

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Tuesday 11th July, 2017 at the Village Hall, Worlabby.

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

Also Present: Deb Hotson – Clerk to the Council.

Public Comment

Cllr Jones opened the meeting.

1707/01 Apologies for absence

Apologies for absence received from Cllr Barker & Cllr Smithson.

1707/02 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 Speakman and Bowles declared a personal interest in agenda item 1707/07 j & k.

Cllr Cave declared a personal interest in agenda item 1707/11b.

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

None outstanding.

1707/03 Minutes of Previous meeting

The Minutes of the Parish Council meeting held on 13th June, 2017 were approved and signed as a true and correct record.

The Clerk informed members that she was putting actions of members/Clerk in red after the minute. The Clerk reiterated that all correspondence should be from the Clerk unless otherwise stipulated and if any correspondence is received by Cllrs this should be forwarded to the Clerk. Cllrs emails shall be used for Council business only.

The 1972 Act stipulates that communication unless otherwise directed is to be sent and received by the Clerk. **All Councillors.**

1707/04 Clerk's Report

- a. Clerk has contact NLC Tim Allen with regard to the replacement fencing at the Hollows and if hedging can be provided in the playing field. The replacement fencing will be carried out in the autumn.
- b. Clerk has submitted a Community Asset nomination form for both the Hollows & The Chapel.
- c. Clerk has emailed Ward Cllrs with regard to the passing place request to NLC. Agenda item.
- d. Clerk has contacted NLC with regard to The Hill signage.
- e. Clerk has written to Colin Campbell offered support for the Low Villages Quiz Night.
- f. Clerk has contacted Jayne Broughton with regard to weeding the MUGA area. Clerk to write a letter of thanks for the weeding carried out. **Clerk.**
- g. Clerk waiting for a draft letter from Cllrs Barker & Jones to send off to the MUGA contractor with regard to the basketball net backing board. Clerk has submitted

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the letter and Cllr Jones is meeting the contractor on site 12/07. Agenda item for the next meeting. **Cllr Jones.**

- h. Clerk has written to the Village Hall Committee with regard to a lease meeting.
- i. Clerk has written to the PCC with regard to the church clock stating Cllr Barker would be prepared to assist in any future work.
- j. Clerk has registered an interest with regard to the Tour of Britain and sent out invitations for groups to participate. Agenda item.
- k. Clerk has reported the overgrown hedges/pot holes within the parish to NLC.

1707/05 Report from Ward Cllrs on NLC issues

Ward Cllrs had submitted their apologies with the following report.

- There have been 133,006 free tickets obtained in the Brigg car parks since January.
- We have asked for updates on the issue of passing places and are awaiting an update from the director.
- We have been working with the Clerk on sorting the issue of the sign on the hill and Gareth Denovan is to provide some more details shortly. Cllr Jones stated that the new village signs have been well received in the parish. In front of the signage at the Elsham end of the village are reflective posts which do not enhance the sign. Clerk to ask if these can be removed. **Clerk.**
- We will shortly be issuing a consultation on the new local plan for housing and employment sites and the Parish Council will be part of the consultation process.
- We would welcome a representative from the parish council to attend the briefing on the Winter Service Review, which is to be held on Friday 21 July. It is being held in the Council Chamber, Civic Centre from 1:30-4:00.

1707/06 Police Matters / NATs / Neighbourhood Watch (NHW)

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

Cllr Fletcher attended the meeting held last week which was well attended. The police have stated that residents must be vigilant and lock up their out buildings. The poaching season has yet to begin. There is a very big problem in Brigg at present particularly down Mill Lane with various community issues.

The barriers placed on Howkstow Bridge had improved the area in recent months but an incident where cars broke down gates and drove through a crop field was not well received by the owner. The police response had not been good.

A new parking initiative from NLC had been used outside the Vale and was working well. 5 schools had taken up this initiative but this did not include Worlaby Academy. The Deputy Head of the Vale and a Governor of Worlaby Academy would be raising this with Worlaby Academy. This would be monitored by the Parish Council. The next NATs is to be held in September.

1707/07 Delegate Reports

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

The Clerk updates as and when information is received.

Cllr Cave asked that a picture of the Queens 90th Celebrations is turned the correct way and the WI information on the president is updated. **Clerk.**

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Cllr Cave stated that Rachael Edwards – Worlabby Views Editor had stated she had been sending the magazine to the Clerk for insertion on to the website. Clerk stated she hadn't received any copies and would clarify with Rachael Edwards. **Clerk.**

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

Cllr Jones stated that the paths had been mowed.

Cllr Bowles and Cllr Jones have organised with NLC the cut and bailing of the Hollows for 03/04 weather permitting. Cllr Bowles to ensure he has a key for the gate. **Cllr Bowles/Cllr Jones.**

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

Cllr Jones summarised the notes from the meeting and the Visioning Day results.

The grant application has been successful and a sum of £5,606 has been obtained to allow the engagement of a consultant to move on to the next stage. Technical support will not be received as the Parish Council were not eligible at this point but could apply later on in the process.

Cllr Barker had provided a note thanking all those who helped at the Visioning Day. Clerk to send thank you notes to 'herself', Carol & Peter Lax and Barbara Barker. **Clerk.**

55 residents attended and 5 children and 139 comments were received from the sticky note system.

The next meeting is scheduled for 04/08.

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

Cllr Cave prior to the meeting has circulated a draft for Worlabby. Councillors to provide any comments to the Clerk on the draft.

The LVF will pool all ideas and bring back to the relevant Councillors for further discussion. **Cllr Cave.**

- e. To receive an update with regard to the Tour of Britain event on 5th September determining actions required.

Resolved –

Cllr Jones to collect the bikes – Clerk to email voucher to allow collection.

Clerk/Cllr Jones.

Cllr Bowles to pick up the paint from Scunthorpe – Clerk to email relevant details of the paint. **Clerk/Cllr Bowles.**

Cllr Hayes to spray all bikes. **Cllr Hayes.**

Bikes to be distributed to the following people and located at the following sites:-
Colin Campbell – outside his property on Low Road.

Liz Stephenson (WI) – WI bench, Main Street – Clerk to contact to confirm.

Clerk.

Cllr Hayes – grassed area in front of ONGO homes, Grangefield.

School – grass opposite the school.

Green Team – grassed area to the front of the noticeboard on the junction of Top Road/Low Road – Clerk to contact to confirm. **Clerk.**

Chains and padlocks to be purchased to secure bikes at locations. **Cllr Bowles.**

A budget of £100 was set.

- f. To determine actions required with regard to managing the flags for the parish.

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Resolved – Cllr Cave to manage the flags and the raising. Clerk to create a spreadsheet with the flags and dates and this information to be circulated and put onto the notice board and website. **Clerk.**

The Red Ensign flag has been purchased and given to Cllr Cave – this to be added onto the list. **Clerk.**

- g. To consider the enhancement of the War Memorial determining actions required.

Cllr Cave stated that it was the anniversary of WW1 and the area would benefit from enhancing with flood lighting. Cllr Bowles to obtain 3 quotes for the next meeting for further discussion. **Cllr Bowles.**

Clerk to contact Mr & Mrs Edwards and ask if the area to the left of the memorial can be grassed, all trees to be left in situ. **Clerk.**

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

<u>Location</u>	<u>Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr Cave	Monthly	11/07/17
War Memorial, Top Road	Cllr Cave	Monthly	11/07/17
Flag Pole, Main Street	Cllr Cave	Monthly	11/07/17
Bus Stop, Low Road	Cllr Cave	Monthly	11/07/17
Pleasure Ground & Play Area, Top Road	Cllr Cave	Weekly	11/07/17
Fountain	Cllr Speakman	Monthly	11/07/17
Recreation Ground	Cllr Smithson	Weekly	Not yet received.
Woodland Glade & Hollows, The Hill	Cllr Jones	Monthly	11/07/17
CCTV system	Cllr Bowles	Monthly	Camera 2 had come off the bracket – this has been repaired.

The following items were highlighted: - glass panel removed by Cllr Cave from the play equipment which is also highlighted in the annual inspection in the following item.

Sharp edge on one of the benches – Cllr Barker to repair. **Cllr Barker.**

Door in the kiosk stiff – WD40 applied by Cllr Cave.

Bin full at the bus stop on Low Road due to obstruction in the bin – removed and pushed down by Cllr Cave.

- i. To consider the annual playground inspection received from NLC determining actions required.

Pleasure Ground – issues raised include a hole that has been burnt into the round window within the play equipment. Cllr Cave has removed the window.

Resolved – the window will not be replaced.

Closing of the gate has been highlighted as closing too fast and could trap fingers.

Resolved – Cllrs Cave and Barker had taken a look at the gate and had not thought the closing was overly fast. Cllr Jones to take a look and report back to council his findings. **Cllr Jones.**

Playing Field – one item highlighted was bird poo on the swings. A solution at another one of the Clerks Councils was to fit bird spikes to the top of the

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swings which had resolved their issues. Prices to be gained for discussion at the next meeting. **Clerk/Cllr Fletcher.**

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

Cllr Bowles stated there were a few issues with the dishwasher and a hand dryer that were being looked at. Cllr Bowles to look at the delays on the lights which may need adjusting. **Cllr Bowles.**

Cllr Cave asked if a map could be placed on to the new notice board. He was informed that all the space had been taken up and there was no room.

Clerk provided Cllr Bowles with the new sign stipulating the rules for the area.

Resolved – Clerk to order a further sign. **Clerk.**

Cllr Barker had obtained costs for the replacement of the damaged light along the drive.

Resolved – light to be purchased from RJ Coleman at a cost of £90 and Cllr Bowles agreed to fit. **Cllr Bowles.**

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

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

Cllr Barker has received confirmation that Fountain contractors will be removing the hedge to ground level during the October ½ term.

Clerk is in discussion with NLC Tim Allen to see if they are able to provide the replacement hedging. **Clerk.**

- To receive the quote from Proludic with regard to phase II of the development of the playing field determining actions required.

It has been highlighted within the Visioning Day comments, that adult and children (teen) equipment would be welcomed in the play area.

A project group meeting to be arranged for the end of August to agree the brief and objectives, ensure the brief fell within the current planning permission, maintenance implications and gather all the quotes previously obtained. Cllrs Bowles, Fletcher and Jones to form the group initially along with the Clerk. **Clerk.**

- To determine actions required with regard to the Lease.

The Parish Council are waiting for a response from the Village Hall Committee. This item is on their agenda for discussion at their next meeting.

1707/08 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 on Wold Road.

Deferred until further information from the Ward Cllrs.

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

Due to the guidelines of the LVF members of public are not generally invited to the meetings. Cllr Cave will request at the next meeting that the resident can attend the next meeting to present his findings. **Cllr Cave.**

The results of the recent reduction in speed on the Low Villages from 60 to 50mph had been circulated and it appeared that since 2012 there had been a reduction for Worlabby is those exceeding the speed limit.

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No action will be taken by the Parish Council until the LVF had discussed the results and their ideas to be forwarded to the Parish Council for the next meeting. **Cllr Cave.**

Cllr Cave to obtain the reduced price if all the Low Villages had the flashing speed signs. **Cllr Cave.**

Cllr Hayes suggested a mini roundabout at the junction of Low Road with Top Road. Other suggestions were also muted.

Resolved – Clerk to contact NLC Andy Tate to arrange a site meeting to discuss alternative issues to improve the safety in this area. **Clerk.**

- c. To determine actions required with regard to the safety mirror purchased for Top Road/Low Road junction.

On investigation into the fitment of the mirror it was deemed unsuitable due to the distance within this area.

- d. To determine actions required with regard to the placement of a seat on Middlebarn Lane.

The siting of the seat has been investigated previously and resolved that this was not a suitable place.

NLC Walking your Way to Health representative had contacted Cllr Cave to ask for a seat to be fitted at this location at the expense of the Parish Council.

Resolved – not to fit a seat at this location.

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

Clerk to report the following outstanding and new issues: -

- New Road signage – needs moving into the centre of the verge and two bollards to be placed either side – outstanding.
- Overgrowing hedge – bungalow, Low Road – outstanding.
- Overgrowing hedges along Low Road from New Road – outstanding.
- Pot holes – Low Road opposite 15 Grangefield – outstanding.
- Overgrowing trees obscuring street light and play area sign at Fountain Corner.
- Overgrowing trees at the Bus stop, Low Road. **Clerk.**

1707/09 Planning

To receive any decisions received from North Lincolnshire Council.

No decisions received.

1707/10 Correspondence for Discussion/Decision

- a. To consider attendance to the NLC Winter Service Review.

Resolved - Clerk to attend as the Snow Warden. **Clerk.**

- b. To consider the request from NHW with regard to the use of the Pleasure Ground for the Victorian Market in December.

Resolved – approval of the use of the Pleasure Ground. The event will take place on 03/12.

- c. To be notified of the ERNLLCA Resolutions to the 2017 AGM determining actions required.

Item noted, no resolutions put forward.

- d. To be notified of the NLC Community Litter Pick Initiatives for 2017 determining actions required.

Item noted.

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- e. To be notified of the email received with regard to the Chapel, Main Street Asset of Community Value registration determining actions required.

On behalf of the Parish Council the following response had been submitted: -
The Parish Council will discuss this item which is on their agenda at their next meeting scheduled for 11th July. The Parish Council were under the impression that one of the Councillors had spoken with your parents but this I have since found out is not the case.

As you will probably be aware Communities now have the opportunity to identify a building or land that is important to their social wellbeing, and bid for it if it comes up for sale. Across North Lincolnshire there are buildings and amenities that are important to the communities that use them and the Chapel at Worlabby is part of the parishes heritage, hence the reason for the application.

At present the Parish Council would not be looking at a purchase but have submitted a nomination for the future.

If there is anything else to add after their meeting I will do so.

Resolved – nothing further to add.

- f. To be notified of the ERNLLCA/NALC TU pay claim 2018/19 determining any actions required.

No comments received.

- g. To be notified of the NLC Time Trail Project proposal determining any actions required.

Resolved – the Parish Council support the proposal but ask that they are kept involved with any consultations prior to the project being finalised. **Clerk.**

Correspondence for Information

- h. ERNLLCA Newsletter – June.
i. Highway report update.
j. Acknowledgement of nominations to NLC for Community Assets in the parish.
k. NATs minutes of the meeting held 14/02/17.

1707/11

Accounts

- a. To consider the purchase of a poppy wreath for the Remembrance Day Service.
Resolved – approval of a poppy wreath for the service. Donation of £25 to be provided for the wreath.
- b. To consider membership renewal to Humber & Wolds Rural Community Council.
Resolved – approval for the renewal.
- c. To approve the monthly accounts for payment. See financial report.
Resolved – approval of the monthly accounts for payment.

13.06.17	P Jones	NHP expenditure	£75.25
13.06.17	Worlabby Academy	Donation - Leavers gifts	£45.00
26.06.17	Hampshire Flag	Red Ensign	£38.39
11.07.17	D Hotson	Salary	£265.90
11.07.17	HMRC	Tax	£51.20

1707/12

Minor Items

- a. To take any points from members.
- Cllr Speakman stated that the Vodafone signal was very poor. Clerk to ask the Ward Cllrs to take this up with the relevant persons. **Clerk.**

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- Cllr Hayes stated that the posts had been installed on the Pleasure Ground with the signs and looked very good. On installation, it was noted that the gaps between the post would allow parking and therefore further posts and possible more signs would be needed – agenda item for the next meeting. Clerk has informed NLC that the posts are in situ and if further FOC posts could be provided by NLC. **Clerk.**

The corner of the drive near to the PCC notice board is constantly been driven on and churned up – this could be cut back and gravelled like the adjacent area – agenda item for the next meeting.

- Cllr Hayes stated that the chafer grub trials are underway around the parish at several properties for a period of 2 months. This is independent of the Parish Council and has been led by Cllr Hayes. The trails are being carried out by an Agricultural Biologist at a Commercial Organisation. The trails also include Elsham Golf Club.
- NLC have contacted the Clerk for Cllr Caves updated ROI. **Cllr Cave.**
- The Clerk has been contacted by the School asking when the grass is due to be cut with regard to the lining for sports day scheduled for 19/07. Clerk to inform Jayne Broughton that the grass will not be cut by NLC prior to the sports day and if assistance was required with regard to the lining John Thornton should be contacted. It was stated that the school should lead in cutting back the grass and the lining of the field rather than relying on parish volunteers. **Clerk.**

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

- Thank you note from a resident with regard to the Visioning Day.
- Worlaby Speed Concern B1204 update from NLC.

1707/13 Agenda Items for the next meeting –

- Transparency refund to Redbourne Parish Council.
- B1204 speeding concerns/flashing speed sign costs.
- War Memorial.
- Playing Field Project.
- LVF Guidelines.
- Pleasure Ground posts/drive.

1707/14 To confirm the date and time of the next meeting as Tuesday 12th September, 2017 at 7pm at Worlaby Village Hall.

1707/15 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.

The meeting closed at 9.25pm.