

MINUTES OF A VILLAGE COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL HELD ON TUESDAY 4th NOVEMBER 2025 AT 7.15 PM AT QUEEN ELIZABETH HALL, WENDOVER PADDOCK, HUMBERSTON

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

Apologies: Cllr. Donne

In attendance: Cllrs. Harness and Dawkins, NELC Ward Cllr.

There were 9 members of the public present, including 2 candidates for cooption.

25/136 To receive and accept apologies for absence

Received from Cllr. Donne due to illness – accepted and received.

RESOLVED: **That apologies be received and accepted.**

25/137 Declarations of Interest – Code of Conduct

None made.

25/138 To approve minutes of previous meetings –

Village Council minutes from October 2025 – main meeting and planning meeting

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

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

Public Break –

Residents present re proposal regarding phone mast and stating objections. Concerned with safety aspect of larger scale cabins and relocation to be included due to highway visibility. Ward Cllrs. had requested planning department contact Company to see if planning permission would be required.

4 members of the public then left.

25/139 CoOption to fill casual vacancies

To receive and consider two candidates for cooption to fill casual vacancies – Mr. C. Jessup and Ms. W. Lamb

Mr. Jessup and Ms Lamb – both candidates gave short presentations. Both candidates proposed, seconded and unanimously elected to fill the casual vacancies with immediate effect. Both candidates had received Code of Conduct prior to meeting and signed Declaration of Acceptance of Office.

RESOLVED: **That Mr. Jessup and Ms Lamb be coopted to fill casual vacancies with immediate effect.**

25/140 Police Report

To receive police report for information and agree any necessary actions from report.

No police presence and apologies sent. Written report received and circulated prior to the meeting and projected at the meeting. Noted.

25/141 Highways/footpaths/traffic issues

a) To receive any highways/footpaths/traffic issues for consideration and agree any necessary actions including report from Highways Meeting held on 22.10.25

Met with NELC and various issues discussed including resurfacing issues. Noted.

Cllr. Hodgins raised issue of bins being left on footways and also damaged bins which might need replacing. Ward Cllrs. to report back.

25/142 Planning Matters

The following planning applications were considered:

Planning Application Reference: DM/0881/25/FUL

Proposal: Erect 2 dwellings with integral garages, boundary treatments, solar panels and various associated works

Location: 116 Humberston Avenue Humberston

Objections – the Village Council has a formally adopted policy to object to any further back-yard development along Humberston Avenue until NELC fully examines the infrastructure of the Village with regard to GP services, traffic issues and school parking provision and access and fully takes these into consideration when permitting any further infill development. The Village Council believes that there has been too much over development along Humberston Avenue which has dramatically altered the character and nature of this part of Humberston especially with regard to increased traffic and access to services required without any infrastructure improvements. Therefore the Village Council would wish to see this application refused.

Planning Application Reference: DM/0889/25/FULA

Proposal: Installation of dormer and roof light to front elevation, alterations to rear including creation of larger dormer, roof light to side and associated works

Location: 14 Hewson Road Humberston

No objections.

Planning Application Reference: DM/0724/25/FULA

Proposal: Removal of existing corrugated plastic cladding to front and side elevations and installation of replacement timber cladding, external alterations and associated works

Location: 315A Humberston Fitties Humberston

No objections provided the Heritage Officer is also in favour of the application. The VC would support any comments and recommendations made by the HO for this application.

Planning Application Reference: DM/0848/25/FUL

Proposal: Erect detached dwelling with integral garage, boundary treatments, landscaping and associated works

Location: 184 Humberston Avenue Humberston

No objections as the site has outline planning permission.

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

RESOLVED: That comments be submitted to NELC as agreed.

25/143 Allotment/Cemetery Matters

Cemetery:

- a) To receive report on progress cemetery extension project including:
 - Update on report for memorial structure and installation

Structure ordered from Delta XD as agreed and deposit paid. Agreed Cllr. Rudd's design for siting and trees and bench surrounding at end of Cemetery New Extension. Request received also to consider pet cemetery and this to be c/f to new year.

RESOLVED: That siting of new memorial structure and landscaping agreed as per picture circulated.

- Update on perimeter hedge planting

Hedging plants delivered and being done to continue with original quotation from contractor. Noted.

Allotments:

- a) To consider allotment agreement for new year 2026/27 with liaison from HAHA on any new inclusions/amendments

HAHA members present. Conditions 9 and 10 to add checking annually. Request during the week that clocks go back that a poster be put up for the course of a week. Council to look at solar lights on main gates to assist with locking. Chairman thanked Mrs. Hyde for all her work on the Committee.

RESOLVED: That amendments be carried out to allotment agreement for 2026 as agreed at meeting. Final version of tenancy agreement to be agreed at December 2025 meeting.

- b) To receive updated report from Committee on last inspection, consider recommendations and agree necessary actions

Cllr. Rudd reported. 13a vacancy – showing new tenant. 44B is being recommended that it be rescinded and agreed.

RESOLVED: That tenancy for 44B be rescinded as recommended by Allotment Committee.

25/144 Wendover Halls/Paddock Matters

- a) To consider any items raised regarding Halls including any minor repairs, lighting to shed, lighting to gate area

Clerk had contacted electrician re lighting to shed and gate area to have solar lights installed as trial to see if sufficient. Noted.

- b) To receive update on new doors at old hall and agree any further necessary actions

Key holder documents issued to two regular hirers for old hall for emergency use only. Noted.

25/145 Land Management

- a) To receive report on any land management issues including report from site visit on 9.10.25

Vice-Chair and Clerk met with Tracey Pearson and land transfers to be done in chunks as and when complete and advertising agreed on site locations. Noted.

25/146 Village Council matters

- a) To receive confirmation of dates for Winter issue and report on distribution arrangements and agree any further necessary actions

Ongoing – Clerk completing final version. New distribution arrangements now in place. Noted.

b) To receive update on calendar sales
Ongoing and Clerk keeping record of numbers sold. Noted.

25/147 Future Dates

Date of next meetings: Tuesday 2nd December 2025
Planning Committee - Tuesday 18th November 2025
Allotment Management Training – Clerk – 6th November 2025
Christmas Event – Saturday 6th December 2025
PC Christmas Meal – Wednesday 17th December 2025 and confirm numbers
To discuss and agree date for January 2025 budget meeting – Tuesday 20th January 2026
Wednesday 19th allotment reinspection – 9 am
To receive any other future dates – Saturday 4th July 2026

25/148 Reports

ERNLCA Conference – the Clerk – 21.10.25
Clerk had attended. Very useful and good coverage of items including Employment Rights Bill.

Social Media Training – Cllr. Rudd – 29.10.25

Cllr. Rudd had attended. Very useful information and lots of policy information.

Halloween Seniors Lunch – Friday 31st October 2025

Very enjoyable event and well received by those in attendance.

Suggestion from Chairman that an Events Committee be appointed to help with background organization for events etc. To be tabled at December 2025 meeting. Noted.

To receive any other reports

None received.

25/149 Finance

a) To agree payments as per list circulated.

Payments approved to be made as per list circulated.

RESOLVED: That payments are approved as per list circulated.

b) To receive half yearly accounts for 25/26 – cash book, bank statement, account reconciliation and budget monitoring and formally approve

Clerk had circulated cash book, bank statements and account reconciliation prior to meeting and formally received and approved.

RESOLVED: That half year accounts to end of September 2025 be approved.

25/150 Events

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

Details discussed and Cllr. Shawhulme circulating list of duties. All noted.

25/151 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

25/152 Personnel Matters

a) To approve salaries as per schedule circulated

Salaries approved to be made as per list circulated.

RESOLVED: **That salary payments be approved to be made.**

b) To appoint member and named substitute to Personnel Committee

Cllr. Lamb to join Committee along with Cllr. Clark and Cllr. Hodgins who were already members. Cllr. Hudson to be named substitute.

RESOLVED: **Cllr. Lamb join Personnel Committee with immediate effect and Cllr. Hudson to be Substitute member.**

c) To set date for December 2025 Personnel Committee meeting to set staffing budget for 26/27

Personnel Meeting set for 2nd December at 6.00 pm in Office.

RESOLVED: **Next Personnel Committee to be 6 pm on Tuesday 2nd December.**

d) To receive update on staff appraisals for 2025 and agree any necessary actions.

All appraisals apart from litter picker now complete and Personnel Committee to decide any necessary actions. Noted.

Chairman closed the meeting at 9.15 pm.

Signed:

Date: