

**MINUTES OF A PARISH COUNCIL MEETING OF HUMBERSTON VILLAGE COUNCIL HELD ON WEDNESDAY
7th JULY 2021 AT 7.15 PM AT THE PADDOCK HALL, WENDOVER PADDOCK, HUMBERSTON**

Present: Cllr. Shawhulme (Chairman)
Cllrs. Clark, Thompson, Woollock, Rudd and Leveridge

Apologies: Cllr. Hodgins

There were 3 members of the public present.

**21/86 Election of Chairman – to elect a Chairman for the Village Council following resignation of
Cllr. Bailey**

Cllr. Shawhulme unanimously proposed and agreed to be elected as Chairman. Cllr. Shawhulme signed Declaration of Acceptance of Office.

RESOLVED: That Cllr. Shawhulme be elected as Chairman.

**21/87 Acceptance of Apologies and to receive resignation of Cllrs. Bailey, Watkins and Scoffin
and note actioning of casual vacancy notices**

Apologies received and accepted from Cllr. Hodgins due to illness. Resignations received from Cllrs. Bailey, Watkins and Scoffin and members asked that letter of thanks be sent. A notice of retirement from the Council had also been received from Cllr. Stevenson and it was agreed for the Chairman and Clerk to organize something to mark this occasion. Casual vacancies notices had already been actioned by the Clerk and noted.

RESOLVED: That apologies be accepted and that resignations and retirement notice be noted and Casual vacancy notices acknowledged as carried out

21/88 Declarations of Interest

None made.

**21/89 To approve minutes of previous meetings from June 2021 –
Village Council minutes from mid-June meeting and Personnel Committee minutes**

All authorized as true record and signed by the Chairman.

RESOLVED: That minutes be approved as true records of the meetings held and signed by the Chairman.

Public Break

Chairman of HABA present and asked for permission for erection of signs advising no dog walkers should pass the point of gates etc. Agreed by members and HABA to liaise with Clerk for signs. HABA also asking for retraction from police report item regarding item connected to allotments and HABA had already contacted PC Dave Cave for this action. Noted.

21/90 Highways/Footpaths/Traffic issues

a) To receive any highways/footpaths/traffic issues and agree any necessary actions

None to report.

21/91 **Wendover Hall and Paddock Matters**

- a) To receive update on minor repairs to Hall for information only and confirm decorating schedule and refurbishment project for toilet area

Cllr. Clark to revisit with Wilton Studios for design which must include three cubicles with one being a children's/small sized facility. New changing table would be required and Clerk would action when works completed.

RESOLVED: That ladies section of toilet area must include 3 cubicles, one of which should be a Children's/small sized facility

21/92 **Allotment and Cemetery Matters**

- a) To receive report from inspection on Wednesday 30th June 2021 at 10.30 am and agree any necessary actions

Cllr. Rudd reported and written report sent to all members. Only 3 plots requiring action of letters. Noted.

- b) To receive details on Allotment Show for 2021 from Cllr. Rudd and agree any necessary actions

Combining presentation of allotment competition for this year with Show. Judging to take place following week for allotment competition. Clerk advised VC to purchase wine for presentation with HAHA providing other light refreshments. Cllr. Rudd to liaise over details. Noted.

- c) To receive any further allotment or cemetery matters for information

None.

21/93 **Village Council matters**

- a) To receive update from Clerk on casual vacancies, number for quorum and functioning of Committees under reduced membership and agree any necessary actions

Clerk advised casual vacancy notices had been actioned and advised that 4 was quorum for main Council meetings. Committee membership discussed and all noted.

- b) To receive and consider proposal for appointment of Land Management Committee for the Village Council and agree any necessary actions

Agreed to form Land Management Committee with members of Cllrs. Thompson, Leveridge and Woollock with specific delegated powers for routine maintenance issues only in liaison with the Clerk up to value of £500. No delegated powers for strategic decisions on land management. Clerk to circulate Terms of Reference including specific delegated powers to all members prior to next meeting and Terms of Reference to be agreed at next meeting.

RESOLVED: That Land Management Committee be formed and that Terms of Reference be circulated Prior to next meeting and agenda item for next meeting for Terms of Reference to be agreed

- c) To consider formal Events Committee with part delegated powers to work within budgets agreed, to facilitate and organize events and agree terms of reference

Agreed to form formal events Committee so that decisions could be made without waiting for reference back to full Council. Agreed in context of operating within budget and only for events approved by full Council. Members of Cllrs. Shawhulme, Woollock, Trudd and Clark.

Clerk to circulate Terms of Reference including specific delegated powers to all members prior to next meeting and Terms of Reference to be agreed at next meeting.

RESOLVED: That Land Management Committee be formed and that Terms of Reference be circulated Prior to next meeting and agenda item for next meeting for Terms of Reference to be agreed

- d) To receive update on response from Newsletter consultation and agree any further necessary actions

So far over 45 responses received and Clerk handed these to Chairman. Further still incoming and so agreed to finalise at August meeting when draw could be held. Clerk advised overwhelming response to continue with Newsletter in current format but results to be analysed when draw finally closed. Noted.

