

**MINUTES OF A VIRTUAL COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL HELD ON WEDNESDAY  
7<sup>th</sup> APRIL at 7.15 pm via the Zoom Portal**

**Present:** Cllr. Bailey (Chairman)  
Cllrs. Stevenson, Shawhulme, Hodgins, Rudd, Leveridge, Woollock, Watkins, Clarke and  
Thompson

**Apologies:** Cllr. Scoffin

**In Attendance:** Mr. Carr, Carr Developments  
Cllrs. Fenty and Shreeve, Ward Cllrs., NELC

**21/01 Acceptance of Apologies**

Cllr. Scoffin (other commitments) – received and accepted.

**RESOLVED: That apologies be accepted**

**21/02 Declarations of Interest – Code of Conduct 2012**

Cllr. Rudd declared a prejudicial interest in planning application no. DM/0276/21/FUL due to personal connection to householders. Noted.

**21/03 To approve minutes of previous meetings from March 2021 –**

Village Council minutes from mid-March 2021 meeting – approved as a true record and signed virtually by the Chairman.

**RESOLVED: That minutes be accepted as a true record of the meeting.**

**21/04 Police Report**

To receive police report and any other policing related matters

Received on day of meeting and circulated to all members prior to meeting. Chair ran through the report. Noted.

**21/05 Highways/Footpaths/Traffic issues**

Public Break

Mr. Chris Carr present acting for Newholme Paddocks for which approval had been given. Courtesy visit to advise work starting on 26<sup>th</sup> April working on drain on Humberston Avenue. Temporary footpath in place and traffic signals will be in place for 7/10 days. w/c 24<sup>th</sup> May starting work on moving services from front of the property. Noted and Chairman thanked Mr. Carr for attending and giving information. Mr. Carr then left the meeting.

- a) To receive any highways/footpaths/traffic issues and agree any necessary actions including correspondence re parking enforcement and footway issues

Cllr. Stevenson reported pot holes and Cllr. Shreeve advised he would pass them through to NELC. Cllr. Shreeve reported on new litter bin in car park outside the Church.

Parking enforcement discussed following correspondence from residents. Chair and Clerk to send list through to Ward Cllrs. of priority areas to pass on to enforcement. Clerk to respond to residents.

Cllr. Clarke had sent information through re parking problems on St Thomas' close and this has been passed to local policing team and they are aware and will be progressing. Cllr. Thompson advised that Cloverfields had now lost all of its parking capacity as car park had now been reutilized. Noted.

- b) To receive correspondence from Principal at Humberston Academy re lowering speed limit to 20 mph outside of school and consider necessary actions

Correspondence circulated to members prior to meeting. Request from Principal to reduce speed limit to 20 mph due to recent accident. Members raised further issues of queuing traffic to access the school site which added to the safety issue also. Send letter to NELC/ENGIE in support of proposal and ask for it to be considered. Clerk to respond to Principal.

**RESOLVED: That support be sent through to NELC/ENGIE for reduction in speed limit to 20 mph**

- c) To receive correspondence from resident re PROW on Wendover Lane and agree any necessary actions

Chairman advised that further to recent correspondence with NELC over the previous gates on the PROW, the resident has confirmed ownership of the land is advising of sign erection and asked for support from the Village Council. Agreed.

**RESOLVED: The Council members had no issues with the resident erect signage as appropriate**

#### **21/06 Wendover Hall and Paddock Matters**

- a) To receive confirmation of works being carried out to Wendover Hall rear storage room – roofing works, internal kitchen ceiling works and building works/dehumidifying and agree any further outstanding necessary actions

Works commenced to rear storage room and dehumidifiers in place. Flooring has dry rot problem and quotation received from N. Thompson, the contractor already confirmed for the kitchen ceiling, for £810 to rectify the floor. Clerk in liaison with Chairman had advised him to proceed.

Roofing works will require extra items and Chairman and Clerk had conducted site visit at request of contractor that day. Clerk had taken photographs from the roof and shared these with members. Works had been authorized by Clerk in liaison with Chairman.

**RESOLVED: That extra works as required by endorsed as authorized by the Clerk**

- b) To note date of elections – 6<sup>th</sup> May 2021 – and use of Paddock Hall as polling station

Clerk advised that usual hirers had been informed of unavailability of Hall on that date and Caretaker had been briefed on times etc. for use as polling station. Noted.

#### **21/07 Allotment and Cemetery Matters**

- a) To receive report from inspection on 31.03.21

Report sent to all members prior to the meeting. Cllr. Rudd, Chair of Committee, gave brief verbal report. Return visit in 3 weeks to ascertain progress. Whole of site in general very neat and tidy. Cockerels on site identified and letters sent out and new path at Cemetery finished to very satisfactory standard. Noted.

- b) To confirm completion of works to Cemetery path by ENGIE

Works now completed and email expressing satisfaction at level of work carried out had been sent to ENGIE. Clerk had received advice and quote from ENGIE on essential safety and maintenance works required to cemetery road. Quotation for £875.00 for approx. 25 sqm of works. Clerk, in liaison with

Chairman and Allotment and Cemetery Committee members had booked the work in to be carried out in the next 10/14 days as matter of urgency.

**RESOLVED: That works to cemetery road be endorsed as per authorization by Clerk and Committee**

- c) To agree final copy of Grounds Maintenance quotation specification and agree publication

Circulated to all members with amendment for soil disposal as agreed and Clerk to now send out to interested parties.

**RESOLVED: That invitation to quote be published and sent out to appropriate bodies.**

### **21/08 Village Council matters**

- a) To receive update on Church flower beds re planting

Clerk reported £105 already used of £150 budget for plants only. Contractor had planted and covered in weed suppressant and chipped bark as agreed and more bark awaited to complete. Clerk to purchase more plants when weather improved. Noted. Watering is an issue but members offered to assist.

- b) To consider next edition of Newsletter – Summer 2021 and agree any necessary actions

Next edition to be distributed. Chairman asked if distribution should still take place on Wilton Road Industrial Estate. Some copies to be put in café/public areas but business premises not to be covered. Advertisers are sent a courtesy copy.

**RESOLVED: That Wilton Road businesses not be included in general distribution of NEWSletter**

- c) To receive confirmation of children's holiday club 2021 and agree any further necessary actions

Booked for Friday mornings for 4 weeks 10 am to 12 noon. Commence Friday 30<sup>th</sup> July 2021 and run for four weeks. Members to put on refreshments etc.

**RESOLVED: That Clerk confirm dates for holiday club, advertising to take place on social media and In next Newsletter and Council members to support with refreshments**

### **21/09 Land Management**

- a) To receive further information re land at Carrington Gardens from Longhurst Ltd. And agree any further necessary actions

Longhurst/Keystone would be sending details through of transfer of strip of land on piece it is planning to sell and they had confirmed they would cover reasonable solicitor's costs for legal paperwork. Also notified that the VC needed to be party to ongoing S104 agreement which had not been seen. Clerk had requested copy of agreement. Noted.

b) To note completion of installation of laurel boundary to front boundary of area 2 of site  
Works completed. Ongoing issue of watering noted.

- c) To receive quotation for front boundary clearance works, removal of all barbed wire and fixing of gate to PROW and agree any necessary actions

Quotation received for maximum of £1k depending on length of time – that is based on 5 days work. All ivy ringing on trees, removal of any dead trees in agreement by liaison with Clerk and all barbed wire removed from site and gateway made secure. Extra fencing to replace old rusted gate would be extra for

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

material cost only with labour to fit included in quotation. Members agreed that works be authorized through existing contractors for Carrington Gardens who had submitted quotation.

**RESOLVED: That works be completed as per quotation for maximum of £1,000 with timber for Extra fencing to be paid for by the Village Council**

**21/10 Planning Matters**

The following planning applications were considered:

**Planning Application Reference: DM/0300/21/FUL**

**Proposal: Construction of porch to front and reroof**

**Location: 213 Humberston Fitties Humberston**

*No objections provided works in line with NE Lincs. Guidelines.*

**Planning Application Reference: DM/0276/21/FUL**

**Proposal: Outline application to erect 1 no. dwelling and garage with means of access to be considered - amended western site boundary**

**Location: 32 Humberston Avenue Humberston**

*Cllr. Rudd had declared prejudicial interest and was put in the waiting room for this item taking no part in discussions.*

*Letter received from Ross Davy architects with supplementary information on the site advising of historical permission on the site which was read out to the meeting. Members agreed that despite previous permissions granted the VC's policy still stands to object to any infill development.*

*Objections.*

**Planning Application Reference: DM/0297/21/FULA**

**Proposal: Installation of vertical timber boarding to all elevations**

**Location: 139 Humberston Fitties Humberston**

*No objections provided works in line with NELC guidelines.*

**Planning Application Reference: DM/0088/21/FUL**

**Proposal: Removal of existing summer house and erection of one dwelling with attached garage to include new access to the highway, boundary treatments and associated works (AMENDED PLANS)**

**Location: 40 Humberston Avenue Humberston**

*Objecting and reiterate previous objections and policy the Council has to object to any infill development.*

*Objections.*

To receive any other planning correspondence/representations from development teams and/or residents – none received.

**RESOLVED: That all comments be submitted as agreed.**

**21/11 Future Dates**

Date of next meetings: Wednesday 21<sup>st</sup> April 2021

To receive update on future of virtual meetings from Clerk – legislation expires on 7<sup>th</sup> May to allow virtual meetings and so from that date meetings needed to be in person only.

Agreed that for May meeting will be virtual for first meeting and then in person for the second meeting.

Town and Parish Liaison at NELC for 15<sup>th</sup> April 2021 now cancelled.

**RESOLVED: That meetings follow programmed schedule and in line with legislation**

**21/12 Reports**

Planning Training – 9/10.03.21 – Cllr. Shawhulme (notes circulated prior to meeting)

Cllr. Shawhulme drew attention to importance of changes to come from new White Paper and consultation will be required. Noted.

To receive any other reports – none received.

Ward Cllrs. left the meeting and only Council members remained.

Cllr. Fenty confirmed that this would be his last meeting as a Ward Cllr. and thanked the Village Council for the cooperation and joint working over recent years. Chairman, on behalf of Humberston Village Council, thanked Cllr. Fenty for all of his efforts on behalf of the village.

**21/13 Finance**

a) Any payments for authorization as per schedule circulated

Payments authorized to be made as per list circulated.

**RESOLVED: That payments be made as per list circulated.**

b) To receive external audit notification from PKF Littlejohn and agree schedule for audit as required

Received and dates noted and Clerk to organize internal audit and ensure adherence to dates set for submissions. Noted.

c) To receive final year accounts, account reconciliation, cash book for year and bank statement as at end of March 2021 and formally approve

Clerk had circulated cash book for the year, account reconciliation to the bank statement and the end of year bank statement to all members prior to the meeting. Also, Clerk had circulated an extra end of year basic financial report. Accounts were formally approved and received and virtually signed by the Chairman.

**RESOLVED: That full year accounts for year 20/21 be approved and formally received.**

d) To receive report from Clerk on end of year financial processes for information

Clerk advised end of year procedures were being processed for PAYE end of year, P60's etc., updating new tax codes and allowances, VAT and audit schedule commencement. All noted.

**21/14 To consider exclusion of press and public**

**RESOLVED: 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**

**21/15      Personnel Matters**

- a) To note change to part-time furlough for staff members due to returning hirings at the Halls

Clerk advised on part time furloughs for staff.

- b) To receive update on staffing situation from Personnel Committee

Cllr. Shawhulme, Chair of Committee, advised that office will start new system of flexible Friday working with main days being Monday to Thursdays. New member of staff also now in place and appraisal process to be commenced for the year.

Chairman closed the meeting at 8.33 pm.

Signed: .....

Date: .....