

Bardney Group Parish Council

Minutes - 27 May 2025

Minutes of a Meeting of Bardney Group Parish Council held on Tuesday 27th May 2025 at 7 p.m. at the Village Hall, Silver Street, Bardney.

Present: Cllr. J. Papworth – Vice-Chairman in the Chair

Cllr. F. Bates

Cllr. K. Bates

Cllr. M. Corbould

Cllr. R. Darby

Cllr. I. Fleetwood

Cllr. R. Lane

Cllr. B. Lintin

Cllr. B. Percival

Cllr. D. O’Sullivan

Also present: Anne Wilson Locum Parish Clerk

13-25/26 Fire Safety Announcement

The Chairman gave a fire safety announcement.

14-25/26 Apologies for Absence

RESOLVED that the following apologies of absence for this meeting were received:

- Cllr. K. Laughton – personal reasons

15-25/26 Declarations of Interest.

RESOLVED to note that there were no declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

16-25/26 Public Question Time and Participation

There were no public questions.

17-25/26 Chairman’s Announcements

The Vice - Chairman welcomed members to the meeting and said he had given all the announcements at the previous meeting which was only a week earlier.

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Councillors Sullivan and Percival gave a report to the Council about the possibility of the Parish Council giving match funding for the play area.

RESOLVED that there would be an Extraordinary Parish Council meeting called on Thursday 5th June 2025 at 7 p.m. to consider this proposal as there was no item on this agenda to enable a decision to be made.

RESOLVED that Standing Orders were suspended to enable a member of the public to speak and then reinstated.

18-1526 Minutes

RESOLVED to confirm the minutes of the following meetings and the resolutions contained therein.

- i. Full Council – Tuesday 15th April 2025

- ii. Personnel and Review and Health and Safety Committee – Tuesday 6th May 2025

- iii. Annual Meeting – Tuesday 20th May 2025

- iv. Extraordinary Council Meeting – Tuesday 20th May 2025

19-25/26 Finance

- i. Invoices for payment

A. that Members confirmed the payments as per the payment schedule.

- a. Paid in between meetings:

- J. Major Phone and mileage £107.15 227 miles@45p £5 for phone

- Blue Blossom Cemetery grass cutting £1248.48 incl.£208.08 VAT
£612.14 incl. £102.02 VAT

- Fuel card services Fuel £28.79 incl.£4.80 VAT

- Raemar Construction Ltd Provide and install 75m of MDPE water pipe
to feed new brass tap in post £192 incl. £32 VAT

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- Wave Water £18.14

- Equip Various for the handyman to use £126.05 incl. £13.20 VAT
- Blossom Bookkeeping Ltd Monthly payroll and RTI submission £19.00
- Charles H Hill Ltd Trimmer Head £28.99 incl. £4.83 VAT

ii. Approve the following payments:

- J. Major Mileage £73.35 163 miles @45p per mile
- Equip Items for the handyman to use £63.54 incl. £10.60 VAT
- Fuel Card Service Fuel £28.74 incl. £4.79 VAT & £20.23 & £20.29
- Charles H Hill Ltd 10" ¼" carving chain RMS £44.56
- Blossom Bookkeeping Ltd Monthly payroll and RTI £25.00
- Viking Stationary £39.53 Outstanding invoice from 26/3/2025
- Bardney Village Hall and Playing Field Hire of office space for Jan, Feb and March 2025
£900
- Anne Wilson 10 lever Arch File 5 packs of 10 dividers £19.71 incl. £3.79 VAT and £13.52 incl. £2.26 VAT Reimbursement to Anne Wilson for purchasing for filing the paperwork out of the old office.

N.B. VAT cannot be reclaimed for these items.
- Mark Brockenhurst Contracting Services Supply tractor and driver for the use of grass/brush cutting/mowing Bardney Allotments x 4 acres £120.00 incl. £20 VAT
- Blue Blossom May 2025 grass cutting £1248.48 incl. £208.08 VAT

iii. Internal Audit March 2025

- A. that Members considered the report on the unsatisfactory areas of the Internal Audit report and agreed that the Locum Parish Clerk look at these areas and report back to council at a future meeting.

3.

iv. End of Year Accounts

Whilst Members received the final bank reconciliation and a report on the end of year accounts processes the actual process required by the Parish Council has not yet been followed.

A. to confirm the following:

- End of year accounts 2024/205
- AGAR Form
- Governance and Accountability Statement – this was read out section by section by the Locum Parish Clerk and Members answered the questions as a Council.
- Any other paperwork in relation to the AGAR

RESOLVED that the relevant paperwork be sent to the External Auditors and the Exercise of Public Rights be published on Monday 23rd June 2025

v. Any other Financial Matter

- **RESOLVED** to allow the Locum Parish Clerk to spend up to £500 on new tools and equipment following the decision that the Handyman no longer uses his own tools, as per the minutes of the Personnel and Review and Health and Safety Committee meeting of 6th May 2025. The Locum Parish Clerk is in receipt of a list of items required by the Handyman and does not feel that items listed are unreasonable and looking at the prices of what has been requested that £500 should cover them.

Further **RESOLVED** that the matter of a new hedge trimmer be taken to the next meeting of the Personnel and Review and Health and Safety Committee for further consideration.

- During the installation of the new water pipe at the allotments one of the tenants had a hole put in the bottom of their new netting by the digger that was being used. Members are asked to make a payment of £29.99 to the tenant to replace the netting. The Locum Parish Clerk has seen the evidence of the damage.

A. to pay the tenant £29.99 for the damage.

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20-25/26 Planning

Members were asked to:

- i. Comment on planning applications:

A. to note that there are no planning applications for consideration as at the time of writing the agenda.

4.

ii. Applications determined:

A. to note the following:

- Land adj. to Reeves Business Park Horncastle Road Bardney
Application for non-material amendment to planning permission
141184 granted

21-25/26 Committee Report

Committee Chairman were asked to give updates on the work of their Committee:

- Personnel and Review and Health and Safety
 - i. The Handyman would be having a uniform and also new health and safety and PPE clothing
 - ii. Three Councillors would be interviewing for a new Clerk in the Parish Office
 - iii. The Locum Clerk is looking at external health and safety companies to work with the council to ensure they meet their legal requirements.

- Finance and Policy Committee

There had not been a meeting of this committee recently but one would be called.

5.

- Cemetery and Allotments

There had not been a meeting of this committee recently but one would be called soon.

22-25/26 Ward Reports

Members were asked to receive and note any Ward Reports:

- There is no noticeboard in the Bardney bus stop, and it would be useful to have one as the council has bus timetables to put up and in the future other local notices.
- The key for the Southney Bus Stop noticeboard is not in the key safe.
- Cllr. Percival expressed concern about the number of overhanging bushes into the road. It was suggested that the council contact the householders, noting the rules about the nesting season, as some of these are health and safety issues.
- There is concern about the amount of dog poo around the parish especially on the pavements.

- Cllr Fleetwood said that Stanfield Village Hall has a new defib free of charge with his District Councillor hat on.

23-25/26 Date of next meeting

RESOLVED to note that the next meeting of Bardney Group Parish Council will be held on Tuesday 17th June 2025.

Members noted that there would be an Extraordinary Parish Council meeting on Thursday 5th June 2025 at 7 p.m.

Signed **Date**

Chairman