

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the virtual meeting of Worlabby Parish Council held at 7pm on Tuesday 14th July, 2020 via a Zoom Platform.

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

Also Present: 4 residents & Deb Hotson – Clerk to the Council.

2007/01 Election of Vice Chairman

Resolved - Cllr Jon Hogg was elected as Vice Chairman.

2007/02 Apologies for absence

All members present.

2007/03 Parish Council Vacancy

Resolved – Rachael Edwards was co-opted on to the Council.

The Clerk will arrange for the Declarations of Acceptance to be signed by the new Councillor over the forthcoming week.

Clerk to provide all the relevant paperwork to the Cllr Edwards.

2007/04 Procedural

a. To review and approve the Community Emergency Plan.

Thanks, was provided to Cllr Whitfield for the work so far.

Cllr Whitfield informed the meeting that section 3 of the plan had not been updated (people who require particular help).

The meeting was closed to allow Peter Jones to provide details of how the plan was created last time. The meeting was re-opened.

Peter Jones to provide the Clerk with the forms used at the creation of the plan to send out to residents advising of the plan and what would be included.

Clerk to confirm with the local parishes that their details can be added to the plan.

Clerk to provide details to Cllr Whitfield of the Horkstow Clerk.

Cllr Bowles to provide the Wi-Fi details to Cllr Whitfield and informed him were this information was stored, that could also go into the plan.

With regard to GDPR there would be two versions of the plan, one for the local authorities and the other for the website.

When the forms are sent out these should include a disclosure stating that residents are happy to allow their information to be provided to the local authorities.

b. To review and approve the Standing Orders.

Resolved – the Standing Orders were reviewed and approved.

2007/05 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 for an update on the cutting of the grass within Hurds Farm.

The Clerk informed the meeting that NLC were in discussions with Linden Homes who had stated they would cut the grass until the issue was resolved.

The grass had not been cut to date so the Clerk will chase this up.

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Resolved – the meeting was re-opened.

2007/06 **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.

2007/07 **Minutes of Previous meeting**

Resolved - Minutes of the Parish Council meetings held on 11th June, 2020 were approved and signed as a true and correct record.

2007/08 **Clerk's Report**

- a. Clerk has been in contact with Cllr C Sherwood with regard to the composters for the village hall. The Clerk has postponed the refuse collections. Once the composters have arrived the Clerk will inform the Gardening Team.
- b. Clerk has contacted the school cleaner with regard to cleaning the hall – agenda item.
- c. £100 donation has been provided to the Academy for the School Leavers Gifts.

2007/09 **Report from Ward Cllrs on North Lincolnshire Council (NLC) issues**

To receive a report from the Ward Councillors on North Lincolnshire Council issues.
Apologies received from Cllr C Sherwood.
No Ward Members present.

2007/10 **Police Matters / Neighbourhood Action Teams (NATs) / Neighbourhood Watch (NHW)**

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

Cllr Cave stated that the NATs were looking to set up an online meeting and were currently collating all the contact information for members.

Cllr Cave added that he had reported a suspicious vehicle to the NHW Coordinator.

Cllr N Empson said that a resident at Woodlands Court had seen 3 youths walking up the lane at 3am as he went to work. It was advised that these types of incidents should be reported to 101 so the police have all available stats to make any informed decisions.

2007/11 **Delegate Reports**

- a. To receive an update report regarding the Woodland Glade & Hollows determining any actions required.
A report had been provided from Peter Jones which the Clerk read out stating that NLC are willing to loan the equipment again this year to cut the Hollows which will commence the week 3rd August.
- b. To receive an update report regarding the Neighbourhood Plan (NHP) determining any actions required.

Information was provided by the Group via Peter Jones for review.

Resolved – the Parish Council formally accepted the Submission Plan.

This will now be submitted to NLC by the NHP Group. The rest of the process leading to the adoption is determined by the regulations and nominal approval will be required

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by the Parish Council. All expenditure incurred will be covered by the remaining grant funds.

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

The Village Hall Committee (VHC) are carrying out a recruitment initiative and have received a lot of interest, the closing date is July 19th.

A new Executive Committee will be formed from the initiative and then it is hoped that an AGM will be called in due course.

The Parish Council have received a couple of requests to use the playing field and village hall. It was agreed that due to the current initiative being ran by the VHC and the Covid19 situation the hall will remain closed.

Clerk to inform the parents that the use of the playing field is acceptable and if they were to hire porta loos then with the relevant risk assessment to be undertaken by the group this can be located on the playing field.

With regard to the use of the hall for the Community Speedwatch Training session this cannot be considered by the Parish Council and the Clerk to inform the Low Villages Forum (LVF) to contact the new VHC once established.

Anyone wanting to be an ordinary member or a Trustee should contact the VHC to register an interest.

Cllr Cave suggested that the current VHC be acknowledged in the excellent state that the hall had been left when it was closed down due to Covid19. The item will be discussed further at the next meeting.

Cllr Bowles thanked Cllr Hogg for the summary provided of the events of the village hall scenario and relevant extracts are included in the minutes as detailed below:-

Minutes of the Meeting on the 12th May, (min No 2003/16)

*"Resolved- the Parish Council agreed in principle to the proposal to become Sole Trustee of the Village Hall **with further investigations to be made with the Charity Commission and subject to the appropriate requirements**".*

This was what led to the Clerk writing to the Charity Commission and their returning a standard form reply about the surrender of leases, which at the least cast some doubt on the proposal. The caveat to the resolution which as far as I can see means that it is not effective until we are satisfied that what is proposed was lawful and proper.

It seems likely that a misunderstanding has arisen as to what was meant by the request from the Executive Committee, what was intended was in fact a surrender, but that was not what was said at the time or the basis on which I and the others present discussed the matter, and subsequently made the decision.

As far as I can see the decision remains one in principle and has never been confirmed, and arguably will never be given that is not now what is on offer.

The subsequent decisions made by the Council have in effect taken an entirely different view of what should happen and this does not include accepting the surrender of the lease.

- d. To consider the placement of a plaque at the beech tree in memory of the person that it was planted for.

Awaiting information from the church representative. Clerk to chase.

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

Cllr Whitfield thanked those residents responsible for painting and tidying the war memorial area. Clerk to send a thank you email.

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Cllr Newton stated that if all residents that helped are thanked on Worlabby News Facebook this may encourage more to come forward to help with jobs around the parish.

Concerns had been raised with regard to the moss on the floor of the Pleasure Ground children's play area. Cllr Cave to scrape up the moss.

<u>Location</u>	<u>Currently Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr B Whitfield	Monthly	14/07/20
War Memorial, Top Road	Cllr B Whitfield	Monthly	14/07/20
Flag Pole, Main Street	Cllrs D & N Empson	Monthly	14/07/20
Bus Stop, Low Road	Cllrs D & N Empson	Monthly	14/07/20
Pleasure Ground & Play Area, Top Road	Cllrs D & N Empson	Monthly	14/07/20
Fountain	Cllrs D & N Empson	Monthly	14/07/20
Recreation Ground	Cllrs D & N Empson	Weekly	14/07/20
Woodland Glade & Hollows, The Hill	Peter Jones	Monthly	14/07/20
CCTV system	Cllr R Bowles	Monthly	14/07/20

2007/12 Highways / Footpaths / Parish Issues / General NLC issues

a. To consider the planting of additional trees in the parish.

Cllr Cave suggested that as part of the Government initiative, trees are planted in and on the boundary of the parish including the Ancholme Way and Barton Road on the verges. The trees would be the responsibility of the parish once planted so low maintenance and the correct location is important.

Cllr Cave to provide a map of proposed sites and specimens to the Clerk to circulate prior to the next meeting.

b. To consider the response received from NLC on the Open Access Land/Registered Common at The Hollows, and the current maintenance regime, determining any further actions required.

Discussion ensued with regard to the response from NLC, signage and the current maintenance regime.

Resolved – It was agreed to hold a site meeting which will take place for the new Cllrs to review the area and the current footpaths on Tuesday 21st July at 7pm. The site visit will also look at the current signage on display. Mr Peter Jones to be invited to attend the site meeting too as the representative for the maintenance of the areas.

After the site meeting the Clerk to follow up the e-mail from the Vice Chairman of the Council; to the land owner by writing to the land owner asking to work together to establish more accurate signage and discuss the recent tree survey results and the programmed Hollows grass cutting.

It was further agreed that the Parish Council need to maintain the area to allow the enjoyment of the village. If the land were to be left it would revert back to inaccessible scrubland.

c. To determine actions required with regard to fast food fly tipping.

Resolved – Clerk to write to Andrew Percy MP with concerns on the increasing problem of fast food debris being thrown from cars onto the highway verges.

The Parish Council supported the idea that car registration numbers be placed onto the packaging where possible, although they are aware there may be some issues in

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enforcement by doing this. The main aim of the letter is to identify that there is an increasing problem and ask that the Government look at solutions to move this forward. Clerk to also ask Ward Cllrs what can be done locally, can a Bylaw be implemented? It was also agreed that the concerns are also taken to the LVF and the ERNLLCA AGM for other Councils to consider.

- d. To consider the access of the defibrillator in the Kiosk determining any further actions required.

The Clerk had enquired if the door could be moved to the other side of the box but this is not possible.

Cllrs to take a look on a site visit on 21st July and review at the next meeting.

- e. To notify the Clerk of any other issues to be taken up with NLC.
No other issues raised.

2007/13 **Planning**

To receive any decisions received from North Lincolnshire Council.

No decisions received.

2007/14 **Correspondence for Discussion/Decision**

- a. To be notified of the Keep Britain Tidy – Great British September Clean determining actions required.

Clerk to place on Worlabby News and the Village email.

Cllr Newton to organise a group to weed and tidy the Markie Path. Cllr N Empson stated although he would not be able to attend, he would be able to provide barrows and a source to put the weeds.

- b. To be notified of the NALC New Model Code of Conduct Consultation determining actions required.

Item noted and the Parish Council would await the consultation from NLC on the current adopted Code before making comments.

Correspondence for Information

- d. ERNLLCA Newsletter no 5.

2007/15 **Accounts**

- a. To consider the quotes received for the grass verge cutting on B1204 between Carr Lane and the National Speed limit signage.

Resolved - the current contractor cutting the verges was selected and this verge will be cut 4 to 6 times a year along with the current regime of the B1204 further up the highway.

- b. To consider the replacement of the Christmas tree on the Pleasure Ground.

The Christmas tree that had been placed in the area last year had died, which was not unexpected as it had been difficult to dig out of its location.

Resolved – due to the pleasure that had been gained from the tree last year, the Council agreed to fund and Cllr Bowles be asked to purchase two root-ball trees and plant for this Christmas at a sum not to exceed £200. The trees will be decorated with lights and placed at either side of the Pleasure Ground.

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

Resolved – to approve the accounts for payment.

10.06.20	Worlabby Academy	School Leavers donation	£100.00
03.07.20	Scottish Power	Church/Pleasure Ground lighting	£40.57

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14.07.20	D Hotson/HMRC	Salary/Tax – July & August	
14.07.20	A Sissons	Grass verges June cuts	£282.00
14.07.20	R Bowles	Council expenses	£10.95
14.07.20	JB Rural Services	Various grass cutting	£228.00

2007/16 Minor Items

a. To take any points from members.

- Clerk to report to North Lincolnshire Council the remaining unfilled pot hole on New Road outside no. 21.
- Cllr Cave suggested the recording of the minutes via Zoom. It was agreed that at present there was no need to do this.

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

- ERNLLCA Newsletter no. 6.

2007/17 Agenda Items for the next meeting –

2007/18 To confirm the date and time of the next meeting as Tuesday 8th September, 2020 at 7pm – via a Zoom platform.

2007/19 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.

No matters for discussion.

The meeting closed at 9.10pm.