

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Tuesday 17th January, 2017 at the Village Hall, Worlabby.

Present: Cllr Barker, Cllr Bowles, Cllr Cave (Chair), Cllr Fletcher, Cllr Hayes, Cllr Jones, Cllr Speakman & Cllr Smithson.

Also Present: Cllr R Waltham, Cllr N Sherwood, 3 residents & Deb Hotson – Clerk to the Council.

Public Comment

Mr Thornton stated that the footpath from New Road towards Bonby was narrowing with the hedges and overgrowth along the path. Clerk has already reported and will chase this matter up.

Cllr Cave opened the meeting.

1701/01 Apologies for absence

All Cllrs present.

1701/02 Declaration of Interest

a. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

Cllrs Barker, Bowles, Speakman and Smithson declared a personal interest in agenda item 1701/06i. Clerk to send out the Register of Interest Change forms – once these have been completed the Clerk will forward to NLC for inclusion on the website.

b. To note dispensations given to any member of the council in respect of the agenda items listed below.

None outstanding.

1701/03 Minutes of Previous meeting

The Minutes of the Parish Council meeting held on 6th December, 2016 were approved and signed as a true and correct record.

1701/04 Clerk's Report

- a. Clerk has placed the 2 NHP's reports onto the website and has sent a thank you letter to Craig Nicholls from Tesco.
- b. Copies of CPRE/NALC NHP Guide obtained and passed to Cllr Jones.
- c. Clerk has been in touch with the Insurer with regard to safety checks. Agenda item.
- d. Cllr Smithson provided with the Council email details and instructions.
- e. ERNLLCA Conference presentation circulated.
- f. Clerk has asked for the 'New Road' sign to be moved to the middle of the grassed area outside Wold Cottages which would restrict the area to park enabling the bollards to be removed.
- g. Clerk has obtained the wooden posts from NLC and costs for the signage on the Pleasure Ground. Agenda item.
- h. Clerk has been in touch with Saxby Parish Clerk with regard to combining EMAS training for the new defib. Clerk to obtain further information and advertise in Worlabby and Elsham providing numbers to Saxby by the end of the month.

1701/05 Report from Ward Cllrs on NLC issues

Ward Cllrs arrived at 7.10pm. Cllr Waltham provided Cllrs with a copy of a 2017 Safer Neighbourhood calendar. Cllr Waltham provided a sample of the village signs and all Cllrs agreed its format. Cllr Waltham to inform Highways to prepare and these will be included in this financial year.

Worlabby Parish Council

Minutes of the Parish Council Meeting

Cllr N Sherwood stated that the Planning Committee meeting scheduled for 11/01 would only include 2 applications and a special meeting had been arranged for 18/01 to discuss the remaining applications.

Cllr Smithson asked if the work has started on the Ancholme Path to which Cllr Waltham informed the meeting that a meeting had been scheduled for next week. Cllr Smithson also asked what could be done with regard to mud on the road from farm vehicles to which she was informed to ring 101.

Cllr Cave asked for an update on the road surface and passing places on Wold Road that the Parish Council had previously requested. Cllr Waltham to raise the issue again and add to the Ward Cllrs priority list.

Cllr Cave congratulated Cllr Waltham on becoming Leader of NLC.

Cllr Hayes asked Ward Cllrs who responsibility it was with regard to overgrowing hedges on to the highway and the obscuring of street lights. The Clerk will report, copying in Ward Cllrs for the bungalow next to the school on Low Road.

Ward Cllrs left the meeting at 7.25pm.

1701/06

Delegate Reports

a. To receive a report regarding the website determining any actions required.

Discussion are to take place with regard to the Clerk being provided information on events on a monthly basis to put onto the Village Events section.

b. To receive a report regarding the Woodland Glade & Hollows determining any actions required.

The damaged bench in the Woodland Glade has been removed by Cllr Barker.

Cllr Jones has repaired a further 2 steps that were loose in the Hollows.

The pile of brash that is in the Woodland Glade will be burned down when the weather permits.

c. To receive an update on the Neighbourhood Plan, determining any further actions required.

Cllr Jones stated that once the Parish Council had committed to produce the plan the material produced would be what is used in the final plan and be more defined. More advice would be sought. NLC Dave Lofts stated the next steps would include public consultation and the engagement of a consultant and that the group should change its name to a Steering Group. The public consultation to date had been good but more formal consultation was now required.

A 'story so far' has been produced which highlights all the actions to date.

Funding costs will increase and Cllr Barker is currently looking at the government funding available, which is up to £9k.

The LVF fund proportionally split between the Low Villages equals £500 each.

Printing costs will be in the control of the Parish Council.

Brigg Town Council are just slightly ahead and Worlabby have been able to look at samples that they have already produced.

- To include a discussion about the expansion of the group.

Resolved – approval to expand the NHP to include more Cllrs and residents. Cllr Jones to advertise in the next Worlabby Views and Clerk to place onto the website.

1 resident left the meeting.

The Parish Council have already committed to distributing a household survey and this will be carried out over the next few months. This will be a further opportunity to ask for new members. A prize draw will be offered to encourage more responses.

The next NHP meeting will be held on 10/02 at 3pm.

NLC Dave Lofts at present is offering advice free of charge but this may change in the future.

d. To receive an update from the Worlabby Community Project Group (WCPG) determining any actions required.

Worlaby Parish Council

Minutes of the Parish Council Meeting

Cllr Speakman stated that the project has begun and Cllr Bowles added that it will be completed by mid-February.

The contractors – R Coleman and R O'Donnell were selected and orders confirmed by email as follows: -

CCTV – £4,199.38 – works to commence 23rd January.

Ground Works – £2,200 – works will commence 5th January.

Lighting - £3,194.60.

The total cost for the work is £9,593.98 which is the amount of the Awards for All funding obtained. The VAT will be paid for by the Parish Council and reclaimed in the normal way.

While on site Mr O'Donnell will be undertaking other work free of charge on the playing field site as detailed below.

- Replacement of broken post and rail fence at either side of the barrier.
- Removal of kerb triangle and move tree to corner of grass.
- Remove kerb trip hazard on both entrances to kiddies play area.
- Remove top gravel and concrete along old fence line by play area.
- Lay short section of concrete path from hall to play area.

There will be some disruption to car park spaces during the ground works and users will be informed in advance.

Clerk to write a letter of thanks to Mr O'Donnell once the work is complete.

Clerk was also asked to write to Mr A Empson for the installation of the barrier free of charge.

All Cllrs approved the above costings and there were no further comments.

- e. To receive an update on the criteria for the photographic competition and the next steps to move the project forward.

Cllr Cave to create a draft poster and circulate for approval.

- f. To receive an update on the refurbishment of the church clock determining actions required.

Cllr Barker has written to Father Owen to move the project forward and awaits his response.

- g. To determine actions required with regard to risk assessments and safety reports for play and public areas owned or managed by the Parish Council.

Resolved – the Parish Council will complete risk assessments as detailed below: -

- Playing Field – Cllr Smithson, to check weekly.
- Woodland Glade/Hollows – Cllr Jones, monthly checks.
- BT Kiosk, War Memorial, Flag Pole, Bus Stop, Pleasure Ground and play area – monthly checks with the exception of the play area which will require a weekly check.
- Fountain – Cllr Speakman, to be checked monthly.

Clerk to issue the check sheets which will be returned to the Parish Council at the monthly meetings.

- h. To determine actions required with regard to the church parking and access.

The areas have recently been cleared of low lying debris by Cllr Jones, Mr Thornton and Mr Lax. Cllr Jones and Mr Thornton were thanked for their work. Clerk to write and thank Mr Lax.

The concern with regard to the church access was the rutted, muddy right hand side of the Pleasure Ground with a suggestion to have this as pedestrian access only. Cllrs to look at the site and this will be discussed further at the next meeting.

- i. To receive an update for Worlaby Village Hall.

The Clerk was asked to split this section into Actions and Reports on the Playing Field and Actions and Reports from the VHC for all future meetings.

- To receive an update with regard to the installation of a trophy cabinet, determining actions required.

Worlaby Parish Council

Minutes of the Parish Council Meeting

Cllr Cave has looked at having a cabinet built at a cost of between £600-£800 which was deemed excessive for what was to be displayed. Cllr Cave has also made enquiries at Scunthorpe Museum who are reviewing the area later on in the year. Cllr Bowles stated that there was a small cabinet for sale at Lidl at a cost of £60. **Resolved** – Cllr Cave to review the cabinet and if appropriate to purchase. **Post meeting** – Cllr Cave has taken a look at the cabinet and deemed it unsuitable.

- To determine actions required with regard to the repair of the post and rail fencing at the playing field.
This is to be repaired as part of the ground works being undertaken by Mr O'Donnell.
- To consider the purchase of a salt bin for the village hall determining actions required.
The VHC have purchased the bin and it was noted that this has been useful already.
- To consider CCTV policies and procedures.
Clerk to circulate the procedures used by New Holland Parish Council. Cllr Bowles to review the Information Commissioners documentation and bring back to the next meeting.
- To determine actions required with regard to the Lease.
Item deferred.

Cllr Barker asked if the Clerk has chased Fountain Contractors about the cutting of the hedgerow to 4ft. This has been scheduled in for last year but the contractors had to get in touch with the farmer to gain access. The Clerk has logged the issue on Fountains portal and had to ring them to provide more information so they could trace the job. There has been some work carried out last year and a new post was erected within parish land – Clerk to ascertain who had done this and enquire about wayleaves.

Post meeting – Cllr Barker has met the contractor on site to discuss the issues.

1701/07

Accounts

- a. To approve the monthly accounts for payment. See financial report.
Resolved – approval of accounts for payment.
- b. To determine the budget and precept for 2017/18.
Resolved – the precept for 2017/18 was set at £14,000. The reserve to be set at £2k.

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| 10.01.17 | D Hotson | Salary | £257.40 |
| 10.01.17 | HMRC | Tax | £49.00 |
| 10.01.17 | Worlaby Village Hall | Rent – Dec – March. | £40.00 |
| 10.01.17 | Worlaby Village Hall | Neighbourhood Plan exp. | £20.00 |
| | | Total £ | £366.40 |

1701/08

Police Matters / NATs / Neighbourhood Watch (NHW)

To receive an update verbal / written report from Humberside Police / NATs and the NHW representative.

Cllr Fletcher stated that the next NATs meeting was scheduled for 14/02.

1701/09

Highways / Neighbourhood Services / NLC issues

- a. To determine actions required with regard to the signage for the Pleasure Ground.
Resolved - Cllr Barker and the Clerk to review the wording and purchase 3 signs as agreed not to exceed the sum of £200.
- b. To consider the purchase of a road mirror and post for the Top Road/Low Road junction and its location, determining actions required.

Worlaby Parish Council

Minutes of the Parish Council Meeting

Resolved – Clerk to contact Mr Vincent of 1 Top Road and ask if a mirror and post can be erected in his hedge. If in agreement post and mirror to be purchased.

- c. To determine actions required with regard to speeding vehicles entering the village from the east.

Clerk to contact NLC Roy Hindmarsh (copy in Cllr Cave) with regard to the further concerns raised on speeding traffic entering the village from the east and ask if there are any initiatives underway to deter this. Clerk to also inform the resident who has raised the concerns that Parish Council are aware of the speeding issues and that this is a regular topic at the Low Village Forum.

Clerk to circulate NLC stance on residents using hand held devices to deter speed vehicles. It was suggested that an agenda item for the next LVF should include the reduction of the speed limits through the villages. Cllr Fletcher to also raise at the next NATs.

- d. To notify the Clerk of any other issues to be taken up with NLC and to receive an update on any reported issues.

The Clerk was asked to inform NLC of shrubs and posts that have been erected on the highway on New Road.

1701/10 **Planning**

- a. To receive any decisions received from North Lincolnshire Council.

No decisions received.

- b. To clarify the response with regard to Worlaby House Farm as per the November meeting, determining any actions required.

Clerk to circulate the letter sent to Mr Truelove.

1701/11 **Correspondence for Discussion/Decision**

- a. To be notified of the Royal Garden Party nomination process determining actions required.

Item noted.

1701/12 **Minor Items**

- a. To take any points from members.

- Cllr Speakman stated that
- Clerk to email NLC with regard to the brown bins have not been collected today.

- b. Matters of correspondence for information which arrived after the agenda was posted.

- Government funding for Transparency Code update – Worlaby all up to date with funding available.
- Confirmation of NLC Tax Base for 17/18.
- General Licence to Kill obtained – valid until 31/12/17.
- Coach Charter to London. No members at Worlaby had put their names forward to attend.
- Great Spring Clean – 3rd – 5th March. Clerk to forward to the Green Team.

1701/13 **Agenda Items for the next meeting –**

- Village Hall hire charges.

1701/14 **To confirm the date and time of the next meeting as Monday 13th February, 2017 at 7pm.**

1701/15 **To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.**

Clerks Appraisal recommendations from the Personnel Committee.

Worlabby Parish Council

Minutes of the Parish Council Meeting

Resolved – The Parish Council accepted the recommendations of the Committee to increase the Clerks Salary scale from SCP25-SCP26 as per her contract. The minutes of the meeting to be issued in due course.

The meeting closed at 9.55pm.