

BARNBY IN THE WILLOWS PARISH COUNCIL

MINUTES FROM THE PARISH COUNCIL MEETING ON WEDNESDAY 3rd JULY 2024 at 7.00pm.

Attendees: Cllr Graham Bett (Chair), Cllr Jackie Parker (Vice-Chair), Cllr Carina Jukes, Cllr Derick Parker, Cllr Neil Gribby, Cllr Ben Powell, Helen Cowlan (Clerk)

Public: 2 members of the public were present.

1. Apologies for Absence

Apologies were received from Cllrs John Lee and Emma Oldham.

2. Declarations of interest

Cllr Gribby advised he would leave the meeting for a member of the public to raise a query about a container in a garden within the village.

3. Contributions from the public, District and County Councillors

Chestnut Lodge – a resident provided an update to advise that NSDC's Enforcement Team are aware of changes on site which do not meet planning permissions terms (possible increase in apertures in main build and additional height to amenity block build). It is understood that a site visit will take place although no information has been clarified about next steps (whether works will be stopped or whether retrospective permission will have to be applied for).

Manor Farm - it was clarified that no feedback has been received since NSDC's Enforcement Team were contacted – any potential breaches should be reported directly to NSDC.

Container – Cllr Gribby left the meeting. The resident concerned has been contacted and has advised that the container is on site on a temporary basis - due to being unaware of a possible need for planning permission, they will contact NSDC directly for guidance and clarification. Cllr Gribby returned to the meeting once this discussion had finished.

Lorry movements – a resident highlighted concerns about movements of aggregate lorries – examples have been reported to Trading Standards who have acknowledged the "Lorry Watch" submission and will investigate.

Tree removal - a five-day notice has been given for a (presumably) damaged or dead tree but there is not information about whether or not replacement(s) will be planted.

Village Hall windows – an enquiry was made about when progress will be made with the windows. It was confirmed that they cannot be replaced and options for repairs / refurbishments will be made; it is understood that legislation / guidance may have been updated to enable making changes easier. **RESOLVED - it was (unanimously) resolved that the matter be revisited to include getting up to date information from NSDC, and costings for different options (Cllrs Bett and D Parker to research).**

Village Green and playing field – Cllr Gribby enquired whether or not there was a requirement to mark out the different areas, due to the fencing requiring maintenance. There was a discussion about whether or not there needed to be a barrier and, if so, what form that could take – consideration could be given to ease and costs of maintenance. It was not known whether or not there was anything in writing to direct. The topic would need further discussion to agree next steps.

Football training – Cllr Parker had received an enquiry from a resident about the field being used for football training (by a team from outside the village) in return for a donation being made to the village. Discussion points included checking with land owners, parking provision and that their own Public Liability Insurance would be required, but that it wasn't felt that there would be an issue with the field being used in this way. **RESOLVED – it was resolved that Cllr J Parker contact them accordingly – proposed Cllr J Parker, seconded Cllr Gribby.**

Cllr Oldham – updates passed on in their absence.

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4. **Approval of minutes**

The minutes of the previous meeting(s) held on 9th May 2024 were approved as being a true record - prop Cllr Jukes, sec Cllr J Parker (unanimously agreed).

5. **Matters arising from the minutes**

Container – there appeared to be conflicting information about whether the matter would be dealt with in person or in writing, and the Clerk apologised for any misunderstanding / misinterpretation of the previous conversation (matter resolved).

Dimmer switches – discussion held about how many dimmer switches / bulbs would be needed (may need to change from LED). **ACTION – Cllr Gribby to get quotes.**

Grounds maintenance – formal thanks were given to those who had worked hard to tidy the area at the back of the Hall. Cllr Bett has spoken to a resident who has confirmed they will arrange for gravel to be donated and delivered to the Hall. **ACTION – Cllr Bett to follow up to establish dates / timeframes.**

6. **Finances**

a) **Current balances**

An overview of balances was given and details of performance against budget will be brought to the next meeting.

b) **Payments made since last meeting (May)**

Parish Council -

Zurich Insurance £779.76 (previously approved)

Village Hall -

Ground membrane (Cllr Powell) £87.86

c) **Upcoming payments**

Heater servicing – £190tbc

PAYE – for 2023-24 tax requirements

d) **Income received**

Parish Council -

Interest £35.85

VAT £224.39

Village Hall -

Ladies lunch £48

D-Day £207.50

Election Hire (1 of 2) £240.00 – another will also be due

Hall Hire (pilates) £45.00 – regular income through classes going forward.

Receipts were provided by the Caretaker for costs relating to the new fence - an overview of costs was given and payment is to be made by the Clerk by bank transfer; receipts have also been provided by Gill Powell for Committee event costs and payment is to be made by cheque.

All payments were unanimously approved.

Additionally:

Funds have been received from NCC and the Clerk is awaiting confirmation of where this is from as only one of two payments were expected.

An outstanding hall hire charge is being reviewed / followed up and expected to be resolved imminently.

An enquiry was made about the site security of the website's provider. The Clerk confirmed that a large number of Parish Councils currently use the provider, and that they are looking to support moves towards .gov.uk requirements. **RESOLVED – it was resolved that the Clerk would get clarification of what this means in practical terms.**

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7. Planning Matters

- a) 24/00860/HOUSE – 4 Front Street – *new wooden summerhouse and relocation of apple tree in conservation area.* **OUTCOME – it was unanimously agreed to submit a decision of ‘no objection’ to NSDC.**
- b) 24/00570/LDCE – Caxton House Farm, Newark Lane – LDC to confirm building is used for agricultural purposes. **OUTCOME – LDC issued (info only).**

8. Planning Meeting update

Cllr Bett and Cllr J Parker recently attended a meeting with NSDC's Planning Dept to highlight concerns (of the Parish Council and residents). NSDC advised that so far, the applicants have given assurances that the terms of their planning permission will be met. It was confirmed that any concerns should be directed to NSDC, and assurance were given that site visits will be made. The applicants will be held responsible for adhering to conditions and ensuring that any temporary changes are made good upon completion of works. NSDC confirmed they are also aware of concerns about, and possible issues with, Manor Farm. Again, concerns should be directed to them as needed.

9. Village Committee Report

Cllr D Parker gave Clerk monies from previous events.

BBQ event – the band has confirmed that a deposit was not paid, but not required, and that the full balance can be paid on the day. Cllr Gribby will review whether or not a TV could be installed in the tent for the football. Potential for £700+ income to be generated. Future events are being reviewed and planned. **RESOLVED – it was resolved that the Clerk contact the band to advise of an earlier starting time, and to get an invoice / confirmation of receipt when paid.**

10. Vacancy

NSDC have confirmed that the Parish Council Vacancy should be advertised, and guidance will be provided about correct forms and deadlines. Consideration will also need to be given to the process of co-option (if no election is called for). Interest in the vacancy has been received which is positive.

RESOLVED – it was resolved that the Clerk will liaise with NSDC and update the Parish Council accordingly, with progress being reviewed at the next meeting.

11. Councillors Responsibilities

Cllr Gribby is happy to continue overseeing / doing the mowing at the moment. It was suggested that consideration be given to how it would be managed in the longer term as there is currently reliance on borrowing equipment – which is very generously loaned. Whilst there is no opposition to paying someone in principle, the current process of reimbursement for expenses could continue and be reassessed if needed in the future. **RESOLVED – it was resolved that payment of reasonable expenses in relation to fuel and maintenance continue – proposed Cllr J Parker, seconded Cllr D Parker (unanimous agreement).**

It was highlighted that there remains an opportunity to formally organise how responsibilities for repairs and maintenance are dealt with in the village, and it would need further review to ensure progress is made.

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12. **Correspondence**

No formal correspondence had been received by the Clerk. Additionally, it was noted that the last Health Group Meeting had been cancelled and that an update would be given after the next one (Sept).

Additionally:

Cllr Gribby offered to take over the Parish Newsletter if nobody else wished to / was able to, and formal thanks were given for the offer.

Although July will be impacted by annual leave, the Clerk will aim to ensure draft minutes are circulated within two weeks of meetings going forward after that.

13. **Date of the next Parish Council *Meeting*** – *Wednesday 11th September 2024 at 7pm.*

Meeting ended at 21.10

.....Chair

.....Date

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