

Minutes of the Annual Meeting of Ashby cum Fenby Parish Council held at Ashby cum Fenby Church Hall on Monday 13th May 2024 at 7.00PM

Present: Cllrs: John Shaw (Chairman), Hornby, Hollingworth, Shaw and Thomson.

In attendance: The Parish Clerk, 1 member of the public and Ward Cllr Jackson.

01:05/24 **To elect a Chair for the year 2024/2025:**

RESOLVED: That Cllr Shaw be elected for the year 2024-2025.

02:05/24 **Signing by the Chair of the declaration of office:**

The Chairman signed the declaration of acceptance of office.

03:05/24 **To appoint a Vice-Chair for the year 2024/2025:**

RESOLVED: That Cllr Hornby be appointed as Vice-Chair for the year 2024/2025.

04:05/24 **Declarations 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.
None
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.
None

05:05/24 **Apologies for Absence:**

To receive any apologies from Members not able to attend the meeting.

No apologies had been received.

06:05/24 **Open Forum:**

STANDING ORDER NO. 3

- e Members of the public may make representations, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
- f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chair of the meeting.
- g Subject to standing order 3(f), a member of the public shall not speak for more than (5) minutes.
- h In accordance with standing order 3(e), a question shall not require a response at the

Date:

Signed:

meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.

- i A person shall raise his/her/their hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chair of the meeting may at any time permit a person to be seated when speaking.
- j A person who speaks at a meeting shall direct his/her/their comments to the chair of the meeting.
- k Only one person is permitted to speak at a time. If more than one person wants to speak, the chair of the meeting shall direct the order of speaking.

A member of the public spoke to the Council about the National Grid plans for overhead lines.

07:05/24 Minutes of the Previous Meeting(s):

To approve the minutes of the meeting of Monday 8th April 2024.

RESOLVED: That the minutes be approved as a true record.

08:05/24 Police Report:

- a) To receive the latest police report.

The Police Report was noted.

09:05/24 Finance & Governance:

- a) To approve payment of accounts to 13th May 2024.

RESOLVED: That the following payments be approved:-

Supplier	Description	Net	VAT	Gross	Bank Payee(if different)	PaidBy
Employee 1	Wages Month 1	£XXX		£XXX		CHQ
Employee 1	Expenses Month 1	£7.02		£7.02		CHQ
Southern Electric	Electricity Bill 1/2/24-29/2/24	£7.12	£1.42	£8.54		DD
Southern Electric	Electricity Bill 1/3/24-31/3/24	£7.58	£1.52	£9.10		DD
HMRC	Months 10-12 (Yr 2023-24)	£105.40		£105.40		DD
Viking	Stationery & Postage Stamps	£33.07	£5.25	£38.32	T Kuzemczak	CHQ
Zurich Insurance	Annual Insurance	£214.00		£214.00		CHQ

- b) To review Standing Orders and Financial Regulations.

RESOLVED: That the Standing Orders and Financial Regulations be re-adopted.

- c) To note that Council approved the updated register of assets at the April 2024 meeting.

RESOLVED: That the updated asset register be noted.

- d) To review the Council's financial risk management document.

RESOLVED: That the Council's financial risk management document be approved.

- e) To review the Emergency Plan

RESOLVED: That The Emergency Plan be approved.

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f) To review arrangements for insurance cover in respect of all insurable risks and to consider insurance renewal quotations for 2024-2025.

RESOLVED: That a quotation of £214 from Zurich Municipal be accepted.

g) To receive and note the annual internal auditor's report.

RESOLVED: That the annual internal auditor's report be noted.

h) To approve year end accounts 2023-2024.

RESOLVED: That the year-end accounts 2023-2024 be approved.

i) To approve the Annual Governance Statement 2023-2024 (AGAR Section 1).

RESOLVED: That the Annual Governance Statement 2023-2024 be approved.

j) To approve the Accounting Statements 2023-2024 (AGAR Section 2).

RESOLVED: That the Accounting Statements 2023-2024 be approved.

k) To approve the Certificate of Exemption.

RESOLVED: That the Certificate of Exemption be approved.

l) To note the dates for the exercise of public rights – Monday 3rd June 2024 – Friday 12th July 2024.

RESOLVED: That the dates for the exercise of public rights be noted.

m) To approve expenditure of £20 +VAT to Breakthrough Communications for councillor training.

RESOLVED: That the expenditure of £20+VAT for training be approved.

n) To review signatories for the bank mandate and complete the bank mandate variation form.

RESOLVED: That the Council's bank signatories will be the Parish Clerk, Cllr J Shaw and Cllr Thomson.

o) To note that a VAT reclaim has been made for the period 1.4.2022-31.3.2024 for the amount of £697.61.

The VAT reclaim was noted.

p) To agree meetings dates for the year 2024-2025

RESOLVED: That the meeting dates for the year 2024-2025 be approved.

Monday 3rd June 2024

Monday 1st July 2024

Monday 5th August 2024

Monday 2nd September 2024

Monday 7th October 2024

Monday 4th November 2024

Monday 2nd December 2024

Monday 6th January 2025

Monday 3rd February 2025

Monday 3rd March 2025

Monday 7th April 2025

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10:05/23 General Power of Competence:

a) To agree that the Parish Council continues to meet the criteria for eligibility (two thirds elected members and a CiLCA qualified clerk).

b) To agree to continue to exercise the Council's General Power of Competence.

RESOLVED: That the Council will continue to exercise the General Power of Competence.

11:05/24 Planning:

a) To note the following planning decisions received from NELC: -

i) Planning Application Reference: DM/1054/23/FULA

Proposal: Demolish existing outbuildings, erect various single and two-storey extensions to dwelling, erect single storey side extension to barn and install solar panels, erect detached garage and landscaping works (amended plans)

Location: Moorhouse Brigsley Road Ashby Cum Fenby North East Lincolnshire

This application has been APPROVED by NELC.

b) To consider any comment on the following planning application(s): -

i) Planning Application Reference: DM/0323/24/FUL

Proposal: Erect single storey extension to side and rear to provide additional stores area.

Location: Freshney Cottage Post Office Lane Ashby Cum Fenby North East Lincolnshire

[DM/0323/24/FUL | Erect single storey extension to side and rear to provide additional stores area | Freshney Cottage Post Office Lane Ashby Cum Fenby North East Lincolnshire DN37 0QS \(nelincs.gov.uk\)](#)

RESOLVED: Ashby cum Fenby Parish Council recommends refusal of this application due to lack of information on the application as it appears on the NELC Planning Portal.

c) Pending Applications – Awaiting Decision: -

Planning Application Reference: DM/1222/23/OUT

Proposal: Outline application for the erection of two 5 bed dwellings with garages, driveways, landscaping, and new boundary fencing with all matters reserved.

Location: **Land Adj the Old Rectory Main Road Ashby Cum Fenby** North East Lincolnshire

Erect new detached dwelling, garage, and stables, with new boundary wall and gate in connection with farm and stud, with associated works

Moorhouse Farm Brigsley Road Ashby Cum Fenby North East Lincolnshire

Ref. No: DM/0873/22/FUL | Validated: Fri 30 Sep 2022 | Status: Awaiting decision.

Date:

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Details in Discharge of Condition 3 (Drainage) pursuant to DM/0173/23/FUL
Fenby Hall Barton Street Ashby Cum Fenby North East Lincolnshire DN37 0RU
Ref. No: DM/0918/23/CND | Validated: Wed 20 Sep 2023 | Status: Pending
Consideration

12:05/24 National Grid Consultation:

To discuss any matter relating to upgrades to the electricity network.
No updates to report.

13:05/24 Highways/Public Rights of Way:

To receive any correspondence or reports from councillors regarding highways matters.
The issue of a hedge was raised but it was agreed that no further action be taken.

14:05/24 Parish Assets/Projects:

To receive any correspondence or updates.
The noticeboard was discussed, and sponsorship will be sought.

15:05/24 Village Newsletter:

To agree any action regarding the next edition of the village newsletter.
RESOLVED: That articles be submitted to the editor, Cllr Hornby withing 3-4 weeks.

16:05/24 Northern Power Grid Grant:

To receive information from Northern Power Grid.
The grant was discussed but no further action agreed due to the close deadline.

17:05/24 Future Dates:

- a) Next Parish Council Meeting – Monday 3rd June 2024 at 7PM – Ashby cum Fenby Church Hall.
The date was noted.
- b) Matters for discussion and inclusion on the next meeting agenda.
Formation of a HR Committee and HR Policies.

Exclusion of Press and Public: To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information.

RESOLVED: That the press and public be excluded.

18:05/24 Personnel:

- a) To approve Clerk's wages and expenses payments.
RESOLVED: That the wages and expenses payments be approved.
- The meeting closed at 8.55PM*

Date:

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