

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 3rd NOVEMBER 2015 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. Mrs. C. Hall, T. Feldges, Mrs. S. Feldges, Bailey, Baron, Coulam, Stephenson
And Dobbs

Apologies: None

There were 3 members of the public present.

15/106 Acceptance of Apologies

None apart from NELC Ward Cllrs.

15/107 Declarations of Interest – Code of Conduct 2012

DPI's already declared in respect of allotments due to allotment tenancy by Cllrs. Hall, Baron and Mrs. C. Hall.

15/108 To approve minutes of previous meetings from October 2015

Minutes as circulated, approved with clarification that Cllrs. H and Mrs. C. Hall had only declared an interest in cooption of two candidates and not all three. Approved and signed by the Chairman.

RESOLVED: That minutes, as circulated, with clarified item, be accepted as true record of meeting

15/109 Cooption to fill casual vacancy and to receive resignation of member

To consider candidate(s) present for cooption to fill casual vacancy

Mr. Waite not able to be present and so deferred until December meeting.

To receive resignation of Cllr. J. Armstrong and agree action

Received and notified NELC.

15/110 Police Report (for information only)

Received and already circulated to all members. Clerk to contact to see if there could be attendance at next meeting and also if statistics for local crime were available.

RESOLVED: That members would like a visit at next or subsequent meeting and obtain statistics

15/111 Highways/Footpaths/Traffic Issues

- a. To consider issue of public car park and approach to NELC re local management and agree any necessary actions

Agreed that an approach be made to NELC and advise the PC would like to see limited waiting implemented either by NELC or the PC.

RESOLVED: That initial approach to NELC be made over future management of the car park

b. To receive update from Clerk on highways matters

Cllr. Stevenson had reported parking issues and update on verges had been received and it was hoped that plan would be able to be implemented by March 2016. Noted.

15/112 Correspondencea. To receive any correspondence to date of meeting

None received.

15/113 Future Dates

Next Parish Council Meeting – Tuesday 1st December 2015

Remembrance Sunday – Sunday 8th November 2015

Winter planning training – 2 sessions – Chair and Vice-Chair to attend

SLCC Workshop Day – 4th November, Brighouse/Leeds – Clerk to attend

PC Christmas Meal – Wednesday 16th December 2015

Third Part Training – November – Cllr. Mrs. Hall

ERNLLCA Finance Training Day, Barton – 26.11.15 – Clerk to attend.

15/114 Reports (for information only)

ERNLLCA District Meeting – Thursday 15.10.15

Cllr. Baron and Feldges attended. Low attendance and so nothing major discussed.

ERNLLCA Conference – Friday 23.10.15

Chair, Vice-Chair and Clerk had all attended. Workshops attended on communication/social media use, investments and Code of Conduct Training for South Bank Councils.

To receive any reports

None.

15/115 Wendover Hall and Paddocka) To receive update on planning application for extension to Wendover Hall and to receive information from Clerk on pricing and agree any necessary actions

At present waiting for submission of amended window designs from Mr. Nelson and decision from NELC. Noted.

15/116 Allotments/Cemetery Site

Cllrs. Hall, Baron and Mrs. C. Hall have DPI's on allotment matters and so left the room for this agenda item taking no part in discussion or decision making.

Cllr. Bailey (Chairman of Cemetery and Allotments Committee) took the Chair for this item as agreed by all present.

a) To receive update on painting works to Cemetery Shelter

Clerk would seek quotations for work and report back when three obtained.

Public Break

Two representatives from Haha present and had couple of questions regarding possible insurance cover etc. Also query on allotment tenancy names for particular plot.

b) To receive update on insurance issue and agree any action

Clerk advised that the PC had agreed already in principle that it thought it a good idea to take the insurance cover for each plot so that it would ensure cover for everyone and ease administration on this matter. PC would decide formally at December meeting.

RESOLVED: That final decision be made at December meeting on provision of insurance for plots

c) To consider previous resolution regarding any delegated powers for actioning issues from allotment inspections and agree actions

Clerk read out previous minute and it was apparent that there was dispute over whether the resolution had been temporary or permanent. Cllr. Bailey and Clerk advised they were happy NOT to have delegated powers for this function and it was agreed to carry the matter forward to the next available meeting on 16th November. Agreed also that a formal procedure/protocol for checking/monitoring of allotments should be adopted so that a written formal record be kept for each plot monitored and Clerk would draft and put to PC at meeting on 16th. This would assist with any further decision on any possible delegated powers to Cemetery and Allotments Committee.

RESOLVED: That formal protocol/procedure be adopted by the PC for allotment checking/ Monitoring, that no delegated powers were currently in force and that Clerk draft Procedure for following meeting for consideration

The Chairman and Clerk then reported on outstanding monitoring of tenancies and gave report on individual inspections they had carried out under previous delegated decision making power. Written report from the Clerk gave further details. No decisions had been taken and they had been held over to this meeting by the Chairman of the Committee and the Clerk. Findings on four allotments showed no work had been undertaken, or insufficient to show enough cultivation of the plot. Unanimously agreed that all four tenancies be rescinded with two weeks' notice.

RESOLVED: That four tenancies be rescinded as agreed from the Clerk's report and also that Monitoring of other identified plots continue.

15/117 Parish Council Matters

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

Cllr. Bailey advised that it would be published shortly in time for tree lighting event. Usual major distributor not available for this edition and so agreed that the three subsidiary distributors take over and cover the distribution and cost of £150 be divided between the three of them.

RESOLVED: That three subsidiary distributors carry out the December edition distribution on Behalf of the PC and the usual cost of £150 be divided between them. They also to Carry out their usual quarterly subsidiary distribution

b) To receive update from Longhurst Housing re land transfer and commuted sum and agree any actions

Clerk advised that a financial contribution of £40k had been confirmed by Mr. Patchitt and this was welcomed. Clerk also advised that new Leader funding might be possible for this project and she had already met with the named contact for the funding and it was agreed that the Clerk complete an expression of interest when available.

RESOLVED: That contribution from Longhurst be noted and acknowledged and that Clerk seek Further possible contribution via Leader funding

- c) To receive update on new website and agree any actions

Transfers all done and awaiting live publication. Noted.

- d) To discuss Christmas event including Christmas tree purchase and agree any necessary actions

Meetings held with Humberston Happening to proceed. Clerk had obtained raffle/gaming licence and had ordered 75 books of raffle tickets printed. Agreed that Chairman would confirm if more required and Clerk would reorder. All proceeding.

RESOLVED: Clerk to order raffle tickets as required

- e) To consider scheme for enforcement within the Parish and potential collaboration with neighbouring Parish Councils

Clerk gave some background history from other projects she had heard of. Agreed that New Waltham and Waltham PC's be approached with view to possible collaboration on enforcement at local level.

RESOLVED: That initial approach be made to Waltham and New Waltham Parish Councils regarding Possible local level enforcement

15/118 Finance

- a) Cheques for authorization as per attached list

Agreed as per list circulated.

RESOLVED: That payments all be authorized as per list circulated.

- b) To receive notification of date for internal half year audit

Internal Auditor had agreed date of Wednesday 25th November at 12.30 pm.

RESOLVED: That half year IA be held on Wednesday 25th November at 12.30 pm. Council members Would attend.

- c) To receive half year accounts and approve and agree any necessary actions

Pending due to late bank statement. Clerk to table at December meeting prior to internal audit.

RESOLVED: To be presented to December meeting.

Chairman closed the meeting at 9.02 pm.

Signed: Date:
