

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 6th OCTOBER 2015 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. Stevenson, C. Hall, Dobbs, Feldges, S. Feldges, Armstrong and Bailey

Apologies: None

In Attendance: Cllr. Harness (NELC)
Representatives from At Home Scheme

There were 5 members of the public present (including 3 candidates for cooption)

15/92 Acceptance of Apologies

Cllr. Baron due to holidays, received and accepted.

RESOLVED: That Apologies be accepted.

15/93 Declarations of Interest – Code of Conduct 2012

DPIs on record for Cllrs. Hall, C. Hall and Baron regarding allotment tenancies.

Cllrs. H and C. Hall declared a prejudicial interest in two candidates standing for cooption due to former allotment dealings.

15/94 To approve minutes of previous meetings from September 2015, including extraordinary Meeting held on 14.09.15

Approved as true record of the meetings and signed by the Chairman.

RESOLVED: That minutes be accepted as true record of the meetings

15/95 Cooption to fill casual vacancies

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

Mr Wilkinson, Mrs. Wilkinson and Mrs. Coulam

Cllrs. H and C. Hall had declared a prejudicial interest and left the room, making no representations, and did not take part in the proceedings for this item.

All candidates spoke for a brief period. Cllrs. proposed, seconded and unanimously voted for Mrs. Coulam who was coopted onto the Council with immediate effect.

There were no proposers for the other two candidates and so no further action took place.

RESOLVED: That Mrs. B. Coulam be coopted onto the Council with immediate effect

15/96 Police Report (for information only)

No police presence and no electronic report received. Clerk to chase.

15/97 To receive visit and short presentation from Friends at Home Scheme

Short presentation took place along with any questions. Agreed that short piece be put in following edition of Newsletter. Point of contact with Council members agreed and Cllrs. T. and S. Feldges agreed to act in this capacity.

RESOLVED: That continuing contact be maintained through Cllrs. T and S. Feldges

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

15/98 Highways/Footpaths/Traffic Issues

a. To receive further correspondence from NELC re bus stop works and agree any action
NELC had kept the PC in the loop with correspondence on this matter and it was ongoing. Noted.

b. To receive update and further correspondence on parking restriction proposals for Humberston

Traffic Regulation Order now processed and awaiting seal and adoption by NELC to allow scheme to proceed. Noted and Clerk to check on progress.

c. To receive update from Clerk on highways matters

All received had been circulated.

15/99 Correspondence

a. To receive correspondence re grave plot in cemetery and agree any actions

Clerk had received correspondence re member of the public concerned at reproduction of photographs of grave stones from Humberston Cemetery being replicated and published on websites. Cllr. Harness advised that he had similar experience and would report back. Clerk had taken advice from ERNLLCA and relayed this to meeting. Clerk to carry forward to future meeting after obtaining further information/instances/examples.

RESOLVED: To carry forward to future meeting

b. To receive any correspondence to date of meeting

Nothing further received.

15/100 Future Dates

Next Parish Council Meeting – Tuesday 3rd November, 2015

ERNLLCA Conference – 24th October, 2015 – Clerk and Cllrs. Hall and Baron to attend

ERNLLCA NE Lincs. District Committee Dates – 15th Oct. 2015

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

Office Closure – 26th to 30th October inclusive

15/101 Reports (for information only)

Training Dates – Part III – September 2015

Cllrs. Feldges and Baron had completed the three part course. Cllr. C. Hall had previously indicated she would not be present for Part III and presented the Council with cheque for reimbursement of the session. Cllrs. Bailey and Armstrong had not attended the Part III. Chairman reminded all members that it was Council policy that any training missed/not attended was repaid by the individual member and Clerk confirmed that this was Council policy.

Clerk advised that ERNLLCA was re-running the course in the run up to Christmas but venues were limited. Cllr. C. Hall asked that she attend the final Part III in Epworth and Clerk would confirm.

Town and Parish Liaison – 17th September 2015

Cllrs. Baron and Hall attended and paperwork in circulation bag. Main issue was footpath in Waltham, and sites for travellers.

No other reports.

Public Break

Parking raised on Tetney Road and general discussion over new proposed annexe and whether it might have equipment for use by the public.

15/102 Wendover Hall and Paddock

- a) To receive update on planning application for extension to Wendover Hall and to receive information from Clerk on pricing and agree any necessary actions

Objections had been raised and Clerk highlighted these to members. Planning Officer currently on leave and Mr. Nelson was awaiting return to discuss objections and agree any actions required. Noted. There was some information which it was agreed to take as exempt at the end of the meeting.

