

Humberston Parish Council**MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 4th AUGUST 2015 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON**

Present: Cllr. Hall (Chairman)
Cllrs. Bailey, Baron, Armstrong, Feldges, Mrs. C. Hall and Stevenson (from 7.20pm)

Apologies: None

In Attendance: Cllrs. Fenty and Shreeve, NELC
PSCO, Humberside Police

There were 5 members of the public present.

15/61 Acceptance of Apologies

None received – all present.

15/62 Declarations of Interest – Code of Conduct 2012

DPI's declared by Cllrs. Baron, H. Hall and C. Hall in allotment matters due to allotment tenancies.

15/63 To approve minutes of previous meetings from July 2015

Minutes as circulated approved as true record of the meeting and signed by Chairman.

RESOLVED: That minutes be accepted as true record

15/64 To elect Vice Chairman of the Council

Cllr. Baron proposed, seconded and unanimously nominated as Vice-Chair.

RESOLVED: That Cllr. J. Baron serve as Vice-Chairman of the Council

15/65 To elect Chairman of Planning

Cllr. Mrs. C. Hall proposed, seconded and unanimously nominated as Chair of Planning. Cllr. H. Hall declared personal interest.

RESOLVED: That Cllr. Mrs. C. Hall serve as Chairman of Planning

15/66 To elect Personnel Committee member

Cllr. Baron now new Chairman of Personnel due to being Vice-Chair of Council and Cllr. Armstrong to serve as Vice-Chair of this Committee.

RESOLVED: Cllr. Baron in capacity as Vice-Chair of Council is Personnel Committee Chairman.

15/67 To consider casual vacancies and agree necessary action

Three potential candidates were in attendance to observe during meeting. If candidates wished to then be considered, Clerk would invite formally to stand for cooption at September meeting.

RESOLVED: That Clerk invite the three candidates to stand for cooption at September meeting

15/68 Police Report (for information only)

PCSO present and Police report received and already circulated but PCSO requested to read out for benefit of members of public.

Response from Inspector Pattison had been received advising that attendance at PC meetings was not priority and that issues could be sent through to local policing team if required.

15/69 Committee Meetings

Minutes of Committee meetings held as follows:

Planning Meetings – 7th and 20th July 2015

Cemetery and Allotment Meeting – 20th July 2015

Approved and endorsed recommendations/actions from the Minutes. Also agreed that delegated powers for Allotment issues be give jointly to Clerk and Chairman of Allotment/Cemetery Committee to follow up on reported tenancies where no compliance has taken place and tenancies would be rescinded. Decision to be delegated jointly where Committee meeting was not imminent to save waiting.

RESOLVED: That minutes be approved as true record of meeting and that where no action has been Taken on allotment tenancies where warnings have been given in writing, that power Of delegated decision on next action be given to Clerk and Chairman of Committee to Save time in waiting for subsequent committee meeting – this power to include the Rescinding of tenancies provided all necessary procedures have been followed up to That point.

15/70 Highways/Footpaths/Traffic Issues

- a. To receive update from Clerk on highways matters

Clerk advised that no response or acknowledgement had been received from Humberston Academy over issue and agreed that Clerk write to the school again, copying in Ward Cllrs. and advising Trees and Woodlands Officers at NELC of situation.

Cllr. Harness would find a contact name for issue of verge parking restrictions now that Mr. Poucher had left authority.

Strang Walk resurfacing needed quotations.

Cllr. Bailey was advised by residents of unsatisfactory grounds maintenance works and this was to be taken up by Ward Cllrs. on next scheduled ward visit.

15/71 Correspondence

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

None.

15/72 Future Dates

Next Parish Council Meeting – Tuesday 1st September 2015

Training Dates – Cllrs. still undertaking the three part training.

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

Town and Parish Liaison – September 2015

ERNLLCA NE Lincs. District Committee Dates – 15th Oct., 21st April 16 & 21st July 16

Office Closure – 24th to 28th August inclusive

15/73 Reports (for information only)

None.

15/74 **Wendover Hall and Paddock**

- a) To receive update on proposed plans for extension to Wendover Hall and submission to NELC for planning approval and agree necessary actions

Mr Nelson to now submit plans as approved by the Council.

RESOLVED: That the Council was happy for Mr. Nelson to proceed with formal submission of Application

- b) To receive quotation for repairs to cradle seat swing and agree actions

Quotation of £825 from Newby Leisure received for large mutli-person basket swing. Agreed to replace on this occasion and then monitor.

RESOLVED: That the cradle/basket swing be replaced at cost quoted by Newby Leisure.

15/75 **Allotments/Cemetery Site**

- a) To receive update on NCS Scheme for w/c 10.08.15

Clerk had visited HQ of scheme and given talks to all groups. Work schedule agreed for 10th August and written down for group. Agreed to supply mobile toilet at cemetery for group's use at cost of £120+ VAT for the five days.

RESOLVED: That work schedule commence and that portaloo be provided at cost of £120+VAT For use by scheme workers

- b) To agree colour and purchase of paint for inside of cemetery shelter for NCS scheme to carry out redecoration works

Agreed Farrow's Cream and Clerk to purchase paint.

RESOLVED: That inside of shelter be painted in Farrow's Cream.

- c) To agree small budget for NCS scheme as mentioned if required

Small budget of no more than £50 agreed if necessary.

RESOLVED: That budget of £50 be allocated if required by group.

- d) To receive quotations for works to cemetery shelter and agree necessary actions

Two written quotations received. Agreed to award work to Contractor B.

RESOLVED: That Contractor B be awarded refurbishment work to shelter at cost of £2,272.

- e) To receive response from HAHA re allotment site access gates and agree actions

Response received and agreed that, despite considerations of security raised by HAHA, that ALL tenants should have the code to the gates to enable them to access their allotments.

RESOLVED: That HAHA be asked to provide gate code to ALL allotment tenants

- f) To receive response from letters re ragwort and agree follow up visit and actions

Letter had been sent to ALL tenants. Clerk to visit again on 10th August and agree allotments with ragwort still remaining and Cllrs. Hall and Baron would then remove, having Clerk's permission to enter allotment gardens if necessary.

RESOLVED: Follow up inspection on Monday 10th August and allotments identified as containing Ragwort would then be entered by the PC and ragwort removed as required

Public Break

Resident present to make complaint about allotment plot and PC already aware of and dealing with this issue.

15/76 Parish Council Matters

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

At the moment only Cllrs. Bailey and Armstrong on Committee and this agreed by PC pending cooption of new members. September would see publication of next edition.

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

Due to decrease in member numbers, this deferred at present time.

RESOLVED: That this matter be deferred pending increase in member numbers

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

Clerk would inform of current stage with extension and ask for any further options.

RESOLVED: Clerk to contact Longhurst and bring up to date.

15/77 Finance

- a) Cheques for authorization as per attached list

Payments as per list circulated, approved for signing.

RESOLVED: That all payments be made as per listing

- b) To receive quarterly account reconciliation to June 2015 and approve

Clerk had circulated quarterly a/c reconciliation to end of June 2015, copy of cash book income and expenditure to end of June 2015 and verified bank statement at end of June 2015. Members checked all the information and formally approved the account reconciliation to be accepted.

RESOLVED: That the accounts to the end of the first quarter be approved, the account Reconciliation be signed and that accounts were all in order

- c) To receive notification from auditor on annual return information submitted and note response

Clerk advised that precept and local tax support grant from NELC had been submitted as one figure and external auditors wished for local tax support grant to be shown separately as 'other income' on annual return. Clerk had noted as understood and external auditors would be recommending no further action. This to be shown when Annual Return received back as external auditors indicated they would have to note it.

RESOLVED: That there be no further action on this point.

Chairman closed the meeting at 8.25 pm.

Signed:

Date: