

# Minutes of the Ashby cum Fenby Annual Parish Council Meeting held at Ashby cum Fenby Church Hall on Monday 12<sup>th</sup> May 2025 at 7.00PM

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

**In attendance:** The Parish Clerk and 5 members of the public.

## **01:05/25 To elect a Chairman**

To elect a Chairman for the year 2025/2026. The elected Member shall sign a declaration of acceptance of office, witnessed by the Proper Officer.

**RESOLVED: That Cllr John Shaw be elected as Chairman for the year 2025/26**

## **02:05/25 To appoint a Vice-Chairman**

To appoint a Vice-Chairman for the year 2025/2026

**RESOLVED: That Cllr David Hornby be appointed for the year 2025/26**

## **03:05/25 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

## **04:05/25 Apologies for Absence**

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

The NELC Ward Councillors were unable to attend the meeting.

## **05:05/25 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.

Date:

Signed:

- 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 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.

An applicant and representative addressed the Parish Council regarding a planning application for Moorhouse Farm that the Parish Council had been consulted on by NELC.

A member of the public spoke to the Parish Council regarding the depositing of waste materials within the village. The Clerk will report the matter to NELC.

#### **06:05/25 Minutes of the Previous Meeting(s)**

To approve the minutes of the previous meeting.

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

#### **07:05/25 Committee Membership**

To appoint 3 members.

**RESOLVED: That Cllrs Barker, C Shaw, and Thomson be appointed to the Personnel Committee.**

#### **08:05/25 External Bodies**

To appoint representation to outside bodies: -

- ERNLLCA District Committee (2)
- Town & Parish Councils Liaison (2)
- NEL Parish/Police Meetings

*This item was skipped.*

#### **09:05/25 Meeting Dates**

- a) To agree dates for meetings 2025/2026

**RESOLVED: That the following meeting dates be approved.**

Monday 7<sup>th</sup> July 2025

Monday 1<sup>st</sup> September 2025

Date:

Signed:

Monday 3<sup>rd</sup> November 2025

Monday 12<sup>th</sup> January 2026

Monday 2<sup>nd</sup> March 2026

Monday 11<sup>th</sup> May 2026 – Annual Meeting of the Parish Council and Annual Parish Meeting.

- b) To agree to review these dates at the September 2025 meeting, following a 6-month period of bi-monthly meetings.

**RESOLVED:** That a review will take place at the September meeting, unless a special motion is requested by a minimum of three councillors to review the matter sooner.

**10:05/25 Finance & Governance**

- a) To approve payment of accounts.

**RESOLVED:** That the following payments be approved.

T Kuzemczak	Wages Month 1	£XXX
T Kuzemczak	Expenses Month 1	£6.48
Southern Electric	Electricity Bill Mar 25	£15.78
HMRC	Months 10-12 (Yr 2024-25)	£110.20
Anthony Shaw	Internal Audit	£100.00
Reimburse Cllr C Shaw	Village Sign paint	£19.99

- b) To confirm deadlines for AGAR submission – 30 June 2025

**RESOLVED:** That the deadlines be noted.

- c) To review Council's subscriptions: -

- ERNLLCA – East Riding & Northern Lincolnshire Local Council

**RESOLVED:** That the ERNLLCA subscription be approved.

- d) To review direct debits: -

- HMRC – tax and national insurance
- ICO – annual subscription
- SSE – Telephone box electricity

**RESOLVED:** That the direct debits be approved.

- e) To review council assets and inventory.

**RESOLVED:** That the asset register be approved.

- f) To review delegation arrangements.

**RESOLVED:** That the Scheme of Delegation be approved.

- g) To review Standing Orders and Financial Regulations.

**RESOLVED:** That the Standing Orders and Financial Regulations be approved.

- h) To review the Council's employment policies and procedures.

Date:

Signed:

**RESOLVED: That the Disciplinary and Grievance Policies be approved.**

- i) To review the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation.

**RESOLVED: That the Data Protection Policy be approved.**

- j) To review of the Council's complaints procedure.

**RESOLVED: That the Complaints Procedure be approved.**

- k) To review the Council's policy for dealing with the press/media.

**RESOLVED: That the Press and Media Policy be approved.**

- l) To review arrangements for insurance cover in respect of all insurable risks and to receive quotations for insurance renewal.

**RESOLVED: That a quotation from Zurich Municipal for £214 .00 be approved.**

- m) To review the Council's financial risk assessment.

**RESOLVED: That the risk assessment be approved.**

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

**RESOLVED: That the internal audit report for the year 2024-25 be noted.**

- o) To approve year end accounts 2024-2025.

**RESOLVED: That the year end accounts 2024-25 be approved.**

- p) To approve the Annual Governance Statement 2024-2025 (AGAR Section 1).

**RESOLVED: That the Annual Governance Statement 2024-2025 (AGAR Section 1 be approved.**

- q) To approve the Accounting Statements 2024-2025 (AGAR Section 2).

**RESOLVED: That the Accounting Statements 2024-2025 (AGAR Section 2) be approved.**

- r) To approve the Certificate of Exemption.

**RESOLVED: That the Certificate of Exemption be approved.**

- s) To note the dates for the exercise of public rights – Tuesday 3rd June 2025 – Monday 14<sup>th</sup> July 2025.

**RESOLVED: That the dates be noted.**

#### **11:05/25 General Power of Competence**

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

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

#### **12:05/25 Police Report**

To receive the latest police report.

**RESOLVED: That the report be noted.**

#### **13:05/25 Planning**

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

Date:

Signed:

i) Planning Application Reference: DM/0523/23/FUL

Proposal: Change of use of land from field/paddocks to 23 holiday cabins with vehicle parking, landscaping, and associated works - updated foul drainage information February 2025

Location: Willow Lakes Ashby Hill Top Farm Barton Street Ashby Cum Fenby North

East Lincolnshire

**APPROVED**

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

None received

**c) Planning Appeal**

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED) –

PLANNING APPEAL AGAINST REFUSAL OF A HOUSEHOLDER APPLICATION

Site: Springfield, Main Road, Ashby Cum Fenby, North East Lincolnshire, DN37 0QW

Proposal: Erect 1.6m high boundary wall with access gates, alterations to widen existing highway access and associated works.

Planning Inspectorate Reference: APP/B2002/D/25/3362781

Application Reference: DM/0799/24/FULA

**RESOLVED: That the appeal be noted.**

#### **14:05/25 Highways**

To agree a letter to NELC Highways regarding the positioning of the new Wild Fowl sign on the Village Green.

It was reported that NELC had installed a Wild Fowl warning sign on the village green. The sign faces drivers as they exit the village. Unfortunately, this placement seems ineffective. Villagers are already aware of the wild fowl presence, so the sign is not offering any added information to local traffic, and it provides no warning to through traffic entering the village from Ashby Lane.

Ideally, the Parish Council would like two signs: one near the church hall and another on the approach to the left bend on Ashby Lane opposite Park View. These locations would give drivers advance notice and time to respond.

According to the Traffic Signs Manual 2018 Chapter 4 – Warning Signs, the sign is officially described as “*Diagram 551.2 (S2-2-33) Wild fowl likely to be in road ahead.*” But in this case, the sign is placed at the point where impact has happened rather than before it, so it is not fulfilling its intended purpose by providing a sufficient warning ahead.

**RESOLVED: That the Clerk shall write to NELC regarding the positioning of the new Wild Fowl sign on the Village Green**

Date:

Signed:

**15:05/25 Village Assets**

- a) To consider defibrillator training.

ERNLLCA had contacted parish councils regarding defibrillator training at a cost of £40 per person.

**RESOLVED: That enquiries be made regarding a local provider.**

- b) To receive any updates on village assets.

An update was received regarding the BT phone box.

An update was received regarding the timber noticeboard. A second quotation will be obtained and grant funding applied for.

**RESOLVED: That the information be noted and the matter added to the next agenda.**

**16:05/25 Village Newsletter**

To receive any updates.

**RESOLVED: That a summer newsletter will be published around August time.**

**17:05/25 Future Dates**

- a) Next Parish Council Meeting – Monday 7<sup>th</sup> July at 7PM – Ashby cum Fenby Church Hall.

**RESOLVED: That the dates be noted.**

- b) Matters for discussion and inclusion on the next meeting agenda.

Confirmation from NELC regarding cutting of the village green – enquire about passing ownership of the village green.

Grass verge exiting Main Road.

Cars exiting Ashby Lane turning right onto Main Road – Highways.

Defibrillator training.

*The meeting closed at 8.28PM*

Date:

Signed: