



Humberston Parish Council

Clerk to the Council – Kathy Peers Telephone (01472) 280290
e-mail 'kathy.parishcouncils@ntlworld.com'

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 2ND JUNE AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. C. Hall, J. Baron, Bailey, W. Baron, Armstrong, Coulam and Feldges (after cooption)

Apologies: Cllr. Stevenson

In Attendance: Cllr S. Harness, NELC

Mr. Steve Norton present plus 1 member of the press.

The Chairman started the meeting with the presentation of a Humberston Shield to former Ward Cllr. Steve Norton for services to Humberston Village.

The Chairman then held one minute's silence as a mark of respect to the late Cllr. Bernie Rea, who's funeral had been held that day and at which members of the Parish Council had been in attendance.

15/33 Acceptance of Apologies

Received from Cllr. Stevenson due to family illness – received and accepted.

Resolved: That apologies be received and accepted.

15/34 Declarations of Interest – Code of Conduct 2012

Declarations of DPI's already declared by Cllrs. H. Hall, C. Hall and J. Baron as allotment tenancy holders.

15/35 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

15/36 Cooption to fill casual vacancy

Mr. Thomas Feldges present and invited by the PC after showing an interest in cooption. Confirmed eligibility to stand and after giving short talk to members, unanimously coopted onto the Parish Council and signed declaration of acceptance of office.

Resolved: That Cllr. Thomas Feldges is coopted to fill one of the casual vacancies immediately
*Woodberry Lodge, 11 Nicholson Road,
Healing, North East Lincolnshire DN41 7RT*

15/37 Police Report (for information only)

No police presence but written report received and circulated. Clerk to contact new policing team members and ask for presence at future meeting.

15/38 Committee Meetings

To approve minutes of Committee meetings held as follows:

Planning Committee – 18th May 2015

and to endorse recommendations/actions from the Minutes

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

15/39 Highways/Footpaths/Traffic Issues

- a) To receive correspondence from resident re letter received re overgrown boundary and agree action

Letter received from unnamed resident in response to letter sent to address re overgrown hedge. No name or address on letter but mobile number given with invitation for the Clerk to ring to discuss. Letter was unpleasant and members agreed that no phone call should be made but that the Clerk write a response and send to the original address of the original letter.

Resolved: That letter be sent to correspondence via original address as above

- b) To receive update from Clerk on highways matters

Nothing.

15/40 Correspondence

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

Email received from resident re fly tipping and Clerk had responded, circulated to all and forwarded to NELC for action.

15/41 Future Dates

Next Parish Council Meeting – Tuesday 7th July 2015

Training Dates for 6 x members

Mayor Making – Thursday 11th June 2015

15/42 Reports (for information only)

None.

15/43 Wendover Hall

- a) To receive proposed plans for extension to Wendover Hall and agree action and to consider and agree appointment of technical work required for planning permission

Agreed to appoint contractors to carry out topographical survey at cost of £325 as advised by Mr. Nelson. Nothing else to report at present time.

- b) To receive update on playground works required/ongoing

Newby Leisure requested to make repairs and Clerk to monitor.

- c) To receive notification of cancellation of hiring

Sewing Group had found own premises and cancelled their hiring.

15/44 Allotments/Cemetery Site

- a) To receive update on allotment allocation

All now let and no vacancies currently.

- b) To receive tenders for cemetery maintenance contract, consider and agree any action

Clerk had not brought to meeting and so deferred to next meeting night on 15th June 2015. Clerk confirmed tenders received remained unopened.

Resolved: That grounds maintenance tenders be considered at next June meeting.

- c) To agree date for site visit for Committee

Agreed sole Council visit and no representatives, Monday 15th June at 10.00 am.

Resolved: That PC site visit take place on Monday 15th June for benefit of new Committee.

15/45 Parish Council Matters

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

Will be out shortly and three new distributors now appointed to team. Clerk and Cllr. Bailey to produce health and safety information and procedures and meet with new distributors on evening of 15th June prior to next meeting and pass on information.

Resolved: That 3 new distributors join the contracted distribution team to carry out the Distribution as per the allocation made by Newsletter Committee

- b. To consider any update on Emergency Plan and the Working Group and agree any actions

Cllr. Baron to start completion of master template.

Resolved: That master template be commenced

- c. To consider Quality Council scheme and agree any action

Council agreed that it should put itself forward and Clerk to further investigate and report back after holiday season.

Resolved: That the Council should apply for the scheme from September and Clerk to obtain Any further information necessary

- d. To receive update from Longhurst Housing re land transfer and commuted sum and agree any actions

This in principle now agreed and sum will come with commuted land and landowner has agreed that the contractor who submitted the quotation carry out the work as per the schedule and at the price agreed.

Clerk to source solicitor who could act on the PC’s behalf and the landowner would cover all the costs if reasonable.

Resolved: That the Clerk source a solicitor, obtain quotation and then pass the costings onto Landowners for consideration

- e. To receive information on website and website administrator and agree necessary actions

Administrator can no longer carry out the updating of the site and so no further administrative payments each month need to be made. Clerk has asked for administrator to visit office and enable Clerk to be able to manage the site. Clerk to report back when completed.

Resolved: That the Clerk manage the website with immediate effect when access is obtained And that no further administrative payments be made to Mr. Taylor.

- f. To receive governance/procedural documentation c/f from May meeting and agree adoption – Risk Management Strategy and Bad Debt Recovery Policy

Two documents outstanding from the governance review and both circulated to all members. Adopted as per models circulated.

Resolved: That the Parish Council formally adopts the risk management strategy as circulated and The bad debt recover policy as circulated, both with immediate effect

15/46 Finance

- a) Cheques for authorization as per attached list
Payments as per list circulated be approved for June 2015.

RESOLVED: That all payments be authorized to be made by the Council and list signed off by Chairman as authorised

The Chairman closed the meeting at 8.20 pm.

Signed:..... (Chairman)

Date approved: