

**MINUTES OF A COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL HELD ON TUESDAY 7<sup>th</sup> JUNE 2022 AT 7.20 PM IN THE MEETING ROOM, WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON**

**Present:** Cllr. Shawhulme (Chairman)  
Cllrs. Rudd, Duff, Woollock and Hodgins

**Apologies:** None

There were 3 members of the public present.

**22/54 To receive and accept apologies for absence**

Cllr. Clarke on sabbatical. Cllr. Hodgins requested sabbatical for 3 months from July meeting and this was granted.

**RESOLVED: That sabbatical granted to Cllr. Hodgins for 3 months from July 2022**

**22/55 Declarations of Interest – Code of Conduct**

Cllr. Shawhulme declared a personal interest in a highways matter due to residency. Noted.

**22/56 To approve minutes of previous meetings –**

Village Council minutes from mid-May 2022 meeting

Minutes approved as a true record and signed by the Chairman.

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

**22/57 Highways/footpaths/traffic issues**

a) To receive any highways/footpaths/traffic issues for consideration and agree any necessary actions  
Chairman raised issue of enforcement on Sinderson Road when Andrew Road had road closure for the Jubilee Sunday. Agreed to write to Paul Thorpe over issue on that particular weekend when enforcement requests from the Council have not been previously met.

**RESOLVED: That letter be sent to NELC.**

b) To note Highways quarterly meeting date- Wednesday 22<sup>nd</sup> June 2022 at 1.30 pm

Location - Humberston. Noted resignation of the Traffic team Manager so this will be last meeting in current format. Noted.

**22/58 Planning Matters**

The following planning applications were considered:

**Planning Application Reference: DM/0385/22/FUL**

**Proposal: Erect single storey extension to side, alterations and installation of timber decking to rear**

**Location: 31 Humberston Fitties Humberston**

*No objections but would support any comments made by Heritage Officer.*

**Planning Application Reference: DM/0437/22/FULA**

**Proposal: Erect single and two storey extension to side / rear to include balcony at first floor, enlarge patio at rear and various internal and external alterations**

**Location: 87 Humberston Avenue Humberston**

*No objections.*

**Planning Application Reference: DM/0436/22/FUL**

**Proposal: Erect single storey rear extension to provide additional accommodation, install door to west elevation, replace roof and increase height at front, replace fencing, extend decking area and various internal and external alterations**

**Location: 124 Humberston Fitties Humberston**

*No objections.*

**Planning Application Reference: DM/0450/22/DEM**

**Proposal: Prior notification for the demolition of 5 amenity blocks**

**Location: Thorpe Park Holiday Camp Anthonys Bank Road Humberston**

*Objections - In support of residents objections and disappointed that no proper consultation appeared to have been carried out.*

To receive any other planning correspondence/representations from development teams and/or residents including any updates received and agree any further actions – no further update on planning enforcement issue on chimney and Clerk to chase.

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

*Public Break*

Resident present with interest in joining the Council.

### **22/59 Allotment/Cemetery Matters**

- a) To receive report from recent allotment inspection and agree any further necessary actions

Letters written. Slight delay due to staff annual leave. Agreed to ask contractor to spray plot 81 and resend competition invitation. Agreed next inspection on Monday 27<sup>th</sup> June 2022.

**RESOLVED: Next allotment inspection Monday 27<sup>th</sup> June 2022.**

Public left the meeting.

- b) To receive report from Clerk on any cemetery matters including completion of fencing

Done but still two panels to be put in. Noted.

### **22/60 Wendover Halls/Paddock Matters**

- a) To receive update on new roundabout provision

Roundabout ordered and Clerk advised it may be installed w/c 20<sup>th</sup> June 2022. Noted.

- b) To note annual inspection of playgrounds and to receive any report and agree any necessary actions

Clerk had circulated reports and actions already progressed and Clerk on following - Bird scarers, zip wire landing plate and then raised areas of safety surfacing. Clerk to ask contractor to progress and also would seek advice on safety surfacing issue and report back.

**RESOLVED: That actions be taken on actions from report and report back**

**22/61 Village Council matters**

- a) To receive update on Centenary Green project and agree any further necessary actions

Benches ordered from Hodson and Kauss. Resident was pleased to pay for one of the benches and then put a memorial plaque on it. Agreed to relocate existing bench perhaps into the Paddock and resident who expressed interest to be advised. Possibility of using the payback team to refurbish the bench. Planning application is live.

Roof works could be possible bid for regeneration of Village Hall funds and Clerk to look at funding application and submit if appropriate.

**RESOLVED: That benches be dealt with as agreed and Clerk to look at funding from Village Hall Refurbishment fund**

- b) To receive update Summer Newsletter edition and agree any necessary actions

Quotation received from Halo Graphic to produce in full colour. Agreed on condition that price be maintained for next four editions, delivery maintained and printed within usual timeframes.

**RESOLVED: That next Newsletter be printed by Halo Graphic as agreed and at price quoted for Full colour copy**

- c) To agree action plan for sapling planting

1 pm Sunday 12<sup>th</sup> June 2022. Noted.

- d) To receive correspondence re partnership working with Humberston Eco Centre and agree any necessary actions

Correspondence circulated to all members prior to meeting. Commend the centre on their efforts and offer Newsletter for future updates and maintain contact during their period of growth etc.

**RESOLVED: That response be sent to Eco Centre as agreed**

**22/62 Future Dates**

Date of next meetings: Tuesday 5<sup>th</sup> July 2022

Clerk's Training Day at ERNLLCA – Thursday 16<sup>th</sup> June 2022

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

To receive request from Cllr. Dawkins re Mid-Summer event and agree necessary actions – agreed not viable this year.

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

Highways meeting – Wednesday 22<sup>nd</sup> June 2022 at 1.30 pm at Humberston

Town and Parish Liaison – Thursday 7<sup>th</sup> July 2022

To receive any other future dates - none received.

**22/63            Reports**

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

Well received and people had enjoyed the gathering with approx. 100 people in attendance. Noted.

To receive any other reports – none received.

**22/64            Finance**

a) To agree payments as per list circulated

Payments as circulated approved to be made.

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

b) To receive internal audit report and agree any necessary actions

Written internal audit report received and circulated to all members prior to meeting. Agreed no further actions and thanked auditor and Clerk for work. Clerk asked members to look for minute book in case it had been picked up by Council member.

**RESOLVED:    That no further actions be taken and that internal audit was now complete for 21/22.**

c) To receive annual return, consider and complete necessary sections and agree submission for external audit and any further necessary actions

Clerk had circulated AGAR to all members prior to meeting and this was considered and completed at the meeting with members completing necessary sections and authorizing signature by Chairman and Clerk. AGAR to now be submitted with all necessary documentation to external auditors.

**RESOLVED:    That AGAR be completed as agreed and signed by Clerk and Chairman and that all appropriate documentation now be submitted to external auditors and all information be available on the VC website as required.**

**22/65            Events**

To receive information on upcoming events and consider and agree necessary actions including -

**Centenary Event – July 2022**

Chairman and Clerk confirming details with everyone involved and confirmed erection of marquee on Friday 1<sup>st</sup> July as required. Clerk to do running order.

**22/66            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**

**22/67            Personnel Matters**

a) To approve salaries as per schedule circulated

Salaries approved to be made as required.

**RESOLVED:    That all salaries be approved to be made as per list circulated.**

b) To set dates and schedule for annual staff appraisals

Appraisals set to be carried out by Cllr. Rudd and Clerk, as appropriate, on Monday 20<sup>th</sup> June 2022.

**RESOLVED:    That staff appraisals be carried out on Monday 20<sup>th</sup> June 2022.**

Chairman closed the meeting at 9.20 pm.

Signed:.....

Date: .....