



Humberston Village Council

Clerk to the Council – Kathy Peers Telephone 07494 577661
e-mail 'clerk@humberstonparishcouncil.com

TO ALL COUNCILLORS:

YOU ARE SUMMONED TO A VIRTUAL ANNUAL PARISH COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL ON WEDNESDAY 5th MAY 2021 at 7.15 pm via the Zoom Portal

MEETING ID – 871-9381-7745

Please inform the Clerk if you are unable to attend.

KJ Peers

Clerk to the Council – 27.04.21

AGENDA

The meeting will have a period of public consultation at the discretion of the Chairman. Meetings cannot be recorded in any way, nor by any means, without the prior approval of the Chairman and/or the Clerk. The public may access the meeting by using the Zoom code published on the agenda which is also published on the website. The public may also participate by telephone if they wish to do and this should be organized through the Clerk up to the start of the meeting.

- 21/28** Election of Chairman
- 21/29** Acceptance of Apologies
- 21/30** **Declarations of Interest – Code of Conduct 2012**
(a) To record declarations of interest by any member of the council in respect of the agenda items listed. Members declaring interests should identify the agenda item and type of interest being declared.
(b) To note dispensations given to any member of the council in respect of the agenda items listed.
- 21/31** Election of Vice-Chairman
- 21/32** Election of Committees (and Committee Chairmen):-
To consider membership of and appoint members to the following Committees, Together with Chairman of each Committee:
Personnel Committee (this Committee has full delegated powers)
Allotment and Cemetery Committee (part delegated powers)
Newsletter Informal Working Group or Committee (to be decided)
Any other committee
And to consider and agree terms of reference for each of these committees

Over.....

*1 Beach View Court, Norfolk Lane,
Cleethorpes DN35 8BT*

- 21/33** Election of Representatives onto Outside Bodies:-
Town and Parish Liaison
ERNLLCA District Committee
Any other outside bodies
- 21/34** Review of governance/procedural documents for Council for year
To review and agree any amendments/necessary actions on the following:
Asset Register
Insurance provision
Community Engagement Statement
Publication of Information Statement
Website Provision and social media provision
Risk Management Strategy inc risk assessments as appropriate
Training Criteria and ongoing development strategy
Schedule of Delegation and Bank Mandate update
Bad debt recovery policy and invoicing procedures
Governance Documents of Standing Orders and Financial Regulations
Complaints Policy and Procedures
Personnel Management Documentation
Registers of Interest
Audit procedures
CCTV Policy
Any other documents/policies for consideration
- 21/35** To approve minutes of previous meetings from April 2021 –
Village Council minutes from mid-month April meeting
- 21/36** Highways/Footpaths/Traffic issues
a) To receive any highways/footpaths/traffic issues and agree any necessary actions
- 21/37** Wendover Hall and Paddock Matters
a) To note works completed at Hall and note dates scheduled for both toilet refurbishment works, decorating works and rear storage room works
b) To note Paddock Hall as Polling Station for May 6th Elections 2021
- 21/38** Allotment and Cemetery Matters
a) To confirm date for next inspection – Wednesday 26th May 2021 at 10.20 am
b) To receive information from NELC re lease on cemetery/allotment site and responsibility for road repairs to Cemetery Road
c) To receive quotations for Grounds Maintenance/Cemetery contract and agree appointment of contractor
d) To receive update from Committee Chairman on issue from allotment inspection held on 21.04.21 and agree any further necessary actions

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21/39 **Village Council matters**

- a) To consider proposal for possible 'centenary green' to mark the Village Council's centenary in 2022 and agree any necessary actions

21/40 **Land Management**

- a) To receive update report from Clerk on bridges in place and agree any further necessary actions
- b) To receive update on outstanding works to site and agree any further necessary actions
- c) To receive S104 agreement for access for drainage and agree any necessary actions

21/41 **Planning Matters**

To consider the following planning applications:

Planning Application Reference: DM/0396/21/FUL

Proposal: Erect a single storey extension to the existing pool plant area with alterations

Location: Thorpe Park Holiday Camp Anthonys Bank Road Humberston

Planning Application Reference: DM/0401/21/FULA

Proposal: Erect single storey side extension

Location: 8 Sinderson Road Humberston

Planning Application Reference: DM/0400/21/TBR

Proposal: Removal of telephone box

Location: Phone Box Humberston Fitties Humberston

Planning Application Reference: DM/0395/21/FUL

Proposal: Erect single storey extension to existing garage

Location: 3 Grange Farm Lane Humberston

To receive any other planning correspondence/representations from development teams and/or residents

21/42 **Future Dates**

Date of next meetings: Wednesday 19th May 2021 and receive and consider report from Clerk on risk assessments for 'in person' meetings and agree any further necessary actions including provision for Annual Parish Meeting on 19th May 2021.

Any other future dates

21/43 **Reports**

ERNLLCA District Meeting – 22.04.21 – Cllr. Rudd

To receive any other reports

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21/44 **Finance**

- a) Any payments for authorization as per schedule circulated
- b) To receive request for grant aid from Lincolnshire Lowland Search and Rescue and agree any necessary actions
- c) To note date for internal audit – Tuesday 25th May 2021 at 9.30 am at the Paddock Hall

21/45 **To consider exclusion of press and public**

To consider exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information

21/46 **Personnel Matters**

- a) To approve salaries for payment as per schedule circulated
- b) To receive update from Clerk on furloughs for staff and any further necessary actions to be agreed
- c) To receive update from Personnel Committee on staff appraisals

Kjp/27.04.21