

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the virtual meeting of Worlabby Parish Council held at 7pm on Tuesday 10th November, 2020 via a Zoom Platform.

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

Also Present: Cllr R Waltham, Cllr N Sherwood, Cllr C Sherwood, 4 residents & Deb Hotson – Clerk to the Council.

2011/01 Apologies for absence

All members present.

2011/02 Procedural

- a. To approve the changes to the CCTV Policy and inclusion of appendix a – CCTV request form.

Resolved – approval of the changes and inclusion of the appendix.

- b. To consider the creation of a Media Policy determining actions required.

Resolved – approval of the Media Policy.

2011/03 Public Participation

The Clerk has received 5 letters with regard to the Remembrance Service that had been previously circulated to Councillors. Cllr Newton stated that whatever choice was made by the Council in the current situation of the pandemic it would not suit all. The PCC organised the event and this could not be advertised until a few days before and was done so on the church notice board. The Parish Council chose not to post anything on social media to advertise the event so as not to promote any public gatherings (as per the current government guidelines). As it was residents that were interested in the event had read the notice board or gravitated to the memorial to pay their respects on the day.

Four of the letters were thanking the PCC and Parish Council for a wonderful service and one letter complained about the lack of advertising of the event. Clerk to respond accordingly to all letters.

Cllr Newton has sent thanks to the church warden and lay preacher.

A resident had taken photos of the event and provided these to Cllr Edwards to place into the Christmas Worlabby Views magazine.

2011/04 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 Newton declared a personal interest in agenda item 2011/10g.

Cllr D & N Empson declared a personal interest in agenda item 2011/13c.

Cllrs Cave, Edwards & Whitfield declared a personal interest in agenda items 2011/9e & g.

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

None outstanding.

2011/05 Minutes of Previous meeting

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Resolved - Minutes of the Parish Council meetings held on 13th October, 2020 were approved and signed as a true and correct record.

2011/06 **Clerk's Report**

- a. Waiting for the B1204 verge grip programme update. NLC have stated that a programme of works to the grips will be carried out in due course and prior to this any urgent one will be done. 3 drains near to the 30mph signage on the B1204 and near to the entrance of the farm will be repaired and jetted.
- b. Waiting for the Planning Enforcement update regarding the Carr Lane Farm – NLC have been on site and deemed that planning permission is required and are to request this from the business. The Clerk had also received concerns from a neighbouring property, which was read out. The Clerk advised the resident that these concerns can be reflected once the planning permission has been submitted on the NLC portal. Cllr Waltham stated that the Ward Cllrs would ensure this will go to Planning Committee.
- c. Virtual meeting arranged with NLC Colin Wilkinson – agenda item.
- d. Clerk has informed the resident of the proposed works on the ash tree in the Hollows, along with the outcome of the removal of the ash trees. No response to date.
- e. Neighbourhood Plan has been submitted to NLC. This will now be approved at a NLC Cabinet Meeting for a six-week consultation.
- f. Clerk has ordered a bag of mix to repair the area below the swing on the playing field. Cllrs D & N Empson to carry out the repair in due course.
- g. Clerk has contacted EMAS with regard to access the defib. Agenda item.
- h. No rough sleepers reported to the Clerk.
- i. North Lincolnshire Council Playing Pitch Strategy – copy submitted to Worlaby Recreation Committee.
- j. Clerk has informed the contractor dealing with the clearance of the stream in front of the Almshouses to contact Cllr Bowles to discuss prior to starting the work.
- k. Outstanding tree works have been arranged, just waiting for a start date and then the Clerk will inform residents. This was planned in for today but the works have not been done and the Clerk will contact the contractor.
- l. Clerk has requested that a large bin is installed to replace the current bin on the junction of Low Road with New Road.
- m. Clerk has chased up for news on the Stoneledge land. No response to date.
- n. Cllrs Empson to let the Clerk know a suitable Saturday to meet with a local landowner to discuss getting the fountain running again.

2011/07 **Report from Ward Cllrs on NLC issues**

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

Cllr Waltham updated those present on the current Government guidelines with regard to the pandemic stating people should just use their common sense. A second test site has been opened up and residents are encouraged to complete the Covid Plan which can be found on the NLC website.

NLC have some green initiatives at present including the planting of trees.

Cllr Waltham confirmed that if trees were planted on parish land then these would be managed by the Parish Council.

NLC are obtained some electric vehicles which can be hired to allow access to work and training.

Just Go bus still has challenges as the 22-seater buses can only hold 7 people at present. There has been some good feedback from the parish.

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The new hub in Brigg caters for Wellbeing, Children Services, Health, Library and other council services. The Library is open on Monday and Thursday 10am to 12 noon and is providing a click and collect services via online or telephone. The mobile library, also click and collect is still operating.

Family funds are available for low income families over the winter months up to Easter.

Greener homes grants are available to upgrade and improve homes.

Cllr Waltham added that NLC have a social media policy.

Cllr Cave asked if the demolishing of the Scunthorpe Hospital admin building facade could be conserved as part of the proposed plans. Cllr Waltham stated that the planning department would take into consideration all aspects.

2011/08 **Police Matters / NATs / Neighbourhood Watch (NHW)**

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

Cllr Cave stated that there would be a virtual NATs meeting in the near future and he would be attending the up and coming Police & Crime Commissioners meeting scheduled for 23/11.

2011/09 **Delegate Reports**

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

The Clerk has received the H & S check list from Peter Jones and there were no actions highlighted.

NLC have asked if the Parish Council would like a staggered access or kissing gate at the top of the Hollows onto FP136.

Resolved – a kissing gate was preferred. Clerk to inform NLC.

- b. To determine actions required with regard to the access right to Worlabby Hollows.

A virtual meeting was held with NLC with regard to the current access issues to the Hollows. The owner of the Hollows has again, verbally attacked a mother and her two young children which has been reported to the police and will be passed to NLC Open Access Officer. Residents have been encouraged to report any offensive behaviour to the police.

The Parish Council have tried on several occasions to engage with the owner but he has not responded to any correspondence.

The following response has been received from NLC from the meeting held on 23/10.

“The Hollows appear on the conclusive map of open access prepared by Natural England, registration authority under the Countryside and Rights of Way Act 2000, the governing legislation. (The conclusive map is to open access what the definitive map is to public rights of way.) Natural England must review these periodically, the next review being due in 2024/5. As things stand, no matter what the Hollows cannot be removed then, however, because the conclusive map must include all registered commons. The Hollows were registered as a common in 1970 under the Commons Registration Act 1965, section 10 of which stated that such registrations were conclusive evidence in law. Therefore, the land is either common or garden, so logically the route to removal from the conclusive map could only be via deregistration under section 16 of the Commons Act 2006. Thus, pending deregistration, the proposition that the Hollows is not a garden, and therefore not excepted on these grounds, is arguably sounder than the converse. If so, any false or misleading notices deterring public use would be an offence under section 14 of the 2000 Act. Equally,

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though, the land within twenty metres of the Almshouses is clearly excepted, if that is the premises are as I understand it a dwelling.

What is less clear is who takes action in respect of for example the notices. On a public right of way, the highway authority would be under a duty to enforce. But apparently no such explicit duty pertains to like notices on open-access land. It appears therefore to be an option open to anyone, via I think the county court”.

Cllr Waltham stated that he would arrange for a registered letter to be sent from the legal department advising the land owner of the facts of this area in accordance with the Open Access registration and it was agreed the Parish Council will also work in tandem with the local authority and send a register letter at the same time.

Cllr Whitfield stated that there was currently no exemption registered so the land within 20 metres is not exempt. Cllr Whitfield also added that within the Natural England Regulations the Access Authority do have a right to take down any misleading signage.

Cllr Speakman suggested that residents walking in the area should take cameras and/or videos in case of any incidents.

Cllr Whitfield to draft the letter to be sent and this along with the letter from NLC will be delivered in the same time line.

- c. Cllr Cave to provide a list of concerns from residents for the Parish Council to determine if any actions are required.

Cllr Cave was unable to provide any letters and due to that the Parish Council was unable to act on hearsay.

- d. To consider the erection of an information board defining the public spaces in and around Worlabby.

The information board has now been updated. Clerk to obtain quotes based on the current signages size and locations.

Clerk to laminate a copy of the Open Access information and place on to the Woodland Glade notice board. This would also be made available on Facebook, the website, Worlabby Views, the Low Villages Newsletter, the village email and the village notice boards to provide residents with the information on the right to walk through the Hollows and up the drive.

- e. To receive an update report from Worlabby Recreation Committee determining any actions required.

There has not been a further meeting of the Committee but this should take place in the next couple of weeks.

A Treasurer has been elected and this will be formalised at the next Committee meeting.

The Constitution has been reviewed and will be formalised at the next meeting.

The Government Guidance is being followed and adhered to.

- f. To receive an update report from the Low Village Forum representative determining any actions required.

Cllr Bowles to provide the quiz questions and answers so the Clerk can provide these to the LVF Clerk for Friday 13th.

- g. To consider the Worlabby Recreation Committee Management Agreement determining actions required.

The item will be removed from the agenda until such a time the Recreation Committee are in a position to begin discussions.

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

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<u>Location</u>	<u>Currently Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Cllr B Whitfield	Monthly	10.11.20
War Memorial, Top Road	Cllr B Whitfield	Monthly	10.11.20
Flag Pole, Main Street	Cllrs D & N Empson	Monthly	10.11.20
Bus Stop, Low Road	Cllrs D & N Empson	Monthly	10.11.20
Pleasure Ground & Play Area, Top Road	Cllrs D & N Empson	Monthly	10.11.20
Fountain	Cllrs D & N Empson	Monthly	10.11.20
Recreation Ground	Cllrs D & N Empson	Weekly	10.11.20
Woodland Glade & Hollows, The Hill	Peter Jones	Monthly	10.11.20
CCTV system	Cllr R Bowles	Monthly	10.11.20

- 2011/10** **Highways / Footpaths / Parish Issues / General NLC issues**
- a. To consider the access of the defibrillator in the Kiosk determining any further actions required.
 Cllr Newton thanked Cllrs Empson for the improvement to the door and handle on the kiosk.
 The Clerk has contacted EMAS who have come to the site and have stated the following: “Overall, it is a good set up and as you will know the phone box will provide good shelter for the cabinet from the elements. It is a little difficult to try and get the cabinet open due to the size of the phone box, but in all honesty, the phone box door closes slowly to give time to get the cabinet open, as the hinges on the cabinet are free to rotate, it is easy to unlock the cabinet open the door fully and get the defib out without too much delay”.
 It was agreed that the defib would therefore remain in the kiosk.
Resolved – Clerk to order 3 defibrillator signs to replace the current telephone signs.
- b. To determine actions required with regard to the installation of a plaque in memory of the blacksmith George Watson.
 Item deferred. Cllr Cave to circulate the photos he has of the blacksmith.
- c. To consider the locations to put forward to NLC for planting trees in the parish.
Resolved - the following locations to be provided to NLC as proposed sites to plant trees:
 - Ancholme Way at Worlabby and beyond.
 - Burnham Lane entrance from the B1206.
 - B1204 – village entrance.
 - B1206 – near to the junction with the B1204 towards Worlabby.
 - Middlegate Lane – above Worlabby village.
 - Middlegate Lane/Middlebarn Hill junction on the triangle of grass.
 - B1204 opposite Worlabby Farm no Low Road.
 It was also agreed to ask the Recreation Committee for their thoughts about planting a community orchard along with wildflowers on the playing field – this would be maintained by the Parish Council.
- d. To consider creating a wild flower bed along the B1204 determining actions required.
Resolved - Parish Council to ask NLC to plant the area on the B1204 that has been maintained from the village sign towards Bonby. This is due to the expert knowledge required for planting wildflowers on the verge.
- e. To receive an update report from the meeting held with regard to the state of repair to Carr Lane determining any actions required.

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Cllr Newton and the Clerk attended a meeting with NLC Ward Cllrs & Officers and representatives from Worlaby House Farm. Cllr Newton went on to say that this had been a successful and positive meeting. Cllr Waltham was also contacting Anglian Water and Network Rail about their use of the lane. The summary of the meeting is as follows:

- NLC to look at placing verge grips along Carr Lane to allow drainage of rain water.
- NLC to look at repairing the pot holes from the current end of the pig field up to and including the large pot hole at the farm/wood entrance.
- Worlaby Farm to have a conversation with Cranswick's (pig farming) to see if they can look to engage sweeping of the lane at least once a week to cover the area of lane that they are using.
- Cranswick are also happy to arrange school visits, this will be arranged in due course in time for spring when there will be piglets on site.

Cllr Bowles also provided information on the width of farm vehicles and their speed which was raised at the last meeting.

There was no maximum width for a farm vehicle but vehicles should be travelling at no more than 25mph. The exception was the 4 track tractors which can travel at 40mph.

- 2.5m tractor width - speed limit is 25mph.
- 3.5m tractor width - speed limit is 20mph.
- 4.5m tractor width - speed limit is 12mph.

The Clerk will provide information to residents and encourage dashcam evidence to be placed on to Humberside Police website – Clerk to circulate through social media methods all the relevant information.

f. To receive a report from the Gardening Group with regards to future requirements and determining actions required.

The Gardening Group have asked the following of the Parish Council:

- As soon as the leaves have fallen will it be possible to trim some tree branches that overhang the "box" on the hill so that it gives the plants a chance to grow. Clerk to report to NLC.
- Can 2 planters be placed at the Memorial and set up for Spring to make it more attractive. It was agreed that due to lack of space and so as not to encroach on the adjoining (privately owned) land planters would not be placed in this area. However, spring bulbs and poppies could be planted in front of the plinth and surrounding the notice board. Poppies could also be planted under the flag pole.
- Early next June can a working party clean the signs and posts and tidy the Markie Path etc. This would be a task to be covered under item 2011/13a.

g. To determine any actions required to assist the Kindness Group support the village through a further lockdown.

Some of the food providers were delivering to the village again and residents were possible have been encouraged to order themselves. The group would concentrate on wellbeing of the residents in this second lockdown.

One of the suggestions raised by the Kindness Group was for chatting benches to be placed around the village but it was agreed that the benches would not be long enough to accommodate two people to sit two meters apart although, it was agreed that more benches were required to allow for more rests when residents were out walking.

The Church porch was available for residents to meet with a member of the Kindness Group for a confidential chat if required.

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The following sites were identified for a bench, the benches would be the same as previously purchased – recycled material.

- Verge – junction of Top Road/Low Road.
- Verge – junction of Low Road/ Carr Lane.
- Verge – opposite side of the road to Ladysmith Cottage entrance.
- Verge – corner of Grangefield near to the salt bin.
- Grassed triangle – tree seat.

Resolved – Clerk to obtain quotes, seek authority and ask NLC to install the benches and submit a grant request to NLC Community Fund for 50% of the funding.

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

Cllr Newton has been approached by a resident with regard to the footpath in a couple of areas on Top Road which are uneven and has caused a fall. Clerk to report to NLC. Clerk to ask when the salt piles will be placed on the road sides in Worlaby.

2011/11 **Planning**

To receive any decisions received from North Lincolnshire Council.

No decisions received.

2011/12 **Correspondence for Discussion/Decision**

a. To be notified of the public consultation for the upcoming engineering works which will affect PROW along the river Ancholme determine actions required.

Resolved – no objection or comment to these works.

b. To be notified of the response from NLC sent to a resident with regards to concerns on speeding traffic through the village determining any further actions required.

- A recent speed monitor request on Low Road was provided to the Parish Council which places Worlaby 260 on the speed management strategy.
- Warning children signage will be erected by NLC in due course.
- There was not sufficient room on the footpath to install a barrier at the bus stop.
- The Community Speed Watch was due to commence but due to the recent second lockdown this has been put on hold again.

Cllr Waltham to provide the Clerk with mobile speed information.

Clerk to ask NLC if the yellow back 30mph signage could be erected on the entrances to the village.

Concerns were also raised with regard to the drop off point for the bus on Low Road near to the Top Road junction. Clerk to contact NLC about these concerns to ensure the buses were dropping off the children in safe places.

c. To consider attendance to the ERNLLCA AGM scheduled for 26th November.

Cllr Cave to attend. The Clerk will be attending for another Council.

d. To consider attendance to the HWRA AGM scheduled for 17th November.

Cllr Cave to attend.

e. To determine any further actions required with regard to the response received from DEFRA on fast food littering.

Item noted.

Correspondence for Information

f. North Lincolnshire Council Highway Issues update.

g. North Lincolnshire Community Networking event 03/11. Cllr Newton attended the event on behalf of the Parish Council and the minutes have been circulated.

h. ERNLLCA Newsletter 10.

i. LVF Minutes 01/09/20.

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2011/13 Accounts

- a. To consider taking on a handyman for general duties around the parish, determining actions required.
Item deferred until the next meeting when funding will be considered for the 2021 budget.
- b. To consider the costs to install new posts and best kept village signage on the current village entry signage.
NLC are looking into the placement of extensions on to the current signage and if successful there will be no charge. If this is not possible there will be a cost due to the extensive work.
Clerk to recirculate the options for the signage and the item will be deferred to the next meeting.
- c. To consider the quotes for the ground maintenance 2021-2022 inclusive.
Cllr Cave asked that the verge also be cut up to the Bonby boundary to which he was informed that NLC would probably not agree to this due to the biodiversity in the verges and it was agreed to only cut what is being cut now.
Resolved – Contractor C was selected from the tender summary provided to the Council. Cllrs Empson's abstained from the vote.
- d. To approve the monthly accounts for payment. See financial report.
Resolved – approval of the accounts for payment.

19.10.20	P Lax	Building material – Carr Lane jct	£92.88
23.10.20	Royal British Legion	Donation	£50.00
02.11.20	JB Rural Services	Various grass cutting	£228.00
09.11.20	Information Comm. Office	Data Protection Fee	£35.00
10.11.20	D Hotson/HMRC	Salary/Tax	

2011/14 Minor Items

- a. To take any points from members.
 - Cllr Whitfield has submitted information for Worlaby Views to encourage residents to put their names forward if vulnerable or could assist in an emergency.
- b. Matters of correspondence for information which arrived after the agenda was posted.
 - Police & Crime Commissioners meeting scheduled for 23/11. Cllr Cave to attend.

2011/15 Agenda Items for the next meeting –

- Clerks Appraisal.
- CCTV upgrade.
- Budget/Precept setting.
- Mobile speed units.

2011/16 To confirm the date and time of the next meeting as Tuesday 8th December, 2020 at 7pm – via a Zoom platform.

2011/17 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 9.30pm.