

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 7th MARCH 2017 AT 7.15 PM AT WENDOVER PADDOCK HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Hall (Chairman)
Cllrs. Tuplin, Bailey, Mrs. C. Hall, Baron, Shreeve, Fenty, Scoffin, Reynolds and Robinson

Apologies: Cllr. Stevenson

In Attendance: Cllr. Harness, Ward Cllrs., NELC

There were four members of the public present.

16/126 Acceptance of Apologies

Cllr. Stevenson – received due to illness.

RESOLVED: That apologies be received and accepted

16/127 Declarations of Interest – Code of Conduct 2012

DPI's standing on allotment matters from Cllrs. Hall, C. Hall and Baron.

Dispensations – annual dispensations to the three members with DPI's in allotment matters had been granted by full Council at the meeting in February 2017. Noted.

16/128 To approve minutes of previous meetings from February 2017 –

Main Council meeting 06.02.17/Planning Meeting 06.02.17/Planning Meeting 22.02.17/Governance Review Committee 22.02.17

Minutes of all meetings approved and signed by Chairman or Chairman of appropriate committee.

RESOLVED: That all minutes be approved and signed as true record of the meetings

And to consider adoption of recommendations from Governance Review Committee as specified in report and agree actions

Cllr. Shreeve as Chairman of Committee read out recommendations. Discussions and debate took place over granting of delegated powers to Allotment Committee. Proposal to grant delegated powers to Committee seconded and vote took place. Five members voted for the motion, and five against, leaving the Chairman to take the casting vote. Chairman voted against the motion.

All other recommendations were approved apart from adoption of Standing Orders as Chairman advised he had not been able to download them. This deferred to next meeting.

RESOLVED: That recommendations from Governance Review Committee be adopted apart from Adoption of new Standing Orders which were to be discussed at March meeting and That delegated powers not be granted to the allotment committee

16/129 Police Report (for information only)

Circulated electronically and noted.

16/130 Highways/Footpaths/Traffic Issues

- a. To receive update from Clerk on highways matters and agree any necessary actions

Clerk advised that she and Chairman had attended meeting with NELC regarding future grounds maintenance arrangements for the Parish areas and various issues were discussed including frequency of grass cutting etc.

Clerk also updated on issue of parking restriction scheme. NELC had published Traffic Regulation Order which had contained a mistake and therefore left the Order unenforceable. Order being rewritten and to be republished. NELC were giving it priority according to NELC Officer. Noted.

- b. To receive request from NELC for removal of recycling facilities at The Cloisters and agree comments for response

NELC had contacted the Clerk to ask if the Parish Council objected to the withdrawal of the recycling facilities at The Cloisters. NELC's figures showed a significant level of household recycling throughout Humberston without the need for these additional facilities and they had become untidy. Agreed.

RESOLVED: That the Parish Council has no objection to the withdrawal of the recycling facilities at The Cloisters site

16/131 Correspondence

- a. To receive letter from Chairman of HAHA re allotment issues and agree actions

Letter received from Chairman of HAHA, who was present, about comments made by a member over allotment issues. Chairman was reminded that it was he who had made the comments referred to but advised that they had been misconstrued. It was agreed that the Clerk send a response acknowledging the good working relationship which exists between the Parish Council and HAHA and trust that it will long continue.

RESOLVED: That letter be sent to HAHA Chairman as agreed

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

Correspondence received regarding hedge cutting on St Christophers Playing Field – Clerk to pass onto NELC who were responsible for carrying out the service. Noted.

All public left apart from Mr. Taylor from the Gingerbread House.

16/132 Future Dates

Next Parish Council Meeting – Tuesday 4th April 2017

Allotment Committee meeting – Friday 10th March 2017

Mayor's Charity Challenge – Saturday 29th April 2017 and agree necessary arrangements:

RESOLVED: Mayor to attend and bowl with bowling club given free use of the Hall for the day if Required. Chairman would liaise with Bowling Club to arrange

Summer Event – 23rd July 2017 and to consider and agree necessary arrangements
Including confirmation of budget for event

Mr Taylor was included as part of public part of meeting regarding this event.

Chairman advised that working group of himself and Cllrs. C.Hall, Baron and Reynolds had provisionally booked the Band for £250 and GHOPA activities for £165. Ward funding was advised from Ward Cllrs. of £450 which would then cover these activities. It was agreed by members that the working group go ahead and confirm the two bookings – with the costs to be covered by the Ward member funding.

Chairman confirmed that Humberston Happening did not now wish to be part of event so it would be solely organized and managed by the Parish Council.

The working group had approached Mr. Taylor from the Gingerbread House to see if they wished to take part and they confirmed they would be more than pleased to do so, initially by providing hog roast and other refreshments if required.

