

# Hibaldstow Parish Council

## Minutes of the Parish Council Meeting

Minutes of the meeting of Hibaldstow Parish Council held at 7.15pm on Thursday 12<sup>th</sup> October, 2017 at the Village Hall, Station Road, Hibaldstow.

**Present:** Cllr Anderson, Cllr Brooks (Chair), Cllr Broomhall, Cllr Charlton, Cllr Coulson, Cllr Elletson, Cllr Pennington & Cllr Stothard.

**Also present:** 2 residents & Clerk to the Council – Deb Hotson.

### **Public participation**

Mr & Mrs Sargent informed the Council that they had come to provide any information the Council required on PA/20147/1452. The application was viewed and questions clarified by the applicant.

Cllr Brooks opened the meeting.

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### **1710/01 Apologies for absence**

Apologies for absence received from Cllrs Borrill, Dobbs & Talliss.

### **1710/02 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 Broomhall declared a personal interest in agenda item 1710/05b.

Cllrs Coulson & Stothard declared a personal interest in agenda items 1710/05b & c.

Cllr Elletson declared a prejudicial interest in agenda item 1710/11e.

Cllr Brooks declared a personal interest in agenda item 1710/05c.

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

### **1710/03 Minutes of Previous meeting**

The Minutes of the Parish Council meeting held on 7<sup>th</sup> September, 2017 were approved and signed as a true and correct record.

### **1710/04 Clerk's Report**

a. Clerk has circulated asset check sheet.

b. Worlaby Parish Council approached with regard to the sale of a safety mirror. This has been completed and the new mirror is in situ.

c. The Clerk has written again to the memorial company responsible for leaving sods of earth on site, within the letter stating that if this is not removed they would not be allowed back on site.

d. Clerk has been in touch with NLC and a site meeting was held on 03/10 with regard to the maintenance and responsibility of the churchyard extension. NLC are to provide an email detailing their responsibilities which will be forwarded to the PCC.

e. Clerk has contacted Serenity Memorials with regard to the safety checks requesting a date from the diocese when permissions will be granted to allow these checks to take place.

f. Clerk has been in touch with NLC with regard to the next phase of the rollout programme. Agenda item.

g. Clerk has requested a site visit with regard to Dallisons Park. This has yet to take place. At the churchyard extension meeting this was discussed and correspondence to date has been submitted to NLC Andy Tate who will now look into the matter.

h. Highway issues reported to NLC.

i. Costs obtained for a new cup/trophy for the Garden Club. Agenda item.

### **1710/05 Delegate Reports**

a. To receive a report from the Chairman on activities undertaken on behalf of the Parish Council.  
Cllr Brooks informed the Council of the following activities –

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- 14/09 – attended the ERNLLCA AGM with the Clerk. A couple of the resolutions accepted will affect the Council.
    1. That ERNLLCA engage with SLCC to ensure that councils are properly informed of the challenges Clerks face in dealing with an ever-changing workload much of which is imposed by Government.
    2. This Association is of the view that as the role and status of local councils continues to develop, it should be compulsory for all members of local councils to participate in relevant training to help them better understand the responsibilities of a councillor and that of the council of which they are a member.
  - 22/09 – Cemetery Working Party met with the PCC with regard to the closed churchyard.
  - 29/09 – BNLL Community Fund meeting which included the VHC fund request.
  - 03/10 – Clerk and Chair met with 2 NLC representatives with regard to the maintenance of the churchyard extension. NLC stated that they were responsible for the maintenance and safety checks. Waiting for an email providing details on the maintenance regime along with the safety of the memorials, this which will then be passed onto the PCC.
  - 12/10 – ERNLLCA District Committee Meeting. Discussions included the reduction of Councillors in the 2019 elections.
- b. To receive a report from the Village Hall Representative, to include the following items for the Parish Council to determine actions required.
- Cllr Stothard stated that a meeting had been held on 23/09. The Treasurers report saw more money going out in September than coming in. The following items were discussed.
- Kick Wall – a diagram was provided of the 7 x 3 ft. wall which will be set on a concrete pad. Techrete have agreed to provide the VHC with the wall and it will run parallel with the fence near the car park and will be 2m away from it. The Safer Neighbourhood Team may have a professional graffiti artist who could work with the youths to decorate the wall accordingly.  
**Resolved** – Parish Council approve its erection.
  - Teen Shelter – this will be provided by The Safer Neighbourhood Team and set on a concrete plinth provided by the VHC and funded by the 180 club. This will be located the other side of the kick wall.  
**Resolved** – Parish Council approve its erection.
  - CCTV Cameras & Wi-Fi connectivity – this is fully supported by Humberside Police and they could use the Wi-Fi to log in remotely. It was stated that there are regulations and policies that have to be adhered to and the VHC must ensure these are all in place. Clerk to provide Cllr Broomhall with copies of the policies.  
**Resolved** – Parish Council approve its installation.
  - Village Hall signage – Cllr Stothard provided example photographs of the village signs. The Clerk suggested that planning requirements are looked into with NLC as with all the play equipment as permitted development is allowed but the additional equipment has to be below a certain height.  
**Resolved** – Parish Council approve the erection of the new signage.
  - Flower beds – a plan to be provided - **Resolved** – Parish Council will include future beds in the annual planting scheme.
  - Sycamore Tree – north boundary – **Resolved** – approval for the tree to be removed as per quote received.
  - Proposed extension to the village hall – **Resolved** – approval of the proposed plans. Clerk to submit the planning on behalf of the VHC.
- c. To receive an update report from the Cemetery Working Group, to include the quote for additional ground works within the closed churchyard.
- The Working Party met with the PCC and maintenance areas were identified.  
**Resolved** – quote received from the contractor to carry out the work was approved along with a provision of £20 for weed killer to be purchased.

