



Humberston Parish Council

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MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 2nd DECEMBER 2014 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. Stevenson, C. Hall, Baron, Dolby, Bailey, Rea, Coulam, W. Baron (after co-Option) and Armstrong (after co-option)

Apologies: None.

In Attendance: Cllrs Norton, Fenty and Harness, NELC

There were 4 members of the public present, two candidates to be considered for cooption onto the Council and 1 representative of planning matter.

14/107 Acceptance of Apologies

None received.

14/108 To receive update on casual vacancies from NELC and to Consider two candidates present to be considered for cooption onto the Council

Cllr. J. Baron declared prejudicial interest in one of the candidates due to family relationship and took no further part in discussion and left the room for the item with regard to proposed candidate Mrs. W. Baron.

Two candidates, Mrs. W. Baron and Mrs. J. Armstrong, both present. After short presentation from both candidates, both were proposed, seconded and unanimously elected onto the Council.

RESOLVED: That Mrs. W. Baron and Mrs. J. Armstrong both coopted onto the Council with immediate effect

14/109 Declarations of Interest – Code of Conduct 2012

DPI's already declared in allotment matters due to allotment tenancies by Cllrs. H Hall, Mrs. C. Hall and Baron and Cllr. Baron had declared prejudicial interest in 14/108.

14/110 To approve minutes of previous meeting

Minutes of previous meeting, as circulated, approved and signed by Chairman as true record.

Resolved: That minutes of the meeting be approved as true record

*Woodberry Lodge, 11 Nicholson Road,
Healing, North East Lincolnshire DN41 7RT*

14/111 Police Report (for information only)

No police presence. Written report received just prior to meeting and would be circulated to all members. and circulated to all members but no police presence.

Allotment BreakIns

Discussed and details given. Clerk asked to contact Keystone re fencing boundary to application site to assist with security.

RESOLVED: That Keystone be asked to erect fencing to secure development site

PUBLIC BREAK

Mr. Taylor from Community Hub group present. Spoke about possible partnership working and advised Library would be opening on 12th January. Agreed Mr. Taylor attend informal meeting with PC on next Committee night on Monday 15th December 2014.

14/112 Committee Meetings

To approve minutes of Committee meetings held as follows:

Planning Committee – 4th and 17th November 2014

and to endorse recommendations/actions from the Minutes

Resolved: That minutes be accepted as true record and actions endorsed

14/113 Highways/Footpaths/Traffic Issues

- a) To receive applications for position of litter picker and agree action

Now passed to Personnel Committee for its consideration and meeting scheduled for 15.12.14.

- b) To receive update from Clerk on highways matters

Flooding letter to Fitties Residents copied into PC for info.

Cllr. Stephenson advised poor state of Sinderson Road and Clerk to report to NELC and copy Ward Cllrs.

RESOLVED: That Clerk contact NELC re state of Sinderson Road

14/114 Correspondence

- a. Any correspondence received to date of meeting for consideration

None.

14/115 Future Dates

Next Parish Council Meeting – Tuesday 2nd December 2014

Christmas Office Closure – 24th December to 2nd January 2015 (inclusive)

14/116 Reports (for information only)

ERNLLCA District Meeting – 18.10.14

Cllr. Hall had attended and gave full report. Meeting had discussed Officer's responsibilities with regard to Parish Councils.

Town and Parish Liaison – 27.11.14

Four attendees from Humberston. Discussed concerns from New Waltham Cllr. With regard to monitoring officer and standards board schedules etc. Also Mr. Poucher re parking etc.

Remembrance Sunday – 9.11.14

Pleasant service and Chairman encouraged as many Cllrs. to attend to represent the Parish as possible.

Any other reports

None.

14/117 **Wendover Hall**

To receive update re improvements to Wendover Hall, agree use of funding from current budget and agree necessary action

Agreed to defer until budget meeting to then build in any projects.

To receive update re repairs to playground equipment and signing to Paddock and agree Necessary action

All now carried out an invoice submitted for payment at meeting. Signs to be ordered with regard to play equipment.

RESOLVED: That signs be ordered for play equipment age advice.

14/118 **Allotments/Cemetery Site**

- a) To consider allotment agreements for allotment tenancy year 2015/16 and agree final version of allotment agreement

Final version agreed and no recommendations from HAHA.

RESOLVED: That final version, as circulated, be adopted as 2015/16 allotment and be published for tenants from 01.02.15.

- b) To receive correspondence from individual currently on allotment waiting list and agree any action

Correspondence received and response already sent by Clerk pointing out correspondent was incorrect. Cllrs. agreed and Chairman reminded Cllrs. of history of the plot in question. Members proposed and unanimously agreed that the plot was not a full half/pensioners plot and that the current arrangement was suitable, appropriate and should be continued now as part of ongoing allotment tenancies.

RESOLVED: That the current temporary arrangements on allotment plot in question be maintained And made permanent for allotment year 15/16.

- c) To receive report from Clerk on allotment offers/allotment changes for 2015

Several vacancies now in existence and Clerk was following allotment waiting list with regard to offers being made of vacant plots. Any not taken/filled would be relisted in Feb 2015 after all allotment tenants had resigned and then would be assigned after that date.

- d) To receive report on cemetery shelter and agree necessary repairs

Agreed that repairs required and Clerk to seek quotations and agreed to build into next budget.

RESOLVED: That budget include work to repair and refurbish the cemetery shelter

14/119 Parish Council Matters

- a) Parish Council Newsletter – to receive any update and consider next edition

Cllr. Bailey gave update on progress for December issue, which was about to be distributed. Clerk given copy of December edition for invoices to be issued.

- b) To receive any update on Library issue and agree any further action

Agreed as exempt item at end of meeting.

- c) To receive update on village Christmas Tree

Tree to be erected and lights put on on Friday 5th December 2014.

- d) To consider Emergency Plan for Humberston and agree any necessary actions

Agreed that this should now be actioned and informal working party set up to progress. Informal working party of Cllrs. Rea (appointed Lead Cllr), J. Baron, W. Baron, Armstrong, C. Hall and Coulam. They would now meet in New Year and attempt to progress with documents downloaded from NELC.

RESOLVED: That informal Working Party be set up with members as above to progress project.

14/120 Finance

- a) Cheques for authorization as per attached list

Payments as per list circulated and then updated list circulated at meeting, be approved for payment for November 2014 and list signed off by Chairman.

RESOLVED: That all payments be authorized to be made by the Council

- b) To receive half year internal audit report and agree any action

Half year internal audit report carried out by Mrs. M. Stennett now received and circulated to all members. Vice-Chair, Cllr. Rea, had been in attendance for the internal audit and advised all members to try and attend in future if possible and confirmed that all proper procedures had been in place and the internal audit had been thoroughly and properly carried out.

Outcome of IA was that robust and appropriate procedures were in place and it had been noted that all members had full and open access to all PC information and were informed of all procedures in place. Only two minor points raised for action in report which Chairman had already acknowledged and actioned.

RESOLVED: That half year internal audit report be formally accepted with no further actions.

- c) To consider and agree donation to Poppy Appeal

Agreed donation of £50 plus the cost of the wreath.

RESOLVED: That cost of wreath be covered plus additional £50 donation.

d) To receive offer from Pavilion Shows re discount for Bygones event and agree action

RESOLVED: That £1,500 final settlement of invoice be made and £500 reduction therefore agreed upon.

e) To consider and agree date for Finance Committee meeting and agree date for final budget meeting to set budget and precept requirement for 2015/16.

RESOLVED: That budget meeting be held as full Council Finance Meeting with all members present As per previous year and not just finance committee. Meeting to be held on Monday 19th January 2015 with budget to be agreed and precept request to be made to NELC To be agreed.

14/119 Library item c/f

RESOLVED: exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential informationⁱ. Ward Cllrs. were given direct permission from members to remain as they had already shared information regarding this issue.

Library issue discussed and agreed that formal complaint be made to NELC and that Keystone Developments also be contacted to discuss.

RESOLVED: That a formal complaint be made to NELC over the consideration of the Humberston PC expression of interest for the Library and that Keystone developments be contacted to update and inform.

The Chairman closed the meeting at 8.50 pm.

ⁱ Under Part 1 of Schedule 12A of the LGA 1972 (as amended)

Signed:.....	Date
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