

**ROXBY CUM RISBY PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON  
9 JUNE 2021 AT 7.30PM IN THE METHODIST CHAPEL SCHOOLROOM**

**39/21 PRESENT**

Parish Councillors: S Smaza (Chairman); C Webster (Vice-Chairman); P Farmery (Vice-Chairman);  
R Lockwood; M Verran,  
Ward Councillors: C Ross; J Lee; R Waltham  
Parish Clerk: J Curtis

**40/21 ELECTION OF CHAIRMAN**

Councillor S Smaza was nominated. Proposed by PF and seconded CW. All councillors agreed.  
Councillor S Smaza accepted the chairmanship and signed the Declaration of Acceptance of  
Office.

**41/21 APOLOGIES**

Parish Councillor M Earp

**42/21 DECLARATION OF INTEREST**      S Smaza – village hall trustee

**43/21 TO RESOLVE MINUTES OF THE LAST MEETING**

**RESOLVED:** The minutes of the meeting held 10 March 2021 were accepted as a true record.

Proposed: P Farmery

Seconded: C Webster

**44/21 MATTERS ARISING NOT COVERED BY THE AGENDA**

Linda Mapplebeck had asked if she could put a notice advertising Slimming World on the  
Noticeboards. Members agreed she could.

**45/21 PARKING ON ORNAMENTAL GRASS VERGES/PAVEMENTS**

Seems to be a significant increase at the moment due to a lot of building in the village. PF had  
spoken to one person who had totally blocked the pavement. She explained that mobility scooters  
and buggies could not get past, since then there had been no further problems. MV pointed out  
that the signs on lamp posts referred to the verges as ornamental and fines were in place for  
offenders. In future the clerk would emphasise the verges were ornamental when tendering for the  
grass cutting contract.

**46/21 DOGFOULING**

Roxby: PF reported that her neighbour had put up signs on her land aimed at dog walkers, stating  
it was private land and leaving markers where dog waste had been left.

RW had some signs in his car that could be put up in the village. The signs had eyes on them which  
helped to make people think.

**47/21 VILLAGE IMAGE**

Roxby

Corner of West Street and A1077 there was a cover over three manholes. It needed to be replaced  
because it was a bit short, making it a hazard for the grass cutters.

Dragonby

There was nothing to report from Elwes estate about permission to site the bench near the  
Dragonby Dragon. RW was brought up to date about the problems encountered siting the bench  
at the top of the hill. The bench and base had been removed at the request of Highways. He felt  
that Highways should be contacted again to try and reach a suitable compromise. RW would  
action.

Signed ..... Date .....

Chairman

**48/21 LANDFILL SITE**

RW had received at least 5 complaints from Winterton residents about smells. He had reported them to the EA. James Harrison had offered CW some large rocks. CW asked if there was anywhere in the village they could be used. He didn't know what size they were so would need to go and look at them. They were limestone and had come out of the mine. Winterton had also been offered some. Discussion took place about the history of the site, types of waste and the recycling of waste.

**49/21 PLAYING FIELD**

ME had met with a resident to discuss options for equipment for disabled children. ME had not submitted a report in his absence. ME had sent the resident's suggestions to JR, however to accommodate them all would be too expensive.

Julie Reed had received 3 quotes and was ready to move to the next stage. It was a case of looking at what is practicable and within a sensible budget. A meeting would set up to discuss what would be possible.

**50/21 PLANNING APPLICATIONS**

PA/2021/659 Planning Application at Hatikvah House, North Street, Roxby, DN15 0BL

Councillors had submitted their objections, which the clerk had collated and submitted to North Lincs Planning department.

The point was raised that any Planning Applications that affected the village as a whole should be put on the noticeboards and website.

**51/21 ROADS**

Pot holes There was a large pot hole at least 6" deep on Brackenholmes Lane. RW said he had taken a picture of the large pothole on North Street and he would also take pictures of the pot holes and the fly-tipping that had occurred.

Speed limit on A1077

RW had received an email about the speed limit on the A1077 near Roxby. It had been reduced from the national speed limit 2 or 3 years ago. RW would send the email to the clerk. He asked if members could put together their case to have the current speed limit reviewed.

**52/21 WEBSITE AND FACEBOOK**

To set up a Roxby Parish Council Community Group Facebook page - Ongoing. The clerk had set up a page but hadn't had time to look at it. The clerk suggested having a Facebook page committee.

**53/21 CORRESPONDENCE**

ERNLLCA had emailed about submitting names of two representatives of the parish council who would have voting rights at ERNLLCA meetings. PF and SS volunteered. The next North Lincolnshire District Committee meeting via Zoom was 13 July at 7pm.

**54/21 FLOODING IN ROXBY UPDATE**

The consultants were working on the final bit of report to decide which of 3 solutions was most suitable. As soon as the report was received RW suggested convening a meeting with all parties including residents, who would be affected.

**55/21 REPORTS**i) **Clerk**

VANL; were about to set the first date for a Member Steering Group which would support staff and Board members to work on a sustainability plan for members.

They were looking for Members who could help them with their knowledge and skills to determine the right way forward. PF said she was interested. The clerk would forward her name to VANL.

ii) **Parish Councillors**

- Neighbourhood Watch and policing CW had been to a NATS meeting recently. He had spoken with the Chairman of Appleby Parish Council who said their NHW and policing teams liaised a lot. CW referred to an incident in Roxby when a lady had felt intimidated. She had contacted a lady in the village who claimed to be neighbourhood watch, however, there was no reference to a NHW team in Roxby on any website. Reference was made to the Drop-in sessions that used to take place at the Methodist Schoolroom. He suggested they should be reinstated and advertised to make residents aware. Discussion took place about setting up a Safer Neighbourhood policing session at the Methodist Schoolroom before end of July. RW would take action to try to get it set up.
- PF reported loads of litter on Brackenholmes Lane. The lane was being used as a motorbike track. Local residents had told her about the motorbikes and noise. SS suggested Brackenholmes should be police patrolled. Once they were seen it would discourage the motorbikers from returning.
- RW talked about a piece of land beyond the Dragonby dragon which was a possible site for a motorcross track. He would keep members informed.
- CW reported that he had rung NLC to ask for the bus shelter waste bin to be emptied in between routine collections. It was often used to dispose of dog waste. He had requested a key so that he could empty it, if necessary.
- CW mentioned the salt bin on the corner. It was full and damaged. He had asked NLC if it could be taken away while they were doing work on the corner and brought back after the work was complete. He wanted to swap it for a green bin but was told it must be a straight swap for another yellow bin and returned on the same day otherwise it would mean two trips and incur a cost. A green bin would have to be bought. RW would look into it.

**Ward Councillors – R Waltham**

- RW mentioned fly tipping and said the cabinet member for the environment had emailed everyone to say they had some covert cameras that could be used to catch fly tippers. Brackenholmes Lane would be the perfect place to set one up. This could be set up as a NAT priority to get regular surveillance up there.
- Covid still existed. Still a challenge. Need to be mindful to protect the most vulnerable in society. Considering being more assertive with hospital and care home workers to be vaccinated. 80% of care home workers had been vaccinated. Started vaccinating 25-year-olds upwards.
- The 1<sup>st</sup> phase of North Street, Roxby had been resurfaced which had fixed the pothole.
- He had enquired about the Spring in Bloom fund. Unfortunately, unable to access the fund after year end.
- Andrew Percy had received £20m to be allocated to infrastructure, which included the creation of 2 roundabouts on the M180. There was also a relief road system in the pipeline. Holly Mumby-Croft had received £20m towards Town Centre regeneration. £10m was allocated to put a new building on the old market site.
- First round of boundary changes talks had begun.

PF commented that Roxby had not received any pre-election information about candidates and a number of residents had decided not to vote because of this. Carol and Janet were surprised and apologised. They both said they were happy to hold a surgery in the village. They were contactable by phone or email. Their details were on the NLC website.

