



Humberston Parish Council

Clerk to the Council – Kathy Peers Telephone 07494 577661

e-mail 'clerk@humberstonparishcouncil.com'

TO ALL COUNCILLORS:

YOU ARE SUMMONED TO THE ANNUAL PARISH COUNCIL MEETING OF HUMBERSTON PARISH COUNCIL ON TUESDAY 2ND JUNE 2020 AT 7.15 PM AS VIRTUAL MEETING ON ZOOM PORTAL

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Please inform the Clerk if you are unable to attend.

KJ Peers

Clerk to the Council – 26.05.20

AGENDA

The meeting will have a period of public consultation at the discretion of the Chairman. Meetings cannot be recorded in any way, nor by any means, without the prior approval of the Chairman and/or the Clerk. The public may access the meeting by contacting the Clerk up to the start of the meeting to obtain the access code to the meeting for virtual access which will be via the Zoom platform. The public may also participate by telephone if they wish to do and this should be organized through the Clerk up to the start of the meeting.

- 20/26 Election of Chairman
- 20/27 Acceptance of Apologies and to accept resignation of Cllr. D. Robinson
- 20/28 **Declarations of Interest – Code of Conduct 2012**
(a) To record declarations of interest by any member of the council in respect of the agenda items listed. Members declaring interests should identify the agenda item and type of interest being declared.
(b) To note dispensations given to any member of the council in respect of the agenda items listed.
- 20/29 Election of Vice-Chairman
- 20/30 Election of Committees (and Committee Chairmen):-
To consider membership of and appoint members to the following Committees,
Together with Chairman of each Committee:
Personnel Committee (this Committee has full delegated powers)
Allotments and Cemetery Committee
Wendover Paddock/Property Committee

/over...

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

Any other committee

And to consider and agree terms of reference for each of these committees

- 20/31 Election of Representatives onto Outside Bodies:-
Town and Parish Liaison
ERNLLCA District Committee
Any other outside bodies
- 20/32 Review of governance/procedural documents for Council for year
To review and agree any amendments/necessary actions on the following:
Asset Register
Insurance provision
Community Engagement Statement
Publication of Information Statement
Website Provision
Risk Management Strategy inc risk assessments as appropriate
Training Criteria and ongoing development strategy
Schedule of Delegation and Bank Mandate update
Bad debt recovery policy and invoicing procedures
Governance Documents of Standing Orders and Financial Regulations
Complaints Policy and Procedures
Personnel Management Documentation
Registers of Interest
Financial procedures including policy for electronic banking and audit procedures
Social Media provision
- 20/33 To approve minutes of previous meetings from May 2020 –
Mid month May meeting, Personnel Committee Meeting
- 20/34 Police Report (for information only)
- 20/35 Parish Council matters
- a) To receive update on completion of exterior decorating of Wendover Paddock and agree any further actions
 - b) To receive update on Nursery reopening and agree any further necessary actions
 - c) To receive update on next edition of the Newsletter, Summer 2020, and agree any necessary actions
 - d) To receive any further update on Government guidelines and restrictions regarding coronavirus pandemic and consider implications on Parish Council operations of hall and paddock, cemetery and allotment management
 - e) To receive any further update on TRO from NELC and agree any further actions
 - f) To receive request from Haha to hold plant sales on Allotment Site and agree necessary actions

/over.....

- g) To receive notification of closure of charitable trusts for Wendover Paddock for information

20/36

Planning Matters

To consider the following planning applications:

Planning Application Reference: DM/0340/20/FUL

Proposal: Demolish existing modular building and erect single storey modular building to create 3 additional classrooms and various alterations

Location: Humberston Cloverfields School St Thomas Close Humberston

Planning Application Reference: DM/0316/20/FUL

Proposal: Raise roof height to create second floor living accommodation to include the installation of rooflights and various internal and external alterations

Location: 8 The Cloisters Humberston Grimsby

20/37

Finance

- a) Payments for authorization as per schedule circulated
- b) To receive request from Marie Curie for financial assistance and agree any further actions
- c) To consider grant funding from wind farm companies and agree any further actions
- d) To receive internal audit report from audit carried out on 20.05.2020
- e) To receive Annual Return (AGAR) for fy 19/20, consider and agree completion and agree submission with necessary paperwork for external auditors
- f) To receive notification of public rights of inspection of accounts for fy 19/20 and note dates
- g) To receive update on staff furlough/job retention scheme from Clerk and agree any further necessary actions

20/38

Future Dates

Date of next meetings: Tuesday 16th June 2020 and Tuesday 7th July 2020

Office closure – 1.06.20 and 03.06.20 to 05.06.20

kjp/26.05.20