

**MINUTES OF A MEETING OF HUMBERSTON PARISH COUNCIL HELD ON MONDAY
14th DECEMBER AT 7.15 PM AT WENDOVER HALL, WENDOVER PADDOCK,
WENDOVER LANE, HUMBERSTON**

Present: Cllr. H. Hall (Chairman)
Cllrs. C. Hall, Dobbs, Bailey, Coulam, Stevenson, Baron and Waite

Apologies: Cllrs. T. and S. Feldges

There were 2 members of the public present.

15/24S Acceptance of Apologies

Received from Cllrs. T. and S. Feldges due to illness – accepted.

RESOLVED: That apologies be accepted.

15/25s Declaration of Interests

DPI's standing from Cllrs. H. Hall, C. Hall and J. Baron on allotment matters due to allotment tenancies.

15/26s Christmas Event

- a) To receive report on event and agree any necessary actions

Very well attended event and Chairman thanked all Councillors who had assisted with the event, members of Humberston Happening for jointly staging the event and all of the public who had attended. It was agreed to build into next year's budget, an amount for the purchase of a PA system and also to consider a Summer event.

RESOLVED: That budget be allocated for 16/17 for purchase of PA system

- b) To consider and agree charities for donations from any surplus revenue generated from Christmas event

Amount of £207.00 raised from the raffle which had already been agreed to be donated to charity. Agreed the Live at Home Charity which specifically supported Humberston residents receive the donation. Cllrs. Hall and Baron would attend their event on Wednesday 16th and make a presentation of the funds.

RESOLVED: That £207 raised from the raffle be donated to Live at Home Charity

15/27s To receive any update on new annexe for Wendover Hall and agree any necessary actions

Still ongoing and Clerk would report back when any news.

15/28s Cemetery and Allotments

Cllrs. H. Hall, C. Hall and J. Baron have declared DPI's and so left the meeting, taking no part in any discussions and Cllr. Bailey took the Chair.

- a) To agree formal allotment check protocol/procedure and adopt as agreed

Circulated and agreed to formally adopt as Council policy when checking/recording allotments for tidiness etc.

RESOLVED: That protocol for checking allotments be officially adopted with immediate Effect and that copy be placed on website and noted in the tenancy Agreements

/over...

- b) To receive final figure for insurance provision for individual allotment plots from 01.01.16 and agree advising all tenants and consider and agree actions on any passing on of cost of insurance provision

Agreed that Shield Insurance be taken at cost of £168.57 for year from 01.01.16. This to then be divided between plots and totals £2.05 per year per plot. This to be added to the allotment tenancy agreement and charged in addition to tenancy fees. This would be compulsory for all tenants.

RESOLVED: **That policy on behalf of all tenants be taken at cost of £168.57 from Shield Insurance for year and passed on as appropriate to tenants at cost. Also that annual membership of National Allotment Society be taken as Pre-requisite of insurance at cost of £66.00 for the year.**

- c) To agree final version of allotment tenancy for 2016 allotment year

Minor changes made. Final version agreed.

RESOLVED: **Tenancy as circulated be approved as official one for 2016/17.**

- d) To consider and agree any allotment tenancy rent increases for 2017 and agree any actions

Agreed that as from 2017 fee be increased by £3.00 to £38.00. This would be taken for approval to budget meeting in January 2016 and if approved would then be notified to tenants.

RESOLVED: **That tenancy rates be increased and that these be moved for approval at January 2016 budget meeting. Rates to be increased by £3.00 pro rata.**

- e) To agree letter for new tenancy agreements for 01.02.2016 and also information leaflet to be provided to all tenants

Agreed as circulated. Clerk to get information leaflet printed at cost of £33.00 for 100.

RESOLVED: **That letter be agreed for 2016 agreements and that information leaflet Be approved and printed by Print and Copy Centre for £33.00/100.**

- f) To receive update from Clerk on vacant plots and new tenants and agree any necessary actions

There were 4 full plots vacant and these were being offered out by Clerk according to the allotment waiting list. Clerk would update when plots taken. Noted.

15/29s **Finance**

This item was taken prior to 15/28s to allow full Council to be present.

- a) To authorize payments as per list circulated

Payments as per schedule all authorized

RESOLVED: **That payments be made as per scheduled circulated.**

Chairman closed the meeting at 8.00 pm.

Signed:

Date: