ROXBY CUM RISBY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 JULY 2019 AT 7.15 PM IN THE METHODIST SCHOOLROOM

64/19 PRESENT
Parish Councillors: S Smaza (Chairman), P Farmery, R Lockwood,
Ward Councillors: Holly Mumby-Croft
Parish Clerk: J Curtis

65/19 DECLARATION OF INTEREST
No interests declared.

66/19 APOLOGIES
C Webster and I Glover

67/19 COOPTION OF COUNCILLORS
An application had been received from Phill Dodds, a resident of Dragonby village. Councillors had received his application prior to the meeting for consideration. Councillors voted in favour of him joining the Parish Council. He duly signed the Acceptance of Office. The Chairman welcomed him and he joined the meeting as a councillor.

68/19 APPOINTMENT OF VICE CHAIRMAN
There had been no interest from councillors about taking up the role of vice-chairman. Discussion took place whether it was essential to have a vice-chairman and it was decided it would be beneficial. To be discussed further at the next meeting.

69/19 TO RESOLVE MINUTES OF THE LAST MEETING
The minutes of the meeting held 8 May 2019 were accepted as a true record and signed by the Chairman.
Proposed: R Lockwood Seconded: P Farmery

70/19 MATTERS ARISING NOT COVERED BY THE AGENDA
None

71/19 NEIGHBOURHOOD PLAN
Councillors had taken a look at Appleby's Neighbourhood Plan and were undecided whether it would be beneficial to produce a plan for Roxby Parish.
HMC pointed out that it was a mammoth task with many processes which had to be worked through. There had been some Appleby councillors involved but a separate group from the council had mainly worked on their plan. When it was completed, they'd had to hold a referendum for it to be accepted by more than 50% of residents. After discussion. it was decided to leave the item on the agenda for further consideration.

72/19 DOGFOULING
Further to the recent incident of the overflowing dog bin on South Street. The property owner where the bin was situated had put a notice on it asking people to take dog bags home if the bin was full. She had also said she would write to N Lincs Council to have it removed from her property if the problem persisted.
RL reported that he had moved three bags of poo from his garden that week.
There had been a lot left on West Street but fortunately it had been moved. PF had walked around the village earlier in the day and hadn't seen any.
PD said it wasn't a problem in Dragonby as residents sorted it out themselves.

Signed …… Date ……..
Chairman

73/19 VILLAGE IMAGE

i) Winter in Bloom Grant Planters: The clerk had completed a monitoring report which she had sent back to N Lincs Council and included some photos of the planters. PF and CW were attending an event at Normanby Hall at 3.30 pm on Friday 26th July to receive the certificate for the North Lincolnshire Winter in Bloom grant.

ii) The bus shelter roof was still awaiting repair. CW and RL would organise the repair.

74/19 LANDFILL SITE

PF and CW would be attending the September meeting. There had been reports of bad smells from the site recently. RL said he had witnessed on at least 3 occasions, early morning on his way to work, when lorries were queuing to get in the site. On one occasion there had been 11 lorries. It was dangerous and difficult to pass them as there were no passing places. PF would bring it up at the September liaison meeting.

75/19 PLAYING FIELD

i) CW had cleared the weeds from paths.
ii) RL had repaired the bushes on the new swings.
iii) There was a poor weld on the outer leg of the basketball goal post which needed redoing. It was decided the best option was probably to take it down. HMC said she would find out if there were any grants available for equipment.

76/19 DATA PROTECTION

The bus shelter and playing field Risk assessments had been submitted to the meeting for checking. The clerk confirmed they had been filled in correctly. Copies were taken for file.

77/19 PLANNING APPLICATIONS

i) PA/2019/895: Old Farm, North Street, Roxby: Permission to convert former agricultural barns to form two dwellings including partial demolition and associated works. **Decision: Not yet determined**
ii) PA/2019/830: Roxby Landfill Site: Permission to vary condition 5 of planning permission PA/2011/1050 to allow for the unloading of trains beyond the approved operating hours. **Decision: Not yet determined**
iii) PA/2019/91: Low Risby Farm, Risby Road, Low Risby, Roxby, DN15 0BX: Permission to erect a general-purpose agricultural building and installation of weighbridge. **Decision: Full planning with conditions granted 14 June 2019**
iv) PA/2019/1012: 19 Birch Rise, South Street to erect a 2-storey rear extension. **Decision: Not yet determined.**

78/19 ROADS

It was reported that the potholes on Brackenholmes Lane had been filled in. However, it was considered that, in general, the road was in poor condition.

