

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Tuesday 13th March, 2018 at the Village Hall, Worlabby.

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

Also Present: Deb Hotson – Clerk to the Council.

Public Comment

No members of the public present.

Cllr Barker opened the meeting.

Agenda

1803/01 Apologies for absence
Apologies for absence received from Cllr Cave.

1803/02 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 Bowles and Speakman declared a personal interest in agenda item 1803/08h & i.
- b. To note dispensations given to any member of the council in respect of the agenda items listed below.
None outstanding.

1803/03 Minutes of Previous meeting
Resolved – the minutes of the Parish Council meeting held on 13th February, 2018 were approved and signed as a true and correct record.

1803/04 Clerk's Report

- a. Clerk has added information into Worlabby Views on Carr Lane – evidence forms and what to do if approached by loose dogs.
- b. Clerk has submitted a grant request to NLC for the refurbishment of the war memorial.
- c. Clerk has asked NLC to check the ownership of land located on New Road – waiting for a response.
- d. Clerk has written to the PCC with regard to the trees on the churchyard – waiting for a response. A branch has been cut on this tree – Clerk to inform PCC that a planning application should have been submitted to NLC from the PCC with regard to the TPO that is on this tree. **Clerk.**
- e. Clerk to ask NLC to proceed with the removal of the 2 dangerous trees on the Pleasure Ground – these are now down.
- f. Clerk as requested a dog bin sticker to be placed on to the bin located on the entrance to Ladysmith Cottage.
- g. Clerk has reported raised manhole cover to NLC located at the entrance to the Markie Path – agenda item.
- h. Clerk has passed on the details of 'Ringing out for Peace' to the PCC.
- i. Defib signage located around the parish including the school.

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1803/05 Report from Ward Cllrs on NLC issues

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

No Ward Cllrs present.

1803/06 Police Matters / NATs / Neighbourhood Watch (NHW)

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

The next meeting is scheduled for 17/04.

1803/07 Welcome Pack

- a. To determine further actions required with regard to a welcome pack to new residents.

Cllr Barker circulated a sheet demonstrating the general format which all agreed. The fountain logo will be kept on the top of all sheets.

Cllr Barker will continue to work through the sheets. **Cllr Barker.**

1803/08 Delegate Reports

- a. To receive an update report regarding the Woodland Glade & Hollows including: -

- Setting a date for the Clayton bench presentation determining any actions required.

Item deferred as the council awaiting a date from the Clayton family. An article on the bench was in the last Worlabby Views.

- Management Plan.

Clerk to look for the original plan for the Hollows and circulate. **Clerk.**
Cllrs Bowles and Jones to mow areas around the edge of the Woodland Glade path and leave the outer edges of the glade when they have access to the NLC mower in Autumn. To carry this out for a few years to see if this tidy's the area up without making it to managed. **Cllrs Bowles/Jones.**

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

Cllr Jones went through the funding received for the plan. £5,606 was received of which £1,651.40 spent on KVA Consultancy. The remaining funds will be paid back to the grant funder when the relevant paperwork has been received.

Clerk.

Further funds can be applied for in the new financial year.

Cllr Jones has completed the end of funding online form and this has been viewed by both Cllr Barker and NLC Dave Lofts.

Saxby Parish Council have been encouraged by Worlabby NHP Team and are organising a Visioning Day for May.

Cllr Jones has created files which hold all the NHP documentation for the 4 groups set up to work on the key policies. These will be made available to all Cllrs in due courses.

- c. To receive an update report with regard to the enhancement of the War Memorial.

The grant application has been submitted to NLC.

- d. To receive an update report with regard to the 'Battles Over' Event on 11/11/18 determining any actions required. Report circulated 05/03.

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The report provided by Cllr Cave was discussed item by item and the following programme was agreed by the Council.

- Clerk to contact the PCC asking if the Parish Council can arrange for the church bells to be rung. The Parish Council are aware that they may be some issues with the bells and are prepared to rectify these issues and arrange for the bells to be rung at 7.05pm on 11/11/18. **Clerk.**
 - The Beacon will be sited on the playing field nearer to the village hall than the bonfire and will be lit at 7pm.
 - The 11am service will take place which is normally run by the PCC.
 - The Parish Council will lay a wreath and possible more if required. Clerk to put article in the next Worlabby Views asking if anyone would like to lay a wreath to get in touch with the Clerk. **Clerk.**
 - A programme of events will be placed into the July / Sept Worlabby Views. **Clerk.**
 - Soup and roll will be available prior to the Beacon lights paid for by the Parish Council.
 - CD playing the relevant music
 - Cllr Cave to be informed to continue with his investigations into the names on the War Memorial and to produce an informative booklet about the War Memorials origins, its refurbishment and history of the names on it. **Cllr Cave.**
- e. To receive an update report from the LVF determining any actions required.
The LVF minutes were circulated prior to the meeting.
Cllr Barker stated that the Quiz night had been very successful the only down side was that Elsham, being the sixth village was unable to participate due to the fact that there are only five buzzer points therefore for future events the village that won will host and the other 5 Low Villages will participate in the Quiz which will be relayed to the organiser.
- f. To receive an update report with regard to the NLC Tree Management programme determining actions required.
Cllrs Barker, Bowles, Jones, Speakman and the Clerk to attend training to be arranged by NLC Tim Allen at the Village Hall on Tree Management. **Clerk.**
The report provided to NLC on issues agreed at the walk round meeting will be discussed further with NLC.
Where the 2 diseased trees have been removed on the Pleasure Ground and the surrounding area it was agreed to purchase 10kg of grass seed via NLC for £28. This will be used for the Pleasure Ground and whatever remains will be used on the playing field once the grass matting has been installed. Clerk to ask if there is any grass seed for shady areas if not the general seed will be acceptable.
Clerk.
Clerk to arrange for Simon Dobson to attend and remove the crow nests from the Pleasure Ground. **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.

<u>Location</u>	<u>Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr Cave	Monthly	
War Memorial, Top Road	Cllr Cave	Monthly	

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Flag Pole, Main Street	Cllr Cave	Monthly	
Bus Stop, Low Road	Cllr Cave	Monthly	
Pleasure Ground & Play Area, Top Road	Cllr Cave	Monthly	
Fountain	Cllr Speakman	Monthly	13/02/18
Recreation Ground	Cllr Smithson	Weekly	13/02/18
Woodland Glade & Hollows, The Hill	Cllr Jones	Monthly	13/02/18
CCTV system	Cllr Bowles	Monthly	13/02/18

Cllr Bowles reported that camera 7 was not working. Clerk to report to Colemans to make a site visit – this should still be covered under the warranty.

Clerk to also chase up the quote to replace the flood lighting. **Clerk.**

The fence on the boundary adjacent to the Grangefield bungalows is broken and rotten along its 16m. Clerk to report to ONGO for repair/replacement. **Clerk.**

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

Cllr Bowles updated the Council on the latest and future activities and thanked those that attended the latest film – Dunkirk.

The LiveLincs event had to be cancelled due to the bad weather.

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

i. To receive an update report on phase 2 of the playing field determining actions required.

Grant application to be submitted to any relevant organisation. **Clerk.**

ii. To receive an update report with regard to the Lease determining any actions required.

Further meeting to be arranged.

1803/09 Highways / Footpaths / Parish Issues / General NLC issues

a. To determine any further actions required with regard to the evidence forms - access to the River Ancholme via Worlabby Carrs.

The forms are now available on the website and the Clerk has sent out on the village email.

Several forms have been collected and returned to the Clerk and a batch have been left for the Toddler Group.

Cllr Jones to provide the grid reference for the forms. **Cllr Jones.**

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

Cllr Bowles stated that he had tried to access Carr Lane on his bike and this was not possible and the lane is impassable. Photos were provided to the council.

The lane is muddy and all the verges and grips have been damaged flooding the lane with water and mud. It is thought the harvest has now finished and

therefore the Clerk will contact NLC Highways to ask that the lane is reinstated – drained, cleaned and repaired. The railings over the drain have been damaged and lay flat. **Clerk.**

Cllr Jones has met with the contractor who will be carrying out the work on the verge between Worlabby and Bonby. A new quote will be received including the meter of verge between the dyke that will be left for the wildlife. There will be an initial cut and then a further 3.

Resolved - the first cut was approved at a sum not to exceed £300.

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Large pot holes along Low Road were reported from the recent harvest and NLC are looking to reclaim this repair from the contractor responsible for the damage. A tractor and low loader that frequently travels along Main Street and up The Hill to be monitored and details passed to NLC/Police. **All.**
The verge that has been damaged on the junction of Grangefield/Low Road – Cllr Hayes to reinstate. **Cllr Hayes.**
The cars parking on yellow lines along Main Street have been reported to NLC Community Warden.

1803/10 Planning

To receive any decisions from North Lincolnshire Council.

2017/1038 – full planning permission granted to vary condition 2 of WD/2014/0908 to vary site layout at Bio Waste Solutions, Bonby Lane, Bonby.

2017/1039 – full planning permission to construct a fire water lagoon and soakaway in connection with AD Plant at Bio Waste Solutions, Bonby Lane, Bonby.

2017/1041 – full planning permission granted to construct a lagoon for storage of digestate in connection with AD plant and for erection of security fence and tree planting to the eastern boundary and creation of overflow parking area at Bio Waste Solutions, Bonby Lane, Bonby.

1803/11 Correspondence for Discussion/Decision

- a. To be notified of the response received from NLC with regard to the raised manhole cover on the area of private land on New Road determining actions required.

Cllr Barker to access land registry to try and identify the owner of the land where the manhole is located as NLC have stated it does not belong to them. If the search is not forthcoming Clerk to contact Anglian Water to repair the damaged surround and possible lower the manhole. **Cllr Barker/Clerk.**

Correspondence for Information

- b. NLC Highway issues update.
c. NATs minutes of the meeting held 28/09/17.
d. NLC communication with regard to property name of Chapters, The Hill located on land adjacent to Oliver House, The Hill.
e. NatWest storage of documentation collection. Cllr Bowles and the Clerk to arrange a visit and obtain the documentation. It was suggested a new cupboard is required – Clerk to enquire with NLC. **Cllr Bowles/Clerk.**
f. Green Team litter pick information. The school also carried out litter picking on the playing field – Cllr Barker to thank the school. **Cllr Barker.**

1803/12 Accounts

- a. To receive an update on the expenditure for the NLC In Bloom funding determining any further actions required.

Clerk to chase up the raising of the village signs at both ends of the village. **Clerk.**
The sleepers will arrive over the next couple of weeks.

Cllrs Barker, Bowles and Hayes to provide ideas for the new beds and areas of planting around the parish. The Parish Council will locate the beds and the Green Team to plant up. Once designs are confirmed and the beds laid out a meeting with the Green Team to be arranged.

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The War Memorial and Fountain areas to be grassed over. **Cllrs Barker/Bowles/Hayes.**

- b. To be notified of the Lindsey Age UK donation request determining actions required.

Item deferred until figures are received to who has benefited from this service in the parish.

- c. To consider the renewal of the Play Inspection & bin collection SLA's for 2018.
Resolved – acceptance of the SLA's and bin collections for 2018.

- d. To consider entry to the Best Kept Village Competition 2018.
Resolved – approval of entry into the competition.

- e. To consider renewal of the Low Villages Newsletter membership 2018.
Resolved – renewal of the membership at a cost of £225.

- f. To determine actions required with regard to the NLC Council Tax grant conditions.

Clerk to confirm when the Parish Council will take on the responsibility for the paths and what NLC require in the form of an adoption scheme. **Clerk.**

- g. To approve the monthly accounts for payment. See financial report.
Resolved – the monthly accounts were approved for payment.

Cllrs Fletcher, Hayes and Speakman along with the Clerk attended the ERNLLCA Financial Responsibility seminar and a few additional requirements came from the meeting which the Clerk will implement. One being the provisions for all Councillors to have visibility of the bank statement along with the financial information and a table similar to that below will be placed onto the agenda with the finances for approval. **Clerk.**

13.02.18	CPRE	Membership renewal	£36.00
15.02.18	ERNLLCA	Training seminar	£39.00
16.02.18	Newton Printing	Nan Machin Booklets	£77.50
02.03.18	PartsDoc Ltd	Grass matting – playing field	£331.20
13.03.18	D Hotson	Salary	£276.98
13.03.18	HMRC	Tax	£53.00
13.03.18	KVA Consulting	NHP Consultancy fees	£658.80
13.03.18	Worlaby Village Hall	NHP Meeting	£10.00

1803/13 Minor Items

- a. To take any points from members.

- Cllr Jones to enquire to the appeal board with regard to the Hollows Asset of Community Value and report back at the next meeting. **Cllr Jones.**
- Cllr Cave had provided further information on the chapel dates of use which was circulated to all Cllrs. This was noted and the matter is now closed.
- Cllr Hayes reported a further incident with regard to a loose dog on Middlebarn attacking a dog – the owner had not reported to NLC Dog Warden as advised so therefore no further actions could be taken. It was imperative that all incidents are reported to NLC or no actions will be taken.
- Cllr Smithson asked if there was any means of providing care in the community to which she was informed an item would be placed into the next Worlaby Views stating that if any resident had any concerns or needed assistance in adverse weather conditions to contact a member of the Council. **Clerk.**

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- It was suggested that the Parish Council have 'road closed' signs available as residents were attempting to go up the Hill and found they could not get through due to the recent snow drifts. Clerk to ask NLC if this was possible to store one or two in the village. **Clerk.**
 - Clerk to contact Northern Powergrid to find out when the trees on the playing field are to be removed. **Clerk.**
- b. Matters of correspondence for information which arrived after the agenda was posted.
- NALC Parliamentary Briefing – Data Protection Bill.
 - Wayleaves update – agenda item for the next meeting.
 - NATs update – next meeting scheduled 17/04, 6pm at the Village Hall.
 - Update on damaged verges in the parish.
 - ERNLLCA Ethical Standards Review – code of conduct.

1803/14 **Agenda Items for the next meeting –**

- Christmas Cards – September agenda.
- Community Asset – The Hollows.

1803/15 **To confirm the date and time of the next meeting as Tuesday 8th May, 2018 at 6.30pm at Worlabby Village Hall to include the Annual Parish Meeting and the Annual Meeting of the Parish Council.**

1803/16 **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 9.45pm.