Mr. Taylor advised the Bouncy Castle would be provided and funded by the Gingerbread House also. It was resolved to proceed and confirm arrangements for the event. Working Group to meet again and all members welcome and bring back arrangements agreed to each Council meeting. Clerk asked to obtain an alcohol licence for the event which she advised she would do through the obtaining of a temporary event notice for the cost of £21. Raffle would also be held as usual with tickets sold in advance.

Clerk advised that the PC had set aside £1,000 for an event within its budget for fy 17/18. To be on next agenda for further arrangements to be confirmed.

RESOLVED: That the event take place on 23rd July 2017 and be organized solely by the Parish Council with the Gingerbread House providing additional services to be formally agreed And Working Group to meet again and report back to full Council.

Office Closure 20th to 24th March inclusive

16/133 Reports (for information only)

Ward Cllrs. Report

Cllr. Shreeve advised that £500 for carpet bowling club had been allocated from Ward Funding and that the ward funding would be operated differently for the coming financial year with only one single pot for all Wards. Noted.

Any other reports

Clerk and Chairman had reported under Highways item on meeting held with NELC.

16/134 Wendover Halls and Paddock

a) To receive update on new hirings etc. and agree any necessary actions

Two more new hirings had been confirmed and Hall continued to be very busy. Funding from Countryman as previously discussed had been confirmed and £300 had been allocated. Clerk would organize furniture for office/meeting room to be purchased with funding as previously agreed. Noted.

b) To receive update on quotations for window treatments for Wendover Paddock Hall and agree actions

Cllr. Tuplin left the meeting at this point.

Cllr. Bailey had obtained samples from company and members chose their preferred fabric sample. Cllr. Bailey to obtain quotation and pass to Clerk. To be c/f to next Agenda. Noted.

c) To consider request from Playgroup with regard to key access to Hall and agree necessary actions

Request received from Playschool to have own key to access Hall. Agreed that arrangement stay as is with Caretaker currently opening and closing for the sessions.

RESOLVED: That the current arrangement of the Caretaker opening and closing for the Playschool Remain and that Playschool is not given a key to the HALL

16/135 Parish Council Matters

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

All information circulated as received or placed in circulation box.

Members confirmed that all of them had now got their dedicated Parish Council email addressed up and running apart from Cllrs. Reynolds and Baron. Clerk advised that from the following day, only the official addresses would be used for Council correspondence. Noted.

- b) Parish Council Newsletter – to receive update on current edition for information

Chairman advised that Humberston Happening had complained that they had not been acknowledged in the latest magazine for their donated raffle prize – Cllr. Tuplin had apologized already for omitting it from the list and it would be included in next edition. Noted.

- c) To receive update on Parish Council email addresses for all members

Already discussed under (a).

- d) To consider and agree publication of Cemetery Maintenance Contract and invitations for quotations for works from June 2017

Agreed to publish invitation to quotation for grounds maintenance contract from June 2017 with no changes to schedule of works for coming year. Proposal for changing the way the maintenance was carried out had been discussed previously but it was agreed that this would take some further research and Clerk asked to work up a business plan over the coming year for consideration for next year's grounds maintenance operation.

RESOLVED: That the invitation to quote for grounds maintenance contract as circulated be Published and that Clerk work on future plan for maintenance for ongoing discussion By the Council for the year 2018/19.

16/136 Finance

- a) Cheques for authorization as per attached list

Payments as per list circulated, approved to be made.

RESOLVED: That payments be made as per list circulated.

- b) To consider request from Bowling Club for financial assistance for purchasing of equipment and agree any necessary actions

Agreed to make donation of £300 to Humberston Carpet Bowling Club which would then complete their fundraising and enable the Group to purchase the specialist lifting equipment it required.

RESOLVED: That £300 donation be made to Humberston Carpet Bowling Club

- c) To receive report on meeting with Wendover Preschool and consider hiring charges for session and agree any necessary actions

Clerk had held meeting with Preschool as new Manager now appointed. Budget had proposed increase in session fee to £40 but only subject to meeting and discussion with Preschool. Agreed that session fee be kept as current at cost of £35.00.

RESOLVED: That there be no increase in fee for Preschool session and that it remain at £35.00 per Session for the coming financial year 17/18.

d) To note year end procedures and receive report from Clerk on necessary actions

Clerk advised that year end procedures would commence after the 31st March which would include arranging second half of internal audit, PAYE closures for the year, VAT reclaim and then external audit, with all information presented fully to Council as usual. Noted.

The Chairman closed the meeting at 9.00 pm.

Signed:

Date: