

**MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 1<sup>ST</sup> DECEMBER 2015 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON**

**Present:** Cllr. Hall (Chairman)  
Cllrs. C. Hall, Baron, Bailey, T. Feldges, S. Feldges, Coulam and Waite (after cooption)

**Apologies:** Cllr. Stevenson

There were 6 members of the public present, including Mr. D. Nelson re planning matters and Mr. B. Waite as candidate for cooption.

**15/119 Acceptance of Apologies**

Apologies received from Cllr. Stevenson due to WI event – accepted.

**RESOLVED: That apologies be received and accepted**

**15/120 Declarations of Interest – Code of Conduct 2012**

DPI's already declared in respect of allotment matters due to allotment tenancies from Cllrs. H. Hall, C. Hall and J. Baron.

**15/121 To approve minutes of previous meetings from October 2015**

Minutes, as circulated, approved as a true record of the meetings and signed by the Chairman.

**RESOLVED: That minutes be approved as true record of the meetings.**

**15/122 Cooption to fill casual vacancy and to receive resignation of member  
To consider candidate(s) present for cooption**

Mr. Brian Waite present and agreed by majority vote to be coopted onto the Council.

**RESOLVED: That Mr. B. Waite be coopted to serve as a member of the Parish Council with Immediate effect**

**15/123 Police Report (for information only)**

Received prior to meeting and circulated. Chairman asked the Clerk to also read out. Noted.

**15/124 Highways/Footpaths/Traffic Issues**

- a. To receive update on Humberston Avenue Bus Stop/s from NELC

NELC had kept the PC up to date and this was noted.

- b. To receive update from Clerk on highways matters

Clerk brought emergency item to the table of replacement of street lighting to Postman's Walk. Agreed that quotation for £4,800 be accepted from NELC (plus any VAT) for replacement of all street lighting columns/upgrades to columns as per details submitted by NELC.

**RESOLVED: That street lighting works be carried out by NELC at cost of £4,800 plus VAT to PC street lighting on Postman's Walk.**

**15/125**      **Correspondence**

- a. To receive any correspondence to date of meeting

Correspondence received from Rural Broadband re roadshow in Spring and possible venues. Wendover car park would not have sufficiently wide access to accommodate. Proposed public car park in front of Church and use at half-term when no parking from schools.

**RESOLVED: That public car park be suggested at February half term and PC would support with Any advertising internally.**

**15/126**      **Future Dates**

Next Parish Council Meeting – Monday 14<sup>th</sup> December 2015 and Tuesday 5<sup>th</sup> January 2016

Tree Lighting and Carol Singing – Friday 4<sup>th</sup> December 2015

PC Christmas Meal – Wednesday 16<sup>th</sup> December 2015

**15/127**      **Reports (for information only)**

ERNLLCA Finance Training Day – 26.11.15 – Clerk to report

Clerk had attended. Two issues – one on VAT for sold adverts – Clerk to write to Revenue, declare and see what response is received. Revenue may not wish for declaration but Clerk to take Revenue's advice. Other matter was reclamation of VAT for large projects such as the WEndover project. At fruition of any such project, Clerk to take advise and report back to Council. Noted.

Town and Parish Liaison – 26.11.15 – Chair/Vice-Chair to report

Chair and Vice-Chair attended with Cllr. C. Hall. Electronic planning consultation, Lincs Inspire and footpath at Waltham all discussed. Plus Emergency Planning – Clerk to forward templates to Jan 16 meeting for discussion for action.

Winter Planning Volunteer Training – Chair/Vice-Chair to report

Chair and Vice-Chair had attended and would continue to liaise.

NELC COMA Meeting 0 19.11.15 – Clerk to report

Clerk had attended and writing of protocol for NELC continues to be considered and discussed.

ERNLLCA Third Part Training – Cllr. Mrs. Hall

Cllr. C. Hall had now completed.

To receive any reports

No other reports.

**15/128**      **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

Mr. Nelson had been requesting further information for 5 weeks since last meeting with NELC and information had only just been received prior to the meeting. Mr. Nelson would now work on amendments to plans.

**Public Break**

Resident present re issues of trees and the Academy. Clerk updated on last response and Ward Cllrs. updated on outcome of ward tour with Cofely. Ward Cllrs. offered to follow up and report back.

**15/129      Parish Council Matters**

a) Parish Council Newsletter – to receive any update and consider next edition  
Cllr. Bailey reported it had now been distributed and the young people who had distributed this last edition had done a very good job in getting it out. Noted.

b) To receive update on new website and agree any actions  
Now up and running and Clerk updating with archived material.

c) To discuss any final arrangements for Christmas event and agree any actions  
Chairman advised all now finalized and everyone looking forward to event.

**15/130      Allotments/Cemetery Site**

*Cllrs. H. Hall, C. Hall and J. Baron have DPI's on allotment matters and all left the room taking no part in this item at all. Cllr. Bailey took the Chair for this item.*

a) To receive update on painting works to Cemetery Shelter  
Clerk had not yet progressed and this would be c/f to new year. Noted.

b) To receive update on rescinded tenancies and allocation of plots to new tenants and agree any necessary actions  
No further correspondence or contact received from tenancies rescinded. Clerk would now proceed to offer vacant plots based on allotment waiting list.

c) To consider purchasing of Public Liability cover for allotment plots, receive confirmation figure for quotation and agree any necessary actions  
PC had already agreed in principal. Clerk to obtain final up to date figure for meeting on 14<sup>th</sup> December 2015 for final decision on purchase and any recharging out to tenants.

**RESOLVED:                      That final amount and decision to approve be made on 14.12.15**

d) To receive final copy of adopted protocol for allotment checking  
Clerk to circulate prior to meeting on 14<sup>th</sup> December for final approval.

e) To consider any amendments to the Allotment Agreement for 2016 and agree any necessary actions  
Members suggested some minor amendments and clarifications and Clerk to amend and present to meeting on 14<sup>th</sup> December 2015 for final approval.

**RESOLVED:                      That Clerk amend and decision to approve be made on 14.12.15**

f) To agree figures for proposed allotment rents/insurances etc. to go forward to Budget meeting

Clerk gave out current figures and members to agree any rate increases for 2017 at next meeting.

**RESOLVED:                      That decision for budget be made on 14.12.15**

**15/131      Finance**

a) Cheques for authorization as per attached list  
Payments as per schedule listed and circulated, approved for payment.

**RESOLVED:                      That payments be made as per list circulated.**

b) To consider contribution to Clerk's membership of SLCC for year 2016 and agree action  
Agreed contribution of £50 towards Clerk's membership of SLCC.

**RESOLVED: That the Parish Council contributes £50 towards the SLCC membership**

c) To receive notification of change of date for internal half year audit  
Half year audit would now be carried out on Wednesday 2<sup>nd</sup> December 2015 at 12.30. All members were welcome to attend.

**RESOLVED: Mid year internal audit to be carried out on Wednesday 2<sup>nd</sup> December 2015**

d) To receive half year accounts and approve and agree any necessary actions  
Half yearly/six monthly accounts and account reconciliation had been circulated to all members. These were formally received and approved and signed off as approved at the meeting.

**RESOLVED: That the half yearly accounts and account reconciliation be approved**

e) To agree date for budget meeting to set budget and precept for fy 16/17 and remind members on requirement to apply for dispensations from the Clerk for such meeting  
Agreed that budget meeting be held on Monday 18<sup>th</sup> January 2016. Clerk to circulate all information prior to meeting. Clerk reminded members that dispensations had been applied for during previous electoral term and members agreed that they would be apply for them prior to budget meeting.

**RESOLVED: That budget/precept setting would take place at meeting on Monday 18<sup>th</sup> January 2016 and that dispensations would be applied for by members**

Chairman closed the meeting at 8.35 pm.

Signed: .....

Date: .....