

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the virtual meeting of Worlabby Parish Council held at 6.30pm on Tuesday 12th May, 2020 via a Zoom Platform.

Present: Cllr Bowles, Cllr Cave, Cllr Dolan, Cllr Hogg (Chair), Cllr D Empson, Cllr N Empson, Cllr Newton & Cllr Whitfield.

Also Present: 5 residents, Cllr C Sherwood, Cllr N Sherwood & Deb Hotson – Clerk to the Council.

2005/01 Declarations of Acceptance of Office

To receive the Declarations of acceptance of office from the 4 new Cllrs.

Cllrs Cave, Newton & Whitfield signed their declarations and will send to the Clerk along with their ROI's. Cllr Dolan to sign and provide to the Clerk along with her ROI.

2005/02 Apologies for absence

All members present.

2005/03 Election of Committee / Working Group Representatives

- Neighbourhood Watch & NATs representative – Cllr Cave was elected.
- Planning representative – the Clerk will undertake this.
- Woodland Glade & Hollows representative – Mr Peter Jones will continue to carry out the risk assessments and cutting of the grass in the Hollows.
- Low Villages Forum representatives – Cllrs Cave & Hogg were elected.
- Neighbourhood Planning representatives – Cllr Hogg was elected. Mr Peter Jones & Mrs Christine Fletcher will continue their work with the NHP until its completion.
- To elect two Councillors to represent this Council at the ERNLLCA District Committee Meetings – Cllrs Cave and Hogg were elected.
- Personnel Committee representatives – Cllrs Dolan, Hogg & Newton were elected.
- Asset Risk Safety checks representatives – see item 2005/9d for a list of requirements. Clerk to send out all the relevant paperwork. **Clerk.**
- Community Emergency Plan representative, this will include the position of Snow Warden(s) – Cllr Whitfield was elected to review the CEP, Clerk to send out the relevant paperwork. **Clerk.** Cllr N Empson was elected Snow Warden.

2005/04 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 asked if the Parish Council could assist with regard to the lack of grass cutting on Hurds Farm. The Clerk has contacted Linden Homes who are responsible to undertake this and is waiting feedback. **Clerk.**

A resident thanked the Parish Council for the installation of the bench on Middlegate Lane, this was all agreed by a further resident. The Council expressed its thanks to Cllrs Empson's for its installation and Cllr Bowles for making the security bars.

Resolved – to reopen the meeting.

Worlaby Parish Council

Minutes of the Parish Council Meeting

2005/05 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.
None declared.
- b. To note dispensations given to any member of the council in respect of the agenda items listed below.
None outstanding.

2005/06 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meetings held on 10th March & 20th April, 2020 were approved and signed as a true and correct record.

2005/07 Clerk's Report

- a. Clerk has contacted the farmer with regard to the cutting of hedges in the parish.
- b. Clerk has sought advice from NLC with regard to the TPO status for the Woodland Glade.
- c. Clerk has been tasked to order 3 composting units for the playing field to be used by the Gardening Group. Due to Covid19 ordering is pending at present. **Clerk.**
- d. The mole problem has been eradicated at the playing field.
- e. Clerk has informed the resident that the Parish Council have exhausted all routes with regard to take the request for assistance for action to be taken by NLC on the road safety for a property on Low Road. All further requests will be redirect to NLC Highways.
- f. Clerk has dealt with all highway issues and awaits update – agenda item.

2005/08 Report from Ward Cllrs on NLC issues

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

Cllr N Sherwood informed the meeting that at the NLC Planning Committee Meeting the proposal to build 6 houses on the Haymaker site at Bonby had been refused.

Cllr Sherwood stated that NLC has been dealing with Covid19 issues and they had lost around 1/3 of its staff who were ill or self-isolating.

The brown bin collection will hopefully resume in the next couple of weeks.

Cllr N Empson suggested that the brown bin collection was more of a priority than the regular sweeping of the road. To which he was told that the road sweeper could work on his own compared to the bin men who had to work in groups.

Cllr C Sherwood will look into why the pot holes on New Road still have not been repaired after 7 months.

Cllr Newton asked if fly tipping had increased to which she was told it had even though the NLC's Refuse Centres in the area were all still open.

Cllr Cave expressed concern that information provided by NLC was sometimes unclear. He suggested that it would be a good idea for NLC to provide parish councils with a regular bulletin who could then be filtered down to residents. Cllr C Sherwood agreed to look into this.

Ward Cllrs left the meeting.

2005/09 Police Matters / NATs / Neighbourhood Watch (NHW)

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

Nothing to report.

Worlaby Parish Council

Minutes of the Parish Council Meeting

2005/10 Delegate Reports

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

Following on from the meeting held 28th April, the Clerk had forwarded a letter from the Chairman on behalf of the Parish Council to the owner of the Hollows with regard to the recent concerns raised on the accessing certain areas.

The Clerk has chased a response today but as yet nothing has been received.

It was agreed to leave for a further week and if nothing heard the issue will be passed to the local authority as the Open Access authority. **Clerk.**

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

The notes of the meeting held 28/04 were circulated prior to the meeting.

- c. To receive an update report regarding Worlaby Village Hall determining any actions required.

Item to be discussed under 2005/18.

- d. To determine actions required with regard to the placement of the Worlaby War Memorial information received from Cllr Cave onto the notice board and/or near to the war memorial.

It was agreed to place the information of the 100-year Parish Council ownership, previously circulated to Cllrs on the notice board and website and into the next Worlaby Views. **Clerk.**

- e. To confirm and allocate members to carry out the risk assessments and safety reports for play and public areas owned or managed by the Parish Council.

Resolved – that responsibility be allocated as shown in the Table below,

<u>Location</u>	<u>Currently Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr Whitfield	Monthly	
War Memorial, Top Road	Cllr Whitfield	Monthly	
Flag Pole, Main Street	Cllrs D & N Empson	Monthly	
Bus Stop, Low Road	Cllrs D & N Empson	Monthly	
Pleasure Ground & Play Area, Top Road	Cllrs D & N Empson	Monthly	
Fountain	Cllrs D & N Empson	Monthly	
Recreation Ground	Cllrs D & N Empson	Weekly	
Woodland Glade & Hollows, The Hill	Mr Peter Jones	Monthly	12/05/20
CCTV system	Cllr R Bowles	Monthly	

It was also noted that Government restrictions on social distancing were being partially relaxed that the Council should consider whether greater use of the Village Hall facilities might be allowed. After discussion it was agreed that provided social distancing was complied with greater use might be made of the MUGA.

Resolved- to reopen the MUGA, tie back the gates and place a sign stating that Government Guidance should be adhered to, families or 2 persons to be permitted into the MUGA at anyone time. Clerk to provide a sign for Cllr N Empson to put on site.

Clerk.

Worlaby Parish Council

Minutes of the Parish Council Meeting

- 2005/11** **Highways / Footpaths / Parish Issues / General NLC issues**
To notify the Clerk of any other issues to be taken up with NLC.
It was noted that the public footpath sign had been removed from Middle Barn Hill and screwed to the footpath leading to Hurds Farm from Main Street. This has since been reinstated.
The Clerk asked NLC if they had moved it but they stated they had not.
It was also commented upon on how good the grass cutting was on the Pleasure Ground. This is a new contractor who is also responsible for cutting the Pleasure Ground, area in front of the Almshouses and the playing field.
- 2005/12** **Planning**
To receive any decisions received from North Lincolnshire Council.
2019/1936 – noted that: listed building consent had been granted to replace 4 existing windows with hardwood single glazed sash windows and replace rear door at The Grange, Low Road, Worlaby.
- 2005/13** **Correspondence for Discussion/Decision**
- a. To be notified of the request from Citizens Advice North Lincs for information to determine actions required.
Agreed - deferred until after the Covid19 situation was resolved.
 - b. To confirm the actions taken with regard to the power line clearance sites 43-47 at the playing fields, determining any further actions required.
Agreed - Permission was granted to Gatree Services with the following conditions:
Site 43: chip rather than stack brush, clear out as much as possible to allow the siting of 3 compost units.
Site 45: if any works are carried out, contractor to be careful with the newly planted hedge plants and not to bury them in chippings.
Correspondence for Information it was noted that Correspondence had been received on the following matters:-
 - d. NLC & Parish Highway updates.
 - e. NLC Planning Committee access information.
 - f. Confirmation of receipt of the North Lincolnshire Local Plan submission by the Parish Council.
 - g. NLC Speed Monitoring Schedule & Covid 19 update.
 - h. Offer of a spring clean to the children's play area on the Pleasure which will be carried out next week.
 - i. ERNLLCA Newsletter April 2020.
 - j. Police & Crime Commissioners Media Information.
- 2005/14** **Financial matters and Accounts**
- a. To consider taking on the devolved grass verge/PROW cutting for South Ferriby as requested by NLC.
It was noted that - South Ferriby Parish Council have decided to take on this responsibility, and that no further action was required;
 - b. To consider the quotes received for the grass verge/PROW cutting for South Ferriby. as above;
 - c. To consider the quotes received based on the latest tree survey report, determining actions required including the request to remove 3 ash trees from the Woodland Glade.

Worlaby Parish Council

Minutes of the Parish Council Meeting

It was noted that -The Northern Powergrid contractors will be surveying the area of trees under the power line in the Woodland Glade in the next few months and once this has been undertaken the item will be discussed further.

- d. To confirm the purchase of 11 reusable large poppies to place on street lights around the parish for Remembrance Day.

Resolved - to purchase the poppies and these will be kept for all Remembrance events.
Clerk.

- e. To consider a donation to LIVES.

Resolved – a donation of £250 was approved. Clerk to circulate the information and put on the notice boards. **Clerk.**

- f. To be notified and approve the Internal Audit report 2019/20 and determine any actions required.

Cllr Hogg, having read the report thoroughly commended the Clerk on a positive report from the Internal Auditor.

Resolved – The report be approved and the proposed amendments to standing orders made. Clerk will undertake all requirements. **Clerk.**

- g. To review and approve the Annual Return Assertions Pro forma Policy for 2019/20.

Resolved – approval of the Policy was agreed with 3 abstentions. Cllr Cave stated that a strong system was in place. It was noted that the abstentions were due to three of the Councillors are new and did not have the background to judge the year end accounts.

- h. To approve the Annual Governance Statement 2019/20.

Resolved – The Statement be approved.

- i. To approve the Accounting Statement 2019/20.

Resolved –The Accounting Statement be approved.

- j. To consider membership renewal for ERNLLCA at £316.62 for 2020.

Resolved – membership renewal approved for payment.

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

Resolved – the accounts set out in the Table below were approved for payment.

03.04.20	Worlaby VHC	Hire of room NHP March 2020	£110.00
21.04.20	Worlaby Kindness Group	Donation	£300.00
21.04.20	Scottish Power	Church/Pleasure Ground lighting	£43.42
27.04.20	A Sissons	Ground Maintenance – verges x 2	£282.00
12.05.20	NLC	Contested election costs	£1,007.82
12.05.20	R Bowles	Stakes – PC bench	£10.00
12.05.20	CPRE	Best Kept Village Competition Fee	£25.00
12.05.20	R Dixon	Internal Audit Fee	£355.00
12.05.20	Vision ICT	Website SSL Certificate renewal June 2020-May 2021	£50.00
12.05.20	D Hotson/HMRC	Salary/Tax	

2005/15 Minor Items

- a. To take any points from members.

- It was noted what a good VE Day was enjoyed in the village.
- Insurance Renewal – it was agreed in principle and due to the time constraints that the insurance would be extended for a further year at a cost of £299.75.

Clerk.

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

- Citizens Advice North Lincs – September agenda.

Worlaby Parish Council

Minutes of the Parish Council Meeting

- 2005/16 **Agenda Items for the next meeting –**
- Confirmation of approval for Zurich Insurance Renewal.
 - Review of Policies and Procedures.
 - September – Citizen Advice North Lincs requirements.
 - June agenda
 - playing field new sapling hedge review
 - habitat pile in Woodland Glade
 - Plaque – playing field beech

2005/17 **To confirm the date and time of the next meeting as Tuesday 9th June, 2020 at 7pm – method to be confirmed. Agenda items to be provided to the Clerk no later than 1st June.**

+2005/18 **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 to remain open to the public.

Village Hall Status – communication had been received from the VHC’s solicitor that an application should be made to confirm the end the VHC’s lease on the basis that the lease had been brought to an end by operation of law. Citing the effective merger of the freehold and leasehold title on 9th February 2016.

At the request of the VHC it had been agreed by the Parish Council to take over as a Trustee and hold the lease on its behalf. The effect of this was to merge the lease with the Parish Council’s freehold title, thereby bringing it to an end. However the VHC had not previously taken any action in furtherance of this request until it had recently appointed a Solicitor to undertake the formal surrender of the lease.

Resolved – along with the VHC to make the application to Land Registry as suggested.

Following further discussions about the future of the Village Hall,

It was agreed that -A working group of Cllrs Cave, D Empson, Newton & Whitfield will be set up to look at the next steps with regard to the future of the Village Hall. The group would consult with the residents of the Parish and seek views as to how the Village Hall could best be used and in due course report to the Council on the outcome of their consultations and their proposals for the future. It was hoped that an interim report might be available for the next meeting of the Council
Clerk to arrange a meeting. **Clerk.**

Cllr Bowles said he would assist as was required.

Cllrs D & N Empson offered to assist on practical issues and carrying out the weekly checks.

The Clerk was requested to retrieve all keys to the village hall. **Clerk.**

The meeting closed at 8.30pm.