

# **BARNBY IN THE WILLOWS PARISH COUNCIL**

## **MINUTES FROM THE PARISH COUNCIL MEETING 16<sup>th</sup> JANUARY 2023 at 7:00pm.**

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

Public: 2 members of the public including Mr Stanton.

### **1. Apologies for absence**

Cllr Lee offered apologies for Cllr Darby being unavailable for the meeting.

### **2. Declarations of interest**

Cllr Cowley declared an interest in item 13d due to it being his planning application and would stay long enough to answer questions, but would leave before the item discussion.

### **3. Contributions from the public, District and County Councillors**

- Mr Stanton gave thanks for the donation received towards the cost of the newsletter before explaining that it would not cover the costs involved (having covered the cost of the first one themselves). An overview of content (which was felt to be relevant to the Parish Council and Village Hall) and associated costs was given, before highlighting a need for it to be seen as a community newsletter with shared content, and suggesting a future option of it being able to include advertising. An increased donation of £70 per newsletter towards costs was formally requested (see item 6e for outcome).
- Cllr Lee advised of a potential survey/petition being issued as Fernwood Parish Council are looking to reopen Hollowdyke Lane. It was suggested to liaise / make contact with Balderton / Coddington and review their minutes as concerns have been raised, and especially as to what would happen when the southern relief road opens.
- Cllr Lee and Cllr Brooks advised the consultation for kerbside glass recycling is open, with details being on NSDCs website.
- Cllr Lee advised to ensure that any concerns about off road vehicles are reported, and that there will be closures on Staple Lane as part of the relief road development.
- Cllr Lee reminded Councillors to report any issues to the Police around harassment / victimisation of candidates – existing and potential – as people can get passionate about issues and especially around election time.

### **4. Approval of minutes**

The minutes of the ordinary Parish Council meeting held on 10<sup>th</sup> November 2022 were approved as being a true record of the meeting - proposed Cllr Speakman, seconded Cllr Parker.

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

- *Letter of complaint* – an update was given to advise that although a letter of complaint had been received with regard to a Councillor's comments in a previous meeting, the matter had been resolved and was not being made formal.
- *Chair* – it was agreed that Cllr Bett would be the Chair until the elections – proposed Cllr Jukes, seconded Cllr Parker.
- *Formal thanks* - formal thanks were given to Janette Barlow who recently resigned from the Parish Council – thanks were given for her hard work which was carried out in the best interests of residents.
- *Website* – the current account held links the website with emails and at a previous meeting it was agreed that a way forward would need to ensure that that a new website would be set up, and that this may need to be done separately while a process was established for emails so that old content would not be lost. ACTION - It was agreed that the Clerk would purchase a new domain name (similar to that of the exiting one), link the new website, and ensure the current website

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directed people to the new one. This will enable the website to be up and running more quickly while resolving issues around emails.

- *Noticeboard* – the new noticeboard will be delivered soon, once a delivery date has been released.
- *Poppies* – formal thanks were given to Cllr Parker and Derick Parker for arranging for the poppies to be put up and put down, as they looked good.
- *Hob* – Cllr Bett proposed that works are completed to buy and install an electric hob, rather than gas. Details of quotes for an induction hob were shared, and efforts are being made to get quotes for the electrical works required. New equipment (pots and pans) will be needed but should not be excessive in cost. Approx costs for the hob being £250 + VAT + fitting. It was unanimously agreed to pursue this option subject to practical wiring needs. **Action – Cllr Bett to organise purchase of hob and arrange fitting.**

### 6. Finance

- a) Payments made since last meeting (Nov):

Parish Council -

RBL poppies £130 (prev approved)  
Keys for new noticeboard £24.00 (prev approved)  
Newsletter £30 (prev approved)  
Hall maintenance (windows) £1686.50 (prev approved)  
CHT £151.20 (Defib annual support package)

Village Hall –

SSE £103.48 and £151.76

- b) Payments upcoming:

NSDC Premises Licence £70.00  
Fire Alarm Testing / PAT £360.00 – awaiting invoice/report  
NALC subs approx. £88 (tbc)  
PPLPRS approx. £125-150 (tbc)

Caretaker salary – it was agreed to keep current hours in line with national requirements, but review if an increase in events increased hours needed.

Utilities have been in contact to check (water) and replace (electricity) meters – responses have been given and updates to be provided as received.

All payments, including newsletter, were unanimously agreed – proposed Cllr Jukes, seconded Cllr Cowley.

- c) Income received:

An overview of the current position was given, including one outstanding item which will be chased up again. Payments received are from donations and recent events. Due to last minute changes, the wreathmaking event income has been split across Hall Hire and donations – although it was clarified as being a Committee event, future events would need to include a breakdown (of monies received and spent) to more accurately reflect income streams. It was understood that circumstances at the time led to changes having to be made at short notice.

- d) Summary of Finances:

Current balances were provided.

- e) Budget:

The budgets for the Parish Council and Village Hall Committee were reviewed to show year-to-date spend against budget, and expected costs for the next financial year. It was unanimously agreed that the contribution to the newsletter be increased to £210 for three newsletters (as per discussion in item 3), and consideration be given to using advertising to recoup some of the costs in the future. It was agreed that the Parish Council have input into the content.

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f) Precept

The precept is the portion of Council Tax that the Parish Council receives towards its running costs, and costs to cover maintenance of village assets including the Hall, open spaces, defibrillator and bus shelter. The Village Hall Committee fundraising primarily ensures that Hall / event running costs are covered, and may have scope for specific projects if funds allow. The current financial position, and budget information, were used to consider what, if any, changes should be made to the precept in order to balance the need for managing costs and having money in reserves, with the current economic climate. It was acknowledged that sensible increases each year may be more appropriate than having sudden / large increases following periods without change. Some funds have been ringfenced for specific costs, and general reserves held should be no more than one and a half times the annual precept (to allow for unexpected costs). Being mindful that the year ahead may still be somewhat unpredictable in relation to inflation and election costs, it was unanimously agreed to increase the precept to £4082.76 which equates to a small increase of only six pence per week / £2.87 per year for the average Band D property (10%). The general reserves held will, therefore, be just over one year's precept in value which meets recommended guidelines.

Formal thanks were given to the Clerk for the preparation of figures, and presentation of options available from which to choose.

7. **Parish Council Review (HC)**

Due to upcoming elections, and the limited number of meetings in the meantime, the current Parish Council vacancy will not be filled at this time. Positions will be reassessed as part of the election process in May, information about which will be circulated as received to ensure processes are communicated.

8. **Village Committee Report (GB/HC)**

Cllr Bett gave an overview of the most recent Committee meeting to review events and plans. A key matter for review will be licensing terms and coverage, for which a meeting will be booked with the Licensing Dept at NSDC to review all options available – for overall license terms as well as the sale of alcohol. Consideration will need to be given to who holds the license, and ensuring that the Parish Council is represented as part of the process. **Action – Clerk to chase / arrange meeting with NSDC.**

9. **Village Committee Constitution (HC/all)**

Permission was given to Mr Stanton to speak within this item, as Chair of the Village Hall Committee. He and Cllr Bett, gave an overview of points raised / discussed at the Committee meeting which predominantly wanted to find balance between the Parish Council having decision making responsibility, and there being simplicity with the Committee being able to get on with things. It was felt that there needed to be some trust given so that there would be management by exception rather than the rule – i.e. it was acknowledged that events with significant outlay would need ticketing, but that there should not be a 'blanket' approach to everything. It was felt that the Committee could be trusted to have some decision making, but that this would be very visible, and that the Parish Council would still have overall responsibility and could intervene if felt necessary.

It was agreed that this approach would be tried – that the Committee should make key decisions at formal meetings, that a breakdown of income and outgoings would be provided for events, and that the Parish Council would be kept informed of what was happening. It was acknowledged that the Parish Council retained overall responsibility. **Action – Clerk to update Constitution terms.**

10. **Highways (CS/HC)**

Cllr Speakman gave an overview of progress with Highways related issues (potholes and 'slow down for horses' signs). 30mph sign has not been replaced as yet but has been reported.

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## 11. Road Closures (HC)

Roads in the village are being closed in stages from the end of January. Residents have been informed directly. A resident has raised concerns about the process and has been directed to NCC.

At this point Councillors were happy, and agreed, to continue the meeting which was due to over-run at this point.

## 12. Tree (BP)

A tree on The Green (donated) has been highlighted as being in need of attention due to it rotting and potentially being a danger. **Action – Cllr Bett to speak to the person who donated the tree to make them aware, and review next steps.** In terms of possible solutions to replace, a substantial tree would be preferable. **Action – Cllr Powell to speak to a resident who has contacts with Woodland Trust.** NSDC may also be able to support.

## 13. Planning matters (HC)

- a) 22/02325/HOUSE – Conifers, Back Lane – *removal of existing garage flat roof and replacement with new pitched roof.* **Outcome – no objection (5 votes approved, 1 abstained).**
- b) 22/02108/FUL – Fen Farm, Fen Lane – *retention of lodge for use as an annexe (retrospective).* **Outcome – full permission granted (info only).**
- c) 22/02302/FULM – Manor Farm, Long Lane – *change of use of redundant agricultural buildings to B8 (storage and distribution).* **Outcome – no objection based upon information given, and that permission should be sought if plans change (6 votes).**
- d) 22/02268/HOUSE – School House, Back Lane – *proposed removal of two temporary structures and section of hedge, erection of triple garage.*  
Cllr Cowley (landowner) gave an overview of proposals, answered questions, and then left the meeting before discussion / voting took place. **Outcome – no objection subject to Conservation Team being satisfied (5 votes);** decision to include acknowledgement of time and effort made to ensure plans are in keeping with surroundings / use reclaimed materials.
- e) Beckingham Appeal (Traveller's site) – new date for appeal to be confirmed.  
Clerk to submit responses to NSDC Planning Team. The Enforcement Team have been made aware of feedback stating it appears that the ditch near Chestnut Lodge is being filled, and that there may be additional caravans on site – not response has been received / will be chased up.

## 14. Correspondence

- a) NALC May Meetings – *update on dates within which May's meeting can be held tbc*
- b) SKDC Neighbourhood Plan Consultation – *review / collate comments for Claypole's proposals – no further action needed.*
- c) NSDC Planning Consultation – *collate comments on validation checklist – no further cation needed.*
- d) NSDC Planning training – *update on an earlier training session.*

## 15. Date of the next Parish Council Meeting

Thursday 9<sup>th</sup> March at 7pm.

Meeting ended 21.45.

.....Signed by Chair

..... Date

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