

Hibaldstow Parish Council

Minutes of the Parish Council Meeting

Minutes of the meeting of Hibaldstow Parish Council held at 7pm on Thursday 10th September, 2020 via a Zoom platform.

Present: Cllr Allaby, Cllr Brooks (Chairman), Cllr Charlton, Cllr Done, Cllr Elletson, Cllr Maycock, Cllr Stothard, Cllr Talliss & Cllr Whitaker.

Also present: 1 resident & Clerk to the Council – Deb Hotson.

2009/01 **Apologies for absence**

Apologies for absence received from Cllr Borrill.

2009/02 **Parish Council Vacancy**

To consider applications received and co-opt on to the Council.

Resolved – Neil Pickering was co-opted onto the Council. The Clerk will provide all the relevant paperwork for him to join the October meeting as a Councillor.

2009/03 **Public Participation**

No issues raised.

2009/04 **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 2009/7b & c.

Cllr Allaby declared a personal interest in agenda item 2009/7b.

Cllr Elletson declared a personal interest in agenda item 2009/7e.

Cllr Brooks declared a personal interest in agenda item 2009/7d.

Cllr Stothard declared a personal interest in agenda item 2009/7d & e.

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

2009/05 **Minutes of Previous meeting**

Resolved - Minutes of the Parish Council meeting held on 9th July, 2020 were approved and signed as a true and correct record.

2009/06 **Clerk's Report**

- a. Clerk has asked HWRA if the VHC applied for grant funding to carry out the proposed extension would they own the extension? Agenda item.
- b. Clerk has chased outstanding quotes for Dallisons ground maintenance – agenda item.
- c. Survey has been requested on Gainsthorpe Road West – agenda item.
- d. Planning details placed on to the notice boards on how to access the NLC Planning Portal.
- e. NLC Message in a Bottle campaign. Contacts provided to NLC and this has now been completed by Cllr Brooks.

2009/07 **Delegate Reports**

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

20/07 – Cllr Brooks received the 19 messages in a bottle from NLC and took it upon himself to deliver all as easier than distribution to other volunteers.

Cllr Brooks thanked those that had volunteered.

30/07 – Cllr Brooks attended the ERNLLCA AGM via Zoom.

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13/08 – in attendance of the Auction for the 2 acres of land on Brigg Road/Station Road. This was to be used for allotments. The Parish Council were outbid and were not successful in securing the land for parish use.

It was stated that there were various covenants on the land.

Cllr Stothard joined the meeting at 7.10pm.

b. To receive a report from the VHC representative and determine actions required.

Cllr Allaby informed the Parish Council that he had resigned from his position as representative of the VHC and was at present concerned about the lack of Covid signage on the playing field.

Cllr Brooks thanked Cllr Allaby for his input and stated that he was aware of his frustrations.

Cllr Talliss stated that as Vice Chair of the VHC and Parish Council representative he too was frustrated as not being kept in the loop on decisions which were not being discussed at meetings but decided by a few individuals. Cllr Talliss was not sure if the VH was Covid secure and was also not sure of what the cleaner arrangements were.

The surgery had booked the hall for carrying out the flu vaccinations and again this was not minuted anywhere?

Cllr Done stated that since joining as a Parish Council representative he had received no correspondence other than being invited to a meeting which was to be held on the day of the invite and therefore it had not been possible to attend due to the late notification.

Cllr Done will request a copy of the VHC paperwork on the proposed extension and a copy of the constitution.

A letter had been circulated from the VHC Funding person for payment and within that letter is stated that the project has not been started due to NLC funding application being delayed by the Parish Council. The comments have now been stated several times and the Parish Council would like the VHC to provide a fully detailed clarification of this statement.

It was also noted and raised by the representatives that the Parish Council had not been made aware that the hall was fully Covid secure as this had not been seen in any of the VHC minutes. Clerk to request a copy of the risk assessments for both the VH and the playing field and raise the concerns about the lack of signage outside on the play equipment. The Parish Council would like to be provided with the minutes of the meeting were Covid19 had been discussed and resolved.

It was also agreed to raise the concern that the caretaker is condoning the use of the playing field for walking dogs. The signage at the VH clearly states that no dogs are allowed on the field.

Cllr Whitaker asked why is the hall run by a committee, could it be run by the Parish Council? He was told that without formal consultation with the VHC a 50-year lease was in place which stipulated the management arrangements of the hall.

It was also noted that the constitution had also been changed without any formal consultation with the Parish Council.

Cllr Whitaker stated that in light of the constitution being amended the meeting held to amend it was not quorate as 10 were required and there were only 6 present.

A minute of the latest VHC minutes stated that the Parish Council had provided funding to pay for the internet connection to allow the continued use of the CCTV. Clerk to ask the minutes to be amended to read that the Parish Council had provided a one of grant to be used as the VHC felt appropriate.

With regard to the accounting information, Clerk to ask the VHC what the financial year ran to, Jan – Dec or April – March and for a breakdown of the largest figure which was under other payments.

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With regard to the grass cutting payment, it states within the constitution that following, was also raised concerns.

Executive committee members not to be personally interested

1. (Subject to the provisions of sub-clause (2) of this clause) no member of the executive committee shall acquire any interest in property belonging to the Charity (otherwise than a trustee for the charity) or receive remuneration or be interested (otherwise than as a member of the executive committee) in any contract entered into by the executive committee.

Cllr Maycock stated that the date when the planning permission for the proposed extension ran out on 12/04/21.

The Parish Council to write to the VHC with the concerns raised.

- c. To consider the submission of the grant application form for the hall extension on behalf of the VHC determining actions required.

The Clerk had circulated the response from HWRA with regard to the ownership of the proposed extension to which it explained that the ownership would still be with the owners of the building. The advice received also stated that it was normal practice for the committee to apply for funding but it was acceptable for the Parish Council to do this and the VAT Village Hall Information sheet had been provided for clarity.

Resolved – the Parish Council would submit the NLC Community grant funding application on behalf of the village hall. The VHC would provide the application along with all other required documentation including 3 valid quotes for the works to be carried out set out as per the Procurement Act requirements as previously advised.

As already stated to the VHC the s106 funding was not yet available from the local authority and as soon as it was then the Parish Council would address the requirement and distribute any funding according to the current needs of the recreational areas within the parish.

- d. To receive an update report from the Cemetery Working determining actions required.

Unfortunately, the current grass cutting contractor is retiring to a different county and this would be his last year with the parish. Clerk to send a thank you letter to him and his wife for the years of excellent service.

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

The plaster board reported that had been broken up and strewn around the park has been thankfully cleared up by NLC.

In conjunction with the Great British Litter Pick, Cllr Elletson agreed to lead a litter pick at 10am on Saturday 19th September in Dallisons park due to the current state of the area.

Clerk to put an invite onto Facebook and ask NLC for litter picking equipment.

All the Covid19 signs have been vandalised. Cllr Stothard to replace.

Cllr Stothard was thanked for all his efforts at the park.

- f. To consider the quotes received for the placement of a base between Dallisons play park and the football area.

The Clerk has struggled and had only obtained one further quote.

Cllr Whitaker had suggested a quote from Direct Aggregates. Clerk to obtain.

- g. To consider article for the next edition of the Village Voice.

A draft had been circulated and items will be identified within the minutes for inclusion.

2009/08 Report from Ward Cllrs on NLC issues

To receive a report from Ward Cllrs on NLC activities.

No Ward Cllrs present.

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2009/09 Police Matters / NATs

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

There have been no meetings.

2009/10 Highways / Neighbourhood Services / NLC issues / Parish Issues

- a. To be notified of the Ridge Ward Traffic Meeting determining any actions required.
Cllr Brooks was due to attend and he received an email stating that the meeting was cancelled when in actual fact it hadn't been cancelled. A further meeting is to be arranged.
- b. To inform the Clerk of any further highway issues to report to NLC.
Clerk to report the street sign at Denton Way has rotted and needs replacing. Cllr Elletson asked that all the street signs in the area are checked as they were put in at the same time. The new street signs are composite material and will last longer than the previously installed wooden posts.
Clerk to report that the street sign to the northern side of East Street has also rotted and needs replacing. The sign is currently located in the garden of the last house adjacent with Beckside.
The Clerk thanked Cllr Maycock for his comprehensive report on the PROW's which has been forwarded to NLC for action.
Clerk to make enquiries with NLC as to the installation of a camera on Manton Lane.

2009/11 Planning

- a. To receive any decisions and discuss the following applications from North Lincolnshire Council.
The following decisions were received from NLC.
2020/572 – planning permission to create a digestate storage lagoon at Biomass Facility, Hibaldstow Airfield has been withdrawn.
2020/852 – full planning permission granted to erect a single storey and first floor rear extensions and detached garage, resubmission of PA/2017/185 at East Lynne, 117 Station Road.
2020/879 – full planning permission granted to erect a replacement conservatory at 2 Greenfield Drive.
2020/1139 – notification to install fixed line broadband electronic equipment at the Pumping Station, Station Road had no formal comments submitted by either NLC or the Parish Council.
The following applications were received from NLC and discussed by the Parish Council.
2020/1277 – planning permission to erect a two-storey side and rear extension at 87 Redbourne Road.
Resolved – no objection or comment.
2020/1341 – planning permission to erect a two-storey rear dormer extension at 9 Pelham View.
Resolved – no objection or comment.
- b. To be notified of the applications received from NLC and submitted by the Clerk under delegated powers due to the time constraints.
2020/879 – planning permission to erect a replacement conservatory at 2 Greenfield Drive. **No objection or comment.**
2020/1111 – proposed public call box removal. No response submitted.
2020/1242 – planning permission to erect a single storey rear extension at Sunnyvale, 15 Ings Lane. **No objection or comment.**
2020/1260 – planning permission to erect a front porch at 41 St Albans Close. **No objection or comment.**

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2009/12 Correspondence for Discussion/Decision

- a. To be notified of the Hibaldstow Rural Day Centre correspondence, determining actions required.
Resolved - Clerk to write a letter of thanks to Ruby Kirkman for “managing” the Day Centre and to also put an item in the Village Voice.
With regard to the request to append the final accounts to the minutes it was agreed that the Parish Council would be willing to do this as the elected body. Clerk to mention that the accounts could also be displayed in the Village Voice.
- b. To be notified of the NLC Tree initiative, determining any actions required.
Clerk to place the item in the Village Voice for areas of consideration.
- c. To be notified of the NLC Great British September Clean initiative, determining actions required.
Litter picking event to be arrange for Dallisons Park.
- d. To be notified of the Best Kept Village results determining any actions required.
Information has been added to the Village Voice how to access the full set of results. Clerk to also mention the addresses detailed in the report that were highlighted by the judges, thanking them and all involved with planting this year.
It was highlighted in the report that the flower beds at the village all needing some attention. This was also seen recently so therefore the Clerk will pass these comments on to the contractor for action.
- e. To be notified of the letter received with regard to the trees on Old School Drive determining actions required.
The Clerk made enquiries with NLC on the ownership of this area, which is not adopted by NLC. The information of the owner has been passed on to the resident.
- f. To be notified of the resident’s request for NLC Street Sports to recommence determining actions required.
Correspondence for Information
- d. ERNLLCA Newsletter.
- e. ERNLLCA HR support and advice.
- f. NLC Grass cutting email.
- g. Age UK Lindsey Help Project.
- h. North Lincolnshire Engagement Officer update July 2020.
- i. NLC Highway updates.
- j. 2020/21 National Salary Awards – the item was noted by Councillors and has been actioned in this month’s payment.

2009/13 Accounts

- a. To consider ordering a wreath for the 2020 Remembrance Day Service determining any other actions required.
Resolved – Clerk to order 2 wreaths. Item to be placed into the Village Voice stating that if and when it is known, Remembrance Day event details will be placed on the Facebook page.
- b. To consider renewal of the Volunteer Action North Lincolnshire (VANL) membership for 2020.
Resolved – approval to renew the membership fee for £20.
- c. To be notified of the Volunteer Recruitment Retention & Training Fund determining any actions required.
Item to be passed to the VHC for action.
- d. To be notified of the PKF Littlejohn completion of external audit determining any actions required.

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The Clerk has inadvertently put in the incorrect precept and council grant information on to the AGAR. This was corrected and the external report has been completed with no further actions.

- e. To review and approve the monthly accounts for payment. See financial report.
Resolved – approval of payment of the accounts.

13.07.20	NLC	Trade Waste Fee	£401.80
13.07.20	Grove Groundworks	Parish Path cutting	£259.00
17.07.20	CC Garden Services	Churchyard/cemetery cutting	£195.00
24.07.20	Lawn N Order	Grass verge cutting – cut 6	£744.00
05.08.20	Auction Estates	LOT23 auction land deposit	£2,440.00
18.08.20	Lawn N Order	Grass verge cutting – cut 7	£744.00
18.08.20	CC Garden Services	Churchyard/cemetery cutting	£195.00 £195.00 £195.00
10.09.20	D Hotson	Salary, Expenses & Tax - June	
10.09.20	A Sissons	Ground Maintenance – flowers – September Ground Maintenance – Dallisons – September	£226.92 £108.00
10.09.20	PKF Littlejohn	External audit fee	£240.00

2009/14 Minor Items

- a. To take any points from members.

- Cllr Allaby stated that he had reported the overgrown foliage at the beck to the Environment Agency.
- Cllr Charlton asked if there was an update on the vehicular movement for the quarries at Gainsthorpe. Cllr Brooks stated he believed the Ridge Highway meeting that is being re-arranged will address this issue and went on to say that NLC had sanctioned the route up to the B1398 which Cllr Charlton added this was a favourable route by residents. Once the minutes of the meeting held on 07/09 were available, they would be circulated. Cllr Brooks added that he had made himself known to the owner on the phone. Cllr Charlton stated he was still in contact with the resident and would act on their behalf. There had been some activity to the south quarry with the entrance being tarmacked and a wheel wash installed. There had been a recent incident with a child being knocked over on the road and the 40mph limit had been questioned. The Clerk has asked for the speed on the road to be reviewed.
- Cllr Talliss raised concerns about the bus service that has stopped in the village. Clerk to ask Ward Cllrs for details which can be placed into the Village Voice.
- Cllr Whitaker asked why the tennis courts are not in use. Clerk to ask the VHC.
- Clerk to add the Beacon to the Asset Register.

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

- ERNLLCA Newsletter – August 2020.
- ERNLLCA Planning White Paper Summaries, Links & Responses. Comments to be received for submission by 17th September.
- NLC are meeting with Northern Powergrid on 16th September to discuss the cutting of the trees in the closed churchyard.

2009/15 Agenda Items for the next meeting to be received by 1st October, 2020.

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2009/16 To confirm the date and time of the next meeting as Thursday 8th October, 2020 at 7pm via a Zoom platform.

2009/17 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.