

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 5th JANUARY 2016 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

In Attendance: Cllr. Hall (Chairman)
Cllrs. Stevenson, Mrs. C. Hall, Baron, Coulam, Bailey, Dobbs, Mrs. S. Feldges, T. Feldges and Waite

Apologies: None, all present

There were 6 members of the public present including 2 representatives from Haha and 1 candidate for possible cooption.

15/132 Acceptance of Apologies

None from members. Received from 3 Ward Cllrs.

15/133 Declarations of Interest – Code of Conduct 2012

Chairman produced an email from Monitoring Officer at NELC regarding consideration of allotment tenancies as not qualifying as licence to occupy land under the 2012 DPI declaration/code of conduct. Chairman, Cllr. Mrs. Hall and Cllr. Baron declared therefore that they were withdrawing their DPI's on allotment matters with immediate effect.

Clerk advised that this information from the Monitoring Officer at NELC was in direct contravention to advice given by ERNLLCA on this matter. Members asked the Clerk to contact ERNLLCA as soon as possible and ask for further instruction/advice on the matter. In the meantime, the three members mentioned, maintained the withdrawal of their DPI's, declaring a personal interest in allotment matters only as allotment tenants.

15/134 To approve minutes of previous meetings from December 2015

Agreed that the minutes, as circulated, were a true record of all meetings from December.

RESOLVED: That minutes are a true record of the meetings and be signed by the Chairman

15/135 Police Report (for information only)

Received and circulated. Clerk to ask if attendance at occasional meetings would be possible.

RESOLVED: That police representatives be asked to attend occasionally

15/136 Highways/Footpaths/Traffic Issues

a. To receive update from Clerk on highways matters

Flytipping reported; request from Waltham PC regarding possible funding pot for CCTV cameras – agreed to register Humberston PC's interest initially; Waltham PC had responded re enforcement asking for further details – Clerk to pursue; Entrance to cemetery again discussed and Clerk to see about some measures for protecting verges along Cemetery Road and consider situation at entrance.

Cllr. Feldges brought up correspondence with resident regarding works to install a driveway/dropped kerb and subsequent correspondence with NELC – passed to Ward Cllrs. who would investigate and report back to Clerk; parking problems again on Fieldhouse Road – Clerk to pass to PCSO's as possible obstruction.

RESOLVED: That all above be passed to appropriate bodies for action as agreed

b. To receive response from NELC re public car park and agree any actions

Clerk advised acknowledged verbally and advised that complications were present in this matter which NELC was investigating. Clerk to chase in one month.

15/137 Correspondence

a. To receive any correspondence to date of meeting

All dealt with in Highways/Footpaths above.

15/138 Future Dates

Next Parish Council Meeting – Tuesday 2nd February 2016

Budget Meeting – Monday 18th January 2016

15/139 Reports (for information only)

NELC COMA Meeting – 16.12.15 – Clerk to report

Strategy/procedure now starting to be written and discussions around areas such as timescales, asset clarification etc. Continuing throughout February and then March.

To receive any reports

None.

15/140 Wendover Hall and Paddock

a) To receive report from Clerk on meeting held with NELC on 17th December 2015 and receive update on planning application for extension to Wendover Hall and to agree necessary actions

Planning permission still awaited but Clerk confident that all matters had now been agreed. Decision promised before the PC's budget meeting on 18th January 2016. Discussion took place over public consultation. Cllr. T. Feldges asked Clerk to supply all up to date information on the hall project for the budget meeting so that new Cllrs. could be brought up to date. Clerk advised that all members had seen all information on the project o date. Full discussions on project to be held at budget meeting on 18th January 2016 with build prices also to be discussed.

RESOLVED: That if planning permission granted by budget meeting, then budget meeting will Decide building contractor, funding and progress action for hall project

15/141 Parish Council Matters

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

Cllrs. Bailey and Coulam advised that they would no longer be continuing with Newsletter. Chairman asked for volunteers from the members but only Cllr. Waite expressed an interest. Members agreed that one member could not do the work alone and Cllr. Waite, as a new member, would need support and assistance. Clerk advised that since she did the finance side for the Newsletter anyway, that she was happy to take over the duties of editing etc. on a temporary basis until members could be sourced. Agreed to take to next meeting of Council in mid-January for consideration.

The Chairman and members thanked Cllrs. Bailey and Coulam for all their hard work at making the Newsletter the success that it is.

RESOLVED: That member volunteers for Newsletter editing/production be discussed at mid-January Meeting of the Council.

- b) To receive draft heritage information from NELC and consider proposals and agree comments

Circulated to all members, and proposals for sites within Humberston welcomed. Clerk to c/f to next meeting to allow consideration of any further additions to proposed listings.

RESOLVED: That members are happy with proposals by NELC and will consider any additions To propose also

15/142 Allotments/Cemetery Site

- a) To receive update on dates from Clerk for collection of allotment rents 2016 and agree any actions

Chairman initiated discussion on this matter now that he and Cllr. Mrs. Hall had withdrawn their DPI's and proposed that the Council agree to the previous arrangement of both members collecting the rents. The Clerk recommended that the arrangements made at a previous Council meeting, of the Clerk and a member of the Council, carry this out. Some discussion took place with members agreeing that Cllrs. H and Mrs. C. Hall collect the rents on dates convenient to themselves – agreed by majority vote.

RESOLVED: That Cllrs. H. and Mrs. C. Hall will collect the allotment rents on dates convenient to themselves and that those dates would then be advertised in the usual way

- b) To receive update on vacant plots/new tenants and agree any necessary actions

Clerk advised that there were some vacant plots but this matter would be held over until after allotment tenancy renewals so that 1st Feb would then give an indication of how many vacant plots there would be in total.

RESOLVED: To be auctioned after all tenancy renewals had taken place

- c) To receive update on insurance from 1st January 2016 and agree any actions

Now in place and this cost to be passed on as part of tenancy costs with new agreements from 1st February 2016 at cost of £2.05 as already agreed.

RESOLVED: Noted that insurance now in place as agreed

15/143 Finance

- a) Cheques for authorization as per attached list

All payments, as per schedule circulated, approved for payment.

RESOLVED: That all payments be made as per circulated schedule.

- b) To receive half year internal audit report and agree any necessary actions

Mid-year internal audit had been carried out by Mrs. M. Stennett. Received and noted with no outstanding actions to be carried out. Clerk to publish on website and already circulated to all members. Next internal audit would be at year end, ie after 31st March 2016.

Agreed now with new copier that charges to other Councils/public etc. would be 8p/copy.

RESOLVED: That the half year internal audit be received and approved and no further action taken. That the copier use charge for new copier would be 8 p/copy.

- c) To receive notification of local council tax support grant from NELC

Notified and c/f to budget meeting on 18.01.16.

d) To confirm date for budget/precept setting of Monday 18th January 2016

Date confirmed and Clerk would circulate all paperwork prior to meeting.

RESOLVED: Date of 18.01.16 confirmed for budget meeting

Chairman closed the meeting at 8.16 pm.

Signed:

Date: