

Hibaldstow Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Hibaldstow Parish Council held at 7pm on Thursday 10th October, 2019 at the Village Hall, Station Road, Hibaldstow.

Present: Cllr Allaby, Cllr Brooks (Chair), Cllr Charlton, Cllr Sacker, Cllr Stothard & Cllr Talliss.

Also present: Clerk to the Council – Deb Hotson.

1910/01 Apologies for absence

To determine actions required with regard to the long-term absence request from Cllr Elletson.

Due to further educational pursuits Cllr Elletson had asked for 6 months absence from the Parish Council. He will, when available attend meetings and any events.

Resolved – allow absence for 6 months.

The Council note the resignation of Julie Coulson. Clerk to write a letter of thanks for her time on the Council and representation on the VHC.

Apologies for absence received from Cllrs Borrill, Elletson & Pennington.

1910/02 Public Participation

No public present.

1910/03 Procedural

Resolved - to approve the Financial Regulations 2019. Clerk to upload on to the website.

Resolved - to approve the 2019 amended NLC Code of Conduct.

1910/04 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 Talliss declared a personal interest in agenda item 1910/07b.

Cllr Brooks declared a personal interest in agenda item 1910/07c.

Cllr Stothard declared a personal interest in agenda items 1910/07b, c, d & e.

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

1910/05 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meeting held on 5th September, 2019 were approved and signed as a true and correct record.

1910/06 Clerk's Report

- Clerk has contact VHC with regard to the Tenders, Fence Quotes and Community Fund – these are all in hand and will be provided to the Parish Council in due course.
- Clerk has pushed back the hedge issue at the cemetery to NLC.
- Clerk has sought direction with regard to the repair of the memorials in the cemetery – agenda item.
- Clerk has contacted PCSO Horsfall with regard to the distribution of letters to residents in the area of Dallisons. Cllr Brooks dealing directly to arrange delivery of the letters. This will take place next Tuesday.
- Clerk has contacted all Funeral Directors with regard to the raised burials to have them all made flat. Ongoing.

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- f. Clerk has placed links on the website to Crime Stoppers and Humberside Police.
- g. Clerk has contacted KORC with regard to the overhanging hedges and storage of caravans.
- h. Clerk has sought quotes for the anti-dog fouling signage.
- i. Clerk has contacted the resident who wanted to site a bench on Hopfield – no response to date.
- j. Clerk has created a Certificate of Appreciation for future presentations. Cllr Elletson to arrange for the November meeting.
- k. Best Kept Village results passed to VHC and put on the website.
- l. Clerk placed a request for volunteers to undertake the Community Speed Watch Initiative – 3 responses to date.
- m. Clerk has contacted NLC with regard to the tree works. This is pending at present due to work load – agenda item.
- n. Clerk has engaged Vision ICT to undertake the Accessibility Statement – this is now on the website. It was noted that one of the Directors had recently passed away.
- o. Clerk has been in touch with NLC with regard to the s106 funding and passed the contact details to Cllr Elletson for the school.

1910/07 **Delegate Reports**

- a. To receive a report from the Chairman on activities undertaken on behalf of the Parish Council.

Cllr Brooks updated the Council on activities undertaken this month:

07/09 – attended the Village Hall Table Top event which unfortunately was not that well attended.

19/09 – with the Clerk attended the ERNLLCA AGM.

21/09 – Cemetery Working Party meeting.

24/09 – ERNLLCA Being a Good Cllrs Training Event. Clerk to cancel Cllr Coulson's 3rd session. Cllr Talliss missed this event due to ill health but will book in again next year.

Clerk to try and amend the 3rd session for Cllr Sacker.

02/10 – with the Clerk attended the Best Kept Village presentation event at Messingham. A Highly Commended Award was received.

- b. To determine actions required with regard to the following Village Hall activities:

Tenders – the Parish Council approved the recommendations from the VHC for the selected contractor. The Contractor has provided all the relevant information as required. No further actions can be taken until the VHC has further funding.

Fencing Quotes – all the quotes have been received and circulated prior to the meeting. Clerk to clarify the following points for discussion at the next meeting: -

- Can prams and wheelchairs use the gate on Brigg Road due to the design to stop motorbikes?
- The gate is not a barrier, do children have access to run through it?
- Update on finances to be provided and what amount is required from the Parish Council?

Community Fund Application – the Clerk has provided the information to Julie Coulson and stated once completed the Clerk will top and tail and submit to NLC once the other funding has been secured.

VE Day 75 Event – Cllr Talliss stated that there was an Events meeting on 11/10 when this item will be discussed.

To consider representatives for the Village Hall Committee – **resolved** that Cllr Sacker joins Cllr Talliss as a representative. Clerk to add to the next agenda for a third representative. Clerk to provide Cllr Sacker's email and inform the VHC.

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- c. To receive an update report from the Cemetery Working Group including an update on the cemetery and closed churchyard memorial safety report determining actions required.

A site meeting was held to discuss the trees and memorial safety reports.

NLC were selected as the preferred contractor. Clerk to obtain a copy of their PL, risk assessment and scheme of works. At present NLC are working on their own trees so there is a delay in when works can commence.

The Working Party had provided a list of memorials from the report that could be laid down.

The Clerk has been speaking with both the Memorial specialist and the Diocese.

A further faculty would have to be applied for if the Parish Council pursued the route of laying the memorials down. The current faculty would allow the memorials to be reinstated.

The item is to be deferred until the Clerk has check with ERNLLCA and ICCM on the responsibilities of paying for this work and whether it should indeed be the PCC.

The Clerk had contacted the Funeral Directors to have the earth levelled on specific graves across the cemetery. This is ongoing. Clerk had missed a couple of the list but would not undertake these.

The Clerk has spoken with one grave owner with regard to the reinstatement of the memorial – this too is ongoing.

- d. To receive an update report with regard to the Hibaldstow Play Park determining any actions required.

Cllr Stothard provided the safety check list.

Cllr Stothard informed the meeting that a tyre and wheel has been dumped at the park and that the area with the swings and slide needs sweeping.

Clerk to contact ONGO about the litter in the rear gardens of the house that back on to the football area including the footpath and ask that this is regularly checked and cleared.

Cllrs Allaby, Brooks & Stothard to have a site meeting along with PCSO Horsfall next week.

- e. To receive an update report from the Village Voice representative.

Nothing to report.

- f. To determine actions required with regard to the Remembrance Service for 2019.

Resolved – Clerk to order the 2 wreaths.

The village service will take place at 10.15am on 10/11 followed by the laying of the wreath at the airfield. The service will be led by the Methodist Minister and a retired Minister.

1910/08 Report from Ward Cllrs on NLC issues

To receive a report from Ward Cllrs on NLC activities.

Apologies received from Cllrs England and Foster.

1910/09 Police Matters / NATs

To receive an update verbal / written report from Humberside Police and the NATs representative.

Cllr Charlton to ask for the Community Speed Watch project to be placed onto the agenda and ask for confirmation on why the Parish Council cannot partake in the project for Redbourne Road, Station Road and Brigg Road.

1910/10 Highways / Neighbourhood Services / NLC issues

- a. To receive an update on a competition for children to participate in the creation of an anti-dog fouling poster determining actions required.

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Resolved – 24 signs to be ordered. Clerk to ask NLC if blanket permission can be provided followed by a list of where the signs will be placed?

- b. To determine actions required with regard to further cuts of the verges.

No further cutting is required.

- c. To receive an update report on the Community Speed Watch Initiative determining actions required.

The Clerk provided an update on the scheme.

Volunteers will be provided with packs with details on why the project has been set up, Hi-Viz jackets, signage and a speed gun. There will be three volunteers on a site. One will hold the gun and take down the speed and vehicle registration, the second will take the make and model of the car and the third will have a click counter to count all vehicles passing the point which will provide a % of speeding cars against actual. This person will also note the colour of the car.

The taking of photographs is not permitted, however you can use your mobile or Dictaphone to record the verbal details and then transfer to the paper log. Any verbal or improper hand gestures can also be recorded on the paperwork as this is an offence under s5 of the Public Order Act.

The paperwork is then issued to the police who will issue letters. There are 3 levels of letter that are issued for speeding offences escalating at each level. There has been over 400 letters issues, 7 second issue letters and to date no third issue letters.

Volunteers will not be near to a Safer Roads Humber speed van.

The team should consist of at least 6 volunteers to cover for holidays and sickness but more would be better.

Volunteers can be 18-80 years old and the equipment is provided free as long as it is used at least 2 hours per month and the information submitted to the Police.

Training consists of an initial power point presentation and then an on-site road side session.

Clerk to confirm why they are unable to include Brigg, Redbourne and Station Roads.

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

There has been a large amount of fly tipping in the parish on Ings Lane, Manton Lane, Mill Road and Newlands Road. These have all been reported to NLC.

Clerk to report the following issues: -

- Pot holes outside 8 East Street, under the bridge on Manton Lane.
- 40mph signage has faded on Gainsthorpe Road West opposite the signal box.
- Manton Lane street sign still missing.
- Manton Lane passing places need topping up with planning's.

1910/11 **Planning**

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

The following decision was received from NLC.

2019/1220 – full planning permission granted to erect a detached dwelling at plot 1, land west of Brigg Road.

The following application was submitted to NLC under the Clerks delegated powers due to the time constraints.

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2019/1576 - Application for a Lawful Development Certificate for an existing use and development pursuant to section 191 of the Town and Country Planning Act 1990
Await notification from NLC and then send out to Cllrs.

Post meeting – this is not an application that requires consultation with the Parish Council.

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

2019/1469 – outline planning permission to erect a dwelling with all matters reserved for subsequent approval at land west of Glovers Paddock, Ings Lane.

Resolved – no objection or comment.

2019/1537 – planning permission to erect a two-storey side extension following the demolition of existing garage at 3 Proctors Way, Hibaldstow.

Resolved – no objection or comment.

1910/12 Correspondence for Discussion/Decision

a. To be notified of the notice of review of polling stations and places determining any actions required. (*info sent 06/09*).

Item noted.

b. To be notified of the resignation of Cllr Julie Coulson determining actions required.

Discussed under 1910/01.

Correspondence for Information

c. Crime and Anti-Social behaviour – August 19.

d. Highway re-tread recycling programme 2019. (*info sent 13/09*).

e. NATs minutes of the meeting held 26/06.

f. Thank you letter from HWRA for the recent donation.

g. ERNLLCA September newsletter.

h. Pension Regular re-enrolment and re-declaration update.

1910/13 Accounts

a. To consider attendance to the ERNLLCA Annual Conference 2019.

The Clerk will be attending and it was agreed the cost would be split between all of her Councils.

b. To consider the membership renewal to HWRA.

Clerk to forward to the VHC and Cllr Talliss.

c. To consider the cost for winter hanging baskets for the parish.

Resolved – approval to order the baskets for winter. Clerk to contact the Doctors and ask that the buddleia is cut back and that the baskets are secured as the summer baskets were stolen.

d. To consider the quotes received from the tree works at the closed Churchyard determining any other actions required.

Works pending a start date.

e. To determine actions required with regard to the cemetery and closed churchyard memorial safety check report.

Discussed under item 1910/07c.

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

Resolved – approval of accounts for payment.

13.09.19	HWRA	Voluntary Car Service donation	£100.00
13.09.19	Lawn N Order	Grass Verge maintenance – 12 Sept	£690.00
13.09.19	Hibaldstow Scouts	Donation	£200.00

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10.10.19	D Hotson	Salary, Expenses & Tax	
10.10.19	CC Garden Services	Cemetery/Church yard Ground Maintenance – 12	£195.00
10.10.19	NLC	SLA – Dallisons bin collections	£374.40
10.10.19	Vision ICT	Accessibility Statement	£54.00
10.10.19	A Sissons	Ground Maintenance – flowers – Oct	£566.92
10.10.19	A Sissons	Ground Maintenance – Dallisons – Oct	£96.00

1910/14 **Minor Items**

a. To take any points from members.

- Cllr Stothard raised concerns about horse riders and cyclists not wearing the relevant Hi-Viz when out at dusk and in the dark. Clerk to check on the Highway Code guidance and put an article in the next Village Voice.
- Cllr Allaby stated that a resident had complained to him about the anti-social behaviour on Ford Lane. The Clerk advised that incidents should be reported via 101. Item will be discussed further on Tuesday in the presence of PCSO Horsfall.

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

- ERNLLCA District Meeting scheduled for 22/10 at the Foreman Carter Centre, Westwoodside. Apologies to be provided for both Cllr Brooks and the Clerk.
- NLC Standards Committee Annual Report 2018/19.
- Scunthorpe Rugby Football Club grant request.
- Update from KORC on highway and site issues.

1910/15 **Agenda Items for the next meeting to be received by 1st November, 2019.**

- Village Hall representative.

1910/16 **To confirm the date and time of the next meeting as Thursday 14th November, 2019 at 7pm at the Village Hall, Station Road.**

1910/17 **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.**

The meeting closed at 8.30pm.