RESOLVED: That the item be discussed as exempt at the end of the meeting

- b) To receive update on cups and saucers purchase and skylight replacement and cleaning of painting and agree any necessary actions

Clerk had brought cups and saucers and delivered them to Hall. Skylight replacement had been ordered and sourcing a company for the cleaning of the painting in the Hall was ongoing. Noted.

15/103 Allotments/Cemetery Site

- a) To receive update on works to Cemetery Shelter

All building works now completed. Clerk to organize quotations for painting of exterior.

RESOLVED: That quotations for exterior painting be obtained

- b) To receive report from formal inspection held with HAAHA on 25.09.15

Report written by Clerk and circulated to all members. Any matters raised would be ongoing as per procedures agreed.

- c) To receive report from Clerk on allotment letters/actions agreed with Chairman under delegated power and agree any further actions

As above, report contained details of all letters sent out and Chairman and Clerk to carry out follow up visit and agree actions.

Clerk and Chairman advised on report and quotation from Alexander Hubbard on trees on Cemetery Road. Agreed £1,750 be accepted for the works to be carried out and Clerk to confirm and obtain date for works to be carried out.

RESOLVED: That Clerk and Chairman of Cemetery/Allotments Committee carry out follow up visit And agree actions under delegated powers and that quotation for tree works to Cemetery Road be accepted for £1,750 to be carried out by Alexander Hubbard Ltd.

15/104 Parish Council Matters

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

Cllr. Bailey reported that next edition would be published and delivered for third week in November.

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

Ongoing re land transfer on new development. Clerk had visited Solicitors to confirm PC's identity as required and would now await transfer papers and further details. Noted.

- c) To discuss proposals for renewal of website with alternative provider and set up costs and agree any actions

Clerk highlighted current difficulties with current service provider and recommended that alternative provider provide a dedicated, custom-made website. Clerk recommended a provider and cost would be £300 for initial set up and then £120 per annum hosting fee. Clerk had recommended examples of work from this contractor. Agreed.

RESOLVED: That Mariner Computers be contracted to provide custom-made website for the PC At cost of £300 plus VAT for start up and then £120+VAT per annum for hosting

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

Clerk would organize purchase of Christmas Tree and grounds maintenance contractor would put up. Clerk would liaise with NELC/McCanns over lighting for 4th December. Agreed that wife of former Cllr. Rea be approached and/or his family to switch on the lights and Chairman to organize. Informal meeting to be held with Humberston Happening to set a budget required and report back to the PC.

RESOLVED: That Clerk organize purchase of Christmas tree and lighting as agreed and that Chairman Approach chosen individuals re switch on and meeting to be held to progress event

- e) To receive report from Clerk on NELC Asset Management Transfer process and agree any necessary actions

Clerk had produced written report and Members agreed that this was an important exercise and that the Clerk continue to commit to the process where possible.

RESOLVED: That the Council, through the Clerk, be represented on the process for this issue

15/105 Finance

- a) Cheques for authorization as per attached list

Agreed that payments, as per list, be authorized.

RESOLVED: That all payments, as per list circulated, be approved.

- b) To agree half year internal audit for fy 15/16 and consider appointment of internal auditor for such and agree necessary action

Clerk recommended half year audit and members agreed. Members asked Clerk to approach Mrs. M. Stennett to act once again as its internal auditor for 15/16 and to conduct the mid/half-year audit.

RESOLVED: That the Council has a half/mid-year internal audit and that Mrs. M. Stennett be Appointed as the Council's internal auditor for the fy 15/16

- c) To receive external audit report from PKF Littlejohn, and agree completion of audit for fy 14/15 with any necessary actions

Annual Return now received back from external auditors, PKF Littlejohn. Only comment concerned ensuring that local council tax support grant was declared separately from the precept figures and this was noted. No actions required from the external auditors. Members agreed therefore the completion

of the audit process for fy 14/15.

RESOLVED: That the audit process for the fy 14/15 now be closed.

c/of 15/102 – Extension to Wendover Hall

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

The Clerk highlighted some objections raised from local residents/businesses on this application and it was agreed to contact NELC over possible changes to management of the public car park.

RESOLVED: That NELC be approached over the management of the public car park close to Wendover Hall

Chairman closed the meeting at 8.55 pm.

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

Signed:

Date: