductions

### 2. Apologies for absence

3. Cllr Betty Brooks sent apologies – no updates to provide. Cllr Darby sent apologies and emailed the Clerk updates (see item 4).

### 4. Declarations of interest

None.

### 5. Contributions from the public, District and County Councillors

- **Litter** – a resident has emailed to raise a concern about litter within the village. Parish Councillors acknowledged that the bin at the top of Long Lane has generally helped although there were some issues with rubbish being thrown from cars as they use the lane. **Action – Clerk to enquire if NSDC can do a litter pick, to ask for specific details of issues for reporting, as well as sharing how to report directly to NSDC.**
- **Newsletter** – resident enquired if noticeboard could be moved to a place of higher visibility and it was confirmed this is already under review. Ownership is being taken to create a quarterly newsletter to improve communication by sharing information and updates around the Village, and will link residents, Parish Council, Church etc. **Action – Clerk to send email with contributions from Parish Council.**
- **Updates from Cllr Lee** –

No major issues to update on. Will follow up on request for ‘dogs on leads’ signs where there have been issues. **Action – Clerk to email details across.**

Nottingham City, Nottingham County and Derby Councils are joining forces for additional powers - a mayor will be in place. There will be a review of which powers are set at each level, and centralisation of some shared resources should lead to cost savings, although Planning will still sit at District level. Contact provided for assistance at NSDC if needed.

It is the expectation that all schools will be part of academies by 2030, some Church schools could join.

An application for funding has been made to national Government for purchasing land to be used for Traveller sites, which will have the advantage of being Council managed, and residents being subject to the same terms as Council tenants. There is a need for two sites, and there are only two left under review. As NSDC are not currently meeting requirements, it can be a challenge to refuse sites. The temporary approval, and later review, of sites has been found to be more cost effective to manage than refusing and the reviewing subsequent appeals. There are advantages to communities of creating Neighbourhood Plans which can carry more influence when it comes to planning matters.

- **Updates from Cllr Darby (from email)** –

Thank you for giving me the opportunity to present my regular report to Barnby in the Willows Parish Council. I am unfortunately on other County Council business this evening so can't attend in person.

I am pleased to report that I have been put on Nottinghamshire County Council's Children and Young People's Select Committee. On 27 June, I attended my first meeting and raised some important issues. Firstly, I called for more support for rural schools and others across the Collingham Division which I represent. The Council have promised to look at what additional support they can give to rural schools including analysing and acting upon the provisions of the latest School's Bill.

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I also raised the issue of growing child poverty in Nottinghamshire. A fifth of all pupils are now on free school meals and more don't qualify due to the strict criteria including only qualifying if you earn less than £7400 a year. I followed this up with interviews with Notts TV and the Nottingham Post.

Earlier this month, I took part in a meeting with the Clinical Commissioning Group for Nottingham and Nottinghamshire. They are the group who currently distribute resources to our hospitals and GP practices. I raised the issue of access to GP practices and waiting times for an appointment. They have promised to look at each and every complaint I receive so please feel free to pass on any complaints you have. I am continuing my campaign to improve service at Newark Hospital.

Talking of healthcare – last, at my instigation, I held a meeting with the Chief Executive of East Midlands Ambulance Service (EMAS) Richard Henderson and his colleagues to discuss my concerns about ambulance response times. Dozens of residents, especially in the rural parts of the Division have been in touch. Some complain about having to wait hours to get picked up in an emergency. I feel that this is completely unacceptable and made this clear at the meeting. If you know of anybody who has a complaint or indeed concern then please contact me at [cllr.debbie.darby@nottsc.gov.uk](mailto:cllr.debbie.darby@nottsc.gov.uk)

I would like to make Councillors aware of the Make Notts Safe Community Chest fund from Nottinghamshire Police. It offers funding awards of up to £5,000 to community groups who help transform lives and Make Notts Safe. The Community Chest is aimed at third sector community-based organisations to support projects that help meet police priorities in the Make Notts Safe Plan. The priorities of the are: Preventing crime and protecting people from harm; responding efficiently and effectively to local needs; and supporting victims, survivors, witnesses and communities. Examples of how the money could be used include funding community events to build trust and confidence in Nottinghamshire Police; running small scale activities for young people at risk, undertaking outreach or awareness-raising initiatives, or purchasing small items of equipment for community initiatives.

Finally, if you haven't already – you will shortly be receiving a copy of the biggest ever transport survey ever undertaken in the Collingham Division. I have produced 6,000 of them and my team and I are delivering them door to door. Each and every response will be sent to County Hall as I endeavour to fight to fix our broken roads and pavements.

## 6. **Approval of minutes**

The minutes of the ordinary Parish Council meeting held on 10<sup>th</sup> May 2022 were approved as being a true record of the meeting - proposed Cllr Parker, seconded Cllr Speakman. The minutes of the Annual Parish and Annual Parish Council Meetings will be approved at the annual meetings in 2023, but no issues / matters were identified as needing prompt attention.

## 7. **Matters arising from the minutes**

- *Hob* – Clerk has contacted a local Gas Safe approved contractor who will complete a site visit / give a quote. It was agreed that the Hob should be replaced rather than repairs given the length of time it has been in place. Also need to consider that not everyone is able to deal with LPG. Small Appliance Centre may be able to help.
- *Potholes* – Cllr Speakman advised potholes have now been filled apart from larger ones at the side of roads. Clerk confirmed that NCC are reviewing contractors. Cllr Speakman will provide updates as required.
- *Speeding* – Clerk has requested support from NCC to provide traffic monitoring – tubes and interactive signs – will chase with Cllr Lee if needed. Long Lane is the priority. Monitoring will provide information which may help with funding and save Parish Council funds being used for equipment. Delivery drivers are a key concern – details of vehicles and dates / times should be captured, if possible, to go back to the company where relevant.

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## 8. Finance

### a) **Payments made since last meeting (May):**

#### Parish Council:

Internal Audit £50.00 (previously agreed, now paid)

Zurich Insurance £729.90

2 x filing cabinets £50 (total) – keys will be needed.

#### Village Hall:

SSE £170.81 – based on estimate so possible refund due

### b) **Payments upcoming:**

Information Commissioner's Office (ICO) – annual fee £35.00

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

### c) **Banking**

Although a number of banks and accounts were reviewed, many had criteria that could not be met which means that the current charges (monthly and for some transactions) will be paid until a suitable alternative can be found. The Clerk will continue to find alternative options, either with the current or a new bank, to manage most effectively.

### d) **Audit and Internal Audit**

The internal audit was completed with no issues found. The Parish Council has registered exemption from external audit and was not selected as part of the sample group. All documents have been created / submitted in line with audit and Transparency Code requirements.

### e) **VAT**

New software and processes for creating and submitting VAT returns have been installed and used. Guidelines will be regularly reviewed to ensure compliance.

### f) **Utility Suppliers**

Quotes have been received from two sources, and one quote is due back from the current supplier directly. After reviewing the standing charges and prices per unit, a change in provider was unanimously agreed subject to the quote received from the current provider, which should be used if cheaper. The option of having a smart meter is still available and may prove useful for tracking event costs – it was agreed to review this at a future date. **Action – Clerk to circulate last quote once received and action accordingly.**

## 9. Planning matters

No new planning requests have been received. Chestnut Lodge site is still part of consideration for future sites to accommodate allocations for Traveller communities.

## 10. Hall booking requests

Hire rates were agreed for future Church event – free for post-Carols event, and Village rate for fundraiser.

## 11. Village Committee Report

Cllr Parker provided an overview of the Jubilee event which was well attended – no charge was made for tickets and donations were taken for the event and as part of the raffle. Donated items were very much appreciated as the event may not have made a profit without them.

Clerk confirmed that a total donation of £519.75 was received – expenses having already being repaid from monies received. The temporary events notice cost of £21.00, and bank costs (estimated to be £9.30) then leaves £489.75 to be split between projects and running costs (£44.86 and £244.87) – final figures to be confirmed upon confirmation of bank statement.

Cllr Barlow proposed that future events that incur costs/outlay must be ticketed / paid for so that ticket numbers can be tracked to dictate whether or not they should go ahead. As there are now only four members of the Committee, it was also proposed that upon gaining new members, it must be reiterated that the primary role must be to pay for the running costs and upkeep of the Hall (currently approx. £2000). This will be incorporated as part of a review of the Constitution once there has been a review of Committee members and how to move forward.

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Clerk confirmed that for transparency, audit requirements, VAT implications and in order to accurately reflect transactions, future events should be able to demonstrate separate income and expenditure (as advised by NALC) – with income being paid in, and expenditure being paid/repaid upon being agreed/production of receipts. Clerk is reviewing how much VAT can be reclaimed from expenses.

As they have now stepped down, formal thanks were given to Jackie and Derick Parker for all of their hard work and commitment to the Committee, including the Jubilee event.

Unanimous agreement was shown/given to points raised.

### 12. **Village Hall Constitution / Hire Agreements**

It was agreed that all Constitutions and Hire Agreements will be reviewed once any changes to the Committee have been agreed. Costs of hire could be assisted by the use of a smart meter in the future to more accurately track costs.

### 13. **Village Hall repairs and maintenance plan**

Cllrs Barlow and Cowley have identified local experienced tradespeople (inc Cllr Cowley) who could assist with repairs to windows, fascias and repointing – work will be enough to make areas 'good'/safe but with cost effectiveness in mind. Work could be completed in spare time / between jobs. The Conservation Officer has confirmed that repairs can be done, that the tradespeople have been approved for other listed building works, but that any secondary glazing would require accurate matching of design / bars.

Unanimous agreement was expressed for repairs to be completed – proposed Cllr Barlow, seconded Cllr Powell. Formal thanks were given to Cllr Cowley for research and commitment to repairs. Cllr Barlow will liaise with Clerk with regard to next steps / planning requirements.

### 14. **Noticeboard**

After reviewing designs, a noticeboard was agreed upon with next steps being that the Clerk will forward photos and web page links for further details. Installation costs would be reviewed before agreeing who would put it up. After giving consideration to moving the board, preference was shown to moving it to be next to the phone box / defibrillator, if possible, which will depend on permission being gained from NCC Highways – new request to be made now design chosen. If this isn't possible, it could be moved to be near the fence that separates the Green and the playing field (on the Green side). It was agreed that funding would be a combination of Hall 'project' funds and the remainder from the CIL funding. Funds could be reallocated subject to other grant / funding sources becoming available. **Action – Clerk to research additional costs and possible planning permissions needed, before ordering.**

### 15. **Website**

Clerk is awaiting information about if / how current email and website account can be split and will resend link to drafted new site / establish current domain name costs in case of need for change.

### 16. **Speeding**

Clerk confirmed that Coddington could hire speed guns to us, and that NSDC have offered free training, and loan of guns once those interested have been confirmed. Having a Speedwatch scheme would enable liaison with beat officers who would send letters to discourage behaviours. Cllrs Parker and Speakman expressed an interest in taking it on. Cllr Barlow proposed information is included in the newsletter to see if anyone else showed an interest before registering.

### 17. **Codes of Conduct**

All Councils are being encouraged to review Codes of Conduct to take on and / or adapt those of NSDC or NALC. It was agreed that continuing to use NALC's template will be sufficient, but can be reviewed as needed in the future.

### 18. **Signage**

There have been some issues with dogs being off leads near animals / running through crops and a request has been made for signage which will be chased with Cllr Lee (as per item 5). For example, over the bridge / past the cows.

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## 19. Correspondence

- a) Green Champions – NSDC are piloting Green Champions / litter picking in communities – details tbc as scheme expands.
- b) Safer Neighbourhood Group (SNG) meetings – meetings are starting up again, info will be shared.
- c) Civility and Respect Project – the project aims to prevent bullying and harassment, and give Councils appropriate support and tools to tackle issues – incorporates Code of Conduct reviews - further details tbc as the project rolls out (may include creating a commitment statement).
- d) Real Home – overview of NSDCs tenant finder services.
- e) Make Notts Safe Community Chest – overview of funding for schemes supporting crime reduction strategies.
- f) Lamp Post Poppies – can be ordered with a suggested donation of £3 each. **Action – Cllr Parker to count how many are likely to be needed to review potential for buying some.**

## 20. Date of the next Parish Council Meeting

Thursday 8<sup>th</sup> September 2022 at 7pm.

Meeting ended 21.20.

.....Signed by Chair

..... Date

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