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- d. To receive an update report from the Village Voice representative.  
The Clerk provided a report from the current Editor stating that it was hoped there are a couple of keen replacements that will hopefully take on in January 2018.
- e. To receive an update on the use of Parish Council email addresses determining actions required.  
Both Cllrs Charlton and Pennington have successfully set up their emails.  
The remaining Cllrs will attempt to set their emails up too.
- f. To receive the monthly safety check sheets.  
These will be received quarterly.  
Cllr Brooks stated that the footpath post on Ings Lane has been repaired.  
The area around the seat on Cross Carr has been cut back but the seat is not in a very good state of repair and this will be removed in due course.  
The new mirror on Hunts Lane has been erected.
- g. To receive any further Delegate reports.  
No further reports received.

### 1710/06 **Report from Ward Cllrs on NLC issues**

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

### 1710/07 **Police Matters / NATs**

To receive an update verbal / written report from Humberside Police and the NATs representative.  
Nothing to report.

### 1710/08 **Highways / Neighbourhood Services / NLC issues**

- a. To consider the options for the provision of Dallisons Park, determining any actions require  
A new fence has been erected on the three sides of the private garden area.  
Concerns were raised that the Clerk should inform NLC - the old garden wire fence and posts have not been removed - leaving tripping hazards and an unsightly mess.  
The new fence is wood panels susceptible to vandalism damage – would the Parish Council be responsible for any damage in the future?  
The hedges are only part cut and require a full cut on all boundaries including the complete removal of all self-set elders.  
The following is also outstanding –
  - What is the land currently used for adjacent to 15 on the east side and what is the small red box on this site?
  - The land recently tarmacked for ONGO houses to park their cars is included, is this correct?
  - This was offered to the Parish Council, they do not have funds to incur legal costs?
  - With regard to no 2, the Parish Council would expect that the fencing is renewed prior to the Parish Council taking on the lease so they take it on in a good state of repair all of the same standard.The item was deferred until full answers have been received on all of the above prior to a decision.
- b. To consider the donation of an old horse drawn drag implement determining actions required.  
**Resolved** – the Parish Council accept the donation of the drag and this will be used in the Village Hall planting and display.
- c. To inform the Clerk of any further highway issues to report to NLC.  
Clerk to report the following items to NLC –
  - Pot holes on Manton Lane and the passing places need further scalplings.
  - Grass cutting on the junctions of Sargents Way and Willerby Road was cut very badly this last cut due to it being too long. The grass has been cut and large clumps have been left on the verges which have raised concerns due to dog faeces being in the long grass and local children then playing with the grass. The general cutting of the verges has been good but

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the 1<sup>st</sup> and last cuts haven't been due to the grass being too long when cut. The grass is also growing in the gullies.

### 1710/09 **Planning**

- a. To receive any decisions and to consider the following application received from North Lincolnshire Council.

To receive the following decisions from NLC.

**2017/1337** – full planning permission granted to vary condition 2 of PA/2017/372 in order to make minor amendments to remove 2 gables from the south elevation and re-positioning of some windows and roof lights at Jasmine Garth, 28 Manton Lane.

To consider the following applications received from NLC.

**2017/1452** – outline planning permission to erect a detached dwelling with all matters reserved for subsequent approval at former factor, rear of Wheelgates, Brigg Road.

**Resolved** – no objection or comment.

**2017/1461** – planning permission to erect two storey extensions to side, single storey extension at the rear and side extension to include integral garage at 35 Ings Lane.

**Resolved** – no objection or comment.

**2017/1477** – planning permission to install dormer windows to front roof slope, re-position of ground floor window to gable end and install rooflight to rear roof slope at 7 East Street.

**Resolved** – no objection or comment.

**2017/1499** – planning permission to erect a single storey extension to the north elevation of the existing property to form study space at Kiama, 24 Traffords Way.

**Resolved** – no objection or comment.

To be informed of the following applications submitted to NLC under the Clerks Delegated Powers due to time constraints.

**2017/1588** – planning permission to erect a single storey rear extension and a side two storey extension and a front canopy at 3 Hunts Lane.

**Resolved** – no objection or comment.

### 1710/10 **Correspondence for Discussion/Decision**

- a. To be notified of the Data Protection Registration renewal.

Item noted.

- b. To be notified of the North Lincolnshire in Bloom project determining any actions required.

NLC are offering £1500 to the Parish Council to assist in a project to improve the flowers, beds within the parish. A volunteer group to be set up to provide a plan for the Parish Council to review at the next meeting.

- c. To be notified of the response from NLC with regard to the next phase of the broadband rollout programme determining actions required.

NLC have stated that the cabinet that is not upgraded in Hibaldstow (Brigg 25) that many residents have contacted NLC about is looking like it will be upgraded and live by the end of the year and the Parish Council will be informed when this is live.

There have been delays due to civils works being complex but we are nearly there now. NLC thank residents for their patience and are delighted that there will soon be a solution.

This was a cabinet somewhat forgotten about by BT's commercial rollout – it was initially listed as upgraded nationally by BT but transpired that when it was initially installed, the cabinet was fed through another cabinet instead of an exchange – known as a daisy chain cabinet.

### **Correspondence for Information**

- d. ERNLLCA Newsletter – September.

e. Highway issue update.

f. NATs minutes of the meeting held 6<sup>th</sup> September.

g. MKS Groundcare information.

h. Mayoral Civic Service – 1<sup>st</sup> October.

i. Road Safety Event – registration complete and information circulated.

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### 1710/11 Accounts

- a. To receive the Annual Return from the External Auditor determining any actions required.  
The Annual Return has been received back from the External Auditor. The one comment was based around the extension provided to the Council and the proforma had not been altered accordingly. The Annual Return comments were noted.
- b. To consider the grant request from the Village Voice determining actions required.  
**Resolved** – a grant of £240 was approved.
- c. To approve attendance to the 2017 ERNLLCA Conference.  
**Resolved** – Clerk to attend the Conference at a cost of £42.50.
- d. To consider the purchase of a replacement cup/trophy for the Hibaldstow Parish Cup for front gardens.  
**Resolved** – a 10” shield was selected. Clerk to purchase and have engraved – Hibaldstow Parish Council – Best Kept Front Garden.
- e. To approve the monthly accounts for payment. See financial report.  
**Resolved** – approval of accounts for payment.

13.09.17	Online	Worlaby PC	Safety sign	£80.00
13.09.17	1531	Lindsey Lodge Hospice	Donation	£200.00
28.09.17	Online	Arbour Tech	Tree felling – playing field	£2,000.00
12.10.17	Online	D Hotson	Salary	£300.52
12.10.17	Online	HMRC	Tax	£49.40
12.10.17	Online	PKF Littlejohn Ltd	External Audit Fee	£120.00
12.10.17	Online	CC Garden Services	Ground Maintenance	£125.00
12.10.17	Online	ERNLLCA	Conference 2017 fee	£51.00
12.10.17	Online	A Sissons	Ground Maintenance	£486.54
02.11.17	Online	PWLB	November payment	£638.06

### 1710/12 Minor Items

- a. To take any points from members.
  - No further points raised.
- b. Matters of correspondence for information which arrived after the agenda was posted.
  - Humber Estuary Partnership invitation received. Item noted.
  - ERNLLCA Officer attendance. Clerk to complete and submit on behalf of the Parish Council.

### 1710/13 Agenda Items for the next meeting –

1710/14 To confirm the date and time of the next meeting as Thursday 9<sup>th</sup> November, 2017 at 7pm at the Village Hall.

1710/15 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.

Meeting closed at 9pm.