- e) To consider proposal regarding running 'meet your local Councillors' sessions/public open sessions and agree any necessary actions

Tabled by Cllr. Leveridge and agreed. Clerk to send out some dates post-Summer break and members would attend along with Clerk.

RESOLVED: That some 'Meet your Councillors' sessions be held with dates to be agreed

21/94 Land Management

- a) To receive update on land management issues and agree any necessary actions, including report from site visit on 05.07.21 by Council members and issue raised by resident regarding proximity to public open space

Site visit held with 6 Council members and Clerk on 5th July 2021 and report circulated both prior to and after the site visit with issues to be considered and dealt with. Agreed following – fencing to be put on front boundary with Humberston Avenue to meadow area to side of Westleigh Homes site and Clerk to obtain pricing; dyke buoys were sufficient in number and one had now been retrieved from pond and would be resited although two remaining were sufficient; letter be sent to specifically identified residents with immediate adjacent borders to VC owned land, on health and safety grounds, offering 1.5 m wide courtesy strip to be gifted to residents with condition that residents then erect fencing – Clerk to check details with solicitors and liaise with residents; that land to frontage of Holly Lane be cut twice a month over whole area and that swale be tidied up; all other items to remain as current management plan going forward.

Further correspondence had been received and Clerk confirmed that the Village Council's land ownership incorporated the dyke running alongside the PROW. Clerk to respond to a resident's request regarding access from the rear of their property over the dyke that this is not agreed and no structure can be placed there. Land Management Committee will inspect the dyke along with the Clerk.

RESOLVED: That all actions be progressed as listed and agreed as a result of the site visit held and As contained in the report circulated to all members and that the residential request for A bridge structure over the dyke be refused and noted that the dyke is within the VC's Ownership.

21/95 Planning Matters

The following planning applications were considered:

Planning Application Reference: DM/0365/21/FUL

Proposal: Retrospective application for the siting of 50No fire stations already in-situ

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

Location: Humberston Fitties Chalet Park Humberston Fitties Humberston

No objections.

Planning Application Reference: DM/0585/21/FUL

Proposal: Erect extension to existing wash bay and internal and external modifications to showroom

Location: Nissan Dealership Altyre Way Humberston

No objections.

Planning Application Reference: DM/1018/20/FUL

Proposal: Proposed demolition of two timber single storey sheds and the erection of a single storey extension to rear elevation and part of the side elevation to form new bathroom and bedroom accommodation, over cladding of existing brickwork with timber cladding and associated external works (Amended description)

Location: 260 Humberston Fitties Humberston

Objections and support comments made by Heritage Officer.

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

RESOLVED: That comments be submitted to NELC as agreed.

21/96 Future Dates

Date of next meetings: Wednesday 21st July 2021 – members agreed cooption of two candidates for that meeting.

Town and Parish Liaison Committee – 8th July 2021 – send apologies

ERNLLCA District Meeting – Thursday 15th July 2021 – Clerk attending

Office closure – 19th to 23rd July 2021

Any other future dates – none received.

RESOLVED: That candidates for cooption be received at 21st July 2021 meeting.

21/97 Reports

SLCC Practitioners Conference – the Clerk – 23.06.21

Clerk had shared information with all members of items from conference. Noted.

Cemetery Management Course – the Clerk – 29.06.21

Clerk had shared information with all members of items from session. Noted.

Finance Training Course – Cllr. Shawhulme – 24.06.21

Cllr. Shawhulme had circulated report on training to all members. This was not thought a particularly good training course. Noted.

To receive any other reports – none received.

21/98 Finance

- a) Any payments for authorization as per schedule circulated

All payments approved to be made as per list circulated.

RESOLVED: That all payments be approved to be made.

- b) To receive quarterly accounts to end of June 2021, account reconciliation, cash book, bank statement and budget monitoring to end of June 2021 and approve

Clerk had circulated cash book, bank statement, account reconciliation and budget monitoring to all members prior to the meeting. Quarterly accounts formally approved and received.

RESOLVED: That first quarter accounts be received and approved.

21/99 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

21/100 Personnel Matters

- a) To approve salaries for payment as per list circulated

All salary payments approved as per list circulated.

RESOLVED: That all salary payments be approved to be made.

- b) To receive report from Personnel Committee on new staffing arrangements and procedures to facilitate Council operations including copy of report and associated paperwork sent to all members prior to meeting

Personnel Committee minutes circulated along with written report, risk/benefit analysis and keyholder agreement to all members prior to the meeting. Decision made under delegated powers. All members present, for information, ratified the decision and advised of full acceptance of actions taken.

RESOLVED: That report and full information is received and noted.

Chairman closed the meeting at 8.00 pm.

Signed:

Date: