

# Hibaldstow Parish Council

## Minutes of the Parish Council Meeting

Minutes of the meeting of Hibaldstow Parish Council held at 7pm on Wednesday 17<sup>th</sup> October 2024 at Hibaldstow Village Hall, Station Road, Hibaldstow.

**Present:** Cllr Brooks (Chairman), Cllr Hunt, North, Riley, Cllr Stothard, Pickering, Whitaker & Cllr Talliss.

**Also present:** 5 residents & Clerk to the Council – Deb Hotson.

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### 2410/01 **Apologies for absence**

Apologies and reason for absence received from Cllrs Mawdsley & Stirling.

### 2410/02 **Public Participation**

**Resolved** - to temporarily suspend the meeting for a period of no more than 15 minutes to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened.

The four residents attending asked the following questions:

1. The litter bin outside the Church Street stores has been removed and been missing for some time. Cllr Brooks stated that the Parish Council have been trying for some time to get this bin replaced and residents should report on the NLC Self Service Portal. Clerk to chase again and copy in Ward Cllr Foster.
2. State of repairs to roads with potholes. Advised again to report on the NLC Self Service Portal.
3. Can the minutes be placed on the notice boards. Clerk to do this when put up the agenda.
4. What is the rota for the road sweeper in the village. Clerk to obtain this information and place on Facebook. Clerk to also point out to change the time they come round the village as they generally turn up at school leaving time when Hopfield is full of cars and children.

**Resolved** – to re-open the meeting.

### 2410/03 **Declaration of Interest**

- a. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

Cllr Stothard declared a personal interest in agenda item 2410/06b, c, e & f and 2410/07. Cllrs Hunt, Riley & Whitaker declared a personal interest in agenda item 2410/07.

- b. To note dispensations given to any member in respect of the agenda items listed below. None outstanding.

### 2410/04 **Minutes of Previous meeting**

**Resolved** - Minutes of the Parish Council meeting held on 18<sup>th</sup> September 2024 were approved and signed as a true and correct record.

### 2410/05 **Clerk's Report**

1. All outstanding highway issues have been chased with NLC.
2. Clerk has requested that the elder is removed gradually from the cemetery hedge.
3. Clerk has requested a meeting with the Environmental Officer. Agenda item.

### 2410/06 **Delegate Reports**

- a. To receive a chairman's report on activities undertaken on behalf of the Parish Council.

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Cllr Brooks stated that due to the Clerk being on holiday he had dealt with the village hall related issues.

Cllr Brooks and the Clerk had a Teams meeting with the UKSPF Funding Officer relating to the UKSPF Fund and has some issues to address to complete the funding requirements. The Clerk has been in touch with the NLC Community Fund Officer relating to this fund and has to send the tenders to her tomorrow.

- b. To receive an update report from the Cemetery Working determining any actions required. Concerns had been raised regarding the trees in the cemetery. This is an agenda item. Clerk to ask the Cemetery contractor regarding the tree which has not yet been trimmed.

- c. To receive an update report for Hibaldstow Play Park, determining any further actions. Cllr Stothard stated that he hasn't received a call from the contractor regarding discussing a quote to deal with the elder round the metal fencing in the play area. Clerk to follow this up.

Cllr Stothard stated that there is a lot of litter in the play areas.

The goal area needs filling with soil and re-seeding. Cllr Pickering will help to do this.

- d. To receive H & S check sheets determining any actions required.

The H & S sheets have been circulated for the play area.

- e. To receive an update report regarding the planting and maintenance of the flower beds determining any further actions required.

**Resolved** – approval of the cost of winter bedding at £148.

Cllr Stothard is also in the process of making up the winter hanging baskets.

- f. To receive an update report regarding the proposed paddle craft launch point determining actions required.

Cllrs Stothard & North met with the Environment Agency representative who stated that he would be able to get funding if the project went ahead. The EA stated they did not want to take any responsibility for the ongoing maintenance of the pontoon.

**Resolved** – Clerk to obtain details on what South Ferriby Parish Council have been undertaking and ask the local Brigg canoe club if they would use a pontoon.

### 2410/07 Village Hall Report

- a. To receive a written report from the Executive Village Hall Committee and to consider the following items:

a. Constitution update – item deferred, no update.

b. Village Hall Working Party - To receive an update on the projects for Hibaldstow Community facilities - village hall refurbishment – **resolved** – discuss under item 17. Cllr Brooks suggested the working party should include all projects.

c. To receive a update on the grant for the refurbishment of the tennis courts determining any further actions – the following action plan was provided.

#### **Village Hall MUGA**

#### **Completed**

1. Funding in place – majority covered (to be reallocated based on outcome of new tender exercise).

2. Playdale situation successfully resolved at no cost to Council.

#### **Next steps**

1. Tender exercise underway again.

2. Site visited by alternative contractors.

3. Offers to be considered based on re-surfacing only; equipment only and turnkey – spec to be provided to the Parish Council.

4. Tender assessment and selection of supplier.

5. Contract award and timing of works to be determined.

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- d. Consider quotes received for the installation of a gate into the fence for disabled access into the field/hall – item deferred, no update.
- e. Northern PowerGrid Foundation funding pot – item deferred, no update.  
Cllr Riley stated that there was an issue with litter bins on the site. It was suggested that this was discussed by the VHC and costs and recommendations provided to the Parish council.

### 2410/08 **Report from Ward Cllrs on NLC issues**

To receive a report from Ward Cllrs on NLC activities.  
Apologies received from Ward Cllr Foster.

### 2410/09 **Police Matters / NATs**

To receive an update report from Humberside Police and the NATs representative.  
The next meeting is scheduled for 20/11 at 12.30pm at Messingham.

### 2410/10 **Highways / Neighbourhood Services / NLC issues / Parish Issues**

- a. To receive an update on reported Highway issues detailed below.

Self Service Portal number	Location	Comments
FS606979273	Manton Lane	Street sign broken in half, needs replacing. <b>Clerk to chase.</b>
FS626664836 – 28/06	Church Street Stores	Litter bin to be refixed to the post. <b>Clerk to chase.</b>
FS643320066 – 02/09	Dunns Lane	Road sign unfixed on one side and hanging down. <b>Clerk to chase.</b>
FS638267213 – 13/08	Ings Lane	Dog bin missing, post still in situ. <b>This has now been replaced.</b>
Reported to Ward Cllrs 19/07 by the Clerk	Ford Lane	Placement of litter bin due to the large amount of litter in the area. <b>Agenda item for the next meeting. Clerk to obtain prices.</b>

- b. To inform the Clerk of any further highway issues to report to NLC.

The Clerk & Cllr Brooks to check the TRO for the yellow lines on Church Street as they do not look to have been completed. If this is the case the Clerk to contact NLC to find out when they will be completed.

### 2410/11 **Planning**

To receive any decisions and consider the following applications from North Lincolnshire Council.

The Clerk NLC for an update on the village hall application to be told that the Officer had been off on long term sick, and he was dealing with the applications as fast as possible.

The following application received from NLC were discussed by the Parish Council.

**2024/1218** – Planning permission for the erection and siting of a concrete batching plant for the production of ready-mix concrete for the construction industry NEW AND AMENDED PLANS / DOCUMENTS SUBMITTED.

**Resolved** – Clerk to resubmit the previous comments as detailed.

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The main concerns regarding the proposals on this site relate to HGV access and egress to the site.

The various applications on this site over the years refer to the Haul Road, off Mill Road, which the landowner provided specifically for this purpose, as per PA//2008/0074. The Appeal Decision APP/Y2003/A/08/2074831.

### Annex A

#### Access and Traffic

Condition 6 - *No development shall take place within the site until a detailed access scheme has been submitted to and approved in writing by the local planning authority. Such scheme as approved shall be implemented prior to the commencement of quarrying operations and thereafter maintained for the duration of the development*

Condition 7 - *No minerals or waste shall be brought onto or removed from the site except to construct the haul road permitted in Appeal B until that haul road has been constructed and is available for use by vehicular traffic.*

Condition 10 - Wheel cleaning scheme – *The agreed Scheme shall be brought into operation when development commences and thereafter no commercial vehicle shall enter the public highway without wheel and chassis cleaning in accordance with the provisions of the scheme.*

***The Parish Council duly request a condition - ALL HGV Access and Egress the site via the site Haul Road, turning left onto Mill Road towards the A15.***

#### Operational

Condition 18 - *All lorries leaving the site shall be sheeted.*

Condition 19 - Times

#### Dust

Conditions 22 – 25 incl

***The Parish Council duly request Annex A conditions 18, 19, 22-25 incl to be stipulated***

### Annex B

Conditions 5 and 6 re Haul Road junction with Mill Road.

***The Parish Council duly request Annex B conditions 5 and 6 to be stipulated with the added clause***

***To be maintained at all times***

**IF** the Planners are mindful of approval of this application the PC recommend:-

1 - All access and egress to be via the purpose constructed Haul Road off Mill Road be so conditioned.

