

MINUTES OF THE ANNUAL VILLAGE COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL ON TUESDAY 5TH MAY 2026 AT 7.00 PM AT QUEEN ELIZABETH HALL, WENDOVER PADDOCK, HUMBERSTON

Present: Cllr. Shawhulme (Chairman)
Cllrs. Lamb, Duff, Hodgins, Hudson, Rudd

Apologies: Cllr. Dunne

Absent: Cllr. Jessup

In attendance: Cllrs. Dawkins and Shreeve and Harness, Ward Cllrs., NELC
PC Dan Mosley, LPT

There was 1 member of the public present from HABA.

26/18 Election of Chairman

Cllr. Shawhulme unanimously elected as Chairman for the year and signed Declaration of Acceptance of Office.

RESOLVED: That Cllr. Shawhulme be elected as Chairman for the year

26/19 To receive and accept apologies for absence

Received from Cllr. Dunne due to illness and accepted.

RESOLVED: That apologies be received and accepted.

26/20 Declarations of Interest – Code of Conduct

None made.

26/21 Election of Vice-Chairman

Cllr. Wendy Lamb unanimously elected as Vice-Chair.

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

26/22 Election of Committees and Terms of Reference

Election of Committees, Committee Chairman and agree Terms of Reference for each Committee –
Allotment and Cemetery Committee

Cllrs Rudd (Chairman), Hudson and Duff – Cllr. Lamb as sub

Planning Committee

Cllrs Shawhulme (Chairman), Lamb, Hodgins and Hudson – Cllr. Dunne as sub

Personnel Committee

Cllrs Lamb (chairman), Rudd and Hodgins – Cllr. Duff as sub

Terms of Reference adopted as per models circulated.

RESOLVED: That Committees be appointed as agreed and terms of reference adopted as circulated

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

26/23 Election of Representatives onto Outside Bodies:-

Town and Parish Liaison – Chair and Vice-Chair

ERNLLCA District Committee – no longer stand alone meeting.

Any other outside bodies – None.

26/24 Review of governance/procedural documents for Council for year

To review and agree any amendments/necessary actions on the following:

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 banking procedures

Bad debt recovery policy and invoicing procedures

Governance Documents of Standing Orders and Financial Regulations – new version

Complaints Policy and Procedures

Personnel Management Documentation inc Member/Officer protocol

Registers of Interest

Audit procedures

GDPR policy

CCTV Policy

Discrimination and Anti Bullying Policy

Allotment Protocol

Contracts – issue of and procurement of tenders/quotations

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

RESOLVED: That all documentation be approved as agreed and Clerk to update throughout the Council year with new policies

26/25 To approve minutes of previous meetings –

Village Council minutes from April 2026 – planning meeting, main 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.

26/26 Police Report

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

PC Mosley present. Reported increase in local team with 2 PC's and 2 new PCSO's. Noted.

To receive correspondence re anti social behaviour issues and agree any necessary actions.

Putting extra resources into problem area on Eagle Drive and working with other agencies to resolve the issues raised. Noted.

26/27 Highways/footpaths/traffic issues

- a) To receive any highways/footpaths/traffic issues for consideration including report from Highways Meeting held on 27.04.26

Cllr. Shawhulme and Clerk attended. Chair gave report – bus stop near Tesco to be looked at re positioning. Noted.

26/28 Planning Matters

The following planning applications were considered:

Planning Application Reference: DM/0266/26/FULA

Proposal: Erect single storey detached outbuilding to include solar PV array to roof, installation of link canopy over existing rear outbuildings, installation of air-source heat pump to side of dwelling with associated works

Location: 150 Grimsby Road Humberston

No objections.

Planning Application Reference: DM/0251/26/FUL

Proposal: Erection of chalet with vehicular access and associated works

Location: Plot 313A Humberston Fitties Humberston

The Village Council is in support of all comments on this application made by the Heritage Officer, it has no objections as such to the development but would support all conditions and recommendations requested and made by the Heritage Officer.

Planning Application Reference: DM/0131/26/FUL

Proposal: Demolish existing boundary wall to erect 1.9m fence with associated works

Location: 1 Cherry Close Humberston

No objections.

Cllr. Hodgins asked for his vote in objection to the application to be recorded.

Planning Application Reference: DM/0209/25/FUL

Proposal: Retrospective application to retrofit side and rear boundary fencing, decking area, parking and vehicle access areas (amended description and amended plans received April 2026 to amend fencing style, reduce footprint of decking area, reduce gravelled areas to include additional grass and utilise golden gravel for retained parking area)

Location: 33 Humberston Fitties Humberston

No objections and in support of all comments and recommendations made by the Heritage Officer.

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

RESOLVED: That all comments agreed be submitted to NELC

26/29 Allotment/Cemetery Matters

Cemetery:

- a) To receive report on progress cemetery extension project including:
- Update on memorial plaques ordered, tree planting, benches

First order of plaques received and payment made. Trees now planted and bench delivery had been delayed. Plaque price had been set at £60 following information from Signs Express. Noted.

RESOLVED: That memorial plaque price be £60 per plaque – engraved and sited on memorial.

Allotments:

- a) To receive report from inspection date of 20th April 2026 and consider any necessary actions from recommendations from Allotment Committee including noting allotment vacancy and request for tenancy fee reimbursement from previous financial/allotment year

Cllr. Rudd had reported. Overall really good. Some being monitored. Two vacancies currently.

Clerk to check with cemetery contractor re advice for tree planting on natural allotment area to rear for 3 trees to be planted. Noted.

26/30 Wendover Halls/Paddock Matters

- a) To note minor repairs undertaken

Minor repairs taken care of. Noted.

- b) To receive update on new equipment provision for paddock area and agree any further necessary actions

Clerk to order outdoor table tennis table as previously agreed. Siting in paddock to be agreed. Noted.

- c) To receive notification from users re unauthorized entry to hirings

Proposed exempt item and agreed to take at end of meeting.

RESOLVED: Move to exempt item for end of meeting.

26/31 Land Management

- a) To receive report on any land management issues

All grass cutting on sites now commenced again for current season. Noted.

26/32 Village Council matters

- a) To note next Newsletter - Summer 2026 edition

Clerk to publish and Chairman to coordinate distribution. Some rounds to be changed on request from distributor and Chairman and Clerk to organise.

RESOLVED: That Chairman and Clerk reorganize distribution rounds from next issue.

26/33 Future Dates

Date of next meetings: Tuesday 2nd June 2026 –

Annual Parish Meeting for Humberston – Tuesday 19th May 2026

Planning Committee – Tuesday 19th May 2026

Allotment Inspection – Wednesday 20th May follow up one.

To receive any other future dates

26/34 Reports

Town and Parish Liaison Committee – April 2026 – no one had attended.

To receive any other reports – none.

26/35 Finance

- a) To agree payments as per list circulated.

Payments approved as per list circulated.

RESOLVED: That payments be approved to be made as per list circulated.

- b) To receive and approve full year accounts and reconciliation for fy 25/26

Clerk had circulated cash book for year, account reconciliation and bank statements and all formally received and approved.

RESOLVED: That full year accounts for fy 25/26 be formally received and approved.

- c) To note reclaim of VAT for 25/26

Clerk reported that VAT reclaim had been submitted to HMRC for fy 25/26. Noted.

- d) To note internal audit from 29.04.26, receive report and agree any necessary actions.

Clerk reported internal audit had been carried out, report when received would be circulated to all members. Chairman had been in attendance for part of audit meeting. Clerk would present AGAR and other associated information to June meeting for full approval and submission to external audit.

RESOLVED: That internal audit now completed and final report to be circulated.

26/36 Events

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

- a) To receive update for bookings for Summer holiday clubs and confirm arrangements, volunteers etc.

Summer Event – Clerk and Cllrs.Duff and Rudd. Chairman to be present at beginning of event but would act as runner for restocking.

Summer Clubs –

Wendy 31st July – Cllr. Duff

Friday 7th August – Cllr. Shawhulme and Clerk

Friday 14th August – Cllr. Shawhulme and Duff

Friday 21st August – Cllr. Shawhulme and Lamb

Bookings for sessions –

Clerk to do Creation Station - Cllr. Lamb to do the others

Cllr. Shawhulme to book Make and bake

E mail for all of them.

Age Group 5 to 11 under 8s have to be accompanied.

26/37 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

26/38 Personnel Matters

a) To approve salaries as per schedule circulated

Salaries approved to be made as per schedule circulated.

RESOLVED: That all salary payments be made as per schedule circulated.

Exempt item:

26/30C c/f - To receive notification from users re unauthorized entry to hirings

Write to person identified in unauthorized entry to private hire and also take advice from policing team on unauthorized entry into private hirings and undertaking video surveillance.

RESOLVED: That action above agreed.

Chairman closed the meeting at 20.29.

Signed:

Date:

ES/kjn/2026