

# Worlabby Parish Council

## Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Monday 13<sup>th</sup> February, 2017 at the Village Hall, Worlabby.

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

**Also Present:** Cllr R Waltham, 6 residents & Deb Hotson – Clerk to the Council.

### **Public Comment**

Richard Beeforth stated he had come to the meeting on a positive note to let the Parish Council know that it has been noted the changes that have been happening in the village hall and the playing fields and it is fab. Groups are working together, the Parish Council and the Village Hall Committee particularly and things are getting done.

The changes include the MUGA development, external storage facilities, barrier, lighting, CCTV, paths and car parking facilities and inside storage, lighting rig, decorating, PA system, coats, tables and equipment.

The community are feeling good and are all working together. The recent events – History, Victorian Market, Mayday event, NHP wine tasting event, regular events at the village hall equate to a fab community all working together. Richard stated that these comments are from lots of residents.

Cllr Cave thanked Mr Beeforth for attending and his comments.

Cllr Cave opened the meeting.

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### **1702/01 Apologies for absence**

Apologies for absence received from Cllr Speakman.

### **1702/02 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 & Smithson declared a personal interest in agenda item 1702/06h.

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

None outstanding.

### **1702/03 Minutes of Previous meeting**

The Minutes of the Parish Council and the Personnel Committee meetings held on 10<sup>th</sup> January, 2017 were approved and signed as a true and correct record.

### **1702/04 Clerk's Report**

- a. The defib is in situ at the Village Hall and all information has been provided to NLC for them to put on the maintenance list. Defib training posters erected and information provided to Saxby PC of those wanting to attend.
- b. Clerk has chased up the narrowing of the Low Road footpath to Bonby. Agenda item.
- c. Register of Interest form provided to all Cllrs.
- d. Clerk has written a letter of thanks to Mr A Empson for the installation of the barrier. Awaiting confirmation prior to sending a letter of thanks to Mr O'Donnell with regard to the ground works. Clerk to send a letter of thanks to Mr O'Donnell.
- e. Clerk has contacted Mr Vincent with regard to locating a safety mirror in his hedge – agenda item.
- f. Clerk has contacted NLC Roy Hindmarsh with regard to further concerns raised on speeding traffic through the village. Resident who had raised concerns has been provided NLC email address to assist in the monitoring of the area. NLC responded and correspondence circulated to full council.

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- g. Clerk has informed NLC of the shrubs and posts that have been erected on New Road. The resident has been asked to remove the items from the verge.

### 1702/05 Report from Ward Cllrs on NLC issues

To receive a report from the Ward Councillors on North Lincolnshire Council issues.

Cllr Waltham stated that budgets are currently being looked at including a 3% rise on Council Tax. This will generate additional revenue of £2m for Adult Care and Community Support Teams to allow people to get back into their own homes. The living wage will increase which will be better for carers.

Call Connect letter have been circulated around the village from NLC promoting the service and Cllr Waltham believed 150 trips have been arranged from the village.

Cllr Jones asked if there was a consultation process with regard to the service to input any ideas to which Cllr Waltham stated Helen Reek could be contacted at NLC.

The Ancholme Drainage Board has met and resolved the access issues to allow the Ancholme Path to continue on to the next stage.

Cllr Smithson asked if Cllr Waltham could ask someone from Street Sport to get in touch with regard to Youth Services.

Cllr Cave asked for an update on the passing places on the Wold Road and its surface.

Clerk to forward the email details to Cllr Waltham to follow up.

Cllr Waltham left the meeting at 8pm.

### 1702/06 Delegate Reports

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

Cllr Speakman has provided a schedule of events which has been placed on to the website.

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

Cllr Jones stated that the steps are wet and need clearing of leaves which he will undertake.

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

Cllr Jones went through the notes circulated prior to the meeting.

**Resolved** – send out the survey presented.

**Resolved** – poster and leaflet drop prior to the circulation of the surveys.

**Resolved** – prepaid envelope at a cost of £191.75 and survey production costs of £27.50. This can be reclaimed from the NHP funding via the LVF.

**Resolved** – consultation options to be investigated and Government funding to be applied for up to a value of £8k. NLC Dave Lofts to assist in the completion of the application.

Cllr Jones added that NLC are actively reviewing the Local Plan and the Parish Council should monitor for changes and consultations.

The next meeting is scheduled for 03/03.

7.30pm - a further residents arrived at the meeting.

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

Item deferred.

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

Cllr Barker is still waiting for a response from Father Owen.

- f. To receive the risk assessments and safety reports for play and public areas owned or managed by the Parish Council determining any actions required.

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<u>Location</u>	<u>Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr Cave	Monthly	13/02/17
War Memorial, Top Road	Cllr Cave	Monthly	13/02/17
Flag Pole, Main Street	Cllr Cave	Monthly	13/02/17
Bus Stop, Low Road	Cllr Cave	Monthly	13/02/17
Pleasure Ground & Play Area, Top Road	Cllr Cave	Weekly	13/02/17
Fountain	Cllr Speakman	Monthly	Not yet received
Recreation Ground	Cllr Smithson	Weekly	Not yet received
Woodland Glade & Hollows, The Hill	Cllr Jones	Monthly	14/02/17

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

It was agreed that the area looks a lot better since the undergrowth has been taken from the bottom of the trees.

It was suggested the area cleared under the trees allows more room to gravel and cars to turn and park. Item to be discussed further at the next meeting.

h. To receive an update report for Worlabby Village Hall.

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

Cllr Cave did not purchase the cabinet from Lidl as the quality was not too good. Item to be removed from the agenda.

- To consider CCTV policies and procedures.

The Clerk has provided a model document from ERNLLCA and Cllr Bowles has amended for the first draft. Cllr Bowles updated the Council stating that the CCTV was registered and signage with a QR code was erected which allowed a QR scanner to obtain details of its registration which was the Clerks details.

**Resolved** – purchase 2 further signs at a cost not to exceed £20.

**Resolved** – Cllr Bowles to undertake a bi-monthly maintenance check in the first year.

Cllr Bowles asked if the contractor that fitted the CCTV could have user access to live streaming to promote his work? This will be discussed further at the next meeting.

The recording cycle is 30 days' dependant on the use, as the more activated the more data used.

Clerk to contact ERNLLCA for clarification on the following points: -

- Model document – is this up to date?
- Is this document adequate or do the Council have to adopted the ICO recommendations?
- Should the Parish Council charge?
- Who has access to the data?
- To determine actions required with regard to the Lease.  
Meeting to be arranged between the VHC and the Parish Council to discuss in depth.  
7.45pm Cllr Waltham joined the meeting. Information detailed in item 1702/05.
- Village Hall hire charges.  
Cllr Hayes asked for an explanation on why the Parish Council was charged to use their own building to which it was stated that when the Parish Council did not pay this was due to a large donation being provided each year towards the maintenance costs.  
Cllr Cave stated that although this donation was not provided funds were still be spent on the village hall.  
Cllr Bowles added that the hall is funded by user's charges.

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Cllr Barker stated that if the Parish Council did not like this they should find somewhere else to hold their meetings. This was not taken by some members in jest as it was intended as Cllr Barker stated.

This can be debated further at the extra meeting to discuss the Lease.

i. To receive an update on activities related to the playing field.

- To receive an update on the ground works undertaken as part of the A4A grant determining any further actions required.

All Groundworks have been completed, Clerk to send thank you note to Mr O'Donnell. The invoice could be paid for this but the Clerk had been asked not to pay the electrical invoice until some issues had been resolved.

- To determine actions required with regard to the repair of the post and rail fencing at the playing field.

Cllr Bowles to arrange the repair of the fencing adjacent to the gate and on the boundary with NL Homes for a sum not to exceed £250.

Clerk asked that provisions were made to allow access to the notice board as the new fencing that has been erected was at an angle which did not allow ease of access to the notice board. A paving slab under the notice board would suffice.

- To consider the reduction of the perimeter hedge of the playing field determining actions required.

Fountain Contractors had approached the Parish Council on behalf of Northern Powergrid with regard to cutting back the back-boundary hedge away from the power lines. It was agreed that some form of hedging was required to form a shield from the wind and that the current hedge was too big and blocking light onto the new MUGA.

Cllr Barker to find out how much hedge they would remove – all or just enough to be below the lines.

Clerk to find out if the Woodland Trust tree packs are still available.

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

- To determine actions required with regard to phase 2 of the playing field upgrade.

It was agreed to leave for 6 months to allow a year's usage of the new MUGA.

Phase 2 had been outlined and some work has been done on equipment and costs.

k. To receive the minutes from the LVF determining any actions required.

No actions required.

### 1702/07 Accounts

- a. To consider the renewal of the CPRE membership fee for 2017/18.

**Resolved** – approval to renew the membership for 2017/18.

- b. To approve the monthly accounts for payment. See financial report.

**Resolved** – approval of monthly accounts for payment.

Cllr Jones asked that the precept for 18/19 should include figures reflecting inflation increase and asked that the expenditure that had received grant funding could be highlighted on the finance sheet.

18.01.17	Howdens	CCTV Cabinet	£90.70
02.02.17	Scottish Power	Church Lighting	£127.96
06.02.17	D Hotson	Transparency funding	£326.38
13.02.17	D Hotson	Salary	£265.14
13.02.17	HMRC	Tax	£52.40
13.02.17	NLC	Defib	£660.00
13.02.17	R O'Donnell	A4A Groundworks	£2,640.00

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13.02.17	RJ Coleman	A4A Electrics	£8,872.78
		<b>Total £</b>	<b>£12,490.32</b>

### 1702/08 **Police Matters / NATs / Neighbourhood Watch (NHW)**

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

The next NATs meeting is scheduled at 14/02 at South Ferriby.

### 1702/09 **Highways / Neighbourhood Services / NLC issues**

- a. To receive an update with regard to the signage for the Pleasure Ground.  
The signage is on order.
- b. To receive an update with regard to the purchase of a road mirror and post for the Top Road/Low Road junction and its location, determining actions required.  
Mr Vincent has given approval for the erection of a mirror in his hedge but location would be determined once he had cut his hedge down. Clerk to order the mirror and post ready for erection. Cllr Hayes to liaise with Mr Vincent when the mirror arrives.
- c. To notify the Clerk of any other issues to be taken up with NLC.  
No further issues raised.

### 1702/10 **Planning**

- a. To receive any decisions and to discuss the following planning application received from North Lincolnshire Council.  
**2017/72** – planning permission to erect a front porch at 51 Top Road.  
**Resolved** – No objection or comment.

### 1702/11 **Correspondence for Discussion/Decision**

- a. To be notified of the correspondence received from Mr Doughty with regard to chafer grubs determining actions required.  
Mr Doughty had attended the meeting and was invited to talk on this issue. The meeting was closed to allow this.  
Mr Doughty has been in touch with the Parish Council, the PCC and NLC and had registered a pest notice with Defra. The chemicals that could help clear the grubs were not sold in the EU.  
Mr Doughty stated that Green Thumb and other businesses were lobbying Defra to reinstate pesticides to treat the grubs.  
Mr Doughty asked if the Parish Council could put pressure on NLC to ask what they are doing and for them to lobby Defra to allow provisions of chemicals able to treat the grubs. The grubs are a major issue in this parish and surrounding areas costing thousands.  
**Resolved** – Clerk to contact NLC as detailed above and to copy in Ward Cllrs and Andrew Percy MP.
- b. To be notified of the consultation on central Lincolnshire local plan proposed main modification and policies map modification determining any actions required.  
Item noted.  
**Correspondence for Information**
  - c. ERNLLCA January newsletter.
  - d. Acknowledge of declaration of compliance from The Pension Regulator.
  - e. Low Road footpath encroachment response from NLC.
  - f. Low Road hedge obscuring street light reported to NLC.
  - g. Emails received from Truelove Construction with regard to meeting dates.

### 1702/12 **Minor Items**

- a. To take any points from members.

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- Cllr Hayes informed the Council that Worlabby Downhill was scheduled for the weekend of 15<sup>th</sup> and 16<sup>th</sup> of July this year. All the places had been taken within an hour. Clerk to advertise on the website.

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

- Low Villages Forum notes from the meeting 30<sup>th</sup> November, 2016.

**1702/13** Agenda Items for the next meeting –

- War Memorial lighting.

**1702/14** To confirm the date and time of the next meeting as Tuesday 14<sup>th</sup> March, 2017 at 7pm.

**1702/15** 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.

- To approve the review of the working from home allowance allocated to the Clerk.  
**Resolved** – item approved.

The meeting closed at 9pm.