

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Tuesday 9th October, 2018 at the Village Hall, Worlabby.

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

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

Public Comment

Mr Thornton informed the Council of the fly tipping of tree debris on the highway up the Hill to which the Clerk stated this had been reported to NLC who have informed the Clerk that these will be removed in the next two weeks.

Mr Welch stated that he was attending with reference to agenda item 1810/08a.

Cllr Barker opened the meeting.

1810/01 Apologies for absence

All members present.

1810/02 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 declared a personal interest in agenda item 1810/07k.

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

None outstanding.

1810/03 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meeting held on 11th September, 2018 were approved and signed as a true and correct record.

1810/04 Clerk's Report

- a. The Clerk has issued a list of outstanding Highway & NLC Tim Allen issues to the Ward Cllrs for an update. Agenda item.
- b. Clerk has written to the Green Team and Pam Beeforth with regard to future planting plans. Cllr Bowles has arranged a meeting for Wednesday 10th October at 9am with the Green Team.
- c. Clerk as contacted the school and Pam Beeforth who are both keen to provide a rock poppy for under the notice board on Top Road/Main Road. Clerk has also obtained costs for wooden poppies – agenda item.
- d. Dates obtained from the P & CC for a joint LVF meeting and passed on to Cllr Cave.
- e. Clerk has ordered 2 x dog signs for the playing field gates. These have now been fitted by Cllr Barker. An article will be placed into the next Worlabby Views.
- f. Clerk in the process of organising a Lease meeting. **Clerk.**
- g. Clerk is waiting for costings to install a new path with regard to safety concerns raised – agenda item.
- h. Clerk has been in contact with NLC with regard to the reinstatement of the Elsham Bridleway.

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- i. Clerk asked Ward Cllrs to call in PA/2018/1472, this could not be done but Highways attended site again along with the NLC Case Officer. The application is being determined.
- j. The Clerk showed the Council the certificate received from the Best Kept Village Competition. Clerk to frame all the certificates with a view to have them hung on the walls in the hall. **Clerk.**

1810/05 Report from Ward Cllrs on NLC issues

To receive a report from the Ward Councillors on North Lincolnshire Council issues including an update on the repairs undertaken on Barn Hill.

Apologies received from Cllrs N Sherwood and R Waltham.

Cllr C Sherwood stated that he had no updates with regard to any outstanding issues Tim Allen issues to which the Clerk stated she had contacted NLC Nolan Bennett who had taken on the role of dealing with these issues and was hopeful that a response would be received this week.

Cllr Sherwood informed the Council that the Ancholme Path was now at Saxby Bridge and discussions are ongoing with Horkstow.

1810/06 Police Matters / NATs / Neighbourhood Watch (NHW)

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

There have been no further meetings.

1810/07 Delegate Reports/Parish Issues

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

Cllr Jones stated that the chippings have been laid by the Green Team on the paths in the Woodland Glade. The area was last cut in August but Cllr Jones has been cutting selective areas.

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

The notes were circulated prior to the meeting and Cllr Jones summarised the notes.

Cllr Sherwood was asked to find out how the LDF was developing.

It was recorded that Cllr Jones has done a lot of work to date on the plan and favourable comments have been made by NLC Dave Lofts who stated that the plan to date was fabulous and the Consultant has also praised the plan.

Resolved – the recent invoice received from KVA Consulting approved for payment.

- c. To receive a report on the parish path project 2018 determining any actions required.

Cllr Jones stated that the contractor chosen had done a great job and had tidied up all the paths cutting better than last year.

The Clerk contacted NLC today and she is to submit all costing to NLC who will reimburse. Cllr Jones and the Clerk to work on the winter maintenance requirements and the Clerk will be told next week what the process is for getting this work done. **Clerk & Cllr Jones.**

- d. To determine actions required with regard to the cutting of the B1204 between Worlabby and Bonby in 2019.

Cllr Jones stated that this had been a successful although there had not been a major impact to the area and a couple of the cuts had not been as smooth as

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others. Cllr Jones stated in order to get in control of the area more cuts are required in the spring time from April cutting once a month and then a further couple of cuts for the rest of the season totally 6 cuts for the year.

Cllr Bowles added that he agreed the cutting has been successful and the specimen trees are more visible. A site meeting would benefit the council to take a look at the area and possibly increase the area which has been cut back further into the village.

Resolved – cuts to begin earlier in spring and a site meeting to be arranged in winter.

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

The refurbishment has been completed on the war memorial and it looked very nice.

Cllr Barker has nearly completed the 11 poppies which are being installed on the railing to the front of the memorial.

It was agreed that the war memorial is a dedicated memorial and should be clean and clear of any items other than the memorial.

Resolved – the following actions: -

- all pots and items to be removed and located in other areas around the parish.
- Cllr Cave to place the baskets at the bus stop. **Cllr Cave.**
- Cllr Bowles to organise the turf for the area. **Cllr Bowles.**
- School children's rock poppy stones to be placed under the notice board only. Clerk to inform Pam Beeforth. **Clerk.**

- f. To determine actions required with regard to an initiative raised by Cllr Cave to photograph all listed buildings and to place onto the website.

Cllr Cave to write to owners of properties to get permission to take photos of the listed properties in the parish. Cllr Cave to use only Council contact details. **Cllr Cave.**

Cllr Hayes stated that he was not able to take photos as detailed in the report provided by Cllr Cave.

Cllr Sherwood left the meeting at 7.55pm.

- g. To receive an update report with regard to the 'Battles Over' Event on 11/11/18 including approval of expenditure of the 100 wooden poppy crosses for children of the parish and the creation of an invite to all parishioners, determining any further actions required.

The following items were approved to/as actions: -

- Expenditure approved for the purchase of 100 wooden poppy crosses.
- Cllr Fletcher will produce the invites to all residents including a programme of events, refreshment information and attendance information. Expenditure was approved to purchase the card and envelopes which will also be used for the Christmas cards too. **Cllr Fletcher.**
- Cllr Cave added that the church bells are now ringing and a team of bell ringing have been practicing.

- h. To receive an update report from the LVF including progressing the Low Villages Tourism Leaflet determining any actions required.

Cllr Cave stated that the tourism leaflet is not yet in draft format. The Low Villagers Quiz is to be held at Saxby on 7th December.

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- i. To determine actions required with regard to the outstanding issues as discussed with NLC Tim Allen.
- Replacement of the fencing along the boundary determining any actions required.
NLC Nolan Bennett has confirmed that NLC will not be funding the replacement of the fence and suggested a Community Grant application is submitted by the Parish Council.
Clerk to obtain quotes to replace the fencing prior to any further decisions being made. **Clerk.**
 - To receive an update report with regard to the NLC Tree Management programme.
A request for information has been sent to NLC Nolan Bennett which is expected by the end of the week. **Clerk.**
 - Hedgerow to replace the trees on the play field boundary.
Clerk awaiting a response from NLC Andrew Taylor. **Clerk.**
- j. 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	09/10/18
War Memorial, Top Road	Cllr Cave	Monthly	09/10/18
Flag Pole, Main Street	Cllr Cave	Monthly	09/10/18
Bus Stop, Low Road	Cllr Cave	Monthly	09/10/18
Pleasure Ground & Play Area, Top Road	Cllr Cave	Monthly	09/10/18
Fountain	Cllr Hayes	Monthly	09/10/18 *See below
Recreation Ground	Cllr Smithson	Weekly	09/10/18
Woodland Glade & Hollows, The Hill	Cllr Jones	Monthly	09/10/18
CCTV system	Cllr Bowles	Monthly	09/10/18

*Cllr Hayes stated that the area needs some tidying up at the base and it was agreed that this would be discussed at the meeting arranged for tomorrow with the Green Team with a view to removing and re-turfing the area.

It was also noted that there was some work required on pointing up some of the stone work. Clerk to contact NLC Eddie Rychlac to ask for advice on carrying this out. **Clerk.**

- k. To receive an update report for Worlaby Village Hall.
Cllr Bowles stated that the Village Hall Committee have been discussing enhancements required for the village hall including plastering and decorating works. Cllr Barker added that the heating system was not very effective anymore and both Cllrs Barker and Bowles to work together to bring quotes to the next meeting for replacing the heating system and any other essential works relating to the maintenance of the hall which falls under the remit of the Parish Council. **Cllrs Barker & Bowles.**
Clerk to obtain dates for a Lease meeting from the relevant parties. **Clerk.**
The Wi-Fi had been switched off to stop some suspicious character using outside the village hall on a couple of occasions. Due to the need for the Wi-Fi

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to be active for the CCTV it has been turned back on and the password will not be shared for security purposes.

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

Cllr Smithson stated that the new exercise equipment was making squeaking noises. Clerk to ask the contractor to investigate. **Clerk.**

1810/08 Highways / Footpaths / Parish Issues / General NLC issues

- a. To determine actions required with regard to the concerns raised on safe access into the village from the south-east end.

The Clerk has obtained a cost to install a footpath from the end property around the corner to Corner View Cottage and drop kerbs to be placed either side of the road. The Clerk advised the Council that if they were minded to go down the route of installing the path a Community Grant may help to fund but in the interest of being open and transparent residents should be asked to comment on the expenditure.

Clerk to ascertain from NLC what other alternatives are there to the installation of a more cost effective hardcore/chippings footpath. **Clerk.**

Clerk to also ask for clarification of the other traffic/safety issues raised at the meeting with regard to the hedges, visibility and the linings in the road prior to a decision being made. **Clerk.**

Clerk to send a copy of the plan and costs to Mr Welch for information. **Clerk.**

- b. To determine further actions required with regard to the obscured light on Low Road.

Clerk to add to the list for NLC Nolan Bennett to investigate as NLC Tim Allen stated this could be resolved as part of the LED installation. **Clerk.**

- c. To receive an update on the tree planting on the playing field determining any further actions required.

Clerk to follow this up with NLC Andrew Taylor with a view to planting this year. **Clerk.**

- d. To determine actions required with regard to the fly tipping on and around the Hollows and up the hill.

As stated earlier this is to be cleared in the next two weeks.

- e. To receive an update report with regard to the Hollows being registered as a community asset determining any further actions required.

Item to be removed from the agenda until further notice.

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

No other issues raised.

1810/09 Planning

To receive any decisions received from North Lincolnshire Council.

2018/1427 – full planning permission granted to demolish existing conservatory on rear elevation and erect single storey rear extension and install rooflights in side elevation at 9 Low Road.

2018/1468 – full planning permission granted to erect a single storey side and rear extension at 14 Main Street.

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1810/10 Correspondence for Discussion/Decision

- a. To determine actions required with regard to a village survey on 'feeling of safety'.
It was agreed not to create a separate survey.
- b. To be notified of the correspondence received from a resident with regard to safety concerns when leaving Worlabby Academy onto Low Road, determining actions required.
Cllrs Barker and Jones along with the Clerk will attend a meeting arranged by NLC and the School on 02/11. **Clerk & Cllr Barker & Jones.**
- c. To consider attendances to the NLC Standards Training.
Cllr Davidson to attend the meeting scheduled for 27/11. Clerk to book a place. **Clerk.**
- d. To be notified of concerns raised by a resident on trees being taken down under a TPO without permission in the parish determining actions required.
The Clerk has reported to NLC who will be investigating the report.
- e. To be notified of concerns raised by several residents on safety grounds with regard to the railway gates on Carr Lane being padlocked determining any actions required.
The Clerk has contacted by Network Rail and NLC who were unable to pursue due to it being on private land. The Parish Council raised concerns of Health & Safety.
- f. To be notified of concerns raised again about loose dogs from Worlabby Farm House attacking other dogs determining actions required.
The Clerk has been in contact with the NLC Dog Warden who stated that a call to the owner was to be undertaken advising that fencing could be looked at to ensure the dogs are kept out of the public domain.
- g. To be notified of the Surveillance Camera Commissioner information determining any actions required.
Cllr Bowles and the Clerk to ensure that the current policy adheres to any changes. **Cllr Bowles & Clerk.**
- h. To be notified of the complaints received from residents on the junction of Main Street and Top Road with regard to the brightness of the new LED lighting determining any further actions required.
The Clerk has reported the issues to NLC who attended site the following day to install a cover to stop reflections back in to the properties.
The residents were to attend the meeting tonight but due to them not being attendance it is assumed that the works NLC carried out sorted the issues.
- i. To determine actions required with regard to the Rough Sleeper Count 2018.
Councillors to informed the Clerk of any Rough Sleepers on the 24/10 who will report back to NLC.

Correspondence for Information

- j. ERNLLCA Newsletter – Sept 2018.
- k. Worlabby NHW Victorian Christmas Charity Market – December 2nd, 3-5pm.
Clerk to book a stall for the Parish Council which will be discussed further at the November meeting. Clerk to invite Cllr Waltham to attend the event. **Clerk.**
- l. Royal Mail Scam poster and letter.
- m. Neighbourhood Plan – consultation on application for Designation of Kirton in Lindsey and Appleby Parish Consultation response from.

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- n. NLC Highway updates – works have been carried out to reinstate the verges along Carr Lane where possible, grips have been refreshed along its length to improve drainage and reduce the level of standing water and potholes have been filled where possible.

The road will be continued to be monitored and work will be carried out to maintain it where practical. Further inspections have been carried out since the last meeting and it is acknowledged by NLC that significant work is required to improve the current condition of the road and it has been forwarded to the Asset Evaluation Team recommending that it is incorporated into a future resurfacing programme.

1810/11 Accounts

- a. To consider the creation and supply of Christmas Cards for the Parish, determining actions required.

Two of the photographs provided by Cllr Fletcher were chosen and examples will be created for approval at the next meeting.

- b. To approve the Data Protection Registration Fee of £35.

Resolved – approval to renew the registration.

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

Resolved – approval for payment of the monthly accounts.

27.09.18	A Sissons	Ground Maintenance B1204	£58.00
27.09.18	Grove Groundworks	Parish Paths – 3 rd cut	£155.25
01.10.18	SLCC	Attendance Fee	£18.00
09.10.18	D Hotson	Salary/Tax	
09.10.18	Information Commissioner	Data Protection Registration Fee	£35.00
09.10.18	ERNLLCA	ERNLLCA Conference x 2	£162.00
09.10.18	MD Signs	Dog signage x 2	£30.00
09.10.18	Royal British Legion	1Wreath & 100 crosses	£175.00

1810/12 Minor Items

- a. To take any points from members.

- Cllr Cave stated that the Red Ensign flag was put up on Sunday.
Post Meeting - on checking the Clerk informed Cllr Cave that Merchant Navy Day was on 03/09 when the flag should be flown.
- Cllr Fletcher raised the A4A advertising requirements – the Clerk to organise an event to mark the installation of the new equipment on a Thursday evening to coincide with the Exercise Group and invite Cllr Waltham to officiate. **Clerk.**
- Clerk to ask Cllr Waltham to attend the Beacon event. **Clerk.**
- Clerk to ensure all Elsham & Worlabby LVF members are aware of the P & CC meeting scheduled for 22/10. **Clerk.**
- Clerk to ask NLC for the latest figures or estimates of the housing allocation. **Clerk.**

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

- Message from the school stating that they would like to be involved in litter picking next year.

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- NLC Safe & Sound Home Assistance Grant. Information has been placed onto the notice boards, website and circulated on the village email.
- Correspondence received relating to PA/2018/440 Worlabby House Farm Development and a request to meet with the consultant or to receive further plans.

1810/13 **Agenda Items for the next meeting –**

- Precept/Budget 2019/20.

1810/14 **To confirm the date and time of the next meeting as Tuesday 13th November, 2018 at 7pm at Worlabby Village Hall.**

1810/15 **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 - Cllr Fletcher stated that one of the successes that should be added onto the appraisal was the obtaining of a grant for A4A for the adult exercise equipment.

Cllr Barker suggested that the Clerk look at the management of the website over the forthcoming year with a view to increase its contents from other organisations providing administration access.

Clerk to also ask that Worlabby Views articles are provided to the Clerk to put onto the site.

The Personnel Committees recommendation to Full Council was to increase the SCP grade from 27 to 28 as per the contract with affect from 1st November, 2018.

Resolved – the recommendation was approved.

The meeting closed at 9.15pm.