

MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL ON TUESDAY 6th AUGUST 2019 AT 7.15 PM AT WENDOVER HALL, WENDOVER PADDOCK, HUMBERSTON

Present Cllr. Bailey (Chairman)
Cllrs. Scoffin, Rudd, Clark, Robinson and Hodgins

Apologies Cllrs. Watkins, Fenty and Stevenson

In Attendance Cllr. R. Shepherd, Portfolio Holder, Communities, NELC
Cllr. Harness, Ward Cllr., NELC
PCSO K. Burrows

There were 2 others present

19/59 Acceptance of Apologies

Apologies received from Cllr. Watkins (family illness), Cllr. Fenty (NELC Business) and Cllr. Stevenson (illness) – all received and accepted.

RESOLVED: That apologies be received and accepted

19/60 Declarations of Interest – Code of Conduct 2012

None made.

19/61 To approve minutes of previous meetings from July 2019:

Main Council meeting, Planning Meetings x 2 – all approved as a true record and signed by the Chairman.

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

19/62 Police Report (for information only)

Written report received and read out by PCSO present.

Public Break

Two residents present but from Cleethorpes area with issues in connection with Cleethorpes and advised to contact their own Ward Cllr.

Cllr. Shepherd gave short talk on his work at NELC as new Portfolio Holder for Safer and Stronger Communities

19/63 Highways/Footpaths/Traffic Issues

- a. To receive report from Highways Meeting held 18th July 2019 and agree any necessary actions

Chairman and Clerk had held meeting with Cllrs. Fenty and Harness as Ward Cllrs., NELC with Debbie Swatman. Agreed that to progress TRO issue, Cllr. Bailey and Clerk would carry out area inspection and identify areas to be included in an Order rather than a blanket order covering the whole area. Results would be submitted to NELC for its consideration. NELC thought it would be easier to apply the TRO in zones which would overcome the boundary issue restrictions identified. Noted.

Also car park and waiting limits had been discussed and this was to be progressed by Parking Services although it was advised there was a backlog with this issue.
Egress from the School was also discussed and NELC agreed that it would close its current consultation until further discussions had taken place with input from Ward Cllrs.
All noted.

- b. To receive update from Clerk on any highways matters or correspondence received – inc letter from MP regarding state of cemetery and response from Clerk

Clerk advised that previous correspondent who had had complaint rejected over cemetery fees had written again to the MP over concerns on state of paths. Clerk had supplied evidence to show where repairs had been recent carried out and members agreed to reexamine the paths at next cemetery inspection. Noted.

- c. To receive consultation from NELC re winter service provisions and agree any necessary actions

Noted and no comments to make.

RESOLVED: That comments be submitted on consultation as above

19/64 Correspondence

- a. To receive any correspondence to date of meeting

Nothing to report.

19/65 Future Dates

Next Parish Council Meeting – Tuesday 3rd September 2019

Next Planning/Committee Night – Tuesday 20th August 2019

ERNLLCA Training - 3 x members and ongoing

Office Closure –5th to 16th September 2019 inclusive

Christmas Event meeting – Tuesday 13th August 2019 and Church to be invited

Allotment Inspection – Thursday 8th August 2019

Any other future dates

19/66 Reports (for information only)

To receive report from events group

Christmas event meeting to be confirmed.

Clerk's SLCC Training Day – Monday 15th July 2019

Clerk had attended and finance, VAT and cemetery regulations all discussed.

Town and Parish Liaison Committee – Thursday 1st August 2019

Cllr. Robinson had attended. Brief agenda with some representatives not attending to present topics.

Office Open Session – Wendover Paddock Hall – Friday 26th July 2019 – 10 to 11.30 am

Clerk, Councillors Bailey and Scoffin had attended. Several residents had attended and subjects covered included allotments and cemetery plot purchases.

Allotment Competition Presentation Event – Friday 19th July 2019 – 2 pm

Very well attended and enjoyable event and thanked HAHA for hosting the event on behalf of the PC.

To receive any other reports

None received.

19/67 Wendover Hall and Paddock

- a) To receive update on repairs to step access to Paddock Hall and agree any necessary action

Clerk still pursuing contractor to carry out works. Noted.

- b) To receive update on new windows and agree any necessary actions

Building regulation approval now received and windows to be fitted that week and following week. Noted.

- c) To receive update on repairs to roof and quotations for new flat roof and agree any necessary actions

Second quotation awaited and take to next meeting as item for agenda. Noted.

- d) To consider emergency closure procedures for both Halls and consider and agree a formal protocol for action

Agreed that emergency locking procedure be put in place for Paddock Hall and Clerk to engage locksmith as required.

RESOLVED: That emergency locking facility be provided at Paddock Hall as agreed

- e) To receive update on provision of new picnic benches and bin at Paddock

Ordered and invoice settled and awaiting delivery. Noted.

19/68 Parish Council Matters

- a) To receive information from ERNLLCA/NALC/NELC and note for circulation

Circulated as received and noted.

- b) To receive report on electoral voting provision for Humberston from NELC and agree any necessary actions/comments for submission

Clerk had circulated review outcomes and comments regarding provision for Humberston had been noted. Agreed that Clerk contact NELC and offer the use of the new Paddock Hall for future voting arrangements if NELC required it as a venue.

RESOLVED: That the new Paddock Hall be offered to NELC as a suitable polling station

- c) Parish Council Newsletter – to receive report on recent/next edition

Cllr. Scoffin and Clerk now completing and would be with printers by 10th August and then with Cllr. Bailey for distribution by the end of August. Distribution review would be undertaken for the December 2019 issue. Noted.

- d) To consider event proposed by Cllr. Scoffin for 2020 as part of VE celebrations and agree any necessary actions

Cllr. Scoffin had made initial reservations for entertainment and provision of other activities for Friday 8th May 2020 and it was agreed that this event proceed, organized by Cllr. Scoffin as lead organizer, with budget allocated of £1,000k over and above the budgeted sum for events for the year.

RESOLVED: That Cllr. Scoffin be lead organizer of VE celebration event for May 2020 and that an Additional £1k be made available from reserves to facilitate the event

- e) To consider purchase of marquee/gazebo for Christmas function/additional use and for summer/other outside events

Agreed that small pop up gazebo in red be purchased for use as Christmas Grotto and could also be used for other purposes, with Cllr. Scoffin to confirm size required after events meeting and then order in liaison with Clerk. Budget was £80 to purchase suitable gazebo.

Also, members agreed that rather than renting a marquee each year for Summer event, that the PC look to purchase suitable marquee/large gazebo itself for use. Agreed that if suitable one could be found, the PC would purchase one and Clerk and Cllr. Scoffin would research and present suitable items for consideration at next meeting.

RESOLVED: That small pop up gazebo be purchased for use at Christmas event by Cllr. Scoffin and The Clerk and that the Parish Council also agrees to purchase a suitable marquee/large Gazebo for its summer and other events if suitable example can be sourced. There was No budget set for the larger item at this present time.

19/69 Allotment Matters

- a) To receive update on recent allotment allocations and vacancies and agree any further actions

Clerk in liaison with HAHA had been allocating allotments which had been vacant to people on waiting list. Noted.

- b) To receive report from Clerk following letters sent out to allotment tenants following June inspection and agree any further necessary actions

Following report from previous meeting and updated information from Clerk, it was agreed that pending the next inspection on 8th August, should plots 63 and 82 not be of suitable standard, then the tenancies would be rescinded and the Clerk would notify.

RESOLVED: Pending allotment inspection on 8th August, tenancies for plots 63 and 82 would be Rescinded if plots were not of suitable standard at inspection time.

- c) To agree date of next Allotment Inspection – Thursday 8th August 2019

RESOLVED: That inspection take place at 2.30 pm. Cllrs. Bailey, Scoffin, Robinson and Hodgins to Be present along with Clerk

- d) To receive any further update from Cllr. Robinson on drainage issue and agree any further actions

Mound continued to be moved by developers. Nothing further to report at moment. Noted.

19/70 Cemetery Matters

- a) To receive verbal report from Clerk re commencement of use of new ashes section within Cemetery

Clerk had visited Cemetery and marked out plots for new ashes section on right hand side of existing ashes section upon entering the new extension to the cemetery. This would be, as agreed, single rows and not back to back as previously discussed.

RESOLVED: That the new ashes section commences use and that rows be single individual rows And not the back to back formation used in the previous section

- b) To receive update on locking of cemetery gates and agree any further necessary actions

Gates were now locked and Clerk had written to all local funeral directors and memorial masons advising of such and passing on combination number for entry for funerals and memorial works. Should any residents require special access then this should be requested from the Clerk. Noted.

19/71 Finance

- a) Cheques for authorization as per attached list

Payments as circulated authorized to be made as per list.

RESOLVED: That payments be made as per list circulated.

- b) To receive quarterly accounts for first quarter of fy 19/20 and formally approve

Clerk had circulated cash book and account reconciliation and bank statement to all members and first quarter accounts approved and signed by Chairman.

RESOLVED: That first quarter accounts were received and approved for fy 19/20

- c) To receive budget monitoring for first quarter of fy 19/20 for information

Clerk had circulated budget monitoring information for first quarter of fy 19/20. Noted.

RESOLVED: That first quarter budget monitoring information be received and accepted

- d) To receive any update from external audit

No formal response yet received from external auditors. Noted.

Chairman closed the meeting at 8.25 pm.

Signed:

Date: