

ROXBYPARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON 11 JANUARY 2017 AT 7.15 PM IN THE METHODIST SCHOOLROOM

PRESENT

T Jackson (Chairman), C Hodge (Vice-Chair), P Farmery, R Lockwood, M Prior, S Smaza, C Webster

Also in attendance:
Parish Clerk J Curtis

01/17 APOLOGIES

Ward Councillors I Glover, H Mumby-Croft

02/17 DECLARATION OF INTEREST

No interest declared.

03/17 TO RESOLVE MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 9 November 2016 were accepted as a true record and signed by the Chairman.

Proposed: P Farmery

Seconded: C Webster

04/17 MATTERS ARISING NOT COVERED BY AGENDA

TJ queried if the clerk had received any feedback from Dragonby residents as to where to site a defibrillator. There had been none so it was decided to leave it for the time being.
No further matters arising.

05/17 PARKING ON GRASS VERGES

There had been no improvement. The same residents on North Street were still parking on grass verges despite numerous requests not to. The only other option was to wait until the NLC parking scheme to fine persistent culprits was introduced.

06/17 DOGFOULING

Councillors reported that there had been some on South Street. MP reported that there had been a dog running loose in the village that he had returned it to its owner. The clerk had received from Mark Thornborough an email with an attachment of the litter & dog bin route showing that the dog bins were emptied on Fridays. CH said the bins had been emptied shortly after the last meeting.

07/17 VILLAGE IMAGE

CH had not had time to measure the space below the Roxby signs to see if the planters that incorporated a reservoir at the bottom would fit under them. Councillors were asked if they had any alternative ideas and suggestions which could benefit the whole village.

08/17 LANDFILL SITE

- i) TJ and CW would attend the next meeting on 25 January. The footpath was now open and Biffa manager Daniel Hollingsworth was going to draw up a small map showing how to navigate through the site to Brackenholmes Lane and on to Winterton to do a circular walk. The plan would be placed on noticeboards and displayed at the entrance to the landfill site.
- ii) Daniel from Biffa had given CW a cheque for £200 to purchase play equipment for the playing field but had made it out to the wrong recipient. CW was waiting for the amended cheque.
- iii) Councillors discussed whether the recent smells were coming from the tip and concluded that most were not.
- iv) TJ reported Keith Morgan from the environment agency was leaving after the next meeting, which was disappointing as he had been a very helpful contact.

09/17 PLAYING FIELD

CW said he would order the two seats for the cradle swings once he had received the £200 from Biffa.

10/17 PLANNING APPLICATIONS

The clerk had submitted councillors’ comments on the above planning applications.

- (i) Application No: PA/2016/1929
 Proposal: Planning permission for replacement of two cottages with single dwelling
 Site Location: The Cottages, Cringlebeck Farm, North Street, Roxby, DN15 9RF
 Applicant: Trilogy Homes Ltd

The NLC archaeological department had requested surveys on all the sites and the ecology group had asked for bat and owl boxes to be put on the sites.

- (ii) Application No: PA/2016/1927
 Proposal: Planning permission for conversion of existing redundant agricultural buildings to 3 No. dwellings
 Site Location: Cringlebeck Farm, North Street, Roxby, DN15 9RF
 Applicant: Trilogy Homes Ltd

The NLC archaeological department had requested surveys on all the sites and the ecology group had asked for bat and owl boxes to be put on the sites.

- (iii) Application No: PA/2016/1827
 Proposal: Planning permission to erect a detached dwelling
 Site Location: 53A North Street, Roxby DN15 0BL
 Applicant: Annabel Herring, Belmar Developments Ltd

Objections had been submitted as it was felt the dwelling was too big for the site. Discussion took place and it was agreed that parking may also be an issue.

It was also mentioned that to the left of the plot the bushes were growing over the footpath causing pedestrians to walk on the grass verge to prevent snagging their clothes on the bushes. The next-door property belonged to the Elwes estate. The clerk would write to Jack Cooper, Assistant Land Agent, Balfours LLP to ask for the hedge to be cut.

11/17 CORRESPONDENCE

- i) The clerk had received an email from Jack Cooper to say that no further work would take place on the old carpenter’s shop.
- ii) The clerk had received another email from Jack Cooper regarding mud on the road on Old Hall Lane and confirmed that in future all efforts would be made to clear any mud off the road.
 Councillors also discussed the mud on the road on North Street. The chairman had reported it to the police as it was dangerous.
- iii) ERNLLCA had sent out a communication with specimen documents suggesting that all councils should have grievance and disciplinary procedures in place. After discussion, the parish council decided not to formulate their own procedures.

RESOLVED: If there was a need to implement either of these procedures, the Parish Council would adhere to ERNLLCA’s recommendations.

Proposed: P Farmery

Seconded: S

Smaza

- iv) The 2017 Barton Mowing grass cutting quote of £70 per cut, which was the same as 2016, was accepted.
- v) Barton Mowing had sent another quote of £425 plus VAT for removing an ash tree from the hedge in the playground. Councillors decided to have a look to see if it was necessary and felt sure that the work could be done cheaper. To be discussed further at the next meeting.
- vi) Local heroes wanted for great British spring clean, Volunteers needed on 3 to 10 March, TJ would put the notice on the noticeboard.

It was noted that there was a lot of litter in the hedgerows and grass verges along the A1077 near Roxby. There had been a litter lorry travelling along the A1077. The tarpaulin covering the litter had been loose causing the contents to spill out.

Action: The clerk would write to Highways to see if it could be cleaned up.

- vii) The clerk had received an email from the Humber Emergency Planning Service about creating a community emergency plan for Roxby. After discussion, the PC decided not to create a plan at this time.
- viii) The clerk had received an email from the Carer's Support Centre asking if we would put their organisation's link on our website. Councillors agreed.

Action: The clerk would arrange with Nick.

12/17 REPORTS

i) Clerk

- The Clerk had attended the Standards Refresher Training course on 30 November at Civic Centre.
- She reported that NLC deemed it good practice to have councillors' declarations of interest posted on their town/parish council websites.

The Parish Council decided instead to have a link to the Members' declarations page on the North Lincolnshire site, where their declarations of interest could be found.

Action: The clerk would arrange this with Nick

The chairman also reminded councillors that if any information concerning themselves or their partners changed it must be declared.

ii) Parish Councillors

- PF reported that the path on West Street was covered in wet leaves making it very slippery and dangerous.
Action: The clerk would write to NLC to ask if they could clear it.
- The Roxby sign on Winterton Road had still not been replaced. CF said this was in hand and Mark Thornborough had ordered it. However, because it was made of wood in the heritage style it would take longer and be made up in a batch of signs.
- RL reported there were quite a few potholes on both sides of Risby Road
- RL reported that someone had been defecating on Brackenholmes Lane.
- TJ and CH would be attending the Town and Parish Council Liaison meeting on 19 January at 7.00pm topics included emergency planning and community governance.

13/17 FINANCE REPORT

i) The finance report was accepted (attached)

| | |
|---|------------------|
| Community Account: Balance as at 29 December 2016 | £4799.28 |
| Business Money Manager: Balance as at 17 December 2016 | <u>£12003.56</u> |
| Total balances as at 29 December 2016 | <u>£16802.84</u> |

PAYMENTS

The following cheques were presented at this month's meeting for payment.

| Cheque No. | | £ | |
|-------------------|--------------------|----------|---|
| 101149 | Mrs J Curtis | 217.74 | Salary November and December 2016 |
| 101149 | Mrs J Curtis | 25.67 | Expenses – telephone, mileage to meeting |
| 101150 | HMRC | 27.20 | Employee tax November 2016 |
| 101150 | HMRC | 27.20 | Employee tax December 2016 |
| 101151 | Kyanite Consulting | 126.00 | hosting fee for the website for 2017 |
| 101152 | Barton Mowing | 864.00 | Grass cutting and hedge cut November 2016 |
| 101153 | VANL | 15.00 | 3 x Payroll services Oct to Dec 2016 |

Proposed: S Smaza

Seconded: C Hodge

ii) **Annual Precept 2017/18**

After discussion, the Parish Council decided to keep the precept the same as last year as long as the grant was included. The clerk said that it was.

Proposed: P Farmery

Seconded: S Smaza

iii) **Village Hall fund**

The Chairman proposed that the Parish Council should transfer £1000 each year to the Business Money Manager account for the purchase of the Methodist Church as the future village hall. This would be put on record at the March meeting. He also suggested the name of the account should be changed to Village Hall Purchase.

Proposed: P Farmery

Seconded: S Smaza

iv) **Internal Auditor**

The clerk would contact Brian Brooks to see if he was available to audit the 2016/2017 accounts.

v) **Aon Local Councils Scheme insurance**

The PC reviewed the level of insurance and agreed it was sufficient for 2017. It was due for renewal from 1 June 2017 for a second year at the discounted rate of 5% for a minimum 3 year period.

14/17 ITEMS FOR INCLUSION ON NEXT AGENDA

- i) Parking on grass verges
- ii) Dog fouling
- iii) Village image
- iv) Landfill site
- v) Playing field
- vi) Planning applications
- vii) Finance report to include transfer of funds
- viii) Business Money Manager Account – change of name
- ix) Barton Mowing quote to remove ash tree from hedge

MEETING CLOSED 8.07 pm

Date of next meeting Wednesday 8 March 2017 at 7.15 pm.