WORLABY PARISH COUNCIL

Parish Clerk – Hannah Hepworth
Pond House, Clarkes Road, N Killingholme DN40 3JQ
TEL: 07908833239
EMAIL: clerk@worlabyparishcouncil.gov.uk
www.worlabyparishcouncil.gov.uk

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Worlaby Parish Council on **Tuesday 6th May 2025.** The meeting will be held at **Worlaby Village Hall**, Grange Field, Worlaby, Brigg DN20 0LZ, and will commence at **7pm.**

Members of the public and press are welcome

Hannah Hepworth

Hannah Hepworth – Proper Officer – Worlaby Parish Council
30th April 2025

Agenda

2505/01 Apologies

a) To note apologies for absence.

2505/02 Public Participation

To agree to temporarily suspend the meeting for a period of no more than 20 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. Speakers will be limited to 5 minutes, unless the council agrees to extend this. It should be noted that decisions cannot be made on items not on the agenda. Meetings may be recorded.

2505/03 Declarations 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.
b) To note any dispensations granted to any member of the council in respect of the agenda items listed below

2505/04 Minutes of Previous meeting

1. Minutes of the Ordinary Parish Council Meeting held on 3rd April 2025 to be approved and signed.

2505/05 Election of Chairman

a) To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office

2505/06 Election of Vice-Chairman

a) To elect a Vice Chairman.

2505/07 Election of Meeting Representatives

a) To elect Councillors to represent the Parish Council at outside meetings and events.
   i) Low Villages Forum Representative(s).
   ii) Police/NAT Committee Representative(s).

iii) ERNLLCA District Committee Meeting Representatives
iv) 2 NLC representatives

2505/08 Election of Committee / Working Party Representatives

a) To agree to formation/continuation of any committees or work parties and to further agree their Functions and Terms of Reference.
i) Personnel Committee.
a. To review and approve the Personnel Committee Terms of Reference
ii) Worlaby Playing Field Working Party
iii) Worlaby Village Hall Improvements Working Party

2505/9 Responsibilities for Asset Inspections

a) To agree Councillors who will be responsible for inspecting the following assets:
i) BT Kiosk
ii) War Memorial
iii) Flagpole
iv) Bus Stop
v) Pleasure Ground and Play Area
vi) Fountain
vii) Recreation Ground
viii) Woodland Glade and Hollows
ix) CCTV System.

2505/10 Highways, Drainage, Footpaths and NLC issues

a) To update the following outstanding issues:
i) Carr Lane
a) Damage to the lane
b) Access to River Ancholme
b) To discuss any other highways, drainage, footpath and NLC issues and resolve any action

2505/11 Police Matters / Neighbourhood watch / NATs

a) To receive updates from Humberside Police, Neighbourhood Watch Representative and NATS and resolve any action
b) To receive an update on the Speedwatch camera.

2505/12 Report from Ward Councillors

a) Ward councillors to update the Parish Council on activities within North Lincolnshire Council.

2505/13 Planning

a) To consider and agree a response for planning application PA/2024/1296
b) To consider and agree a response for planning application PA/2025/410

2505/14 Community Matters and Open Space Management

a) To receive an update regarding the Woodland Glade and Hollows and resolve any action.
b) To receive an update report from Worlaby Recreation Committee and resolve any action.
c) To update on works in the Jubilee Dell and resolve any action
d) To discuss management of Village Flowerbeds and resolve any action.
e) Low Villages Forum news and update
f) To discuss The Fountain and any current matters and resolve any action
g) To discuss the wild flower bed locations and any current matters and resolve any action
h) To discuss any other Community and Open Space Management matters and resolve any action

i) To discuss and resolve the issue of moles on the Recreation Ground
j) To discuss the recent hedge cutting and any agree any actions
k) To note the website updates that have been completed.

2505/15 Village Hall

To receive an update from the Village Hall Improvements sub-group and resolve any action
a) To receive progress report on the review of the current Village Hall Management Agreement.

2505/16 Finance

a) To approve April schedule of payments to be made including Clerk Mileage, expenses
b) To note and sign March bank statements.
c) To note the Financial Report for February
d) To receive the Q4 budget reconciliation / year end position
e) To agree an application for the In Bloom Grant
f) To receive an update n the Community Grant application

ACM2405/17 Re-adoption of Code of Conduct and reminder of Register of Interests

ACM2405/18 Policies and Procedures

a) To review and approve the adoption of the Standing Orders.
b) To review and approve the adoption of Financial Regulations.
c) To review and approve the Asset Register.
d) To review and approve the Child Protection Policy.
e) To review and approve the Member and Officer Protocol.
f) To review and approve the Health and Safety Risk Assessment
g) To review and approve the Financial Risk Assessment.
h) To review and approve the Safeguarding Vulnerable Adults Policy.
i) To review and approve the Equal Opportunities Policy
j) To review and approve the Child Protection Policy.
k) To review and approve the Data Protection Policy
l) To review and approve the Disciplinary Grievance Policy
m) To review and approve the Complaints Procedure
n) To review and approve the Media Policy
o) To review and approve the Reserves Policy
p) To review and approve the Publication Scheme
q) To review and approve the CCTV Policy
r) To review and approve the Volunteer Awards Policy
s) To review and approve the Risk Assessments.
t) To review and approve Insurance Provision.

2505/19 To review and renew Parish Insurance

a) To review the current insurance provision in line with the Asset Register
b) To resolve payment of renewal premium

2505/20 Ongoing, Minor Items, Correspondence and Agenda Items for the next meeting

a) Councillors to update the meeting on any progress on items not requiring decision and resolution, not otherwise detailed on the agenda.
b) Matters of correspondence received since the agenda was posted.
c) To receive from Councillors agenda items for the next meeting

2505/21 Date and time of forthcoming meetings

a) To agree the date and time of the next Parish Council meeting