RL asked if anything had been done about the gateway to the public footpath down to Risby Warren on Warren Lane, which was blocked by muck and debris washed off the fields.
At the May meeting IG had offered to find out who the footpath belonged to. Deferred to the next meeting.

The clerk had emailed M Thornborough about the condition of the Trods. He had forwarded the email to the appropriate department. Awaiting a response.

79/19 CORRESPONDENCE

None

Signed …… Date ……..
Chairman

78/19 REPORTS

i) **Clerk**

- Had updated the Community Emergency Plan and uploaded it to the website.
- Had uploaded the Data Protection Public Consent form to the website.
- Would be attending the Chairmanship Training Course on 11 July at Brigg with the Chairman.

ii) **Parish Councillors**

SS reported back from the NATS meeting. He had spoken with PC Jane Proud about her or PCSO Shane Moody attending a Parish Council meeting a couple of times a year. It was noted there had been a police car in Roxby village on Saturday and it was felt that an occasional police presence in the village would be useful as it had not gone unnoticed. SS would speak to Barbara and Heather to see if they would be interested in police dropping in at one of the monthly coffee and chat sessions at the Methodist church.

iii) **Ward Councillors**

HMC reported that the grant had been paid to the solicitors in respect of the purchase of the church.

PD asked about the Dragonby wind farm fund. PD said there were still a few houses which wanted work done to them through the fund. HMC would make enquiries who had taken over from Tim Allen since his retirement.

79/19 FINANCE REPORT

i) To receive updates regarding finance and agree payments - the finance report was tabled and accepted.

ACCOUNT BALANCES AS AT 30 JUNE 2019

Community Account Balance as at 30 June 2019:	£8580.59
Business Money Manager Balance as at 30 June 2019:	£4032.59
Total balances as at 30 June 2019	£12613.18

PAYMENTS

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

Cheque No.		**£**	
101264	ERNLLCA	297.54	Membership 2019-2020 PAID
101265	North Lincs Council	102.00	Playground inspection PAID
101266	VANL	20.00	Payroll charges Q4 01/010/19-31/03/19 PAID
101267	Mrs J Curtis	254.31	Clerk's Net Salary May and June 2019
101267	Mrs J Curtis	21.22	Expenses May/June – tel. and stamps
101268	HMRC	31.00	Employee tax May 2019
101269	HMRC	32.60	Employee tax June 2019
101270	VANL	15.00	Payroll charges Q1 01/04/2019-30/06/2019
101271	Barton Mowing	168.00	2 grass cuts May 2019
101272	Barton Mowing	168.00	2 grass cuts June 2019
101273	ERNLLCA	108.00	Chairmanship training x 2 11 July at Brigg

PF questioned the 2 cheques for the HMRC. The clerk explained that VANL provided payroll services but did not make payments on behalf of Roxby-cum-Risby Parish Council. They sent an email to the clerk each month showing the net payment and employee tax. The wage slips and reports for Roxby-cum-Risby Parish Council were attached.

Signed …… Date ……..
Chairman

It was the responsibility of the clerk/responsible finance officer to send payments to HMRC. VANL had provided an Employer payment booklet and the clerk took the paying in slips with the cheques to the bank to make payment.

Proposed: P Farmery **Seconded: R Lockwood**

ii) **RESOLUTION: TO APPROVE CHANGE OF SIGNATORIES ON EXISTING BANK MANDATE**
The following persons have agreed to be authorised signatories on behalf of Roxby Parish Council.

Stefan Andrew Smaza, Chairman
Pamela Denise Farmery, Councillor
Charles Gardham Webster, Councillor
Josephine Mary Curtis, Parish Clerk

They had provided a specimen signature along with their full name, residential address, date of birth and official position on the existing Bank Mandate. It was agreed that cheques must be signed by the parish clerk (proper officer) and two other signatories.
All councillors agreed.

RESOLVED

80/19 REVIEW POLICIES
ERNLLCA had confirmed that the Parish Council's existing Standing Orders were fit for purpose and compliant with current best practice. However, NALC were producing a revised set of Standing Orders to include Data Protection., as soon as the new version was available ERNLLCA would circulate them.

RESOLVED to review all policies annually at the annual parish council meeting in May.

81/19 ITEMS FOR INCLUSION ON THE SEPTEMBER PARISH COUNCIL MEETING AGENDA
i) Appointment of Vice-Chairman
ii) Neighbourhood Plan
iii) Dog fouling
iv) Village image
v) Landfill site
vi) Playing field
vii) Planning applications
viii) Road Surfacing
ix) Finance report

MEETING CLOSED 8.30 pm
Date of the next parish council meeting Wednesday 11 September 2019 at 7.15 pm

Signed …… Date ……..
Chairman