

September 2019 Minutes

Minutes from the meeting of the Parish Council on Thursday 19th September 2019.

Held at the Meeting Room, Bardney Fire Station, Alma Martin Way, Bardney, Lincoln LN3 5UA

Councillors Present: **In Attendance:**

Cllr Darby Anna Lawson as

Cllr E Clee Clerk and RFO

Cllr Shaw

Cllr L Cluett

Cllr B Newlove

Cllr P Waddington

Public session of the meeting commenced at 7.00pm

No requests had been received by the Clerk for permission to record, video or take photos of the Council meeting, therefore the only recording which would take place was the one undertaken by the Parish Council themselves.

Meeting commenced at 7.15pm

60-2019/20 Apologies for Absence i.a.w. Local Government Act 1972, Sch 12, para 40. To receive and accept apologies where valid reasons for absence have been given to the clerk prior to the meeting.

Apologies received from Cllr Speed, Cllr Corbould, Cllr S Zubic and Cllr J Zubic

61-2019/20 To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests

None received

62-2019/20 To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.

None received

63-2019/20 To approve as a correct record the notes of the meetings held on 25th July 2019 and extra ordinary meeting held on 5th September 2019. To authorise the Chair to sign the official minutes.

25/7/19 Approved PROPOSED Cllr Clee SECONDED Cllr P Waddington ABSTENTION Cllr Cluett, Cllr Newlove

5/9/19 Approved PROPOSED Cllr Darby SECONDED Cllr Clee ABSTENTION Cllr Newlove

64-2019/20 To receive and consider a report from the Clerk to the Council on any outstanding matters and correspondence received since the meeting of 25th July 2019.

Clerks report

All have received weekly report.

- Issues still ongoing regarding abusive sign at house in Southrey. WLDC ASB involved and Enforcement. Police to deal with as breaches Section 5 Public Order Act
- Issues with a number of SORN vehicles parked on Station Rd. These are not linked to the garage but believed to involve an individual.
- This in turn is making parking issues worse on Station Rd.
- Issues re signage from various business and groups. Several have been contacted and a message left for the other.
- The field/community land behind the allotments is going to be sprayed to finish off the weeds. This is maintenance work and must be carried out regardless of plans for the land. BGPC have adopted best practice i.e. signage and notification, however this has resulted in unfavourable responses via social media. BGPC are acting as the good land owner doing this signage and the allotment and surrounding area are totally safe due to choosing a good contractor and weather conditions. Should have been sprayed this week however the wind changed and as such planning to do the work at the weekend - John is coming in over the weekend to supervise.
- As such an allotment holder was abusive via social media and made derogatory comments about staff. Following consultation with the Chairman a letter was sent to the allotment holder reminding him of his responsibilities and the behaviour clause in the tenancy Act. The same tenant has had to be written to in

May 2018 regarding the same issue. Today he has called the office shouting and demanding to know who has complained about his comments (there were two allotment holders). BGPC do not wish to stop constructive criticism and feedback on practices; however staff should not be subject to abuse. Please could council advise as to how you wish to proceed?

- Received reply from Sir Edward Leigh and Ian Trenholm re-Dr's surgery closure. It is noted that the response contains a lot of inaccuracies. Believe formal response will be issued once Cllrs Speed and Zubic have returned.

65-2019/20 To approve co-option of new Councillor

Nigel Bradbury was Co-opted on to council. The meeting was closed at 19.42 to allow paperwork to be signed and re-opened at 19.45

PROPOSED Cllr Clea SECONDED Cllr Shaw carried UNANIMOUSLY

66-2019/20 Financial matters:

i. To approve the bank reconciliation statement for July and August 2019.

PROPOSED Cllr Darby SECONDED Cllr Waddington carried UNANIMOUSLY

Bardney Group Parish Council

Bank Reconciliation for July 2019 as at 31.07.19

Balance as at 01.07.19		£96,519.54
Income		
Cemetery	680.00	
Handyman	1054.05	
Allotments	90.50	
Total income		£1824.55
Expenditure		
Admin	5184.79	
Salaries	3810.71	
Handyman	532.17	
Grasscutting	2087.06	
Village	5.09	
Total expenditure		£11,619.94
Balance as at 31.07.19		£86,724.27
Less cheques		
300899 E-Quip	£46.42	
300900 E-Quip	£36.66	
300901 E-Quip	£171.79	
300903 SAGE	£195.60	
300904 Skeet Print	238.00	
300905 WLDC	£405.84	
300908 Viking	£64.95	
300910 Anglian Water	£7.55	

Bardney Group Parish Council

Bank Reconciliation for August 2019 as at 31.08.19

Balance as at 01.08.19		£86,724.27
Income		
Cemetery	79.00	
Handyman	662.65	
Total income		£741.65
Expenditure		
Admin	1478.86	
Salaries	3800.19	
Handyman	1073.09	
Cemetery	7.55	

Total expenditure

£6359.74

Balance as at 31.08.19

£81106.17

Less cheques

300908 Viking £64.95 NB second month running

Payment Ratification August 2019									
					value	VAT	ExVAT	% of budget*	
B/P	Wages and NI	June	Salaries		3810.71	0.00	3810.71		
Total Office/Salaries								54% of budget	
PO20537	Viking	Litter picker	Admin		92.18	3.70	88.48		
PO20539	Plusnet Support	Data support	Admin		46.88	0	46.88		
PO20549	Viking	Envelope/pens	Admin		40.74	6.79	33.95		
Total Admin					179.80			63% of budget	
PO20536	Charles Hill	Leaf Blower	Handyman		451.68	75.28	376.40		
DD	Fuelcard	Fuel	Handyman		13.91	2.32	11.59		
DD	Fuelcard	Fuel	Handyman		14.47	2.41	12.06		
DD	Fuelcard	Fuel + Card	Handyman		28.97	4.83	24.14		
PO20542	Buildbase	Locks	Handyman		47.47	7.91	39.56		
PO20543	E-Quip	Mole trap	Handyman		19.15	3.19	15.96		
PO20544	E-Quip	First Aid items	Handyman		31.50	5.26	26.24		
PO20545	E-Quip	Teak Oil	Handyman		15.72	2.62	13.10		
PO20546	E-Quip	Bearing & Bolts	Handyman		26.35	4.39	21.96		
PO20547	E-Quip	Drill Bits	Handyman		12.39	2.07	10.32		
Total Handyman					556.50			29% of budget	
PO20548	CR Hansard	Moving Container	Village		552.00	92	460.00		
Total Village					552.00			11% of budget	
PO20529	TGM	Grasscutting	Grasscutting		2087.06	347.84	1739.22		
Total Grasscutting					2087.06			36% of budget*	

** carried over from 18/19

ii. To ratify payments of accounts, salaries, BACS payments & payments already made.

PROPOSED Cllr Darby

SECONDED Cllr Waddington

carried UNANIMOUSLY

Payment Ratification September 2019									
					value	VAT	ExVAT	% of budget*	
B/P		Wages and NI	June	Salaries	3893.89	0.00	3893.89		
Total Office/Salaries								63% of budget	
PO20557		PKF Littlejohn	Audit	Admin	360	60.00	300.00		
Total Admin					360.00			67% of budget	
DD		Fuelcard	Fuel	Handyman	14.28	2.38	11.90		
DD		Fuelcard	Fuel	Handyman	21.92	3.65	18.27		
DD		Fuelcard	Fuel	Handyman	14.69	2.45	12.24		
PO20558		Equip	Painting access	Handyman	21.62	3.61	18.01		
PO20559		Equip	Spade	Handyman	16.68	2.78	13.90		
PO 20560		Equip	Chisel and blades	Handyman	64.95	10.82	54.13		
PO20561		Equip	Cable & plug	Handyman	64.64	10.78	53.86		
Total Handyman					218.78			34% of budget	
PO20556		Nat.Allot. Soc	Membership	Cemetery	66.00	11	55.00		
Total Allotments					66.00			3% of budget	
PO20563		TGM	Grasscutting	Grasscutting	2087.06	347.84	1739.22		
Total Grasscutting					2087.06			86% of budget*	
** carried over from 18/19									

ii. Report received from the external auditor. No issues or comments made by the external auditor following

the in-depth audit.

67-2019/20 Planning matters To note any approved applications received and to consider any planning applications and decide any comments that the Council wishes to make.

No objections

68-2019/20 To approve purchase of Poppy Wreaths.

Resolved to continue with the previous year's wreaths

PROPOSED Cllr Darby **SECONDED Cllr Bradbury** **carried UNANIMOUSLY**

69-2019/20 To approve security measures on the mobile unit and container.

Resolved to proceed with quotes for the necessary work.

PROPOSED Cllr Darby **SECONDED Cllr Waddington** **AGAINST Cllr Newlove**

70-2019/20 To agree to switching on the Christmas lights with Bardney Scout group.

Resolved to involve all groups who wished to join the event.

PROPOSED Cllr Darby **SECONDED Cllr Clee** **carried UNANIMOUSLY**

71-2019/20 To nominate a councillor to represent BGPC on the LALC committee.

Resolved to nominate Cllr Shaw.

PROPOSED Cllr Darby **SECONDED Cllr Bradbury** **carried UNANIMOUSLY**

72-2019/20 To review Freedom of Information and publication scheme

Resolved re re-adopt the policy

PROPOSED Cllr Newlove **SECONDED Cllr Waddington** **carried UNANIMOUSLY**

73-2019/20 To receive report from Village Hall representative.

Verbal report given by Cllr Newlove, who advised that everything was 'OK' with the committee.

74-2019/20 To approve date of next meeting as 17th October 2019

Resolved

PROPOSED Cllr Darby **SECONDED Cllr Clee** **carried UNANIMOUSLY**