

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlabby Parish Council held at 7pm on Tuesday 10th December, 2019 at the Village Hall, Worlabby.

Present: Cllr Bowles, Cllr Davidson, Cllr D Empson, Cllr N Empson, Cllr Fletcher (Chair), Cllr Jones, & Cllr Newton.

Also Present: 6 residents & Deb Hotson – Clerk to the Council.

1912/01 Apologies for absence

All members present.

1912/02 Public Participation

Resolved - to temporarily suspend the meeting for a period of no more than 15 minutes to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened.

A resident thanked the Parish Council for the Christmas card which had cheered her poorly daughter up immensely and had put a smile on her face. The resident went on to say that this would probably apply to a lot of residents in the parish.

1912/03 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 1912/08f.

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

None outstanding.

1912/04 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meeting held on 12th November, 2019 were approved and signed as a true and correct record.

Resolved – item 1912/08g brought forward to this point on the agenda but still recorded in the correct place on the agenda.

1912/05 Clerk's Report

- a. Clerk has requested further tree survey quotes – agenda item.
- b. Clerk has circulated examples of composters, water butts, trees and wild seeds for the Environment Enhancement project Clerk along with 20 things a Parish Council can do – agenda item.
- c. Pot holes on New Road and Wold Road reported.
- d. Clerk has sent email to PCC with regard to War Graves sign stating that the Parish Council agree in principle but an offer to erect a post to put the sign either nearer the grave or at the PCC notice board. No response received to date.
- e. Email circulated detailing the amount of funds raised for the Royal British Legion – Poppy Appeal.

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1912/06 Report from Ward Cllrs on NLC issues

To receive a report from the Ward Councillors on North Lincolnshire Council issues.
No Ward Cllrs present.

1912/07 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 January, 2020.

Cllr Fletcher stated that the NHW Victorian Market went really well and was enjoyable even though the setting up had been hindered by the wind.

A thank you note had been circulated by the NHW Co-ordinator.

Cllr Fletcher thanked Cllr Bowles for the ever-improving electrics provided which this year included each area being provided sockets.

1912/08 Delegate Reports

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

Cllr Jones stated that there wasn't much going on over the winter months, the grass had been cut a couple of months ago.

Next year was to see a further habitat clearance in the Woodland Glade.

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

Cllr Jones informed the meeting that this Sunday the plan would be available for residents to view along with presentation stands and the NHP group would be available for questions.

- c. To receive an update report from the LVF determining any further actions required.

The minutes were circulated prior to the meeting.

- d. To determine actions required with regard to the proposed Lease and Management Agreement.

The Clerk had circulated the questions from the Solicitor and these were being discussed at the VHC meeting and a response provided to the Parish Council.

VHC/Parish Council.

- e. To receive the risk assessments and safety reports for play and public areas owned or managed by the Parish Council.

<u>Location</u>	<u>Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr C Fletcher	Monthly	10/12/19
War Memorial, Top Road	Cllr C Fletcher	Monthly	10/12/19
Flag Pole, Main Street	Cllrs D & N Empson	Monthly	10/12/19
Bus Stop, Low Road	Cllrs D & N Empson	Monthly	10/12/19
Pleasure Ground & Play Area, Top Road	Cllrs D & N Empson	Monthly	10/12/19
Fountain	Cllrs D & N Empson	Monthly	10/12/19
Recreation Ground	Cllrs D & N Empson	Weekly	10/12/19
Woodland Glade & Hollows, The Hill	Cllr P Jones	Monthly	10/12/19
CCTV system	Cllr R Bowles	Monthly	10/12/19

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

Cllr Bowles stated that the Craft event that was held a couple of weeks ago was not that well attended. This would be discussed at the next VHC meeting.

g. To receive an update on the VE Day 75 event scheduled for 8th – 10th May, 2020 determining actions required.

Cllr Davidson informed the meeting that the Government had moved Mayday from 4th May to the 8th May, 2020 to celebrate the 75th anniversary of VE Day. Cllr Davidson has been tasked by the Parish Council to form a group and arrange the celebrations. Based on the Armed Forces suggested guide and amalgamating the format of the usual Mayday celebrations the Parish Council and Village Hall Committee have agreed the following.

