



# Humberston Village Council

---

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

**TO ALL COUNCILLORS:**

**YOU ARE SUMMONED TO THE ANNUAL PARISH COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL  
ON WEDNESDAY 4<sup>TH</sup> MAY 2022 AT 7.20 PM AT THE PADDOCK HALL, WENDOVER PADDOCK,  
HUMBERSTON**

Please inform the Clerk if you are unable to attend.

*KJ Peers*

Clerk to the Council – 27.04.22

## **A G E N D A**

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.

- 22/24** Election of Chairman
- 22/25** Acceptance of Apologies
- 22/26** Election of Vice-Chairman
- 22/27** 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
- 22/28** Election of Representatives onto Outside Bodies:-  
Town and Parish Liaison  
ERNLLCA District Committee  
Any other outside bodies
- 22/29** 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

*/over....*

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

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

**22/30**      **Declarations of Interest – Code of Conduct**

- 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.

**22/31**      **To approve minutes of previous meetings –**

Village Council minutes from mid-April 2022 meeting

**22/32**      **Police Report**

To receive any police report/police matters for consideration

**22/33**      **Highways/footpaths/traffic issues**

- a) To receive any highways/footpaths/traffic issues for consideration and agree any necessary actions

**22/34**      **Planning Matters**

To consider the following planning applications:

**Planning Application Reference: DM/0263/22/FUL**

**Proposal: Erect single storey flat roof side extension with various alterations to existing chalet to include changes to windows and doors, and installation of cladding**

**Location: 205 Humberston Fitties Humberston**

**Planning Application Reference: DM/0328/22/FULA**

**Proposal: Erect single storey side extension**

**Location: 124 Coniston Crescent Humberston**

**Planning Application Reference: DM/0348/22/FUL**

**Proposal: Erect single storey side extension with associated works**

**Location: 23 Derwent Drive Humberston**

/over...

**Planning Application Reference: DM/0329/22/FUL**

**Proposal: Demolish existing single storey side extension, erect one and a half storey rear extension with roof lights, erect canopy to front elevation and various other alterations**

**Location: 41A Humberston Avenue Humberston**

To receive any other planning correspondence/representations from development teams and/or residents including any update received re Gingerbread House Chimney and agree any further actions.

**22/35 Village Council matters**

- a) To receive update on Centenary Green project and agree any further necessary actions
- b) To consider next edition of Newsletter for Summer/June 2022 edition and agree any necessary actions
- c) To consider provision of Summer Holiday Club for 2022 and agree any necessary actions

**22/36 Wendover Halls and Paddock**

- a) To receive update on new roundabout play equipment installation for information
- b) To consider and agree new signage in the Paddock

**22/37 Cemetery and Allotment Site**

- a) To receive any updates or items from Allotment site and set date for next allotment inspection visit
- b) To receive update on replacement storage unit for information
- c) To consider fenced off storage area to rear of cemetery and receive quotation for same and agree any necessary actions
- d) To receive quotation for path repairs in the new extension and agree any actions

**22/38 Future Dates**

Date of next meetings: Wednesday 15<sup>th</sup> June 2022 and consider July and August dates

Office Closure – 16.05.22 to 20.05.22 inclusive

To fix date for Annual Parish Meeting for Humberston for 2022

Beacon Lighting – Thursday 2<sup>nd</sup> June 2022

Centenary Event – Saturday 2<sup>nd</sup> July 2022

Christmas Event – Saturday 3<sup>rd</sup> December 2022

To receive any other future dates

**22/39 Reports**

Fashion Show – Friday 22<sup>nd</sup> April 2022

To receive any other reports

**22/40 Finance**

- a) To agree payments as per list circulated
- b) To note internal audit date of Thursday 26<sup>th</sup> May 2022 for information and agree schedule of works for internal auditor

/over....

*Humberston May 2022 agenda continued...*

**22/41            Events**

To receive information on upcoming events and consider and agree necessary actions – including  
Beacon Lighting - June 2022  
Centenary Event – July 2022  
Christmas Event – December 2022

**22/42            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

**22/43            Personnel Matters**

- a) To approve salaries as per schedule circulated

Es/kjp/27.04.22