

Minutes from the meeting of Bardney Group Parish Council, which was held at Stainfield and Apley Village Hall on Thursday 29th September 2022 at 7pm

Attendees

Cllr Robin Darby – Chairman

Cllr Peter Waddington – Vice Chair

Cllr Frank Bates

Cllr Mary Corbould

Cllr John Papworth

Cllr Charles Shaw

Cllr Malcom Speed

Anna Lawson (Clerk/RFO)

Laura Allen (Admin Assistant)

Absences

Cllr Luke Cluett

Members of the Public

Two members of the public present

Public Forum commenced at 7.00pm

The following points were raised by members of the public:

1. **Naming of a road:** In relation to the naming of 34 Station Road, Bardney; it was put forward that the History of St Francis' Church should be remembered and representations to incorporate St Francis would allow a lasting legacy in the event that nothing is to be left standing. It was also suggested to incorporate the name Green, as the Green family were one of a number of families who significantly contributed to and maintained land in the area. Therefore, the suggestion of St Francis Green was put forward.

The Chairman confirmed that the names already put forward by the developer were St Francis Court or Harmony Court and thanked the member of the public for their comments.

2. **Southrey Noticeboard:** A member of the public asked if a thank you in the form of allowing the contractor who built the noticeboard to place a business card inside it. It was confirmed by the Clerk that the new noticeboard, although very lovely is not BGPC's responsibility and it was suggested to make contact with the secretary of Southrey Village Hall.
3. **Gate on the allotment:** A request for a new gate on the allotments was also put forward with the member of the public offering to help to chip in towards the cost of a new gate. The council noted that costings and risk assessments would be needed to consider this proposal and that it would be added as an item on next month's agenda.

The public forum concluded at 7.10pm with the members of the public opting to leave the meeting.

Meeting commenced at 7.12pm

49-2022/23 To inspect the Insignia and Apologies for Absence i.a.w Local Govt 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 for absence were received with valid reasons from Cllr Luke Cluett.

50-2022/23 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.

51-2022/23 To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.

None received.

52-2022/23 To approve as a correct record the notes of the meeting held on 21st July 2022 and to authorise the Chairman to sign the official minutes.

PROPOSED Cllr Darby **SECONDED** Cllr Waddington and unanimously **RESOLVED** to approve the amended minutes.

53-2022/23 To receive the report from the Chairman

The Chairman expressed his thanks to parishioners, councillors and staff following the death of the Queen, noting that we adhered to protocol as much as we could and our efforts were well received throughout the village. In line with her Majesty's wishes for the disposal of flower tributes, the flowers placed at flagpoles will be composted and put back and used in the Jubilee planters. The book of condolences will be scanned and archived. It was also acknowledged that a letter was sent extending Bardney Group Parish Council's condolences to Her Majesty's private secretary in accordance with protocol.

54-2022/23 To receive update on actions arisen at the 21st July 2022 meeting and report from the Clerk to the Council.

I want to start by congratulating Laura on achieving her ILCA. We are very fortunate to have two qualified clerks and assists with our push to operate to best practices in all areas.

I want to give my sincere thanks to the 'Clerks Network', the Chairman and Vice Chair for their support in implementing our policy for the procedures on the Death of a Significant Figure head. Thanks also go to Laura for dropping everything to make the necessary changes to the website. BGPC had previously agreed some of the procedures with Rev Bartlett and the Methodist Minister, however neither of them are now in situ. The 'Clerks Network' was a lifeline and I am grateful to those who organised the Zoom sessions on the Thursday evenings for their assistance. The wording for the Proclamation and the accompanying process was only made available at 11.30pm on Saturday 10th for use on Sunday 11th. I would also like to thank Sue Evans, Clare Lee and Ann Pepper from their assistance with the Book of Condolence, in all the villages.

Nationally, Town and Parish Councils had been informed that in the case of the Death of a Significant Figurehead instruction regarding the official timings, wording and procedures would be issued via the County and District Councils. Sadly this did not happen and it is disappointing that yet again our area has been let down at a time when leadership was required.

Sadly the police had to be called to the office last month due to an incident. I cannot provide any further information as ongoing issue.

The TRO for Harvey Kent Gardens and Henry Lane is now open for public consultation. The need for a disabled parking slot has been identified.

Going forward we are starting to focus on the budget for the next year. Tasks for next year have been identified and relevant costing are being sought. The aim is to continue with the policy of being financially frugal whilst delivering the requirements for residents especially in the current volatile economic climate.

This week Cllr Bates and the Handyman examined the benches on Abbey Rd and Stainfield. It was noted that the Stainfield bench is structurally sound and requires painting, however the one on Abbey Rd has deteriorated quite badly. Therefore permission is sought from the council to do the following;

- Renovate the Stainfield bench
- Identify another place in Stainfield to install a bench. NB Highways permission will be required.
- In the meantime, use the plastic bench allocated for Stainfield to replace the one on Abbey Rd.

Contact will also be made to Lincolnshire Co-op with regards to the bench outside the store as that is very dilapidated.

We have been speaking with the ASB team at WLDC who have started evening patrols around the area to address the ongoing problems and very much welcome their support with this matter.

55-2022/23 Financial matters:

1. To approve the bank reconciliation statement for July & August 2022

PROPOSED Cllr Darby **SECONDED** Cllr Speed and unanimously **RESOLVED** to approve the bank reconciliation statement for July & August 2022.

Bank Reconciliation for July 2022 as at 31.07.22

Balance as at 01.07.22		£80,354.12
Income		
Handyman	404.76	
HMRC rebate	1514.53	
Cemetery	1035.00	
Total income		£2954.29
Expenditure		
Admin	1254.99	
Salaries	4506.24	
Handyman	806.38	
Villages	6.56	
Cemetery	12.03	
Grant	145.00	
Grasscutting	1348.51	
Event	515.00	
Total expenditure		£8597.71
Balance as at 31.07.22		£74713.80

Bank Reconciliation for August 2022 as at 31.08.22

Balance as at 01.08.22		£74713.80
Income		
Handyman	270.00	
Grasscutting	1348.51	
Cemetery	50.00	
Admin	23.02	
Total income		£1691.53
Expenditure		
Admin	1520.56	
Salaries	4367.69	
Handyman	289.52	
Community Land	292.00	
Cemetery	375.21	
Grant	150.00	
Grasscutting	1348.51	

Event	554.61
Total expenditure	
£8898.10	
Balance as at 31.08.22	£67151.25

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

[See attached payment ratifications document](#)

PROPOSED Cllr Darby **SECONDED** Cllr Speed and unanimously **RESOLVED** to ratify the payments made for July & August 2022.

3. To receive External Auditors report

The external auditors report is now online and we passed with flying colours with no additional comments received.

4. To consider opt out of SAAA

Opting out of SAAA was considered due to a formal decision being required. The contract is due to be renewed but anyone can opt out, it was suggested to ask for a different auditor if we stay with the same SAAA system to ensure greater benefit for our financial processes.

PROPOSED Cllr Shaw **SECONDED** Cllr Speed and unanimously **RESOLVED** to stay with the same system, rather than opting out.

56-2022/23 Planning matters. To note any approved applications received and to consider any planning applications and decide any comments that the Council wishes to make.

145268 - Change of use of B&B to residential at the Black Horse, Bardney. LN3 5XL - Full Planning Permission Granted.

145364 - Planning application for removal of existing dwelling and erection of replacement dwelling at 34, Station Road, Bardney. LN3 5UD.

145365 - Application for approval of reserved matters for removal of outbuilding and erection of 4no. dwellings at 34, Station Road, Bardney. LN3 5UD.

No comments to make.

57-2022/23 To receive a report from the Village Hall Representative. Following request about the bench and Zip Wire.

The village hall representative informed the council that the village hall is considering having the ceiling lowered and levelled, the leaking roof needs stripping down with repair quotes obtained and that new barge boards are needed on the playing field changing rooms. The bench in front of the village hall is now proposed to be replaced by an older donated bench that was previously commissioned in memory of two youth club members. The proposal for a Zip Wire was not put forward as no quotes and prices were obtained.

58-2022/23 To receive report following the St Oswald's Feast Day event.

Overall

The event went incredibly well and numbers were up on last year. It was hailed as a success by all groups that attended, with many raising several hundred pounds each. The atmosphere was great and it was very well received by residents. There were no medical incidents and all those who were scheduled to attend arrived. The bands were good and, as ever, we are indebted to Tony Castle for his hard work and expertise in making it happen.

Issues

The major problem on the day was the fact that the generators, which were hired in from ALS, were very late and didn't work due to a flat battery and no fuel. Currently pursuing a refund via the Small Claims Court and

Mediation.

Costs

Equipment	Cost (inc VAT)	VAT	Actual Cost
Generator Hire	1380.00	230.00	1150.00
Toilet Hire	480.00	80.00	400.00
Bands	555.00	0.00	555.00
Total			2105.00
Minus refund	Refund £472		1633.00

Future

Residents and businesses are keen for the event to take place in 2023 and to take place over two days.

59-2022/23 To receive a report from the Portfolio Holder for the Cemetery. Following the meeting with Bardney Cemetery Improvement Group

The Portfolio holder for the cemetery reported that graves needed work on and input from the Cemetery Improvement Group would be beneficial in helping with this task. After a risk was identified by the auditor and to ensure the finances are managed responsibly, a request was made for copies of accounts or bank statements from the Cemetery Improvement Group. Unfortunately this request was not fulfilled due to difficulties providing the full information to BGPC, we will continue to be pragmatic to find a solution in order to move forward.

60-2022/23 To consider the Memorial Tree Policy

It was considered that memorial tree planting is a novel idea and a policy was much needed to manage this effectively. Two typos were noted in the document that needed correcting.

PROPOSED Cllr Darby **SECONDED** Cllr Shaw and unanimously **RESOLVED** to adopt the policy with the proposed amendments.

61-2022/23 To consider proposal for street name for 34 Station Rd

It was discussed that St Francis Court and Harmony Court are the street names proposed by the developer. However, at the earlier suggestion of a member of the public it was put forward that St Francis Green would be a more fitting alternative.

PROPOSED Cllr Darby **SECONDED** Cllr Speed and unanimously **RESOLVED** to put forward the suggestion of St Francis Green.

62-2022/23 To consider the number of Wreaths for Remembrance Day events

It was considered that four main wreaths would be needed. Also, one small wreath for the Frank Crowder Headstone for the service in the cemetery on the 11th November and an additional small wreath for Polish members of the military that lost their lives whilst in service in Bardney.

It was also noted that 9th Squadron Association will be dedicating the Jubilee Bench at the Remembrance Sunday ceremony and that all are encouraged to visit and attend the very different Remembrance ceremonies in each of

our villages whether at Stainfield, Southrey or Bardney. Cllr Corbould will be representing the Council at Southrey and Cllr Waddington at Stainfield.

63-2022/23 To consider submitting an application for listed status for the Propeller and the Village Green Wall

The WW2 memorial has a strong history and with the help of IX Squadron Association and some further research we have enough detailed information to submit an application for listed status. It was considered that in order to preserve the importance and significance of the war memorial for future generations, applying for listed status was a positive action to take. We will also be writing a history article in the next edition of our Limewoods Magazine.

PROPOSED Cllr Darby **SECONDED** Cllr Corbould and unanimously **RESOLVED** to submit an application for listing the WW2 memorial.

64-2022/23 To consider exploring options in relation to 'Warm Spaces' initiative to support residents during the cost of living crisis.

This is a national initiative but is not funded by any government organisation. Warm spaces are to be provided for residents in an accessible location for short periods of time to ensure they are not without heat, especially in the winter months. It was considered that while we do not have facilities ourselves, we can look to other venues and find out what funding is available. It was agreed to investigate options and available funding.

65-2022/23 To consider quotes for tree work

Due to not enough quotes being received, this item will be considered at a later date.

66-2022/23 To consider the Code of Conduct policy submitted by WLDC.

It was considered whether to adopt the West Lindsey policy or continue with our current one which was last reviewed in 2018.

PROPOSED Cllr Shaw **SECONDED** Cllr Waddington and unanimously **RESOLVED** to continue with our current policy which has served us well for many years.

67-2022/23 To consider idea for Bike Park

The idea for a bike park was presented by Cllr Papworth using a case study of a similar bike park in North Hykeham. It was considered that more information was needed in terms of insurance, risks, upkeep, costs and demand to support such a project. In principle it was agreed that it was a good idea to explore further.

68-2022/23 The date of the next meeting was confirmed as Thursday 20th October 2022 Venue TBC

Meeting closed at 21.36pm