



Humberston Parish Council

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**MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL ON
TUESDAY 3RD JUNE 2014 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK,
HUMBERSTON**

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

Apologies: None

In Attendance: Cllr. Harness, NELC
PCSO

There were 3 members of the public present and families of prize winners for Humberston Front Cover Magazine Competition.

The meeting commenced with the presentation of prizes to the prizewinners for the competition to design a new front cover for the Humberston Magazine

14/27 **Acceptance of Apologies**
None.

14/28 **Declarations of Interest – Code of Conduct 2012**
DPI's already declared in allotment matters due to allotment tenancies by Cllrs. Hyde, Ravenscroft, Hall, Baron, Burton and Ward.

14/29 **To approve minutes of previous meeting**
The Chairman advised that he had an item to bring to the Council and advised that he and the Vice-Chair, Cllr. Burton, 'had attended the Great Coates Committee last night'. The Chairman asked the Council to consider having an independent internal audit and the Clerk advised him that the Council had already done so and he asked why he had not seen it. The Clerk advised that he had and that he himself had signed the Annual Return as a result of receiving the internal audit, the Council had accepted the accounts for fy 13-14 at the May 2014 meeting, at which he had been Chairman, and that all the information had been submitted to external audit already. The Chairman then asked the Council if any members had seen the Standing Orders of the Council – to which the majority of members said they had. The Clerk called for this item to be taken as exempt, with the Chairman refusing but Cllr. Hall proposed that this matter should be taken as an exempt item and it was proposed and agreed that it should be. No further mention of the minutes was made.

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

14/30 Police Report (for information only)

Full written and verbal report received.

14/31 Committee Meetings

To approve minutes of Committee meetings held as follows:

Planning Committee 7th and 19th May 2014

and to endorse recommendations/actions from the Minutes

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

Cllr. Hall brought attention to allotment committee report from Council's allotment site visit which had been published by the Chair of the Committee. Cllrs. Hall and Baron had taken part and were not in report – Cllr. Thomas advised she would amend.

14/32 Highways/Footpaths/Traffic Issues

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

Leaflet going out with Newsletter as agreed advising residents on scheme and implications.

b) To receive update from Clerk on highways matters

Letter received re tree on public walk way maintained by PC. Clerk to speak to usual contractor, Alexander Hubbard, to assess state of tree and carry out any necessary works.

Resolved: That Clerk contact tree contractor and ask for assessment and action any Works as necessary within usual budget

Also agreed that letter go to schools asking for considerate parking, especially with regard to not blocking residents' driveways.

Public Break

Resident from Haile Road, near the Spar Shop, with concerns about parking again.

FORAB now changed to Humberston Fitties Tenants Association.

Request for notice board outside of Community Room on Humberston Fitties.

Repairs on next agenda to Community Room.

14/33 Correspondence

a) To consider allotment newsletter item and agree any action

Cllr. Hall asked for item regarding comments made in the latest HAAHA Newsletter. Cllr. Hyde advised that it was just making a statement and perhaps could have been worded better. Agreed no action necessary.

b) Any correspondence received to date of meeting for consideration

Request received for memorial bench in cemetery, full cost to be borne by applicant and all necessary requirements would be met. Agreed.

Resolved: That memorial bench be approved on behalf of Meanwell family

14/34 Future Dates

Next Parish Council Meeting – Tuesday 1st July 2014

NELC Mayor Making – Thursday 5th June 2014 – no one attending.

Town and Parish Liaison Meeting – June 2014

ERNLLCA District Meeting – 17th July 2014 - Pauline may go

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

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14/35 Reports (for information only)

To receive report from Bygones Working Party on 2014 event

Cllr Hyde updated - next meeting 11th June 2014. Grimsby Telegraph to do preview article in event.

ERNLLCA Training – Wednesday 28th May 2014

Basic Chairmanship – Cllrs. Ward and Burton attended. Ascertained from the training quite categorically that things had to be done and put in place.

14/36 Parish Council Matters

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

Meeting held with printer re colour cover etc. Now being printed and will be distributed within next couple of weeks. Additional four and a half pages of adverts in this time. Vote of thanks from Cllr. Hyde to the Committee and agreed.

Resolved: That vote of thanks go to the Newsletter Committee for its work with publication

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

Nothing yet to report. Clerk seeking quote for new pot for tree and will report back.

c) To consider issue of refurbishment of works to Wendover Hall and Paddock ie resurfacing works to paths and refurbishment of toilet area

Clerk to obtain quotations over next couple of months and report back.

d) To consider issues of updating of website, consider costings and agree action

Now amended design and ‘view’ and members agreed much better. Administrator had advised very low rate of hits. Increased fee for maintenance had been submitted but Cllrs. agreed to monitor to make sure it was now being kept updated for at least a couple of months before considering any increase to admin. Fee.

Resolved: That website updating be monitored for at least two months

e) To receive notification of changes to protocols from ERNLLCA and agree action

Agreed that Personnel Committee should be subject to this and apply to ERNLLCA for this matter.

Resolved: That Personnel Committee Chairman be authorized to contact ERNLLCA

14/37 Finance

a) Cheques for authorization as per attached list

Clerk to send out a/cs for payment with Agenda, although Clerk advised there would almost certainly always be additional ones to be added to it for the actual meeting date. Clerk also advised Cllrs. that mandate would be updated but Cllrs. themselves had to be responsible for ensuring they took in their proof of ID to support this update as the Clerk could not do this on behalf of Cllrs.

Resolved: That Clerk update mandate but that Cllrs. had to be responsible for supporting This with proof of ID directly to the bank

b) To receive any update on insurance claim for monies lost in transit

Being processed by insurers.

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

Clerk advised new computer hard drive/tower now required. Monitor/keyboard etc. all still operational. Agreed to consult with other Parish Councils currently clerked by Humberston Clerk to see if they wish to contribute and then report back. Clerk to seek prices.

Resolved: That Clerk seek prices and also check on contributions from other Parishes and Report back.

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14/38 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

14/39 To receive correspondence regarding allotment matter and agree any action

To receive correspondence from allotment tenant regarding allotment site visit

And agree action

Clerk advised of correspondence from allotment holder as a result of a conversation with member of Council. No member would advise of any such conversation. Clerk to ascertain from correspondent which member of the Council had held the said conversation

Resolved: That Clerk obtain identity of member from the correspondent and report back

Correspondence received re state of allotment

Agreed that Clerk write to tenant, and explain complaints and seek reassurance that all is well and no assistance is required.

Resolved: That Clerk write to allotment holder

To receive formal complaint regarding a Council Member

Clerk advised that a formal complaint regarding a member had been received. Clerk advised that the Council, as a body, had no remit to deal with complaint regarding Councillor's behavior and so this would be passed onto the Standards Board and complainant advised of such.

Resolved: That no action can be taken by the Council itself

Chairman closed the meeting at 8.25 pm.

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

Close at 9.40 pm.