

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Tuesday 13th June, 2017 at the Village Hall, Worlabby.

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

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

Public Comment

Cllr Barker opened the meeting.

1706/01 Apologies for absence

Apologies for absence received from Cllrs Bowles, Fletcher & Hayes.

1706/02 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.

Cllr Speakman declared a personal interest in agenda item 1706/08h & i.

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

None outstanding.

1706/03 Minutes of Previous meeting

The Minutes of the Parish Council meetings held on 9th May, 2017 were approved and signed as a true and correct record.

1706/04 Clerk's Report

- a. Clerk has contact NLC Tim Allen with regard to the Hollows fencing.
- b. Clerk has prepared a submission to register the Chapel as a Community Asset with the help of Cllrs Barker and Jones. Agenda item.
- c. Clerk has contacted NLC with regard to the cutting of Wold Road. Agenda item.
- d. Village of the Year entry submitted with the help of Cllr Fletcher.
- e. Letter sent to Mr Doughty with an update on the chafer grub situation.
- f. Clerk reported the overflowing litter bin at the playing fields which was emptied within the week.

1706/05 Procedural

To consider the frequency of the Parish Council meetings for 2017/18.

Resolved – there would be no meeting held in August 2017 and April 2018. If nearer the April meeting it was deemed necessary this can be amended and can be reviewed at any time.

1706/06 Community Assets

a. To receive an update with regard to the registration and status of the Chapel located on Main Street.

The application has been completed and the Clerk to submit to NLC. **Clerk.**

b. To determine any other Community Assets within the parish that may need registering.

Resolved – The Hollows to be registered.

The area of land to the east when travelling to Elsham is a consideration for a later meeting.

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1706/07 Report from Ward Cllrs on NLC issues

Apologies received from Cllr N Sherwood.

Cllr C Sherwood stated that the footpath has been closed from Broughton Bridge to Worlaby and South Ferriby to Horkstow and it is expected work to start soon on this section of the Ancholme path.

Cllr Waltham informed the Council that the Tour of Britain Event was being arranged by NLC.

Positive feedback has been received with regard to the 2-hour free parking in Brigg. The stats are due but it was thought over 300k tickets had been issued.

A new long stay car park was being prepared in Station Road.

NLC are preparing for the 30 hours free child care.

The new village signs had been erected which it was agreed look great. There has not been a new one on The Hill and the Clerk has agreed with NLC Gareth Denovan to put one of the old signs and replace the posts.

The Clerk to email Ward Cllrs with regard to Wold Road passing places and Middlebarn state of repair to the road. **Clerk.**

Ward Cllrs left the meeting at 7.35pm.

1706/08 Delegate Reports

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

Updated when information received.

b. To consider the revamping of the flower bed located on the Pleasure Ground, Top Road.

Cllr Jones to ask his wife as a member of the Green Team for advice on the future of this bed, whether to reduce in size or replant. **Cllr P Jones.**

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

Cllr Jones informed the Council that NLC had agreed to loan the Parish Council the cutter and bailer and this will be carried out at the end of July.

The paths are being kept cut back and the hogweed has been cut back.

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

A draft of the NHP submission was circulated prior to the meeting.

Resolved – Clerk to sign the application and this will be submitted electronically.

The grant is requesting £5,606.25 and will fund the consultancy fees. **Clerk & Cllr P Jones.**

e. To consider the publication of a Low Villages Tourism Leaflet determining any actions required.

Cllr Cave to provide the Clerk with the draft of the leaflet which will be circulated to Cllrs for comment at the next meeting. **Cllr T Cave.**

NLC have agreed to create the leaflet and cover all financial costs to produce and print.

f. To be updated on the Low Villages Quiz night scheduled for 1st December, 2017 determining any actions required.

Colin Campbell is organising the event at Worlaby Village Hall. Clerk to write to Colin offering support from the Parish Council and thanking him for taking on this task. **Clerk.**

g. 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	14/06/17
War Memorial, Top Road	Cllr Cave	Monthly	14/06/17
Flag Pole, Main Street	Cllr Cave	Monthly	14/06/17
Bus Stop, Low Road	Cllr Cave	Monthly	14/06/17
Pleasure Ground & Play Area, Top Road	Cllr Cave	Weekly	14/06/17
Fountain	Cllr Speakman	Monthly	13/06/17
Recreation Ground	Cllr Smithson	Weekly	Not yet due
Woodland Glade & Hollows, The Hill	Cllr Jones	Monthly	13/06/17
CCTV system	Cllr Bowles	Monthly	13/06/17

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

Cllr Speakman informed the Council that the Breakfast event had been successful and the Fitzgerald event had been well attended.

A new notice board had been erected along the corridor between the toilet doors.

Cllr Cave provided a framed drawing of Main Street which he found in Thirsk. This will be erected in the village hall. **Cllr B Speakman.**

i. To receive an update on activities and requirements related to the village hall and playing field.

- To determine actions required with regard to concerns raised on the height of the branches overhanging Grangefield.

Cllrs Barker, Jones & Smithson to take a look after the meeting. **Action.**

- To determine actions with regard to modifying the locking mechanism on the barrier.

Cllr Barker is working on the mechanism. Item to be removed from the agenda. **Cllr D Barker.**

- To determine actions required with regard to the hedging requirements from the Woodland Trust.

Clerk to ask NLC Tim Allen if they could provide any hedging. Cllr Barker to provide a list of trees required. **Clerk.**

- To consider maintenance arrangements for the MUGA weeding process determining actions required.

This item will be added to Cllr Smithson's check sheet and will be highlighted at a meeting if and when required. Jayne Broughton has volunteered to carry out the spraying of the weeds. Clerk to write to Jayne asking if this could be undertaken on behalf of the Parish Council. Clerk to be informed when this will take place to ensure the area is locked down for 24 hours and recorded on the calendar that it is closed for maintenance. Clerk to ask that child friendly weed killer is used and the cost of this will be reimbursed by the Parish Council. **Clerk & Cllr Smithson.**

Clerk to contact the MUGA contractor with regard to the back boards which are not fit for purpose and have both broken off at the base due to poor design and material used. Cllrs Barker and Jones to draft a letter and provide to the Clerk. **Clerk, Cllr P Jones & Cllr D Barker.**

- To consider signage for the playing field determining actions required.
Signage to be amended as agreed and a final draft to be circulated.

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Resolved – purchase an A3 size sign to be erected on the fencing under the notice board at the site. **Clerk & Cllr D Barker.**

- CCTV - to adopt the policy presented to Council.

Resolved – policy adopted.

- To consider the cost of placing cages over the CCTV cameras.

It was agreed at present this was not required.

- To determine actions required with regard to the Lease.

The Clerk has been in contact with NLC Solicitor with regard to the lease.

Resolved – Clerk to write to the Recreation Committee to arrange an informal meeting and 3 members from the Committee and 3 members from the Parish Council to include the Chairs, secretary/Clerk and another member from each organisation.

This group will discuss the lease and amend/add as necessary. The revised lease will then be put before the Parish Council for approval. **Clerk.**

1706/09 **Accounts**

- a. To be notified and approve the Internal Audit report 2016/17 and determine any actions required.

Resolved – approval of the report. The Clerk with review and action all recommendations. **Clerk.**

- b. To approve the Annual Governance Statement 2016/17.

Resolved – approval of the Annual Governance Statement 2016/17.

- c. To approve the Accounting Statement 2016/17.

Resolved – approval of the Accounting Statement 2016/17.

- d. To consider a donation towards Worlaby School Leavers gifts.

Resolved – approval of a donation of £45.00

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

Resolved – approval of the monthly accounts for payment.

Resolved – once the VAT spent reaches £2k the Clerk will reclaim.

09.05.17	VANL	Membership renewal	£10.00
09.05.17	Zurich Municipal	Insurance renewal	£284.22
13.06.17	D Hotson	Salary	£306.00
13.06.17	HMRC	Tax	£51.00
13.06.17	Kyanite	Website hosting package	£45.00
13.06.17	Richard Dixon	Internal Audit fee	£323.80
13.06.17	I Garner	Plants	£41.00
13.06.17	P Beeforth	Plants	£10.00
		Total	£1,071.02

1706/10 **Police Matters / NATs / Neighbourhood Watch (NHW)**

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

The meeting was cancelled due to the elections.

1706/11 **Highways / Neighbourhood Services / NLC issues**

- a. To determine if any further actions are required with regard to the response received from NLC on passing places and grass cutting on Wold Road.

Item discussed in 1706/07.

- b. To consider the email received from a resident with regard to speeding vehicles on Low Road determining actions required.

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A resident had written to Cllr Barker with concerns about speeding cars on Low Road. The resident had also now contacted NLC and had provided information recently received by the Parish Council from NLC. Cllr Barker had advised the resident to contact the LVF as they are currently discussing speeding cars through all the low villages.

Cllr Cave stated that this item was on the next LVF agenda scheduled for 19/07.

Cllr T Cave.

NLC Roy Hindmarsh is attending this meeting and Cllr Cave to clarify a reduction in cost for the mobile speed sign for the low villages and information on how effective the installation of the 50mph speed limit will also be provided.

Clerk to inform the resident of these items and provide an update once the Parish Council have discussed again after the LVF meeting. **Clerk.**

- c. To receive an update from the Highway site meeting held on 20th March, determining any actions required.

Information circulated prior to the meeting.

- d. To notify the Clerk of any other issues to be taken up with NLC.

No further issues raised.

1706/12 Planning

To receive any decisions and to discuss the following application received from North Lincolnshire Council.

2017/576 – planning permission to erect a dwelling at 47 Top Road.

Resolved – no objection but the Parish Council would like the authority to take into consideration the numerous comments on the portal.

1706/13 Correspondence for Discussion/Decision

- a. To determine actions required with regard to the correspondence on the Red Ensign for Merchant Navy Day.

Resolved – 108” x 54” flag to be purchased not to exceed the sum of £50. **Post**

Meeting – flag will be 72” x 36” to match the size of all the other flags used. **Clerk.**

- b. To be notified of the Community Energy correspondence determining actions required.

Item noted.

- c. To be notified of the letter received from the PCC with regard to the earmarked £500 towards the church clock refurbishment determining any further actions required.

Cllr Barker had attended a PCC meeting and provided reports and quotes.

Cllr Barker has written to Father Owen but has still not received a response.

Clerk to respond to the PCC stating that Cllr Barker is prepared to help in the future if required. **Clerk.**

- d. To be notified of the Tour of Britain bicycle offer from NLC, determining actions required with regard to marking the event within the parish.

Resolved – Parish Council to participate in the event and Clerk to register an interest which will enable 5 bikes to be obtained from NLC.

Clerk will write to all groups in the parish stating that the Parish Council will provide £5 to each group to assist in the painting, planting and decorating of the bikes which will be displayed around the parish. **Clerk.**

- e. To be notified of the ERNLLCA ‘Tackling physical inactivity and creating a legacy of protected outdoor spaces’ correspondence determining actions required.

Item noted.

Correspondence for Information

- f. ERNLLCA Newsletter – May.

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- g. Highway report update.
- h. LGC/NALC supplement survey.

1706/14

Minor Items

a. To take any points from members.

- Cllr Smithson stated that the hedge along Low Road from New Road to the parish boundary is overgrown with both hedge and undergrowth. Clerk to report to NLC. **Clerk.**
- The pot hole on Low Road previously reported has not yet been filled in. Clerk to report again. **Clerk.**
- Concerns were raised about the increase in crows/rooks. This will be closely monitored.
- Cllr Cave asked for the safety mirror to be put on to the next agenda. Cllr Cave also asked for the Councils authorisation to carry on managing the flags – this will be on the next agenda. Cllr Cave also asked for the placement of a seat on Middlegate Lane to be considered – agenda item for the next meeting. Cllr Barker asked for Cllr Cave to provide the Council with all information to make a decision at the next meeting for all items. **Cllr T Cave.**

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

- Fields in Trust - Tackling physical inactivity and creating a legacy of protect outdoor spaces.
- ERNLLCA – Resolutions to the 2017 AGM.
- NHW – request to use the Pleasure Ground for 2017 Victorian Market.

1706/15

Agenda Items for the next meeting –

- Safety Mirror.
- Managing the flags.
- Middlegate Lane seat.
- War Memorial enhancement.
- ERNLLCA – Resolutions to the 2017 AGM.
- NHW – request to use the Pleasure Ground for 2017 Victorian Market.
- Poppy Wreath ordering.
- Photo – Parish Council.

1706/16

To confirm the date and time of the next meeting as Tuesday 11th July, 2017 at 7pm at Worlabby Village Hall.

1706/17

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.

The meeting closed at 9.30pm.