

Minutes of the Meeting of Billingham Parish Council held at Billingham Methodist Chapel, Victoria Street on Monday 2 September 2024 at 7.00pm.



Present: Cllrs Catlett – Chair (AC), Liles (WL), Cassidy (TC), Miller (RM), Greetham (RG).

Parish Clerk: Helen Key (HK)

County Councillor Key (AK)

District Councillor Lawrence (SL)

1 member of the public present – pending co-option Ian Green

Minutes of the Council Meeting

1. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

Apologies were received from Cllr Cottrell.

It was proposed by TC, seconded by WL, and agreed unanimously that these be accepted.

Apologies were received from District Councillor Whittle via Cllr Lawrence.

2. To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary or other registerable interests in agenda items not previously recorded on members' Disclosable Pecuniary and Other Registerable Interests' declaration.

None Declared.

3. Co-option of Councillor

It was proposed by WL, seconded by TC, and agreed unanimously to co-opt Ian Green.

4. To receive reports from County & District Councillors.

District Cllr Lawrence had nothing new to report.

County Cllr Key reported that in July over 8,000 potholes had been repaired, along with repairs and resurface work to several smaller/fen roads in our area. This included, although not in Billingham, (Ha'penny) Halfpenny Toll Lane which has now been resurfaced after many years of neglect.

Cllr Key reported that a meeting of the Public, Protection and Communities Scrutiny committee of which he is the Chairman, was recently held. He explained that this committee reviews and scrutinises various services including Fire & Rescue, Road Safety, Domestic Abuse, Adult Education and many more.

5. To accept the notes from the Meeting of 12 August 2024 as minutes and a true record.

It was proposed by RM, seconded by WL, and agreed unanimously that they be accepted.

6. Matters arising and Clerk's reports.

The documentation for these had been circulated for review prior to the meeting.

During discussions the matter arose regarding the vandalism of a litter bin at the Village Hall. Following investigation, agreement for repayment of the cost of the damaged bin liner has been agreed.

7. Correspondence

Items forwarded: NALC Bulletins, LALC Bulletins, NKDC Chief Executive Letter, NKDC Climate action survey, Local Authority Income Generation Conference, LCC Local Nature Recovery Survey, Community Champion nominations safer together team, Countryside access Public Rights of Way grass cutting update. (Items forwarded prior to the meeting).

8. Finance

a. To approve payments made during August 2024 (list circulated to Cllrs prior to meeting).

It was proposed by TC, seconded by RM, and agreed unanimously to approve the payments.

9. Planning Applications.

Planning Applications (as detailed below and those received after publication of the agenda which require a decision before the next meeting).

24/0935/FUL Erection of 3 No Detached Bungalows 128 Walcott Road

The council had no comments on this application.

9a. Decision Notices

24/0575/HOUS Demolition of existing porch, part of boundary wall and erection of a single storey extension Bluebell Cottage Gravel Hill Drove Approved.

10. To report on risk assessment/safety checks. Report from Cllrs where applicable.

HK reported that it would be possible to remove the Zoetrope from the sold closed cemetery once a new location has been found.

HK reported that the noticeboard frame in the marketplace could possibly be reused if fitted with new cabinets. Cabinets and costings to be sourced.

11. LCC Highways updates.

No highways updates.

12. To approve the office lease. (Details forwarded by AC prior to the meeting).

It was proposed by AC, seconded by RM, and agreed unanimously to approve the lease.

13. To consider the removal of the iPad, Asus Laptop, and office iPhone mobile from the asset register.

It was proposed by RM, seconded by TC, and agreed unanimously to remove these items from the asset register.

14. Training

a) Approve attendance of the street cleaner on CPD H & S Course – cost £18.00 (inc VAT).

It was proposed by RM, seconded by WL, and agreed unanimously to approve the attendance of the training course and to approve the overtime payment of 2 hours to complete this training for the street cleaner.

b) Approve attendance on High-Speed Training Course on ladder safety for Cllrs Catlett, Cassidy, Miller and possibly Ian Green – cost £37.20 (inc VAT).

It was proposed by TC, seconded by WL, and agreed unanimously to approve the expenditure for the training course for Cllrs Catlett, Miller and Green.

15. To consider the office telephone contract. (Details forwarded prior to the meeting).

It was proposed by TC, seconded by RM, and agreed unanimously to agree to change the telephone contract.

The Clerk was asked to check the price which had been quoted, as it had been seen to be cheaper online with the same company XIn but full details were not provided, so this may not include the landline and set up fees etc.

16. Report from Councillors and any agenda items for the next meeting.

WL asked if a letter of Thanks could be sent to a previous councillor. AC will sort.

WL asked for the log on information for the October course. AC will supply.

RM updated that the Village Hall roof repairs are being discussed at their meeting 3 September 2024. A further update for the timescale for the use of the Grant Payment will then be available.

IG asked about the continuing parking issue in the High Street. The Clerk was asked to email Cllr Key for any updates on this matter.

A complaint regarding certain issues relating to the demolition of the property at 14 Walcott Road had been received. The Chair made the owners of the site aware of the complaint. The complaint, with additional Parish Council's comments, was forwarded to the planning department. It was believed that the complaint was also addressing issues directly with the planning department.

AC reported that the Tree Inspection had shown some essential and desirable work to be undertaken. The Clerk was asked to obtain at least 2 quotes for this work.

Meeting Closed at 7.55pm

Signed

Date

Appendix A

Financial Activity

Aug-24

01/08/2024	SCIS UK Ltd	IT Support Services	BACS	£144.00	LGA1972 S111
06/08/2024	Paul Riddel Skip Hire	Skip Hire	BACS	£300.00	OSA 1906
06/08/2024	Glendale	Grass Cutting	BACS	£209.13	LGA1972 S111
06/08/2024	M Rear Garden Services	July Grass Cutting	BACS	£720.00	LGA1972 S111
08/08/2024	Postage Stamps	Stamps	CASH	£8.80	LGA1972 S111
13/08/2024	A Catlett Travel Expense	Travel Exp Conference	BACS	£22.10	LGA1972 S111
13/08/2024	Methodist Church	Room Hire	BACS	£20.00	LGA1972 S111
19/08/2024	SCIS UK Ltd	IT Support Services	BACS	£12.60	LGA1972 S111
19/08/2024	SCIS UK Ltd	IT Support Services	BACS	£95.88	LGA1972 S111
19/08/2024	Street Cleaner First Aid Kit	First Aid Kit	BACS	£7.99	OSA 1906
19/08/2024	Street Cleaner Trolley Paint	Trolley Paint Market Place	BACS	£9.99	OSA 1906
20/08/2024	E on	Electricity	DD	£54.10	S137
27/08/2024	Ruth Catlett	Memorial Flowers	BACS	£44.00	S137
27/08/2024	NKDC 2021to22	Office Rent	BACS	£1,685.00	LGA1972 S111
28/08/2024	NKDC 2022to23	Office Rent	BACS	£1,685.00	LGA1972 S111
29/08/2024	Staff Costs	Salary Tax & NI	BACS	£2,411.56	LGA1972 S111
29/08/2024	NEST Pension	Pension	DD	£110.73	LGA1972 S111

Receipts

08/08/2024	R Arnold Funeral Services	Burial Fee		£400.00	
08/08/2024	M Christopher Prop Serv	Newsletter Advert		£65.00	
09/08/2024	Lloyds Bank Interest	Interest		£20.66	
12/08/2024	Picks Butchers News Ad	Newsletter Advert		£25.00	
21/08/2024	Peter Cross	Newsletter Advert		£38.00	
22/08/2024	Joe Carr Removals	Newsletter Advert		£65.00	
27/08/2024	Mrs B Hudson	Internment Fee		£280.00	

