

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 6th MARCH 2018 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. C. Hall, Baron, Robinson, Tuplin, Scoffin, Bailey, Watkins and Shreeve and Grayson (after cooption)

Apologies: Cllr. Stevenson and Fenty

In Attendance: Cllr. Harness, NELC Ward Cllr.

There were 2 members of the public present including candidate for cooption.

17/129 Acceptance of Apologies

Received from Cllr. Stevenson due to family illness and Cllr. Fenty due to NELC business.

RESOLVED: That apologies be received and accepted.

17/130 Declarations of Interest – Code of Conduct 2012

None made.

17/131 To approve minutes of previous meetings from February 2018:

Minutes of Main Council meeting from February and Planning Meetings x 2 from February approved as true record and signed by the Chairman.

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

And to endorse any recommendations from Committee Meetings if applicable

No Committee meetings applicable.

17/132 Cooption To fill Casual Vacancy

To consider candidate, Mr. Trevor Grayson, to fill casual vacancy and agree any necessary Actions

Mr. Trevor Grayson present and gave a short talk on why he wished to be considered for cooption.

Proposed, seconded and unanimous vote that Mr. Grayson fills the casual vacancy. Mr. Grayson signed a declaration of acceptance of office.

RESOLVED: That Mr. Grayson be coopted with immediate effect onto the Council to fill the Casual vacancy

17/133 Police Report (for information only)

Police Report and Community Day of Action – 15th March 2018

Police report received and circulated and apologies received from PCSO Burrows.

Cllr. Shreeve advised the Police had a special focus on Humberston and had Officers carrying out covert work which had resulted in a number of arrests.

Day of Action noted.

17/134 Highways/Footpaths/Traffic Issues

- a. To receive and consider NELC consultation on Public Rights of Way and agree any response

Circulated to all prior to meeting.

RESOLVED: Comment that PROW are all well used and all accessible and all well kept.

- b. To receive update from Clerk on highways matters

Ongoing delay in parking issue discussed and agreed to write to Chief Executive.

RESOLVED: That a letter be sent to the Chief Executive of NELC asking for action on the Ongoing delay in parking restrictions.

17/135 Correspondence

- a. To receive any correspondence to date of meeting

Information received from NELC re drainage issue on allotments – to be placed on main council agenda when costings have been received.

RESOLVED: That allotment drainage information be placed on main full Council agenda with Costings etc. when received.

17/136 Future Dates

Next Parish Council Meeting – Tuesday 3rd April 2018

Office Closure/Clerk's holidays – Monday 19th March to Friday 23rd March 2018 inclusive

And 30.03.18 to 02.04.18 Easter holiday office closure

Fashion Show – Friday 9th March 2018

Next Planning/Committee Night – Tuesday 20th March 2018 (register Clerk's absence due

To holidays) – if no applications received, Clerk to notify and meeting will not be called.

17/136 Reports (for information only)

ERNLLCA Data Registration Training – 21.02.18

Clerk had circulated a written report to all members and highlighted the requirements under the new legislation. Clerk would complete data audit and present to Council for April meeting to then agree next stage of action. Noted.

ERNLLCA Councillors' Financial Responsibilities Training – 28.02.18

Cancelled due to bad weather and new date awaited.

To receive any other reports

None.

17/137 Wendover Hall and Paddock

- a) To receive update on fire door frame repairs for information only

All now completed with repairs to frames also now completed. All emergency lighting had also now been put in place or refurbished as required.

- b) To receive quotations for schemes for repair to car park at WEndover and agree any necessary actions

Clerk had sourced advice and possible pricing on smaller patching project or larger project to relay large area of car park. Members agreed that large relay of area would be preferable and Clerk to obtain further quotations.

RESOLVED: That the preferred option is relay of large area of car park surface and that the Clerk Obtain quotations for works

17/138 Parish Council Matters

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

All in circulation bag.

- b) Parish Council Newsletter – to receive report on recent/next edition

Printed and now delivered.

- c) To receive update on removal of soil from Cemetery and to consider and agree proposals for removal of future excavated soil and agree any necessary actions

Members agreed that the best course of action for ongoing/future soil disposal is on a 'per grave' basis and the Clerk was asked to obtain a price for this from the Cemetery Contractors in the first instance.

RESOLVED: That excess soil from cemetery be disposed on on a 'per grave' basis and quotation be Sought from existing cemetery contractor for doing so

- d) To consider the provision of a defibrillator for the village and agree any necessary actions

Prices vary and this was ongoing action by the Clerk to obtain prices. Noted.

- e) To receive update on Fashion Show and agree any necessary actions

Cllr. Bailey reported that everything was in place for the event to be held on Friday 9th March 2018. Noted.

- f) To receive written report from Clerk on new responsibilities under the new General Data Protection Registration and to agree all necessary actions

This covered also in reports. Agreed that the PC writes to Paul Wyndley re the possibility of NELC acting as a Data Protection Officer.

RESOLVED: That NELC be requested to look at possibility/viability of NELC providing/acting as the Data Protection Officer for the Parish Councils

- g) To receive notice of renewal of small lottery licence with NELC for information

Now renewed and Clerk had the number. Noted.

- h) To consider acoustics within Wendover Paddock Hall and agree any necessary actions

A report had been submitted for consideration by Mr. Grayson (prior to him joining the Parish Council) to look at some acousting boarding to improve sound quality in new hall. Agreed to place on next Wendover Committee meeting.

RESOLVED: That the matter be discussed at next Wendover Committee.

17/139 Finance

- a) Cheques for authorization as per attached list

Agreed that all payments be made as per list circulated.

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

- b) To agree schedule for closing of financial year and commencement of new financial year, internal and external audit, PAYE closure for year and VAT reclaim and agree any necessary actions

Clerk advised on end of year procedures and this was noted for Clerk to action.

RESOLVED: That Clerk action all end of year procedures as usual

The Chairman closed the meeting at 8.05 pm.

Signed:

Date: