

Worlaby Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Worlaby Parish Council held at 7pm on Tuesday 14th September, 2021 at Worlaby Village Hall.

Present: Cllr Bowles, Cllr Cave, Cllr Empson, Cllr Fowler, Cllr Newton (Chair),
Cllr Speakman & Cllr Truelove.

Also Present: 5 residents, Ward Cllr N Sherwood & Deb Hotson – Clerk to the Council.

2109/01 Apologies for absence

All members present.

2109/02 Parish Council Vacancies

To consider the applications received for the Parish Council vacancies.

Due to an administration issue Holly Truelove was again co-opted on to the Council. Cllr Truelove signed her declaration of interest and joined the meeting.

There were two applications received for the one position. A vote ensued and Matt Moran was co-opted on to the Council. The Clerk will set up and email and send all the relevant information through in preparation for Mr Moran to join the Council at the next meeting.

2109/03 Public Participation

No members of the public wished to speak.

2109/04 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 Cave declared a prejudicial interest in agenda item 2109/10b.

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

None outstanding.

2109/05 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meetings held on 13th July, 2021 were approved and signed as a true and correct record.

2109/06 Procedural

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

The website is now ready to launch.

The Clerk will provide residents with various items from the meeting.

2109/07 Clerk's Report

- Clerk has sent a thank you note to NLC with regard to the installation of the Hollows signage.
- Clerk has asked for an update on the installation of the kissing gate. The gate will be installed in due course.
- Clerk has contacted the school for more information on activities when the grass will need additional cuts. No response received.

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- Items received for the community grant funding project – benches, picnic bench, Best Kept village signage. The signage for the Hollows is ongoing.
- Clerk has written to the residents at Fountain Corner to cut back the overhanging trees. Cllr Empson attended a site meeting to discuss the requirements and these will be undertaken. Cllr Empson stated that he had walked round the village noting other overgrowing trees and these are noted under Highways.
- Clerk has written to the resident adjoining the Pleasure Ground for a site meeting with regard to the boundary. No response has been received.

2109/08 Report from Ward Cllrs on NLC issues

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

Apologies received from Cllr C Sherwood and Cllr Waltham.

Cllr N Sherwood stated that the kissing gate will be installed as soon as possible.

Carr Lane road is on the repair scheduled.

There was no recent up date with regard to accessing the railway crossing and although this has been unlocked in recent weeks, Network Rail are stating it should be locked again. The council stated that they were totally frustrated with the fact that a meeting still had not been arranged with Network Rail after 6 months, the information had not yet been submitted to amend the Definitive Map after at least 3 years and no update had been forthcoming from the PROW Officer on any of the above issues. Cllr N Sherwood stated that he too shared the frustration and get this escalated.

Cllr Newton added that it was good that those residents present could appreciate that the Ward Cllrs and Parish Council are both trying to move this on.

Post Meeting – a meeting is to be arranged in the coming week with Ward Cllrs, PROW Officer and immediate superior, land owner and the Parish Council for confirmation of actions.

Resolved – to close the meeting to allow a resident to participate.

The local landowner stated that he had been waiting some form of communication from the PROW Officer and this had not been provided to date?

Resolved- to reopen the meeting.

Cllr Sherwood went on to say that the 5-year housing plan was now in place and the NLC Local Plan would be available soon.

Cllr Sherwood left the meeting at 7.25pm.

2109/09 Police Matters / NATs / Neighbourhood Watch (NHW)

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

A NATs meeting had been held on 9th September. There main issues of ASB were Horkstow Bridge, South Ferriby Marina and in Brigg. These all related to groups of youths.

The next meeting is scheduled for 02/12.

Clerk to advertise the NHW Co-ordinator vacancy on the Facebook site.

2109/10 Delegate Reports

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

The H & S report was provided by Mr Jones prior to the meeting.

Mr Jones, Cllr Bowles and NLC representatives attended the Hollows to undertake the annual cutting and bailing. NLC kindly loan the Parish Council a cutter and bailer and this ensures that there is wide diversity of plants.

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Clerk to send a formal thanks to all those involved.

Although the area is owned by a landowner this is common land as detailed on the new signage recently erected. The landowner allows the Parish Council to maintain the area as if not undertaken would return to scrub land.

Within the report provided by Mr Jones it has been noted that there is a large amount of ash dieback. This will be managed by Mr Jones and Cllr Bowles and the dead wood removed over winter. There is some die back in the Woodland Glade and this will be monitored.

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

The report from the Committee was issues prior to the meeting. Two questions were raised from the Committee.

- Maintenance and replacement of the main entrance gate – Cllr Bowles, when removing the barrier has checked the gate and structural this is sound. It was suggested that Cllr Cave took this back to the Committee for volunteers to rub down and varnish.
- Creation of a village orchard within the recreational grounds – this item has already been discussed by the Parish Council and was resolved no further actions.

Cllr Newton stated that both of the above items have been discussed by the Parish Council and therefore should not have been raised by Cllr Cave at a Recreation Committee.

Cllr Newton also went on to say that as the representative elected to liaise with the Gardening group Cllr Cave should not have been suggesting that further flower beds should be installed in the playing field without first raising at a Parish Council meeting.

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

Cllr Cave stated that at the meeting held on 07/09 the main topic was the speed signs which was on the agenda.

- e. To receive an update on the Christmas Card photo competition.

The winning photo has been selected at the event last week.

Resolved – the photo would feature on the front of a card with seasonal greetings from the Parish Council along with information to the rear of the card, including emergency numbers and Parish Council details.

Cllr Newton to circulate the draft for consideration at the next meeting and costing to be sourced.

- f. 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	B Whitfield	Monthly	19/08
War Memorial, Top Road	B Whitfield	Monthly	19/08
Flag Pole, Main Street	Cllr N Empson	Monthly	14/09
Bus Stop, Low Road	Cllr N Empson	Monthly	14/09
Pleasure Ground & Play Area, Top Road	Cllr N Empson	Monthly	14/09
Fountain	Cllr N Empson	Monthly	14/09
Recreation Ground	Cllr N Empson	Weekly	14/09

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Woodland Glade & Hollows, The Hill	Peter Jones	Monthly	09/09
CCTV system	Cllr R Bowles	Monthly	

Weeding is required at the Memorial. Cllr Newton to see if she could find volunteers to do so. Clerk to check on regulations for weed spray.

- 2109/11** **Highways / Footpaths / Parish Issues / General NLC issues**
- a. To receive an update with regard to Network Rail/Carr Lane determining actions required.
As detailed under the Ward Cllrs report.
- b. To determine actions required with regard to the area of land offered to the school for a garden site.
Cllr Newton to attend a school meeting accompanied by Cllr Truelove for an update on the school using this land. Clerk to arrange.
- c. To consider options to show the appreciation for village volunteers, determining actions required.
Cllr Newton has been showing her appreciation as Chair for the work that has been carried out by volunteers. It was agreed that volunteers should be encouraged as this saves costs being added to the precept.
Cllr Cave endorsed this view but stated that this should be formally undertaken by the Parish Council and had no objection if it was the Parish Councils decision.
Cllr Speakman to create a policy for review at the next meeting.
Clerk to ask colleagues on what other Councils use to show their appreciation to volunteers.
Various ways of appreciation were discussed and noted for next meetings continued discussion.
Costs can be reviewed within the precept if required.
- d. To consider moving the bin currently located on Low Road adjacent to the post box determining actions required.
Clerk to ask NLC to move the bin currently located near to the post box and place adjacent to the Markie Path, road side of the barrier.
Clerk to also ask if the bin located on the junction of New Road and Low Road can be bigger as this always seems to be full.
- e. To determine actions required with regard to this year's Remembrance Service.
Cllr Newton has spoken to a veteran who is willing to lay the peoples wreath on behalf of the Parish Council. It was agreed by members to invite the residents to partake in this year's event and to purchase only 1 wreath due to Cllr Newton being unable to lay a wreath this year.
The resident has a military background and provided this information to Cllr Newton. The resident is however returning to active service on Monday 20th September so may not be able to attend the event as he will be returning to active service from November.
Cllr Newton to work with the PCC and details will be confirmed at the next meeting.
Cllr Newton read out the poem and names of those fallen last year, but again, due to health this would not be able to be undertaken this year so it was suggested the school children are involved.
Resolved – to close the meeting to allow a resident to participate.
A resident, also a teacher at school stated that her group of Yr. 6 pupils would be able to participate in this event and would welcome the veteran into the school to provide a background of his military life.
Resolved- to reopen the meeting.

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Cllr Newton to speak further about this with the Head Teacher.
There may also be the possibility of a band.

- f. To notify the Clerk of any other issues to be taken up with NLC.
Clerk to contact the owners of the following overgrown hedges:
Pleasure Ground – Cllrs Bowles and Empson to take a look.
Old Vicarage.
17 and 21 New Road – overhanging trees on to the highway.
Clerk to ask NLC to review the trees along the Markie Path.
Clerk to report the B1204 for overgrown hedges and nettles.

2109/12

Planning

To receive any decisions from North Lincolnshire Council.

2021/1063 – planning permission to erect a single storey rear extension and make internal alterations to the dwelling following demolition of existing rear extensions at The Old Vicarage, 44 Top Road.

The following response was sent to NLC due to time constraints under the Clerks delegated powers.

2021/1348 – planning application to erect a single storey extension to the side and rear and to make alterations to the dwelling at 52 Hill House, Top Road.

No objection of comments submitted.

2109/13

Correspondence for Discussion/Decision

- a. To be notified of the NALC Policy Consultation Briefing determining actions required.
Item noted.
- b. To be notified of the Best Kept Village results determining actions required.
This was a fabulous achievement winning for the second year in a row.
Peter and Hazel to be invited to the presentation event which will be held at the village hall on 4th October.
The Clerk will be attending for her many Councils and Cllr Newton to also attend.
- c. To be notified of the Queens Platinum Jubilee Central Weekend and Beacon Lighting event.
Clerk to place an item on Facebook asking for ideas for the weekend event.
- d. To be notified of actions NLC are taking with regard to the blocked drain on Top Road/Main Road determining actions required reported to the Parish Council by several residents.
A resident has provided an update stating that the drains have been jetted from Top Road along Main Street and several blockages found. The drainage team will be using a camera to determine further actions required.
- e. To be notified of the email received with regard to fly posting in the village determining actions required.
It was agreed that there is no major issue in the parish with regard to excessive posters around the village.
Clerk to send out communication asking that posters are taken down as soon as possible after the event.

Correspondence for Information

- f. ERNLLCA AGM – 23/09.
- g. ERNLLCA Equality, Diversity & Inclusion training – 7th September. Cllr Newton attended this event which was well run and provided confirmation that if a Parish

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Council isn't running well, implementing changes to get a better level of engagement is the way forward.

- h. ERNLLCA – National Resilience Strategy.
- i. ERNLLCA Newsletter Sept 21.
- j. NLC Standards Committee 20/21.
- k. Police Crime Commissioner Engagement Officer update. Unfortunately, the Engagement Officers have all been dismissed which as far as the Parish Council are aware was the first time there had been a conduit for communication with the Police & Crime Commissioner. It was hoped this would continue?
- l. NHP update – Clerk to send a formal thanks to the previous residents and Cllrs and NLC for the creation of the plan.
- m. NLC Highway updates –
 - B1204 – the road will be assessed by NLC with a view to adding to a future repair/resurfacing programme.
 - The bin near to the memorial has been repaired.
 - The BR signage as been erected by NLC to ensure those using the path stick to it and keep out of the adjacent fields.

2109/14 Accounts

- a. To consider the revised costs to install the speed sign determining actions required.
After reviewing the costs, it was **resolved** that the Parish Council would go with the majority of Councils to either install one or two signs, either battery or solar as not to hold the process up any further. Either way the cost would be no more than the hiring of a mobile sign from NLC for 2 x 3 months periods.
- b. To receive the External Audit Final Report determining any actions required.
Item noted.
- c. To approve attendance to the ERNLLCA Finance Training.
Resolved - Cllrs Fowler and Speakman to attend the course.
- d. To consider the cost to replace the Clerks computer and a cost for IT support.
Resolved - approval for the Clerk to go ahead with the quote provided.
Cllr Bowles suggested the old computer is used, if possible and compatible, for the Recreation Committee. Due to the computer being shared by the Clerks councils this would have to be confirmed. Agenda item for the next meeting.
Cllr Cave to attend the NLC Teams meeting arranged to discuss any issues.
- e. To approve the monthly accounts for payment. See financial report.
Resolved - approval of the accounts for payment.

14.07.21	VANL	Membership renewal	£20.00
July/Aug	JB Rural Services	Various grass cutting	£260.57
		Verge cut 6	£210.00
		PROW cut 2	£120.25
		Various grass cutting	£260.57
		Verge cut 7	£210.00
30.07.21	B M Electrics	Village Hall electrical works	£280.00
30.07.21	Agri Cycle	Benches – Community grant fund	£4,170.00
30.07.21	Marmax	Picnic Bench – Comm grant fund	£492.00
01.09.21	M Moran	Repairs to Basketball net	£131.13
01.09.21	MD Signs	Best Kept Village signage	£404.58
07.09.21	PKF Littlejohn	External audit fee	£240.00

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07.09.21	GREC Systems Ltd	Village Hall Fob door system	£1900.78
14.09.21	ERNLLCA	Training fees	£24.00
			£42.00
13.07.21	D Hotson/HMRC	Salary/Tax – July & August	

2109/15 Minor Items

a. To take any points from members.

- Clerk to chase up the location of the seats. Clerk has escalated the lack of response from NLC with regard to a site meeting to determine where the seats are to be located.

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

- ERNLLCA Allotment webinars. Item noted.

2109/16 Agenda Items for the next meeting –

- Remembrance Service.
- VHC Computer.

2109/17 To confirm the date and time of the next meeting as Tuesday 12th October, 2021 at 7pm at Worlabby Village Hall.

2109/18 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 9.10pm.