

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL ON TUESDAY 9TH MAY 2022 AT 7.15 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Shawhulme (Chairman)
Cllrs. Rudd, Hudson Clark and Sharp

Apologies: Cllrs. Hodgins, Woollock

In attendance: Cllrs. Harness and Shreeve, NELC Ward Cllrs.

There were 13 members of the public present.

23/20 Election of Chairman

Cllr. Shawhulme nominated, seconded and unanimously elected as Chairman and signed Declaration of Acceptance of Office.

RESOLVED: That Cllr. Shawhulme serve as Chairman for the year.

23/21 Signing in of all members following election in May 2023

All members signed Declaration of Acceptance of Office and completed election expenses forms for return to NELC. Those absent had signed Declarations in presence of Clerk.

RESOLVED: All members signed Declaration of Acceptance of Office

23/22 Acceptance of Apologies and to consider request for Sabbatical from Cllr. Hodgins

Cllr. Hodgins due to illness and Cllr. Woollock on sabbatical.

Agreed Cllr. Hodgins to have Sabbatical leave for up to 6 months from this meeting.

RESOLVED: That apologies be received and accepted and that Cllr. Hodgins be granted up to 6 months sabbatical leave from May meeting.

23/23 Election of Vice-Chairman

Cllr. Clarke proposed, seconded and unanimously elected as Vice-Chair for the year.

RESOLVED: That Cllr. Clarke be elected as Vice-Chair for the year.

23/24 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)

Cllrs. Rudd (Chairman), Sharp and Hudson

Allotment and Cemetery Committee (part delegated powers)

Cllrs. Rudd (Chairman), Sharp and Hudson (Cllr. Woollock to be named substitute)

Planning Committee (full delegated powers)

Cllrs. Hudson (Chairman), Sharp and Shawhulme.

Any other committees – none.

And to consider and agree terms of reference for each of these committees – all agreed and would be circulated by the Clerk.

RESOLVED: That Committees and Committee Chairmen be appointed as agreed and that Terms of Reference as circulated in draft form be adopted for each committee.

23/25 Election of Representatives onto Outside Bodies:-

Town and Parish Liaison – Chairman and Clerk and any member free to attend.

ERNLLCA District Committee – Chair and Clerk and any member free to attend.

Any other outside bodies – none.

RESOLVED: That representatives be appointed as agreed.

23/26 Review of governance/procedural documents for Council for year

The members had received and then reviewed making any amendments as required. Standing Orders were amended to confirm public session times and length of meetings overall extended to 2 ¼ hours from 2 hours. Clerk highlighted changes to electronic banking policies and Scheme of Delegation, all of which were agreed. The following documents were reviewed.

Asset Register

Insurance provision

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 inc Member/Officer protocol

Registers of Interest

Audit procedures

GDPR policy

CCTV Policy

Any other documents/policies for consideration inc. staff delegation schedule

RESOLVED: That amendments, amended policies all be formally adopted for the year by the Council

Public Break

Residents present in objection to planning applications for Humberston Fitties and Thorpe Park.

23/27 Declarations of Interest – Code of Conduct

None made.

23/28 To approve minutes of previous meetings –

Village Council minutes from April main meeting and mid-April 2023 planning meeting

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

RESOLVED: That minutes be approved as a true record of the meetings held.

23/29 Police Report

To receive any police report/police matters for consideration – circulated for May 2023 and noted. Chairman asked for thanks to Policing Team to be minuted for their attendance at the Picnic in the Paddock on Sunday 7th May 2023. Noted.

23/30 Highways/footpaths/traffic issues

a) To receive any highways/footpaths/traffic issues for consideration and agree any necessary actions
Waiting for date for next quarterly meeting. Minor issues to be reported to NELC by Clerk through portal. Noted.

23/31 Planning Matters

The following planning applications were considered:

Planning Application Reference: DM/0134/23/FUL

Proposal: To replace rotten and broken fences with new fencing, both sides of driveway. Replace muddy/slippery driveway with stones/gravel to help stop driveway flooding and being dangerous to walk on. All in keeping with the Conservation and Heritage of the environment.

Location: 121 Humberston Fitties Humberston

Objections – The Village Council feel that this is not in keeping with the area and surrounding chalets. The fencing should be picket fencing and not solid fencing and there is no much stone/gravel incorporated into the proposal and is at odds with the surroundings. The Village Council notes that this is a retrospective application but this is not a reason to allow this application to proceed, the application should be refused and the works already carried out removed.

Planning Application Reference: DM/0369/23/FUL

Proposal: Variation of Condition 2 (Approved plans) pursuant to DM/1038/21/FUL for revision to allow for alterations to footprint, external terraces and service yard, omit canopies from external terraces, removal and relocation of roof lights, alterations to openings on south and west elevations, amendments to escape staircase to include replacement with escape ramp

Location: Thorpe Park Holiday Camp Anthonys Bank Road Humberston

Objections – the Council would reiterate off all its previous objections already submitted on this application but would also now add that it cannot understand why canopies would be removed from external terraces as these would help with any noise mitigation. The canopies should in fact be improved rather than removed. All other objections the Village Council has to this application are still valid.

Planning Application Reference: DM/0274/23/FUL

Proposal: Retrospective application for the demolition of existing chalet and erection of detached single-storey chalet and associated works (Additional Plans received 25th April 2023 to include Street Scene Elevations, Foundation Details, Asbestos Survey and Structural Report)

Location: 124 Humberston Fitties Humberston

Objections – the Village Council would only like to see exactly like for like on this plot, that is an exact replica of the design and footprint of the original chalet which was on the site before demolition. This would be in keeping with the area and its surroundings and would fit back into the overall street scene. The Council also trusts that the site is now free of asbestos.

Planning Application Reference: DM/0104/23/FUL

Proposal: Installation of 2 no. air handling units to the exterior of the Marina Show Bar, external ducting to roof, creation of a service yard, alterations to the existing cellar access and associated works (addition of heritage assessment)

Location: Thorpe Park Holiday Camp Anthonys Bank Road Humberston

Objections - the Council reiterates all of its previous objections to this application, the Heritage Assessment now included has no impact on the Council's objections to the proposals. The Village Council would also add that it has serious concerns over the planning proposals for this area as a whole.

Planning Application Reference: DM/0406/23/FULA

Proposal: Conversion of existing garage to gym, alterations to front to replace garage door with double doors and windows

Location: 7 The Beeches Humberston

No objections.

To receive any other planning correspondence/representations from development teams and/or residents – The Chair drew attention to national legislation which now did not require formal housing number targets for local authorities. Members agreed to highlight this in future planning responses.

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

23/32 Village Council matters

- a) To consider next edition of Newsletter for Summer/June 2023 edition and agree any necessary actions

Clerk putting together before annual leave. To be send to printers during following week and then circulated as soon as received. Noted.

- b) To receive final details for provision of Summer Holiday Club for 2023 and agree any necessary actions

Now all fully booked for the 4 weeks and members pledged to offer assistance. Clerk to advertise via usual means. Noted.

- c) To receive update on new Village Signs

Artwork had been delivered to sign makers and first sign waiting to be finished for approval before others would be completed. Noted.

- d) To note NELC Community Governance Review consultation starting May 2023

Clerk advised that NELC had advised this would be out for consultation in the next few weeks. Noted.

23/33 Wendover Halls and Paddock

- a) To receive confirmation of date and costings for resurfacing of Wendover Paddock by Specialist Surfacing

Quotation via NELC had been received from Specialist Surfacing for £16,500 exc VAT and this had been booked in for w/c 29th May 2023 with works to be carried out on the Tuesday and Wednesday, weather dependent. Clerk had informed Hall users that only pedestrian gates would be opened and car park would remain closed off.

RESOLVED: That resurfacing at cost of £16,500 plus VAT be actioned on dates agreed

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

- b) To consider and agree new equipment item for Wendover Paddock for 2023 and also confirm pricing scheme for Cyden Homes for informaiton

Cllr. Clarke had provided some details and new swing existing frame, new baby swing unit and two pieces of outdoor fitness equipment be ordered. Safety surfacing to go beneath swings as required. Clerk to liaise with Cllr. Clarke to get ordered and installed as soon as possible.

RESOLVED: That £10k budget allocated for equipment be used as agreed

23/34 Cemetery and Allotment Site

- a) To receive date for next allotment site visit

Monday 22nd May at 2.30 pm agreed.

- b) To receive update on cemetery extension project from NELC

Clerk had requested progress report from NELC on two occasions with no response. To be progressed and Clerk to report back. Noted.

23/35 Future Dates

Date of next meetings: Tuesday 6th June 2022 and Planning Committee Tuesday 23rd May 2023

Annual Parish Meeting for Humberston – Tuesday 23rd May 2023 at 7.15 pm

Office Closure – 15.05.23 to 19.05.23 inclusive

To receive any other future dates

23/36 Reports

Fashion Show – Friday 21st April 2023

Not very well attended but enjoyed. Clerk requested to book another one for October 2023.

ERNLLCA NE Lincs District Meeting – Tuesday 18th April 2023

Clerk had attended. Presentation on PROW by NELC (which had been circulated to all members) and also presentation on recent elections and forthcoming community governance review. Noted.

To receive any other reports – none received.

RESOLVED: That clerk seek date for Fashion Show in October 2023.

23/37 Finance

- a) To agree payments as per list circulated

Payments agreed to be made as per circulated schedule.

RESOLVED: That payments be made as per schedule circulated.

- b) To note internal audit date of Thursday 25th May 2023 for information and agree schedule of works for internal auditor

Date noted and schedule of works for internal auditor approved.

RESOLVED: That the internal audit take place on the date agreed and that the schedule of works Be carried out as agreed.

23/38 Events

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

Summer Event 2023

Preparations in hand and all being progressed by Chairman and Clerk. Chairman reiterated need for help on the actual day. Agreed marquee to be erected as previously on the Friday and then taken down on the Monday following the event.

Christmas Event 2023 – to agree date

Agreed Saturday 2nd December 2023.

Summer Holiday Club

Now organized and advertised. Noted.

23/39 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

23/40 Personnel Matters

a) To approve salaries as per schedule circulated

Salaries approved to be made as per schedule circulated.

RESOLVED: That salaries be paid as per schedule.

Chairman closed the meeting at 9.25 pm.

Signed:

Date: