

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 7th JUNE 2016 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. Mrs. C. Hall, Baron and Scoffin

Apologies: Cllrs. Waite, Stevenson, Bailey and Tuplin

In Attendance: Cllr. Shreeve, NELC

There were 16 members of the public and 1 member of the press present and also Cllr. M. Archer, Chairman, Waltham Parish Council.

16/31 Acceptance of Apologies

Received from Cllr. Waite and Cllr. Stevenson due to holidays, Cllr. Bailey due to family illness and Cllr. Tuplin due to work commitments.

RESOLVED: That apologies be received and accepted

16/32 Declarations of Interest – Code of Conduct 2012

DPI's on record as declared by Cllrs. H Hall, C. Hall and Baron in allotment matters due to holding of allotment tenancies. Noted.

16/33 To approve minutes of previous meetings from May 2016 inc any committee minutes

All minutes as circulated approved and signed by the Chairman.

RESOLVED: That all minutes as circulated are approve as true record of meetings held in May 2016

16/34 Police Report (for information only)

Written report received and circulated to all members.

To consider request for financial contribution to shed alarm scheme from local policing Team and agree any necessary actions

Agreed £500 donation to scheme. Clerk to contact LPT and organize cheque and also to ascertain how the alarms are allocated.

RESOLVED: That £500 contribution be made to provision of shed alarms for Humberston residents

To consider issue of security cameras and agree any necessary actions

Possible camera provision discussed and what type of cameras. Agreed to monitor with neighbouring villages having installed and discuss at future meeting.

RESOLVED: That the situation in neighbouring parishes be monitored where cameras have been Installed and future consideration be given at later date

16/35 Highways/Footpaths/Traffic Issues

- a. To receive update from Clerk on highways matters

Only minor matters to update and all placed in circulation bag, passed onto NELC or circulated electronically.

- b. To receive update on new scheme for parking restrictions on verges and footways and agree any necessary actions

Meeting had been held with NELC with Clerk, Chair and Vice-Chair present. Agreed that list specified by Clerk be sent through to NELC with notes where block applications had been made from majority of residents and where single applications had been received. Clerk to update residents via website on non enforcement of order at present moment.

RESOLVED: That Clerk send through requests received as agreed to NELC and update residents With latest news on scheme via Website

- c. To receive update on works to Cemetery Road re post installation

Ward Councillors had suggested a site visit to discuss line of posts where deviation had taken place due to electricity supply of adjacent resident. Clerk to organize upon return from holiday. In meantime, members satisfied with works and invoice settled.

RESOLVED: That works invoice be settled and Clerk to organize further site visit at future date

Public Break

Residents present to discuss parking restriction scheme and parking problems in St Thomas Close. To go on future agenda for parking restrictions on St Thomas Close.

Residents also present to discuss concerns over St Christophers Jubilee Playing Fields – Clerk to contact NELC to find out latest news.

Residents from Fitties present re problem of locking of car park gate – advised on Agenda for later in meeting and resident would be asked to speak at that time.

16/36 Correspondence

- a. To receive correspondence from resident with concerns at planned events at Gingerbread House and agree any necessary actions

Concerns received over future plans for pizza provision and later opening hours – Clerk to contact NELC and also ask for update on previous complaint.

RESOLVED: That Clerk contact NELC with complaint and also to ask for progress on previous Complaints made

- b. To receive any other correspondence to date of meeting for information only

None.

16/37 Future Dates

Next Parish Council Meeting – Tuesday 5th July 2016 – Clerk will be absent due to holidays and Cllr. Scoffin agreed to take minutes as required. Clerk to make arrangements for paperwork with Chairman and agenda will be published on Thursday 23rd June 2016.

Next Committee/Planning Meeting night – Monday 20th June 2016

ERNLLCA – Thursday 21st July 2016 - Cllr. Archer encouraged members to attend.

Town and Parish Liaison – Thursday 28th July 2016

Office Closure – 24th June to 8th July inclusive.

16/38 Reports (for information only)

To receive any reports – none received.

16/39 Wendover Hall and Paddock

- a) To receive confirmation from DCLG of increased borrowing approval and agree necessary actions

Extra borrowing now confirmed if was required and Clerk to contact PWLB for drawdown of funding as required.

RESOLVED: That it be noted that increased borrowing level now in place if required to be drawn Down by Clerk as building work progresses

- b) To receive report from Clerk on progress with new building project including receiving of report on financial overview, projected financial calculations and agree any necessary actions

Clerk advised that she had requested a meeting with NELC to discuss the two outstanding issues of roofing materials and guttering materials. Noted.

- c) To consider and agree hiring charges for new facility and agree any actions

Agreed that all rates be the same as currently for Wendover Hall.

RESOLVED: That hiring rates for the new facility be set at the same rate as currently for Wendover Hall when the new facility opens for business

16/40 Parish Council Matters

- a) To receive information from ERNLLCA/NALC/NELC and note for circulation

All already circulated.

- b) To receive further information on issue of Fitties car park gate and agree any necessary actions

Clerk advised that further information had now been received further to the item on previous month's agenda. The NW Group had declined the provision of a permanent sign and advised telephone contact numbers were well displayed. Clerk advised that information had been received from resident that car park gates were being closed at different times and not those advertised and also that contact numbers were not being displayed and also when contacted, those responsible for the gate management, were unhelpful to members of the public. Member of the Fitties present and was requested to speak on issue. Resident advised that the situation was becoming an issue and that vandalism was occurring as a result of people being locked in the car park and not being able to contact those responsible. Resident suggested that the provision for gate management be once again handed over to NELC who were present on the site each day and could facilitate this. Chairman advised that he felt NELC could not be responsible for this as they did not have the necessary manpower but the resident disputed this and advised they were on site at the necessary times each day. After further discussion it was agreed that the Clerk write to the group responsible, via Mr. Nixon, who was the named contact, and advise that a formal sign would be provided by the Parish Council with mobile/contact numbers to be provided which the Parish Council would ensure were clearly displayed and the situation would then be monitored. The Chairman advised he would monitor regularly but the Clerk advised that she would ask the local resident to monitor in detailed way and report back with findings. This was agreed.

RESOLVED: That the Parish Council contact Mr. Nixon on the Fitties and advise that times for The gate management must be adhered to, that a proper sign would be provided by The Parish Council, mobile/contact numbers should be provided for the Parish Council To display and resident to monitor and report back directly to the Clerk

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

In absence of Cllr. Bailey, Clerk advised that the latest edition was being printed for the following week and that Cllr. Bailey would then organize distribution. Clerk also advised that new members were required to assist with Newsletter as this latest edition was Cllr. Bailey's last one. Cllr. Scoffin volunteered to assist Clerk at first on temporary basis to see what was involved.

RESOLVED: That Cllr. Scoffin assist the Clerk with advertising in the Newsletter on a temporary Basis in the first instance

- d) To receive update on Christmas Event for 2016 and agree any necessary actions

Meeting will be on Wednesday 15th June and then update at July meeting. Noted.

- e) To appoint new members to Allotment Committee to ensure quorum

All remaining members of the Council without a DPI would be on allotment committee due to former members who had now left the Council.

RESOLVED: That Cllrs. Waite, Scoffin and Tuplin all be members of allotment Committee with immediate effect, joining existing members Cllrs. Bailey and Stevenson

16/41 Finance

- a) Cheques for authorization as per attached list

All payments as per list circulated, were authorized to be made and signed.

RESOLVED: That all payments as per list circulated be authorized to be made

- b) To receive confirmation from Clerk re VAT reclaim for fy 15-16

This had now been reclaimed from fy 15-16 and had been received back into the Parish Council's bank account. Noted.

- c) To receive report from Clerk on potential reclaiming of business rates for cemetery site and agree any necessary actions

Clerk advised on scheme to reclaim historic business rates and advised on previous success with Goodman Nash at other Parish Councils with standard 30% fee payable. Agreed that the Clerk pursue and that claim be made for historical ndr payments for Cemetery Site to be reclaimed if possible.

RESOLVED: That a claim be made through Goodman Nash, with appropriate fees to be paid, For possible historic claim for non domestic rate payments for cemetery site

- d) To agree completion of Annual Return and submission of all information to External Auditor

All members had copies of Annual Return paperwork. Chairman was authorized to sign figures completed by Clerk. Members then went through governance section and certified each answer with Chairman then signing remaining section. Clerk authorized to now submit for external audit.

RESOLVED: That the Annual Return is completed and signed by the Chairman, authorized by The full Council, and that the Clerk should now submit the Return, with all necessary Supporting information to the external auditors

e) To note display of notice for exercise of public rights of inspection to accounts

Already displayed and noted. Chairman advised he would add his own phone number to notice for the period when Clerk was absent due to holidays.

RESOLVED: That the Council notes that the notice for inspection rights of the public has been Displayed and the Chairman would update with telephone contact number whilst Clerk was on holiday

Chairman closed the meeting at 8.25 pm.

Signed:

Date: