

**MINUTES OF THE PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL HELD ON TUESDAY 6<sup>th</sup> SEPTEMBER 2016 AT 7.00 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON**

**Present:** Cllr. Baron (In the Chair)  
Cllrs. Stevenson, Fenty, Robinson, Scoffin, Tuplin and Bailey

**Apologies:** Cllrs. Hall, C. Hall and Shreeve

There were 6 members of the public present, including one being a candidate for cooption

Cllr. Baron, Vice-Chair, was appointed as Chairman for the meeting.

**RESOLVED: That Cllr. Baron serve as Chairman for the meetings whilst Chairman absent**

**16/53 Acceptance of Apologies**

Received and accepted from Cllr. H. and C. Hall due to holidays and Cllr. Shreeve due to NELC business.

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

**16/54 Declarations of Interest – Code of Conduct 2012**

DPI on allotment matters, due to allotment tenancy, standing declaration from Cllr. Baron.

**16/55 To approve minutes of previous meetings from August 2016**

All minutes as circulated approved as true record of meetings and signed by Chairman.

**RESOLVED: That all minutes of meetings in August be approved as true record of meeting**

**16/56 Police Report (for information only)**

Report received and circulated electronically to all members. Chairman read out for public. Members said they hoped figures would go down. Report noted.

**16/57 Cooption of Candidate to fill Casual Vacancy**

To consider one candidate present for cooption onto Humberston Parish Council and agree necessary actions

Mr Paul Harwood present and gave short presentation to members who then asked questions. Candidate was proposed and seconded and vote took place, with 3 members for, 3 members against and 1 abstaining. Chairman took casting vote against the proposal and candidate was unsuccessful.

**RESOLVED: That the candidate not be coopted onto the Parish Council.**

**Public Break**

Cooption mentioned by public and then all but two left the meeting.

**16/58 Highways/Footpaths/Traffic Issues**

- a. To receive update from Clerk on highways matters

Potholes on cemetery road to be progressed. Clerk had asked that sign at Church Lane end of Strang Walk be erected and other end was being deferred pending building works. Cllr. Stevenson asked for a second letter to go to the property on Swales Road re the overhanging hedge.

Path from Midfield Road through to the C of E school overgrown – Clerk to report to NE lincs.

Cllr. Fenty updated on Fieldhouse Road issue and it was agreed that the Parish Council write to Cllr. Watson, the Portfolio Holder to bring more pressure to bear.

**RESOLVED: That actions be progressed as agreed above.**

**16/59            Correspondence**

- a) To receive any other correspondence to date of meeting for information only

None received.

**16/60            Future Dates**

Next Parish Council Meeting – Tuesday 4<sup>th</sup> October 2016

and to consider and agree future meeting night – Clerk explained position on hirings for new build and availability for meetings etc. and it was agreed that Parish Meetings stay as per current schedule and usage of whichever Hall was available.

**RESOLVED: That meeting schedules stay as current and use whichever Hall was available**

Next Committee/Planning Night – Monday 19<sup>th</sup> September 2016 – AMT apologies

Governance Review Committee Meeting – Wednesday 21<sup>st</sup> September 2016 6.30 pm

ERNLLCA Annual Conference – Friday 18<sup>th</sup> November 2016 – Cllr. Bailey +Cllr. .Baron+ Clerk when

Booking forms were available to be completed agreed to attend

ERNLLCA AGM – Thursday 15<sup>th</sup> September 2016 – no one going.

NELC Mayors Civic Service – Sunday 18<sup>th</sup> September 2016 – no one going.

ERNLLCA Autumn Training Programme – Grievance and Personnel Issue Training – Cllr. Tuplin to attend on Tuesday 8<sup>th</sup> November 2016.

**RESOLVED: That those members agreed to be attending events as shown be booked in by the Clerk**

**16/61            Reports (for information only)**

ERNLLCA District Committee – 21.07.16

Cllrs. Hall, Scoffin and Baron attended and agenda was in circulation bag.

Town and Parish Liaison – 28.07.16

Cllrs. Hall and Baron attended and good meeting.

Any other reports

None.

**16/62            Wendover Hall and Paddock**

- a) To receive progress report on new build and agree any necessary actions including Agreement of necessary equipment purchases

Clerk updated on all current issues of Hall and members agreed that windows and soffits should be stained and not painted and this be reiterated to NELC. Cllrs. approved Clerk to action budget for equipment by purchasing lightweight tables x 8 and appropriate number of chairs – brown colour

*Woodberry Lodge, 11 Nicholson Road,  
Healing, North East Lincolnshire DN41 7RT*

agreed. Clerk to organize crockery for kitchen and kettle etc. and cupboard for reception area/office and then report back. Budget had been set and expenditure had to be within this. Clerk to draw down first instalment of loan funding and leave some in reserve if required. Opening date was hoped to be first week in October and Clerk would update again at meeting on 19<sup>th</sup> September.

Issue of naming for engraving into stone deferred to next meeting and also Clerk to report on flooring so that this could be organized at next meeting on 19<sup>th</sup> September. At that meeting, a date would also be chosen if appropriate for an official opening event.

**RESOLVED: That PC requests windows and soffits to be stained as previously agreed and this Be reiterated to NELC; that Clerk commence purchasing of equipment as agreed within Equipment budget and that remaining items deferred for decision on 19<sup>th</sup> September Meeting.**

To receive financial update on project and agree any necessary actions

Clerk to complete and circulate spreadsheet after equipment purchased and update meeting held with builder. Provision of services/utilities would come in over budget and this would be finalized and reported back.

**RESOLVED: That Clerk update financial information and circulate to all members**

**16/63 Parish Council Matters**

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

All in circulation bag and/or electronically circulated prior to meeting.

b) Parish Council Newsletter – to receive update on current edition and consider Next edition for Christmas 2016 and agree any actions

Out for delivery at the moment. Discussed advert for Gingerbread House and whether commercial footing or not. Propose that its sold at normal commercial rate and agreed.

**RESOLVED: That advert for Gingerbread House be sold only at usual commercial rate with Immediate effect**

c) To receive update on Christmas Event for 2016 and agree any necessary actions including agreement on number of raffle tickets to be printed

Deferred decision on raffle tickets until group meeting had been held on 30<sup>th</sup> and then members would report back and decision made at October meeting on how many tickets to be printed and how they would be sold.

**RESOLVED: That decision on raffle ticket numbers to be printed and how they will be sold be Deferred to PC October meeting pending discussion at group meeting in September.**

d) To receive update on sign for Fitties Car Park and agree any further actions

Clerk waiting for delivery of sign. Noted.

**16/64 Allotment Matters**

Cllr. Baron left the meeting for this item.

**Chairman for this bit – Cllr. Bailey**

a) To receive report from Allotment Committee on recent meeting and consider endorsement of recommendations from Committee

Report listing specific allotments, findings and recommendations for action circulated and agreed by all members for Clerk to action with any letters as appropriate following the protocol.

**RESOLVED: That actions recommended by Committee all be endorsed for action**

b) To agree date for presentation of Allotment Competition Trophy and Prizes

Presentation to be just before the meeting on Monday 19<sup>th</sup> September 2016 at 6.50 pm.

**RESOLVED: That presentation be held on Monday 19<sup>th</sup> September 2016 at 6.50 pm at Wendover**

c) To receive report on part of boundary of allotment site and agree any necessary actions

Boundary issue of far boundary on allotments with neighbouring property where fence is in poor state of repair. Agreed best option is to reinforce the hedge as the fencing is not the PC's nor its responsibility Clerk to ask grounds maintenance contractor for proposals and costs.

**RESOLVED: That the Clerk seek proposals and costings for reinforcing the hedge planting and report Back to the Council meeting**

d) To consider request for Cllr. Robinson to be coopted onto Allotment Committee and agree any necessary actions

Agreed that Cllr. Robinson be coopted onto the Allotment Committee.

**RESOLVED: That Cllr. Robinson be coopted onto the allotment committee**

#### **16/65 Finance**

a) Cheques for authorization as per attached list

Agreed that all payments be made as per list circulated.

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

b) To receive notice of new reduced prices for power for WEndover Hall supply

Clerk advised of new lower prices for gas and electricity obtained through review and broker at no cost to Council.

**RESOLVED: That Council accepts the new lower price deals for power supplies as specified**

c) To consider mid-year internal audit and agree any necessary actions

Agreed that half yearly internal audit be carried out and that Mrs. Stennett, the current internal auditor, be asked to do so. Clerk to arrange and Clerk reiterated that when arranged any member of the Council was welcome to attend whilst the audit was being carried out.

**RESOLVED: That the Council has a half year internal audit carried out by Mrs. M. Stennett**

d) To receive and consider insurance renewal from Came and Company and agree necessary actions

Agreed that insurance be renewed.

**RESOLVED: That insurance be renewed for the year with Came and Company as per quotation**

e) To consider request from Bowling Club at Wendover for financial assistance with lifting mechanism for bowling equipment and agree any actions

Defer to meeting on 19<sup>th</sup> September pending receipt of further information.

**RESOLVED: That matter be deferred to meeting on 19<sup>th</sup> September 2016.**

**16/66            To consider exclusion of press and public**

To consider exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information<sup>i</sup>

The following item was requested to be deferred by Cllr. Tuplin as Chair of the Personnel Committee until all members were present and this was agreed.

**RESOLVED:    That the Personnel report be deferred as agreed to future meeting.**

**16/67            To receive report from appraisals from Personnel Committee - Cllr. Tuplin**

Deferred as shown above.

Chairman closed the meeting at 8.50 pm.

Signed: .....

Date: .....

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