

**MINUTES OF A MEETING OF THE GOVERNANCE REVIEW COMMITTEE OF HUMBERSTON PARISH COUNCIL HELD ON WEDNESDAY 22<sup>ND</sup> FEBRUARY AT 7.30 PM AT WENDOVER HALL, WENDOVER PADDOCK, WENDOVER LANE, HUMBERSTON**

**Present:** Cllr. Shreeve (Chairman)  
Cllrs. Fenty, Robinson, Bailey, Scoffin and Tuplin

**Apologies:** None

There were no others present.

**16/14GR Acceptance of Apologies**

None – all present.

**16/15GR Declaration of Interests**

None made.

**16/16GR To continue review of governance documents as agreed and agree any recommendations for consideration by full Council to include Cemetery procedures and management, Allotment procedures and management and Village Hall procedures and management**

Clerk had circulated brief update report for all members on progress and recommendations agreed so far.

Allotments - Discussion took place over recommended delegated powers for Allotment Committee, with Cllr. Robinson's proposal for the Allotment Committee to have full delegated powers discussed. All members were aware and had no issues with the formal adopted Protocol for Allotments which had been adopted by full Council previously. Chairman advised he had no reason not to support the proposal for full delegated powers to the Allotment Committee and that he was happy to endorse this recommendation to full Council. Cllr. Fenty expressed some reservations but all other members were in agreement with recommendations.

Continuing with allotments, Clerk explained process each year for setting rental rates one year in advance and also arrangements in place for collecting of allotment rents, issuing allotment tenancies and the operation of the allotment waiting list system. No concerns or issues were raised and it was agreed that these procedures would be part of the full delegated powers of the Allotment Committee if approved by full Council.

**RECOMMENDATION: That Allotment Committee be given full delegated powers**

Cemetery - Clerk then went through all procedures and management in place for the Cemetery and no concerns or issues were raised and no recommendations made for any changes.

**RECOMMENDATION: That Cemetery procedures remain unchanged**

Village Hall – Clerk went through all procedures for booking and management of payments for Hall use for both Halls and there were no issues or recommendations for any changes for these.

**RECOMMENDATION: That Village Hall booking and payment procedures remain unchanged**

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

Discussion took place over formation of Village Hall Committee and Clerk advised a former Property Committee had been in place. After discussion it was agreed that a small group would be useful to meet once a quarter and look at the wider issues of community involvement and use of the Halls and Paddock to encourage engagement with the wider community and its use of the facilities – this would include organizing events etc. Recommended that three members be on the Committee and that the Clerk produce a Terms of Reference and that the formation of such a Committee be on the May 2017 Council main agenda along with other Committees.

**RECOMMENDATION:            That Committee be formed to consider community engagement with  
  Regard to Hall/Paddock/general facilities use and be elected at May 2017  
  Council meeting**

**16/17GR        To consider further meeting and if not necessary, to agree final list of recommendations  
to be drawn up for presentation to full Council at March 2017 meeting if no other matters for review**

Agreed that there would appear to be no further issues to be reviewed and the Chairman stressed the need for good governance through all the Council’s activities.

Clerk to produce a full report with all the Committee’s recommendations to be submitted to March 2017 meeting for consideration for adoption.

**RESOLVED:    That full report go to main March 2017 Council meeting for consideration for adoption.**

Chairman closed the meeting at 8.10 pm.

Signed:.....

Date: .....