



Bilton Parish Council

Clerk: Mrs Patricia Lambert

Email: clerk@biltonparishcouncil.org Tel:014822811234

Minutes of a meeting of Bilton Parish Council held on Tuesday 13th August 2024 held in the Village Hall Bilton

Present:

Councillors: Carl Mallinson, Sally Griffin-Smart, Elizabeth Fairbank, Brian Gill, Lynsey Shuttleworth, Ann Etherington.

Ward Councillors: None

Members of the Public: None

Clerk: Patricia Lambert

Apologise: Lee Sims

Declarations of Interest: None

52/2025

Minutes of the previous Council Meeting 9th July 2024:

The minutes had been distributed and It was Resolved that the minutes, of the above meeting be approved by the Council and signed by Cllr Mallinson.

Before the Chairmans Report Cllr Gill thanked Cllr Fairbank for all the help she had given to the new clerk in getting office sorted and cleaned.

53/2025

Chairmans Report:

Cllr Mallinson also thanked Cllr Fairbank for all the time she had given, help to sort things out, he and the clerk had agreed that new hours would be Monday and Tuesday 10am till 2pm in the Parish Council office at Bilton the remaining hours would be worked at home.

54/2025

Clerks Report:

Clerk told the council that she had received a couple of questions from the external Auditors PKR regarding the 2023-2024, after contacting Internal Auditor for the information, the External Auditors have been sent information they required.

Clerk reported overhanging hedge in Lime Tree Lane to Highways and was awaiting a reply.

Action: Clerk to get an update for next meeting from Highways

55/2025

Planning:

Planning applications

Ref 24/01594/PLF- 5 Maulson Drive

Ref:24/01224/PLF- 1 Quilter Drive

Cllr Gill told the council that ERYC had refused planning for both applications, the objections were read out by Cllr Gill.

56/2025**Burial Ground:**

Someone has reported allotment holders using Burial Ground water tap for filling their watering cans up, need to email allotment committee reminding them that this is not allowed.

Cllr Fairbank told the council, at the bottom end where if floods, several trees have died and we really need to have a survey done to discover the cause of the flooding, so a solution can be found to stop it happening. Might be worth asking Living with water for any help or advice on survey.

Action: Clerk to email Allotment Committee and Cllr Wyke for any feedback

57/2025**Highways:**

The new bollard at Gangstead was discussed and it was agreed to restart the process of getting one

It was suggested the phone box at Gangstead be used to house a Defibrillator, if we could get ownership of phone box a grant could be applied for the Defibrillator

Action: Cllr Clayton to send clerk photos and details reference the location of bollard - Clerk to contact Highways

Action: Clerk to email Kingston Communications asking if phone box could be de commissioned, and would they be willing to donate to Parish Council.

58/2025**Flood Resilience:**

Clerk told the council that she had received pro forma from Radio Data Networks

She explained the two options available and the cost

After a discussion it was agreed to purchase the silver package for this year

Cllr Griffin Smart Proposed & Cllr Fairbank Seconded

Action: Clerk to contact Radio Data Networks to inform and arrange date for them to come and service

59/2025**Neighbourhood Watch:**

A copy of crime report was handed out to all Councillors

60/2025**Office Cleaner**

After a discussion it was decided to employ a cleaner to clean Parish Office and upstairs room once a month for 2 hours.

Cllr Clayton Proposed & Cllr Gill Seconded

61/2025**Sale of Mower**

Cllr Mallinson told council that he would do some research into what the mower was worth, and explained we really need to get it moved from where it was being stored Cllr Fairbank said it could be stored in her barn until it was sold

Action: Cllr Mallinson to contact Miles to arrange

62/2025

Finance Report:

Bank reconciliation: 31st June 2024

Business Current Account: £17,145.21

Business Money Maker: £10,300.47

It was agreed the bank reconciliation be approved and accepted by the council.

Payments to be approved:

Paid out of Meeting:

HMRC £717.69 (Mr S Dale PAYE)

Paid in Meeting

KCom £7198 (Telephone & Broadband)

One Point £5.40 + £52.85 (Website 2 Invoice)

Abzorb £13.36 (Mobile Phone June)

Abzorb £13.92 (Mobile Phone July)

Grasslands £990.00 (Cutting of Burial Ground)

Autella Payroll £66.43(Payroll Service 01/04/24-31/07/24)

SSE Energy £36.44 (Electric Gates)

Mrs P Lambert £860.86 (End of August Salary 69.5 Hours)

HMRC: £258.86 (End of August Clerks PAYE)

SRS £65.00 + £65.00 approved last month (Repairs to flower planter)

Scottish Water £18.19 (Burial Ground)

Radio Data Network £636.00 (Annual Silver Maintenance)

Ms E Fairbank £210.00 (New keys for Council)

All payments were agreed and approved by council

63/2025

Members of Public Participation:

None

64/2025

Any other Business:

Cllr Fairbank handed out keys to all councillors for office and notice boards all agreed to look after notice board near them.

Cllr Gill said work on office door would be done in next week or so

Date of Next Meeting:

13th August 2024

Meeting Closed: 8.30 pm