

ASHBY CUM FENBY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 14TH MAY 2018 AT 7.00PM IN THE CHURCH HALL, ASHBY CUM FENBY

Present: Cllr Nick Pettigrew Cllr Jane Thomson
Cllr Stan Wood Cllr Brian Purchon
Cllr John Shaw Cllr Carolyn Mumby
Cllr Philip Jackson NELC

Apologies:

In Attendance: Kim Kirkham Parish Clerk

18/014 Election of Chairman

The Clerk asked if there were any nominations for Chairman.
Cllr Nick Pettigrew proposed Cllr John Shaw, Cllr Jane Thomson seconded.
Cllr John Shaw agreed to accept the position. Chair duly elected; signed his Declaration of Acceptance of Office.

18/015 Declaration of Interest (Model Code of Conduct Order 2012)

(a) To record declaration of interest by any member of the Parish Council in respect of the agenda items listed below. Members declaring interest should identify the agenda item and type of interest being declared.

Cllr Nick Pettigrew declared a Personal Interest in Agenda Item 18/022 Footpath 89 & Whitsend Farm.

(b) To note dispensation's given to any member of the council in respect of the Agenda Items listed below – None applied for.

18/016 Election of Vice- Chairman

Cllr Stan Wood proposed Cllr Nick Pettigrew, Cllr Jane Thomson seconded.
Cllr Nick Pettigrew agreed to accept the position; Vice Chair duly elected; signed his Declaration of Acceptance of Office

18/017 Review of Governance/Procedural Documents for Council for the year.

To review and agree any amendments/necessary actions on the following:

Personnel Committee members - Approved.

Risk Management Strategy including any necessary Risk Assessment - Approved.

Governance Documents of Standing Orders and Financial Regulations – Financial Regulations Approved; updated version for Standing Orders was adopted.

Fixed Assets - Approved.

Register of Interests - Councillors reviewed their Register of Interest (DPI's) forms; no amendments required.

Website Provision and adherence to new audit procedures for 2017- In place.

Insurance Provision - Approved.

Training Criteria – Council's strategy agreed that all new members were offered training courses and existing members encouraged to renew their training as offered.

Community Emergency Plan – Some amendments were noted. Clerk to make changes; document to be approved at June's meeting.

RESOLVED: That all governance issues where approved require no changes, and others where shown to be actioned as agreed.

18/018 Questions Raised by Members of the Public (15 minutes) on Agenda Items (under suspension of Standing Orders)

- None Present

18/019 To approve the Minutes of the Meeting held on 12th April 2018

The minutes of the meetings held on 12th April 2018 were approved and signed by the Chair as a true record. **Action: Clerk to prepare draft minutes by 18 May & to be posted 25 May 2018.**

18/020 Police Report

The Police were unable to attend the meeting, but a Police Report was submitted. The clerk distributed copies of the Police Report to Councillors prior to the meeting. There have been 9 crimes reported in the Waltham Ward. **Action: Clerk to post Police Report on the Parish Notice Board.**

18/021 Community Led Plan (CLP)

Clerk reported that Richard Marriott (NELC) has apologised for the delay and has confirmed that the traffic counters will be installed by the end of May for a minimum of 7 days.

18/022 Highways / Public Footpaths / Items Carried Forward

- *Footpath (FP89)* Cllr Pettigrew having declared a personal interest left the room. Chair read an e-mail from Matthew Chaplin stating he is currently writing the Rights of Way Improvement Plan and that public footpath 21 has a higher priority. Councillors agreed that the tone of the reply was not acceptable. **Action: Clerk to contact NELC and cc Cllr P. Jackson**

09/104 Whitsend Farm – Cllr Mumby made some suggestions on the next step forward. Councillors discussed and agreed to obtain a copy of NELC policy which was applied in this matter. **Action: Clerk to contact NELC.** Cllr Pettigrew returned to the meeting.

- 14/110-2 The Stable, Ashby Hill – This matter has progressed slightly. NELC stance remains that living in the caravan is not acceptable in planning terms. **Action: Clerk to ask Martin Ambler for a time scale and request an answer as to whether NELC are collecting the refuse.**
- 17/113-2 General Data Protection Regulation (GDPR) – Discussions took place. Clerk to email NALC toolkit to Cllrs Mumby and Thomson. **Action: Clerk to contact the website provider and look at producing a privacy policy.**
- 17/122-1 Defibrillator – Clerk advised that she has received delivery of the defibrillator and casing. Councillors discussed signage and weekly checklist. Cllr Purchon agreed to take charge of completing the weekly checklist. Clerk advised that she has applied for funding from Calor Rural Community Fund, which has been approved. The project is now up for voting, which opens on 25th May to 29th June 2018. Councillors and members can vote on line at: <https://www.calor.co.uk/communityfund/project/list/> **Action: Councillors agreed to share the project to rally votes.**
- 17/122-4 Highways Meetings – Clerk gave a synopsis on the highways meeting she attended. She highlighted three areas of concern for Ashby; mud on Main Road, pot holes and traffic counter on Thoroughfare. Debbie Swatman (Traffic Team Manager) agreed to look into the concerns raised. Future meetings have been agreed to take place half yearly.

- 17/134-1 Village BBQ Sunday 8th July 2018 – Clerk said she will print the tickets ready for June’s meeting. She has asked Waltham Parish Council for the loan of their gazebo. Cllr Wood agreed to contact Turners. Cllr Pettigrew said that his sister would not be able to supply the puddings this time. Councillors agreed to look at purchasing them from elsewhere.
Action: Tickets to be distributed at June’s meeting.

18/023 Items for Discussion

1. Annual Insurance Renewal 2018/2019 – Councillors discussed quotes obtained and decided to stay with Came & Co. **Resolved: The Parish Council agreed for the insurance to be renewed at £168. Clerk to forward cheque.**
2. To consider adding the following link on the website page:
<https://www.postofficesnearme.com/> Councillors agreed to have the link placed on the website. **Resolved: Clerk to place on Website**

18/024 Planning Matters

Pending Consideration:

- a) DM/00211/18/FUL – Land off Main Road. Erection of two detached dwellings with garages, a detached stable block and creation of new vehicular entrance.

Approved:

- b) DM/0067/18/FUL – Willow Lakes, Ashby Top Hill Farm, Barton Street. Removal of condition 1 (Temporary Period) pursuant to DM/0159/15/FUL (Retrospective permission for new reception building) to allow permanent siting.

18/025 Clerk’s Report - To receive and report any correspondence from Councillors or Members of the Public for consideration at the meeting

1. A tree has fallen into the pond near the village green. Councillors discussed and agreed that a letter is sent to the landowner asking if they would give their consent for the Parish Council to have the tree removed. **Action: Clerk to send letter.**
2. Dog fouling appears to be a problem on the Public Rights of Ways. Councillors agreed to place notices. **Action: Clerk to deliver notices to Cllrs Wood, Purchon and Thomson.**
3. The Notice Board is difficult to open, the wood has expanded. Cllr Pettigrew agreed to repair.
4. NELC are providing training events; Councillors are welcome to attend the events at no costs. Cllr Mumby said she would attend the Planning Committee Training on Friday 25th May. **Action: Clerk to forward details to Councillors.**
5. Cllr Pettigrew mentioned that the road gullies, ditches and paths have been reported to Andy Smith (NELC). He also said that the signs in the village need to be cleaned and that some landowner’s hedgerow were obstructing signage. **Action: Clerk to report to NELC and contact landowners to cut back hedgerow.**

18/026 Future Dates

- Date of Next Meeting – **Monday 4th June 2018 at 7pm.**
- Planning Committee Meeting – Wednesday 30th May 2018 at 9.30am in Grimsby Town Hall.

18/027 Audit

- a) Internal audit received; no action required. Internal Audit Report 2017/18 signed off by Internal Auditor. Councillors agreed invoice to be paid for £60.
- b) Certificate of Exemption form to be completed – Cllrs agreed; Certificate of Exemption signed by Chair and Clerk.
- c) Annual Governance Statement Approval 2017/18 – Governance Statement was approved by the Parish Council; completed and signed by chair and clerk.
- d) Accounting Statement Approval 2017/18 – Cllrs agreed; completed and signed by the Chair.

- e) To agree formal arrangements for inspection of accounts and make necessary arrangements. Clerk to place notice of 'Public Rights and Publication of Unaudited Annual Return' on the notice board and website.

Resolved: That the Annual Return be authorised with figures as approved and that Councillors approved the Chair's signature of approval of all Governance matters on the Annual Return. The return to be submitted to external auditors.

18/028 Finance

- HMRC VAT Return 2017/18– VAT Return completed for submission.
- Bank Mandate forms to be completed – Cllrs Purchon and Mumby to complete mandate form and take to the bank all documentation required.

To receive a list of Accounts payable up to 12th May 2018 and approve their payment: -

- Kim Kirkham – Salary £132.60
- Southern Electric – Telephone Box electric supply £16.06
- Francene Woods – Internal Audit £60
- Came & Co Insurance - £168
- Andrew Deptford – Defibrillator £1782
- Mariner Computer Services Ltd – two years hosting & support £288

RESOLVED: Accounts approved for payment.

The meeting closed at 20.50

Prepared by: Kim Kirkham, Parish Clerk

Approved by: _____

These minutes are subject to approval at the next meeting of the Parish Council.



Local Community News

Protecting Communities, Targeting Criminals, Making a Difference

Waltham, Brigsley & Ashby-cum-Fenby Update May 2018

Crime

There have been nine crimes reported in the Waltham Ward during April.

During the early hours of 19th April, a motorbike was stolen from the rear garden of an address on Fairway.

A male arrested for other matters was found in possession of a class A drug. He received a caution for this offence.

There have been six reports of assault, and a report of using social media to send threats of violence.

There has been one report of ASB, regarding three males shooting birds in a field off Bradley Road.

How you can help

Your local Neighbourhood Policing Team appreciates the importance of being in the right place, at the right time, for the right reasons to reassure the public, improve public confidence and reduce crime and anti-social behaviour in the area which we all live and work.

We encourage all residents to call and report any issues where they live so that we can deal with any issues and also step up our patrols in the area. The number to call for non-emergency issues is 101.

If you feel there are issues in your community that your local Police should be prioritising, please inform your local officers or the local Parish Council.

The named officers for Waltham Ward are:

PC 373 Matt Stephenson matthew.stephenson@humberside.pnn.police.uk

PCSO 7602 Lesley Parry lesley.parry@humberside.pnn.police.uk