

Worlabby Parish Council

Minutes of the Parish Council Meeting

Minutes of the virtual meeting of Worlabby Parish Council held at 7pm on Tuesday 5th May, 2021 via a Zoom Platform.

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

Also Present: 1 resident & Deb Hotson – Clerk to the Council.

2105/01 Apologies for absence

All members present.

2105/02 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 stated that he had been in touch with the NLC PROW Officer and MP Andrew Percy with regards to the Hollows and Carr Lane (Network Rail issues). MP Andrew Percy had stated he would look to move these items on.

Resolved – the meeting was re-opened.

2105/03 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 Cave declared a personal interest in agenda items 2105/13f & g.

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

2105/04 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meetings held on 9th March & 13th April, 2021 were approved as a true and correct record.

2105/05 Procedural

- a. To receive an update on the setting up of a Parish Council Facebook page determining actions required.

Resolved – the Parish Council agreed to set up a Facebook page.

Resolved – the administration of the website would be undertaken by Cllr Speakman, the Clerk and Rob Newton.

The Facebook page would be a closed group for residents only.

2105/06 Clerk's Report

- a. Clerk has a thank you letter to the residents who donated the chalk for the Hollows steps.
- b. Clerk has completed and submitted the permit form to NLC for the installation of the 3 flower beds on the junction of Carr Lane and Low Road.
- c. Clerk has contacted the resident who offered to clean the Kiosk, this will be done along with painting over the summer. Councillors may be asked to assist.

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- d. Clerk has asked for confirmation from NLC on who will be responsible for the planting and maintenance of trees in the parish. Agenda item.
- e. Clerk has submitted the grant request for the benches, signs and information boards.
- f. Clerk has asked NLC if bollards can be installed and/or the widening of the lane on Carr Lane. This is not possible.
- g. Clerk has written to Andrew Percy with regard to Network Rail locking the gates. Agenda item.
- h. KCOM information circulated to residents.

2105/07 Report from Ward Cllrs on NLC issues

To receive a report from the Ward Councillors on North Lincolnshire Council issues.
No Ward Cllrs present and no report received.

2105/08 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 was a NATs meeting scheduled for June.

No one has come forward to take on the role as Neighbourhood Watch Co-ordinator.

2105/09 Delegate Reports

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

No outstanding actions.

Clerk to chase NLC to find out when the gate will be installed.

- b. To receive an update report regarding the access right to Worlaby Hollows determining any actions required.

The notes from the last meeting with NLC have been circulated. A further meeting has been scheduled.

The Chair and the Clerk were told by NLC that both these issues have to follow due process and will take as long as they take.

Resolved – the meeting was closed to allow a resident to speak.

A resident stated that a suggested way forward was a 4-part process and he will provide that information to the Clerk for circulation.

Resolved – the meeting was re-opened.

- c. To receive an update report from Worlaby Recreation Committee determining any actions required.

A report was received from the Chair of the Committee.

The monthly meeting was held via zoom on the 15th April 2021 where they accepted the resignation of one of our trustees. The next W.R.C. meeting is scheduled for Thursday 20th May at the village hall in line with covid guidelines.

Since their last report to the Parish Council, they have looked to increase the security awareness.

The lending library continues to increase in popularity.

The hall is now covid secure and regular user groups are being contacted with updates on the easing of restrictions.

Regular maintenance/ cleaning takes place including the Airkool yearly check on the air-conditioning system.

Proposed future events are on the agenda for our next meeting so hopefully they are looking forward to exciting times.

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The trustees wish to pass on their appreciation for the boules pitch, which we see as a real asset to the village.

They continue to work closely with the Parish Council and value their input.

Cllr Bowles added that out of the 7 outside lights, 6 are not working and he would get some quotes for the next meeting and provide to the Clerk.

Quotes were also to be obtained for a new passive tag system.

Clerk to ask the Recreation Committee the status of the Management Agreement.

Cllr Newton to send thanks for the work to date.

d. To determine actions required with regard to the moles on the playing field.

Cllr Bowles stated that there were still a couple of active moles and he would follow this up.

The grass cutting on the field is going well and due to the recent work on the hedge row the mowing team are able to get closer to the hedge.

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

Cllr Cave stated that the mobile speed sign is currently with NLC.

Cllr Cave presented a summary of the Humber Fast Cat information which it was agreed to take to the LVF for discussion.

Cllr Cave to ask for any concerns raised for the JustGo service as there had been some issues in Elsham parish of not being able to book.

Cllr Cave to obtain an update on the Tourism Leaflet.

f. To consider parish projects for 2021/22.

Future project – Heritage signage.

The Boules pitch project is now complete.

Clerk to arrange contractors to visit the playing field with regard to future equipment.

Christmas Card photo competition – Cllr Cave provided summary of the process he was putting forward.

It was agreed to have the entries on A5 and printed by the resident submitting.

More than one photo could be submitted.

The winning photo would be used for the Christmas card and the runner up would be put on to the Christmas edition of Worlaby Views.

It was suggested the prize would be a free session at the village hall.

The weekend of the 4th September was the preferred date to open the hall and showcase all the photos and this could coincide with the official opening of the Boules pitch.

Cllr Cave to organise the voting process.

It was agreed that the Christmas Card would be dual purpose again, providing some important telephone numbers for residents.

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

<u>Location</u>	<u>Currently Responsible</u>	<u>Requirement</u>	<u>Date received</u>
BT Kiosk, Top Road	Mr Whitfield	Monthly	05/05/21
War Memorial, Top Road	Mr Whitfield	Monthly	05/05/21
Flag Pole, Main Street	Cllrs D & N Empson	Monthly	05/05/21
Bus Stop, Low Road	Cllrs D & N Empson	Monthly	05/05/21
Pleasure Ground & Play Area, Top Road	Cllrs D & N Empson	Monthly	05/05/21
Fountain	Cllrs D & N Empson	Monthly	05/05/21

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Recreation Ground	Cllrs D & N Empson	Weekly	05/05/21
Woodland Glade & Hollows, The Hill	Peter Jones	Monthly	TBC
CCTV system	Cllr R Bowles/TBC	Monthly	05/05/21

2105/10 **Highways / Footpaths / Parish Issues / General NLC issues**

- a. To determine actions required with regard to any issues raised with regard to the pig farm located on Carr Lane, and were to direct these issues.
A few emails have been received with regard to concerns raised.
Clerk has asked the Environment Department for a report of the site meeting held on 16th March. Cllr Waltham to obtain this and forward to the Clerk.
It was agreed for the Clerk to create a contact list to include Wold Farm & NLC Environment Department for residents to contact directly.
Cllr D Empson to provide the Clerk with footage of a large HGV trying to navigate past the school when parents were collecting their children. **Post Meeting** – this has been past to the landowner who have submitted to the contractor.
- b. To receive an update with regard to Network Rail/Carr Lane.
The NLC PROW details to be included in the contact list as detailed above.
A further meeting has been arranged and the notes will be circulated in due course.
- c. To notify the Clerk of any other issues to be taken up with NLC.
Concerns were raised with regard to an elderly resident falling into a pot hole on New Road. Clerk to raise with the head of department and Ward Cllrs about the failings of filling in this pot hole and other large ones in the parish.

2105/11 **Planning**

To receive any decisions from North Lincolnshire Council.

2021/477 – full planning permission to vary condition 2 relating to PA/2020/77 to amend house type at 47 Top Road.

2105/12 **Correspondence for Discussion/Decision**

- a. To be notified of the Brigg NATs dates for 2021 determining any actions required.
The dates were noted and Cllr Cave will attend.
- Correspondence for Information**
- b. ERNLLCA newsletter 15.
 - c. CPRE Countrywise newsletter April 21.
 - d. NALC Star Councils Awards 2021.
 - e. NLC Highway updates.
 - f. NLC Council Tax Band D clarification.
 - g. FOI request – the Clerk will provide a response within the given lead times.

2105/13 **Accounts**

- a. To consider a donation towards the Worlaby School Leavers.
Resolved – a donation of £10 per pupil is agreed, totally £90.
- b. To consider attendance to the ERNLLCA training seminars.
Resolved – Cllr Newton & Cllr Speakman to attend the Chairmanship training seminar.
- c. To be notified and approve the Internal Audit report 2020/21 and determine any actions required.
Resolved – approval of the report and the Clerk will address all issues raised.
- d. To approve the Annual Governance Statement 2020/21.

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- Resolved** – the statement was approved.
- e. To approve the Accounting Statement 2020/21.
Resolved – the statement was approved.
- f. To consider membership renewal for ERNLLCA at £325.80 for 2021/22.
Resolved – approval of the membership renewal.
- g. To consider membership renewal for HWRA at £25 for 2021/22.
Resolved – approval of the membership renewal.
- h. To consider the quotes to carry out the playground inspections and emptying the bins in the playing field for 2021.
Resolved – contractor selected to empty the bins and provide the inspections.
- i. To consider the quotes for the spraying of the Markie Path as and when required.
 Clerk to ascertain the exact specification for the quote and then ask the contractors if this is all included.
 Clerk to send letters to residents adjoining the Markie Path informing them of the impending spraying of the path and to cut back any overgrowth from their properties.
- j. To consider the request for a donation from the Lincolnshire Lowland Search & Rescue.
 The Clerk has requested more information on how many residents have been assisted. To date no information has been received therefore no actions are to be taken.
- k. To approve the monthly accounts for payment. See financial report.
Resolved – monthly accounts approved for payment.

09.04.21	H & R Pest Control	Playing field pest control	£60.00
09.04.21	JB Rural Services	Playing field ground maintenance & trees	£594.00
12.04.21	JB Rural Services	Verge cut	£174.00
12.04.21	Breedon	Boules pitch sand	£502.32
13.04.21	D Hotson/HMRC	Salary/Tax - April	
16.04.21	X2 Connect Ltd	Kiosk paint	£99.52
27.04.21	JB Rural Services	Grass cutting -various	£260.57 £174.00
05.05.21	Vision ICT	SSL Certificate renewal	£60.00
05.05.21	Public Sector Audit	Internal audit fee	£380.00
09.03.21	D Hotson/HMRC	Salary/Tax	

2105/14 Minor Items

- a. To take any points from members.
- Cllr Newton to place the following items into the next Worlabby Views:
 - Volunteers for the laying of the Remembrance Day wreath.
 - Parish Council vacancies.
- b. Matters of correspondence for information which arrived after the agenda was posted.
- VANL Members postal/electronic voting EGM 5th May. The Parish Council voted to agree to move the proposed resolution in full.
 - Communication from The Conservation Volunteers. The Parish Council has used this group in the past to clear the undergrowth in the Woodland Glade and would use again as they did a good job.

2105/15 Agenda Items for the next meeting –

- 5th July – National NHS Day. Clerk to obtain costs to purchase a flag.

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2105/16 To confirm the date and time of the next meeting as Tuesday 8th June, 2021 at 7pm – via a Zoom platform.

2105/17 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 8.20pm.