

BARNBY IN THE WILLOWS PARISH COUNCIL

MINUTES FROM THE PARISH COUNCIL MEETING ON 14TH MARCH 2024 at 7.00pm.

Attendees: Cllr Graham Bett, Cllr Jackie Parker, Cllr Keith Stanton, Cllr Derick Parker, Cllr Neil Gribby, Cllr Johno Lee, Helen Cowlan (Clerk)

Public: 5 members of the public were present.

1. Apologies for Absence

Apologies were received from Cllrs Ben Powell and Carina Jukes due to prior commitments – apologies accepted by the Parish Council. Apologies also received from Cllr Emma Oldham and on behalf of County Cllr Debbie Darby.

2. Declarations of interest

None.

3. Contributions from the public, District and County Councillors

Footpaths – resident gave thanks for making the suggestion that dogs should be on leads on the footpath through the back field – it was acknowledged that people in the village will appreciate the dangers for sheep, but also that it will help those walkers who may not know.

PSPO (linked to item 5) – resident raised concerns about the playing field being ‘grouped’ with the Village Green as it was felt that there were no issues with dogs being on the Green; concerns also raised about the way in which young people were spoken to during a site visit (which may be communicated to NSDC separately); it was requested that the Parish Council submission be re-considered as part of the consultation (NSDC confirmed six-week window).

Resident questions and concerns – after also sending to the Parish Councillors ahead of the meeting, the following points were raised:

- a) Conservation area – it was suggested that the Conservation Area be extended to include the whole of the Village. **RESOLVED – it was resolved to add this to the next meeting’s agenda for review.**
- b) Pheasants – concerns were raised about the number of pheasants, and the damage caused, in gardens. NSDC may be approached for advice.
- c) Manor Farm – the stacking of pallets along the west side of the site is believed to be in breach of condition four of planning permission and has been queried with NSDC.
- d) Figures – it was felt that showing a VAT reclaim in a breakdown of an event, before it is reclaimed, is technically not correct; feedback was also given about the layout to help make it easier to read.
- e) Chestnut Lodge (linked to item 17) – confirmation has been received that new access falls under permitted development but should only be for the duration of works on site, and there is a requirement to reinstate the area once completed – NSDC have advised that the Enforcement Team will monitor. Awaiting feedback from Highways (NCC).

Thanks were given to the resident for all comments, actions and support.

Neighbourhood Plan – feedback was given that although the Parish Council had voted against creating one, it was felt that residents may not know enough about such matters. It was requested that a meeting be held to review in more depth which would enable people to make an informed decision – suggestions included inviting a representative from NSDC, a Parish that has successfully created / used one, and perhaps a Parish that hasn’t / is against it – this will ensure a balanced view is given as far as possible. Cllr Bett advised there was an opportunity to review in more depth and (re)consider an approach in the future.

Cllr Lee – an email with full updates has been sent to the Clerk and will be circulated with minutes. The key update is the launch of the kerbside glass recycling scheme and bins will be delivered over the next few weeks, with collections every eight weeks.

4. Approval of minutes

The minutes of previous meeting held on 11th January 2024 were approved as being a true record - prop Cllr J Parker, sec Cllr N Gribby (unanimously agreed).

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5. Matters arising from the minutes

PSPO – Cllr D Parker clarified that a site / village visit took place with the local PSPO/Dog Warden who gave advice on signage, and also areas to include, hence the submission that was made (as per advice given). Cllr Stanton raised a concern that the Village Green could be included under the PSPO and raised a point of order to advise that the matter should have been raised via an agenda item for a meeting at which a vote should have been held, before the submission was made. It was requested that the mistake be corrected by telling NSDC that the original comments are to be rescinded due to correct process not being followed, and that a further submission would be made (after voting). Cllr Gribby confirmed the understanding that nothing would be implemented while the consultation was open – that initial comments would be reviewed and proposals submitted for further comment (next stage). Cllr J Parker confirmed that details of the consultation have been seen on the village WhatsApp group and posted on the noticeboard.

It was suggested that the Clerk write to Jenny Walker at NSDC to explain that whilst information was submitted based upon advice from an Office, it was not formally ratified and that a new submission will be made.

RESOLVED – it was resolved that the Clerk write to NSDC as suggested.

Stile – Cllr Gribby advised accessibility enquiries have been submitted to LCC – awaiting reply.

Banking – Clerk confirmed the merging of bank accounts, but that monies for Council and Village Hall will still be accounted for separately.

6. Finances

a) Current balances / summary of the year

Reserves £7296.10, current account £7402.88 (PC £4117.41 + VH £3285.47).

Figures will be finalised as part of end of year process in terms of spend against budget, checking allocated funds, and potentially moving funds to reserves to maximise interest.

Provisional overview:

PC accounts – should at least break even, allocated reserved used for election costs which were higher than expected and provision for future election costs should continue to be built into each budget (so allocated reserved rebuilt).

VHall accounts – initially high deficit due to a number of ‘one off’/investment expenses falling in one year (using previous reserves), however, if such costs were removed to show ‘normal’ running costs the it would be at least break even / potentially better. This re-iterates the importance of generating as much income as possible to ensure unexpected expenses can also be covered.

b) Payments made since last meeting (Jan)

Parish Council -

NottsALC – annual subscription £97.32

Reg123 - Domain name renewal £11.99

Village Hall –

SSE Electricity £246.88

Receipt Book (Cllr Parker) £5.99

Alarm service & PAT; sensor replacement (Wilkins) £360 and £207.35

Burns Night expenses (Cllr Stanton / Y Wellard) £515.97

Edwina Hayes Night expenses (Cllr Stanton / M Burgess) £522.25

Wave (waste water) £63.55

PPLPRS (2024-25) £213.54

Payments upcoming (before next meeting) -

NSDC election 2024 £1061.82

Caretaker salary

Heater servicing – £180tbc awaiting quotes (payment in next financial year)

Payments were approved – proposed Cllr Derick Parker, seconded Cllr Stanton (unanimous).

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c) Newsletters

Formal thanks were given to Cllr Stanton for the newsletters which are produced. Clarification was given in terms of payments / donations made during the financial year so far, and what was left to pay. It was confirmed that last April's payment of £70 was for March's newsletter, that there was an agreement to pay £210 towards 2023-2024's newsletters, of which £68.95 had been paid already (June). This leaves an outstanding amount to pay of £141.08. The amount of £210 will apply to 2024-25 to, again, cover three newsletters with additional issues being funded by Cllr Stanton if he wishes to do more.

The Church don't currently contribute but they do have their own newsletter. Cllr Stanton may approach them again to see how best to work together in the future. Contribution(s) from The Willow Tree are to be confirmed. District Councillor contributions may not be possible due to the content restrictions they have, but can be reviewed as needed.

d) Income received

VAT reclaim £147.49

Adexa (refunded item) £38.40

Fundraising (Burns Night £685, Edwina Hayes £1275.25) £1960.25

e) Payment of receipts

It was proposed that monies and receipts will be passed to Cllr D Parker to complete records for each event, and that the Clerk will pay to reimburse costs within seven days of Derick receiving them / confirming records updated on his side).

RESOLVED – it was unanimously resolved to implement the proposals.

f) Internal Audit

It was proposed that last year's Internal Auditor be reappointed at a cost of approx. £65.

RESOLVED – it was unanimously resolved to reappoint them.

g) Litter pickers

Although NSDC can provide some support in terms of equipment and disposal of rubbish for litter picking, it can be difficult to co-ordinate dates. Formal thanks were given to Cllrs D & J Parker for their donation of equipment, and to those carrying out the litter picking. It was proposed that four hoops be purchased to enable ease of securely carrying bags of rubbish when litter picking – cost approx. £10 each. Proposed Cllr Stanton, seconded Cllr Parker.

RESOLVED – it was resolved that Cllr D Parker will purchase the hoops within a budget of £50.

h) Divisional Fund Grant

An update is expected by the end of the month.

7. Village Committee Report

Positive feedback has been received about recent events. An overview of upcoming / future events was given including Edwina being booked again for next year. Cllr Stanton gave formal thanks to Committee members who give up their own time to work hard as well as providing financial donations – this was echoed by everyone.

Cllr D Parker raised concerns about the type and amount of stock held for events and suggested it could be simplified. Cllr Gribby suggested stock left from one event could be sold at a following event to prevent going out of date. Cllr J Parker felt that having levels as high as £400 could be problematic with having public money tied up, and there could be insurance implications. It was felt that options to sell could be considered. Cllr D Parker highlighted that, historically, the carrying of stock was discouraged but suggested creating a mandate to hold an agreed level so that it is known.

ACTION – Clerk to review legals / insurance requirements.

8. St George's Day

Cllr Gribby suggested that St George's Day is formally recognised in some way. It is understood that The Willow Tree will be holding an event.

9. Manor Farm

Concerns were raised about vehicles using Long Lane inappropriately, and causing damage to verges due to passing being problematic – Cllr Gribby can share details of those observed. Feedback

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has been shared with Cllr Oldham and raised at a recent SNG meeting – potential to raise with Cllr Neil Clarke (Highways portfolio holder). Cllr J Parker confirmed that NSDCs enforcement team would need specific details including date, time, vehicle company and registration plate. It was suggested that provision of ‘no left turn’ signs would help.

RESOLVED – it was resolved that Cllrs Gribby and Stanton would get in contact with Snipes to establish their understanding / make them aware / review next steps.

10. Suggestions from residents

- a) Bridge Maintenance – **RESOLVED – it was resolved that the Clerk respond to suggest permission would need to be granted from LCC due to it being their responsibility.**
- b) Defibrillator volunteer / support group – the ‘Barnby Action Group’ WhatsApp group has been set up specifically for medical / security related issues so details will be shared to add them in.

11. Health Consultation Meeting

Resident gave an overview of meetings that are held at the Town Hall to review the strategy for healthcare in rural areas (Neark Health Trust), and offered to represent the Parish Council at them to liaise and provide updates. Topics covered include local surgeries, NHS app, sharing issues, concerns and updates but also spreading the word to ask for appointments and services at Newark site wherever possible. There is an opportunity for free health checks to be carried out through the “Know Your Numbers” scheme. Formal thanks were given for supporting and liaising. **RESOLVED – it was resolved to agree that they represent the Parish Council** (proposed Cllr Gribby, seconded Cllr Stanton, unanimous agreement).

12. Village Hall maintenance

- a) Fencing and gates – Cllr Bett was quoted £6329 for metal gates/fencing, and other quotes for works have been similar. Two offers of free wooden gates have been received. Caretaker has offered to do works free of charge (for wooden fencing / gates). After a discussion about whether or not gates were needed, it was established that they would be useful for safety for events at the Hall (especially when children attending). **RESOLVED – it was resolved to proceed with wooden gates and fencing (proposed Cllr Stanton, seconded Cllr J Parker).**
- b) Internal and external decoration – ideas were discussed including interior decoration and painting of the window that was refurbished last year. Cllr D Parker to research regulations for replacing / improving windows for listed buildings. It was agreed to review at the next meeting once an update on funding from Divisional Grant Fund has been received.
- c) Installation of dimmer switch – this will be reviewed once the update on grant funding has been received, however, would be beneficial for future events. **ACTION - Cllrs Gribby and Stanton to get quotes / research costs.**

13. Village Hall hire charges

A review of charges made by other halls included factors such as types of events, days and times of hire. It was proposed that hire charges be increased from April, with existing bookings keeping quoted rates. **RESOLVED – it was resolved (unanimously) that charges be increased to £10 per hour for residents and £15 per hour for non-residents.**

14. Parish Strategic Plan

Cllr Stanton gave an overview of how a strategic plan would look at strengths, Weaknesses, Opportunities and Threats (SWOT Analysis) to aid future planning and development. This would enable the Parish Council to help to protect / be guardians for the village. It would encourage a proactive rather than reactive approach in managing change. Something for future consideration.

15. Councillor Responsibilities

Cllr J Parker proposed that greater responsibility needed to be taken for making sure the village looked nice and was well maintained. The Parish Council doesn’t have to carry out all of the tasks but should oversee to ensure completion. Cllr Stanton agreed with mobilising residents, and acknowledged the need to be responsible for others doing what they say they will do. **ACTION - Cllr J Parker to draw up a new list to use to encourage volunteers to get involved, and everyone with their name against an item should report back at the next meeting (reminder will be sent).**

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16. Village Spring Clean

Ties in with item 15 – will be reviewed.

17. Planning Matters

Although no new planning applications have been received, Chestnut Lodge and Manor Farm sites remain a concern. The Development Plan has gone to the Inspectorate for consultation.

- a) *Chestnut Lodge* – concerns were raised about the new access points being made to the site, and how aspects appeared to suggest them being a more permanent feature than initially thought. NSDC have emailed the Parish Council in response to concerns raised by residents to confirm the permitted development status, and that the enforcement Team will monitor. Concerns were raised about how the process can allow, and potentially encourage, development which may not ordinarily be permitted in other circumstances. It was suggested that concerns be raised through the complaints process, and copying MP Robert Jenrick in. It was also suggested that a meeting could be requested with Cllr Neil Clarke who is the portfolio holder for Highways (the next level higher would be Ben Bradley). **RESOLVED – it was resolved that a letter of complaint be drafted and circulated to Parish Councillors, for submission to NSDC.**

18. Correspondence

- a) Best Kept Village Competition (NottsALC, CPRE, RCAN) – *details of competition (closing date 17/5) – nfa at this time.*
- b) Portrait of King – ordered and awaiting update on delivery.
- c) RCAN Networking event – 27/3 for those who manage halls - *nfa at this time*
- d) NSDC PSPO Consultation – deadline 14/4 – see item 5.
- e) NSDC Kerbside Glass Collection scheme – being rolled out during April.
- f) Waste Local Plan – proposals are under review – outcome to be communicated when finalised.

19. Date of the next Parish Council Meeting – 9th May 2023

Please note the evening will start with the Annual Parish Meeting at 7pm, and the Annual Parish Council and then Ordinary Parish Council Meeting will follow from this.

Meeting ended at 21.10

.....Chair

.....Date

Parish Clerk: Mrs Helen Cowlan Tel: 07905 787086

E-mail: parishclerk@barnbyinthewillows.com