

**Minutes of the Meeting of Billingham Parish Council held at
Billinghay Methodist Church, Victoria Street on Monday 2 June
2025 at 7.00pm.**



Present: Cllr Cottrell – Chair, Miller (RM) Greetham (RG) Vipond (AV) Ledger (JL)
Parish Clerk (HK)

Public Session

0 members of the public present

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 Councillor Catlett

Apologies were received from Councillor Liles

Apologies were received from Councillor Green

It was proposed by RM, seconded by JL, and agreed unanimously to accept these apologies.

Apologies were also received from County Councillor East and District Councillor Whittle.

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.

Councillor Miller declared his involvement with the Village Hall, referring to agenda item number 15, use of the S106 funds mentioned at the previous meeting.

3. To receive reports from County and District Councillor

None present.

4. To accept the notes from the annual meeting of 12 May 2025 as minutes and a true record.

It was proposed by JL, seconded by RG, and agreed unanimously that they be accepted.

5. Clerk's Report. (Details forwarded prior to the meeting).

Points that arose: -

The clerk thanked councillors Cottrell, Miller, and Green for their help in a recent matter, regarding the removal of an overhanging tree in the cemetery. Neighbouring trees are

being removed causing one to be left dangerously overhanging several gravestones. The clerk is continuing to liaise with the neighbour concerned.

6. Correspondence

Items forwarded: NALC bulletins, LALC bulletins, Springwell Energy Farm infrastructure planning, NK Parish & Town forum invite, NK Parish & Town newsletter.

No points arose.

7. Finance

a. To approve the payments made during May 2025 (list circulated to Cllrs prior to the meeting). See Appendix A

It was proposed by JL, seconded by AV, and agreed unanimously to approve the payments.

8. To receive and approve the Internal Auditors report. (Circulated to councillors 15 May 2025).

It was proposed by RM, seconded by SC, and agreed unanimously to accept this report.

a. To consider and approve the Annual Governance Statement 2024 -2025.

It was proposed by JL, seconded by AV, and agreed unanimously to approve the statement.

b. To consider and approve the Accounting Statement 2024 – 2025.

It was proposed by AV, seconded by RM, and agreed unanimously to approve the statement.

c. To consider and approve the Annual Governance and Accountability Return 2024 – 2025.

It was proposed by JL, seconded by AV, and agreed unanimously to approve the return.

d. To note and approve the publication of documents and exercise of public rights from Thursday 5 June 2025 – Wednesday 16 July 2025.

It was proposed by JL, seconded by AV, and agreed unanimously to approve these dates.

9. Planning Applications to consider as a Statutory Consultee (as detailed below and may include those received which required a decision before this meeting).

25/0256/FUL The Green Shed Amendment to reduce the dimensions and revise block plan No comments

25/0249/FUL The Bethel Chapel single storey rear extension, demolition of concrete shed, glass porch, brick lean to store & replace 2 timber windows. No comments.

It was proposed by JL, seconded by RM, and agreed unanimously to record No comments for these planning applications.

Planning Other:

25/0187/VARCON Land rear of 14 Walcott Road

Approved.

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

The clerk reported that Councillor Catlett had completed the repairs, weather treatment and repainting of the noticeboards. Thanks were asked to be given to Councillor Catlett.

The litter problem in the bus shelter on Walcott Road, continues and it had been previously suggested that a litter bin be purchased for this area. Councillor Catlett had mentioned that there is a litter bin in the cemetery that is unused and suggested that this be moved to the bus shelter. A base may need to be purchased for this.

It was proposed by SC, and seconded by JL, and agreed unanimously to purchase a base and move the litter bin.

11. To consider the purchase of large poppies for the village for the remembrance period 2025.

The purchase of large poppies was discussed and JL agreed to check for suitable locations to place the poppies and to assess the number that would be required. These details will be brought to the next meeting.

12. To review and approve the undernoted policy (policy forwarded by AC prior to the meeting).

PCD 015 Cemetery

The clerk shared information that had been brought to attention during a recent cemetery management course she and the chair had attended. These findings have been implemented into the cemetery policy.

After discussion it was proposed by RM, seconded by AV, and agreed unanimously that the policy review be approved.

13. To consider the quotations for the resurfacing of the cemetery roadway. (Details forwarded prior to the meeting).

After discussions it was decided to move this matter to the next agenda.

The clerk was asked to update the companies which had submitted quotes.

14. To consider the purchase of a wreath for VJ day (15 August 2025 80th Anniversary).

It was proposed by AV, seconded by RM, and agreed unanimously to purchase a wreath for VJ day to the value of £27.50 + VAT.

15. Reports from Councillors and any agenda items for the next meeting.

RM reported that the Village Hall committee had met and discussed the matter of the S106 funds available to the council and they had suggested ideas which could be considered, these included: one large piece of equipment which would be suitable for use by all ages, making this a whole family participation activity, several smaller pieces of equipment to provide something for each age group, or it had been previously proposed to build an extension to the hall to provide a social space for all ages with soft play, cinema screen, changing areas for stage performances etc. The clerk will check if this is an acceptable use of the S106 funds before costings are sourced.

JL reported that before becoming a councillor, she had written to the new mayor regarding transport issues faced by people living in rural areas like our own. A reply had been received stating that it was being considered to set up a committee to investigate rural transport. JL asked if we could gather evidence to support our need for transport improvement, e.g. bus routes do not match up, leaving residents having to travel to other areas to catch a bus to continue their journey etc. This evidence could be provided to the committee. A suggestion of a petition had been mentioned to JL as this must be acted upon. The clerk will check the council's position on this.

JL asked about the neighbourhood plan and how the plan reflects on how the village was then and how it is now.

JL asked if any updates had been received from the swimming pool committee, they had approached the council for support. The clerk will check with the District Councillor, who had become involved following our meeting for an update. If this information is not available, the clerk will contact the swimming pool committee to invite them to attend a meeting to update on any progress.

Meeting Closed at 8.10pm

Signed

Date

Appendix A

Financial Activity

May-25

PAYMENTS

Date	Payee		Amount	Authority
09/05/2025	Tesco	APM Refreshments	£16.04	LGA1972 S111
13/05/2025	Billinghay Methodist Church	Room Hire	£37.50	LGA1972 S111
13/05/2025	H Key	Travel Expense	£16.20	OSA1906
13/05/2025	R Catlett	Memorial Flowers	£17.00	S137
15/05/2025	Paul Riddel Skips	Skip Hire	£320.00	OSA1906

15/05/2025	KS Accounting	Year End Internal Audit	£150.00	LGA1972 S111
16/05/2025	E On	Market Place Electricity	£44.69	S137
19/05/2025	Lloyds	Bank Charges	£5.25	LGA1972 S111
20/05/2025	Pelican Trust	Newsletter Printing	£564.00	LGA1972 S142
20/05/2025	R Catlett	Memorial Flowers	£16.00	S137
20/05/2025	SCIS UK Ltd	IT Support	£6.13	LGA1972 S111
20/05/2025	SCIS UK Ltd	IT Support	£87.96	LGA1972 S111
22/05/2025	Wickes	Noticeboard Materials	£52.00	OSA1906
27/05/2025	MR Garden Services	May Grass Cutting	£832.00	OSA1906
29/05/2025	Salaries	Salary Tax & NI	£2,426.97	LGA1972 S111
29/05/2025	Nest	Pension Costs	£115.31	LGA1972 S111

INCOME

06/05/2025	Red Spice Takeaway	Newsletter Advert	£38.00	
09/05/2025	Lloyds	Bank Interest	£42.22	
13/05/2025	MR & H Rear	Newsletter Advert	£38.00	
22/05/2025	D Brewin	Newsletter Advert	£90.00	
22/05/2025	Walmarsh Ltd	Newsletter Advert	£38.00	
27/05/2025	CCLA	May Interest	£349.52	