- All those attending will be invited to attend in 1940 costume, with a prize for best dressed lady, gentleman, boy and girl.
- Friday 8th at 2.30pm the children will gather at the church and go forward to the playing field where the may pole will be located. The children can wear costumes and/or decorate their bikes or scooters with crepe paper. Cllr Waltham could judge the best bikes/scooter.
- 3pm a Nations Toast given by Matt Welch.
- Children's dancing followed by 1940 related activities.
- Refreshments will be provided and a 1940 tea party for the children.
- Raffle – adults and children prizes welcome.
- 6.55pm – Cry for Peace – a Cryer will carry out this activity.
- 7pm – Ringing out for Peace – church bells will be rung out and Cllr Bowles will relay the sound to the playing field.
- Saturday 9th – Heritage Day – Worlabby Academy have been working on WWII and will be erecting a display in the Wilson Room of the Village Hall.
- Fountain Room will be used to display artefacts of the period and village life from residents.
- Peter Lax will be providing soup and rolls and other refreshments will be provided.
- Sunday 10th – church service will be held. Cllr Fletcher will read a Tribute to the Millions.
- A bugler will then play the Last Post and Reveille.
- Picnic in the Park will commence at 1.30pm, again in 1940 costume with residents bringing their own food and drink.
- 2-4pm – West Yorkshire Brass band will be playing in the grounds of the village hall.
- Fly past by Battle of Britain.
- Music of the period.

A further meeting will be held with the Working Group.

Cllr Newton suggested that the Churchill recordings are also playing at 3pm on the Friday along with the Nations Toast to which Cllr Davidson stated that he could get a recording and that was a good idea.

Cllr Davidson and 1 resident left the meeting.

h. To consider the circulation of information with regard to any person wishing to lay a poppy wreath at the War Memorial during the Remembrance Day Service.

Clerk to advertise in the July, 2020 Worlabby Views. **Clerk.**

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- i. To consider the setting up of an Environment Enhancement working group determining actions required.

Cllr Fletcher provided a summary of items to be considered.

- Identify one or more Cllrs who are interested in being part of this group. Cllr Newton accepted the invitation to lead the group and Cllr Bowles also volunteered to be a member.
- Form an interest group – to include, School, village hall committee, village groups and parishioners. Cllr Newton to provide email for the Clerk to circulate inviting all to the first meeting.
- Clarify the goals – short, medium and long-term objectives. The first steps are to choose suitable composters, water butts, trees and wild flower seeds and then submit a funding application under the yet to be established Enhancing the Environment Community Fund. **Post Meeting** – the fund will be finalised at the end of January, 2020.
- Determine roles and responsibilities within the group delegating person responsible for example someone responsible for the composter's maintenance etc.
- Parish Council representatives will report back to each meeting for discussion, resolving on all ideas and their implementation. **Cllrs Newton/Bowles.**

1912/09 Highways / Footpaths / Parish Issues / General NLC issues

- a. To consider the procedure to advertise Emergency Contact information.

Clerk to use the Community Emergency Plan information and put on the website and notice boards. **Clerk.**

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

Clerk to report the pot holes on New Road to Ward Cllrs as these have been outstanding for several months and the grips at both ends of the parish need digging out again.

Clerk.

1912/10 Planning

To receive any decisions from North Lincolnshire Council.

No decisions received from NLC.

1912/11 Correspondence for Discussion/Decision

- a. To determine actions required with regard to a request to install more effective lighting at the Village Hall particularly the car parking area.

Cllr Bowles to obtain some prices for upgraded lighting options. Once these have been decided the Clerk will ask NLC if planning permission is required.

- b. To determine actions required with regard to the NALC Smaller Councils Committee voting for three candidates to represent the interests of smaller councils nationally.

Item noted.

- c. To determine actions required with regard to the NALC Strengthening Police Powers to Tackle unauthorised encampments.

Clerk to circulate to residents via email for them to have an option to complete. **Clerk.**

Clerk to complete on behalf of the Parish Council supporting all the questions. **Clerk.**

- d. To be notified of the NLC T & PC precept setting 2020/21 information determining actions required.

The Parish Council will be setting their precept at the January meeting.

Correspondence for Information

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- e. LVF Minutes of the meeting held 03/09.
- f. Update from the contractor who will be carving the bench on the playing field. Due to the weather it has delayed the progress and therefore will be later starting the works at Worlabby.
- g. Request for assistance from NHW with regard to issuing vulnerable people packs. The Parish Council suggested that these were available at the NHW Victorian Market event and the Clerk issued an email to residents stating that the packs were available.
- h. Update on information received from the Environment Agency with regard to signing up for flood alerts. The clerk has circulated further information enabling residents to register for areas surrounding Worlabby. The clerk has also registered and will circulate all future information via the village email.
- i. Update on swing floor repair kit. The repair kits last for 2-3 years but has to be used at temperatures over 4 degrees. Clerk to order and store at the village hall until a suitable time to use. **Clerk.**
- j. ERNLLCA S137 increase.

1912/12 Accounts

- a. To approve the budget for 2020/21.
Resolved – budget set at £16,000.
Clerk to try and obtain council tax % and £ increase from NLC for £15,500 and £16,000 for the next meeting. **Clerk.**
- b. To consider expenditure to complete the Hollows Fencing and Fountain Refurbishment projects.
Resolved – to go ahead with both repairs. **Clerk.**
Resolved – to temporarily close the meeting to allow a resident to speak.
A resident stated that he was happy to help the Parish Council in looking at means to re-establish a water source to the Fountain.
Resolved – to re-open the meeting.
- c. To consider the purchase of a bench to be located on Middlegate Lane.
Resolved – to purchase a bench to be located on Middlegate Lane not to exceed £340.
Clerk to obtain a quote for the selected bench, fixings and delivery. If the fixings are too expensive Cllr Bowles stated that he would be able to make some up. **Clerk.**
- d. To consider tree survey quotes for parish owned trees.
Resolved – Clerk to engage Lincolnshire Tree Services to carry out the survey including the beech in the church grounds. **Clerk.**
- e. To approve the monthly accounts for payment. See financial report.
Resolved – monthly accounts approved for payment.

13.11.19	R Bowles	Photocell repair – notice board	£9.95
13.11.19	TCV	Woodland Glade habitat works	£480.00
13.11.19	AD Fairburn	Memorial Plinth works	£120.00
14.11.19	Royal British Legion	Poppy Wreath donation	£25.00
14.11.19	N Empson	Memorial Plinth material	£78.00
10.12.19	MD Signs	Anti-dog fouling signage	£318.60
10.12.19	R Bowles	Christmas Tree lights & cabling	£64.49
10.12.19	N Empson	Gravel, Pleasure Ground	£225.00
10.12.19	C Fletcher	Christmas Cards/NHP/Reflective posts	£84.40
10.12.19	D Hotson	Salary/Tax	

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- 1912/13** **Minor Items**
- a. To take any points from members.
- Cllr Newton suggested that the Parish Council review the current stance on Community Champion nominations. This will be an agenda item next year along with other options available to the Parish Council.
- b. Matters of correspondence for information which arrived after the agenda was posted.
- ERNLLCA Newsletter Dec 19.
 - Police & Crime Commissioner update.
 - Concerns raised from a resident about the trees and habitat pile in the Woodland Glade. Clerk to ask NLC to attend site and carry out a pest's survey. **Clerk.** The resident has been informed that a tree survey of the area is imminent.

- 1912/14** **Agenda Items for the next meeting –**
- Parish Vacancy

- 1912/15** **To confirm the date and time of the next meeting as Tuesday 14th January, 2020 at 7pm at Worlaby Village Hall.**

- 1912/16** **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.**

Resolved – the meeting was closed to the public and press due to the nature of the items to be discussed.

Carr Lane – actions agreed as per the circulated information.

Clerks Appraisal –

It was confirmed that the Clerk was happy with the current working hours of 5 per week and would ensure that any overtime was claimed.

It was agreed that Councillors attending all the available training would assist the Clerk and Parish Council in running smoothly. A schedule of training events to be circulated as soon as available.

Cllr Fletcher stated that the Clerk has an excellent understanding of NLC and fosters good relationships. Has an excellent relationship with ERNLLCA and consults for advice where necessary and encouraging Cllrs to attend their training courses.

The Clerk is an exceptional Clerk to the Parish Council and continues to keep abreast of national and local democracy issues and new legislation to the benefit of Worlaby Parish Council.

Cllr Newton added that the Clerk was very supportive, particularly to the new Cllrs with regard to the past difficult circumstances.

The Personnel Committees recommendation to Full Council was to increase the SCP grade from 28 to 29 as per the contract with affect from 1st January, 2020.

Resolved – the recommendation was approved.

The meeting closed at 9pm.