WORLABY PARISH COUNCIL

Parish Clerk – Hannah Hepworth
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Minutes of the Annual Meeting of the Parish held on **Tuesday 6TH May 2025** at **Worlaby Village Hall**, Grange Field, Worlaby, Brigg DN20 0LZ, at **7pm.**

Present: Cllr M Speakman (Chair), Cllrs T Cave, R Bowles, H Truelove, M Moran
Clerk to the Council: Hannah Hepworth
Ward Cllrs: none
2 members of the public

Minutes

2505/01 **Apologies**

Apologies were received and accepted from Cllr I Fowler

2505/02 **Public Participation**

No participation

2505/03 **Declarations of Interest**

a) To note and 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 Truelove – 2505/13 a and b

b) To note any dispensations granted to any member of the council in respect of the agenda items listed below
None

2505/04 **Minutes of Previous meeting**

Proposed: Cllr Moran, Seconded: Cllr Truelove
Resolved: The minutes of the Ordinary Parish Council Meeting held on 4th April 2025 were approved and signed – unanimous

2505/05 **Election of Chair**

Proposed: Cllr Moran, Seconded: Cllr Truelove
Resolved: Cllr Speakman was elected as Chair – unanimous

2505/06 **Election of Vice Chair**

Proposed: Cllr Speakman, Seconded: Cllr Moran
Resolved: Cllr Bowles was elected as Vice Chair – unanimous

2505/07 **Meeting Representatives:**

Low Villages – Tom Cave
Police / NATs – Mike Speakman
ERNLLCA – Tom Cave, Hannah Hepworth
NLC – Tom Cave plus AN Other

2505/08 **Working parties**

Personnel Committee

Proposed: Cllr Cave, Seconded: Cllr Moran

Resolved: Cllr Truelove, Cllr Fowler and Cllr Bowles to remain on the Personnel Committee and the TOR to remain the same

Worlaby Playing Field Working Committee – Cllr Bowles

Village Hall Improvements working part – Cllr Bowles

2509/9

Responsibilities

i) BT Kiosk – Cllr Speakman
ii) War Memorial – Cllr Speakman
iii) Flagpole – Cllr Cave
iv) Bus Stop – Cllr Fowler
v) Pleasure Ground and Play Area – Cllr Cave
vi) Fountain – Cllr Speakman
vii) Recreation Ground – Cllr Truelove
viii) Woodland Glade and Hollows – Peter
ix) CCTV System – Cllr Bowles

2505/10 **Highways, Drainage, Footpaths and NLC issues**

An update was received on the following outstanding issues:
Access to River Ancholme – no update. Cllr Speakman will email Colin Wilkinson
Cllr Cave and the Clerk will liaise regarding Land Registry enquiry
Residents have raised issues of lack of Road Sweeping

2505/11 **Police Matters / Neighbourhood watch / NATs**

NATs – there have been no further meetings
Speed Camera is remaining in place and can come off agenda

2505/12 **Report from Ward Councillors**

No ward Councillors present

2505/13 **Planning**

Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: The Parish Council support application PA/2024/1296 and have no objections – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: The Parish Council support application PA/2025/410 and have no objections – unanimous

Elsham Tech Park – The Clerk and Cllr Cave will draft a response by 12th May 2025

2505/14 **Risk Assessments and Safety Reports**

a) The risk assessments and safety reports for play and public areas owned or managed by Worlaby Parish Council were received:

i) BT Kiosk, Top Road	Monthly inspection	Cllr Mike Speakman
ii) War Memorial, Top Road	Monthly inspection	Cllr Mike Speakman
iii) Flagpole, Main Street	Monthly inspection	Cllr Tom Cave
iv) Bus Stop, Low Road	Monthly inspection	Cllr Ian Fowler
v) Pleasure Ground and Play Area, Top Road	Monthly inspection	Cllr Tom Cave
One of the posts has been fixed by Cllr Cave		
vi) Fountain	Monthly inspection	Cllr Mike Speakman

vii) Recreation Ground	Weekly inspection	Cllr Ian Fowler
viii)Woodland Glade and Hollows, The Hill	Monthly inspection	Peter Jones
ix) CCTV System	Monthly inspection	Cllr Richard Bowles

2505/15 Community Matters and Open Space Management

a) The Woodland Glade and Hollows – these are looking very good and have received lots of positive comments from parishioners and visitors. The Woodland Glade's path edges are being kept under control. The grass in front of the Arms Houses information board top has been removed and this has been turned into a planter.
b) Worlaby Recreation Committee – VE Day was a success.
c) Jubilee Dell – is still being cut; the thistles are likely to grow back next month.
d) Village Flowerbeds – some expenses have been received so these have started
e) Low Villages Forum – no update
f) To discuss The Fountain and any current matters – no current update
g) Wild Flower area locations – nothing
h) Muddy Park Children's Play Area – this is the responsibility of the Pre-School
i) Moles are currently under control

2505/16 Finance

Proposed: Cllr Speakman, Seconded: Cllr Cave
Resolved: the schedule of payments for May were agreed – unanimous
The bank statements were signed by the chair
The financial report was noted for April.
Hannah Hepworth will be added as a signatory to the internet banking mandate and will have full access to the account – unanimous
Hannah Hepworth's address, Pond House DN40 3JQ, will become the business address for the bank – unanimous

AGAR – the AGAR was agreed as follows:
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 1 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 2 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 3 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 14was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 5 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 6 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 7 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 8 was agreed as YES – unanimous
Proposed: Cllr Speakman, Seconded: Cllr Bowles
Resolved: Statement 9 was agreed as NA – unanimous

Proposed: Cllr Bowles, Seconded: Cllr Cave

Resolved: The Clerk will apply to Awards for All for 20k to match fund the NLC Grant. The Clerk will accept the NLC grant and will send Cllr Bowels the new Proludic quote – unanimous

2505/17 Code of conduct
Proposed: Cllr Speakman; Seconded: Cllr Bowles
Resolved: The Code of Conduct was re-adopted – unanimous
Cllr Cave is to complete a new form for declarations

2505/18 Policies and Procedures
Proposed: Cllr Speakman; Seconded: Cllr Bowles
Resolved: The following policies were agreed with the following changes: (unanimous)
Child Protection – change of contacts
Financial regs 2024 – change on website
Adult safeguarding – change of contacts
CCTV – contact details
Member and Officer Protocol – no change
Health and Safety Risk Assessment – no change
Financial Risk Assessment – no change
Equal Opportunities Policy – no change
Data Protection Policy – no change
Disciplinary Grievance Policy – no change
Complaints Procedure – no change
Media Policy – no change
Reserves Policy – no change
Publication Scheme – no change

2505/19 Insurance
Proposed: Cllr Speakman; Seconded: Cllr Bowles
Resolved: The renewal quote was accepted and agreed – unanimous

2505/20 Ongoing, Minor Items, Correspondence and Agenda Items for the next meeting
It was noted that there are currently two vacancies on the Parish Council should anyone wish to be considered for co-option

2505/21 Date and time of forthcoming meetings
The next meeting will be Tuesday 3rd June 2025 7pm

Meeting close 20:15