2 -To fully consider all aspects as raised within KVA / CPRE letter of 18th September 2023.

3 - To be put before the Planning Committee.

**2024/1418** - Outline planning permission with all matters reserved for an extension to existing agricultural building and construction of an additional general purpose building

REVISED DOCUMENT - Location Plan [PA/2023/1418\\_001](#) (Produced Aug 26 2024)

REVISED DOCUMENT - Location Plan (with descriptions) [PA/2023/1418\\_002](#)

(Produced Aug 26 2024) REVISED DOCUMENT - Site/Block Plan [PA/2023/1418\\_003](#)

(Produced Aug 26 2024) REVISED DOCUMENT - Site/Block Plan (with

descriptions) [PA/2023/1418\\_004](#) (Produced Aug 26 2024).

**Resolved** – no objection or comment.

### **2410/12 Correspondence for Discussion/Decision**

- a. **To be notified of the Forestry England new woodland site determining any actions required.**  
**Info sent 17/09.**

Item noted until further correspondence has been received.

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b. To be notified of the correspondence received regarding the trees in the closed churchyard determining any actions required. Info sent 23/09.

**Resolved** – Clerk to obtain 3 quotes for a tree survey.

c. To be notified of the ERNLLCA Training seminars determining any actions required. Info sent 08/10.

Item noted. Cllrs to contact the Clerk with any training needs.

d. To be notified of the NLC Statement of Principles for gambling review determining any actions required. Info sent 08/10.

Item noted.

### **Correspondence for Information**

e. ERNLLCA September Newsletter.

### **2410/13 Accounts**

a. To be notified of the return of the AGAR determining any actions required.

The AGAR has been returned from the External Auditor with no actions required.

The RFO was thanked for keeping the accounts in order.

b. To approve the monthly accounts for payment. See financial report.

**Resolved** – the accounts were approved.

08/10/24	A Sissons	Dallisons x 2 October	£130.00
05/09/24		Churchyard & cemetery x 2 October	£220.00
09/09/24		Maintenance – October	£295.96
22/09/24	ERNLLCA	ERNLLCA Conference - Clerk	£32.00
09/10/24	Cloudy IT	IT Support	£18.92
22/09/24	PKF Littlejohn	External Audit Fee	£252.00
08/10/24	Grove Groundworks	PROW 3 <sup>rd</sup> cut	£290.08
17/10/24	D Hotson	Salary, Expenses, Tax & Pension	

### **2410/14 Minor Items**

a. To take any points from members.

- No items raised.

b. Matters of correspondence for information which arrived after the agenda was posted.

- Town & Parish Council Liaison Meeting, 24<sup>th</sup> October. The Clerks are unable to attend as Cllr Poole the Chair of the meeting believes that more Councillors will attend if the Clerks do not attend? The clerk has asked for the slides from the presentation. Cllr Brooks will query the reasoning why clerks are unable to attend as they have a significant roll in the Council and should be included.
- ERNLLCA – Online via Nimble training.
- Sexual Harassment in the Workplace – the Clerk attended the training last week and is now in the process of creating the policy for approval at the next meeting.
- HWRA Newsletter.
- NATs minutes of the meeting held on 7<sup>th</sup> August.
- More VE Day information – next agenda.

### **2410/15 Agenda Items for the next meeting to be received one week prior to the agenda being set.**

- VE Day.
- Sexual Harassment in the workplace.
- Christmas Tree.

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- Tree survey quotes.
- Bin – Ford Lane.

**2410/16** To confirm the date and time of the next meeting as Thursday 21<sup>st</sup> November 2024 at 7pm.

**2410/17** To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.

**Resolved** – the meeting was closed to the press and public and residents present left the meeting.

The tenders were opened in front of the full council meeting and the contents discussed.

The Action plan was discussed and agreed as follows:

### **Completed**

1. Engagement of Planning Agent – updated documentation 12-06-2024.
2. Planning application submitted – 17-07-2024.
3. Tender process completed – 11-10-2024.
4. Funding in place – majority covered – 15-10-2024. This fund must be spent by 31/03/25.

### **Next steps**

1. Obtain 3 quotes for Architect Services as detailed providing the current plans:
  - Building Regulations drawing pack including detailed specifications for building.
  - Complete Building Regulations application and submit to the relevant department at NLC.
  - Complete process to approval stage.
2. Quote assessment and selection of Architect.
3. Review documentation along with the Architect.
4. Second tender process providing the drawing pack to contractors.
5. Tender assessment and selection of preferred contractor.
6. Re-apply for all the relevant grants.

The meeting closed at 8.40pm.