



Humberston Parish Council

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**MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL ON
TUESDAY 1st JULY 2014 AT 7.00 PM AT WENDOVER HALL, WENDOVER Paddock,
HUMBERSTON**

Present: Cllr. Hall (Chairman)
Cllrs. Stevenson, Coulam, Baron, Dolby, Bailey, Rea, Thomas and Hyde

Apologies: Cllr. Ravenscroft

In Attendance: Cllr. Harness, NELC

There were 5 members of the public present.

14/40 Election of Chairman

Cllr. Hall proposed and agreed as Chairman. Cllr. Hall signed declaration of acceptance of office. Council also formally received the resignation of former Chairman, Cllr. Ward and Vice-Chair, Cllr. Burton. Clerk had produced Casual Vacancy notices for both vacancies and notified NELC.

Resolved: That Cllr. Hall be elected as Chairman for year and that resignations of Cllrs. Ward and Burton be formally received and acknowledged by the Council

14/41 Acceptance of Apologies

Cllr. Ravenscroft due to holidays.

Resolved: That apologies for absence be accepted

14/42 Election of Vice-Chairman

Cllr. Rea unanimously proposed and agreed as Vice-Chairman for year.

Resolved: That Cllr. Rea serve as Vice-Chairman for the year

14/43 Declarations of Interest – Code of Conduct 2012

DPI's already declared in allotment matters due to allotment tenancies by Cllrs. Hyde, Ravenscroft, Hall and Baron.

14/44 To approve minutes of previous meeting

Minutes of previous meeting, as circulated, approved and signed by Chairman as true record. Clerk also asked if Council could approve minutes of May 2014 meeting as these had not been considered or approved at the June meeting of the Council under the appropriate item. This was also agreed.

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

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

14/45 Police Report (for information only)

Full written report received and noted.

14/46 Committee Meetings

To approve minutes of Committee meetings held as follows and appoint new Personnel Committee member

Agreed that new Vice-Chair be appointed to Personnel Committee as new Committee Chairman to replace former Cllr. Burton.

Resolved: That Cllr. Rea be appointed to replace former Cllr. Burton on Personnel Committee and to act as Committee Chairman

Planning Committee 3rd and 16th June 2014

Cemetery and Allotments Committee 16th June 2014

and to endorse recommendations/actions from the Minutes

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

14/47 Highways/Footpaths/Traffic Issues

a) To receive any update on verge/footway parking restrictions scheme

Leaflet had now been distributed. Several areas now contacting the Council with regard to possible exemptions of roads etc. Agreed to pass all on to NELC and ask for clarification on what action would be considered on exemptions etc.

Resolved: That all applications for exemptions be passed to NELC

b) To receive update from Clerk on highways matters

Complaints received re verge cutting via Cllrs. Wd Cllrs. to make enquiries of NELC to see if problem had occurred. Pot holes reported on Cemetery Lane and Clerk to action.

14/48 Correspondence

a) To receive correspondence from Chairman of HAHA and agree necessary action

Letter received from Mr. Bell and Clerk had already responded primarily to point out actual factual inaccuracies contained in correspondence. Members agreed that further correspondence be sent reiterating that advice and advising that Humberston PC is the landlord of the allotment site.

Resolved: That further response be sent to Mr. Bell reiterating advice already given
By Clerk

b) Any correspondence received to date of meeting for consideration

None.

14/49 Future Dates

Next Parish Council Meeting – Tuesday 5th August 2014

ERNLLCA District Meeting – July 2014

Finance Training – Wednesday 23rd July 2014 (full day – Barton) – no one able to attend.

Clerk's holidays/office closure – 30th June to 4th July 2014

14/50 Reports (for information only)

To receive report from Bygones Working Party on 2014 event

Meeting to be held on following evening and Chairman to invite Pavilion Shows to attend. Insurance and Temporary Event Notice to be applied for by Clerk.

NELC Mayor Making – Thursday 5th June 2014

No one had attended.

Town and Parish Liaison Meeting – June 2014

Not yet been held.

Any other reports

None.

Public Break

Resident asked about Stephen Crescent being exempt from parking restrictions scheme.

Resident from Haile Road discussing scheme and mistakenly thinking scheme had been in existence for some time. Chairman advised if resident was not happy with police enforcement or action against any form of parking obstruction then he should write directly to the Chief Constable as a resident.

14/51 Parish Council Matters

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

All now published. Invoices for adverts done and procedure adopted by Clerk and shared with members of Newsletter Committee.

- b) To receive draft of new finance regs from NALC and consider and agree any necessary actions to enable Humberston PC to adopt new model finance regs

Clerk had circulated and these to be c/f to August meeting to allow full consideration by each member. Clerk had also purchased from SLCC the new Practitioners Guide. Clerk to consider and study before bringing back information for consideration and circulation to all Cllrs.

Resolved: That new governance documents be considered and discussed by all Members and then necessary actions/resolutions be made at future meeting

- c) To consider issue of Christmas Tree and event for 2014 Christmas Season

Nothing to report as no ideas have been proposed. As at current time, Clerk will arrange tree purchase and delivery and erection by contractor and should any member wish to progress any event, they should report back to the PC at future meeting.

Resolved: At the present moment, until superceded by a further resolution, Clerk will Choose tree on behalf of Council and have contractor erect it as required with no event

14/52 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.

Resolved: That all payments as listed be approved for payment

- b) To consider upgrading/replacement of existing parish computer and agree action

Clerk had temporary repair carried out on existing computer to allow transfer of information etc.

Quotation had been obtained from Diamond Media of Grimsby who had carried out repair and built to order system, with guarantees on all individual components available for price of £359. Agreed that Clerk purchase. Stallingborough PC had agreed in principle to contribution and this would be considered if Humberston PC progressed the purchase.

Resolved: That new computer system be purchased for price of £359 maximum inc VAT from Diamond Media of Grimsby and that Stallingborough PC be informed of cost and Asked for suitable contribution for usage/part ownership of system

14/53 Exclusion of Press and Public

Resolved consider 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

14/54 To receive further update from Clerk on previous correspondence regarding allotment matter and agree any action

Clerk reported back on information she had been asked to obtain. This information confirmed the Council member who had discussed the original item with the allotment holder. No further action be taken as no further action necessary.

Resolved: That no further action is required on this matter

14/54 For members to receive governance training/information from Clerk as offered – Section 1 – Cemetery procedures and protocols – to receive training From Clerk on procedures and protocols for cemetery usage

Clerk had instigated programme of governance awareness for all members at end of each meeting – first section was cemetery procedures. Clerk went through all procedures for cemetery, reservations, confirmations, interments, pricing , invoicing, receipting and banking. Cllrs. agreed all paperwork and procedures were more than adequate for purpose of cemetery bookings.

Chairman closed the meeting at 8.26 pm.

ⁱ Under Part 1 of Schedule 12A of the LGA 1972 (as amended)
Close at 9.40 pm.