Signed ..... Date .....  
Chairman

**56/21 FINANCE REPORT**

- i) Consider the annual internal audit report 2020-21  
The internal auditor had approved and signed off the audit
- ii) The Annual Governance Statement 2020/2021 was discussed and approved by the members of Roxby-cum-Risby Parish Council and signed by the Chairman and Clerk/Responsible Finance Officer.
- iii) Accounting Statements - The clerk/RFO presented the Accounting Statements 2020/2021 for Roxby Parish Council. These were approved by the members of Roxby Parish Council and signed by the Chairman and Clerk/RFO.
- iv) To consider and approve Certificate of Exemption 2020-21  
Councillors approved the Certificate of Exemption 2020/2021. It was signed by the Chairman and Clerk. The clerk would email it to the external auditor. dates for public notice for period of exercise of public rights to 2020-21 accounts were agreed.
- v) To receive updates regarding finance and agree payments.

**ACCOUNT BALANCES AS AT 31 MAY 2021****Community Account**

Balance as at 31 May 2021: £10859.12

**Business Money Manager**

Balance as at 31 May 2021: 4040.81

**Total balances as at 31 May 2021:** £14899.93

**The net balances reconcile to the receipts and payments ledger, as follows****Community Account**

Opening balance 1 April 2021 £6375.63

Add receipts: £6240.00

Less payments by cheque: £1756.51

Closing balance as at 31 May 2021 £10859.12

**Business Money Manager**

Opening balance 1 April 2021 £4040.81

Add receipts: £0.00

Closing balance as at 31 May 2021 £4040.81

**PAYMENTS**

The following cheques were approved and signed for payment.

**Cheques paid prior to meeting**

101365	J Curtis	577.76	Reimbursement of Barclaycard Spring in Bloom plants	PAID
101366	D Farmery	106.97	Repairs to church gate	PAID
101367	VANL	20.00	Payroll charges and year end invoice 1430	PAID
101368	VANL	20.00	Membership 2021-2022 inv 1546	PAID
101369	ERNLLCA	321.79	INV SI-1181 membership fee for 2021-22	PAID
101370	Kyanite	24.00	inv 6935 upload residents update to website	PAID
101371	Glendale	110.40	Inv 2851 grass cutting	PAID
101372	BHIB	243.85	LCO 00418-506637 3 <sup>RD</sup> YEAR of discounted charges	PAID
101373	HMRC	31.80	Income tax March 2021 J Curtis	PAID
101374	HMRC	31.80	Income tax April 2021 J Curtis	PAID
101375	J Curtis	306.64	Net salary for Mar and Apr 2021 inc WFH allowance	PAID
101376	J Curtis	1.50	reimbursement for purchase of sympathy card	PAID

Signed ..... Date .....

Chairman

**Cheques for payment**

101377	Barton Mowing	180.00	grass cut March 2021 invoice 3519
101378	Barton Mowing	228.00	grass cut and weed kill invoice 3595
101379	Glendale	110.40	grass cut verges invoice 2903
101380	Glendale	404.40	grass cut verges and PROW invoice 3011
101381	B Brooks	175.00	Internal audit 2020 - 2021
101382	Kyanite	24.00	Upload May residents update to website

- vi) Online banking: The clerk had received a letter rejecting the request for online banking as she had completed the wrong form, which the bank had given her. She had since completed the correct form and it was being processed. The bank had given the Parish Council £75 as a goodwill gesture for the inconvenience caused.
- vii) Review of Clerk's contract and salary. There had been no increase this year so far. However,+ the clerk had submitted a request to the Chairman to review her hours to reflect the extra time she worked over and above the 13 hours per month she was contracted for. She presented her reasonings to members and agreed to complete a timesheet for June to show the number of hours worked. This would be presented at the next meeting.

**57/21 REVIEW OF BHIB INSURANCE POLICY**

This was the third year at the discounted rate. The clerk had renewed the policy from 1 June.

**58/21 REVIEW OF POLICIES: STANDING ORDERS/FINANCIAL REGULATIONS/ CODE OF CONDUCT**

The financial regulations had been updated and put on the website. The standing orders and code of conduct needed updating. Due to the time it was agreed to defer to the next meeting.

**59/21 ITEMS FOR INCLUSION ON THE NEXT PARISH COUNCIL MEETING AGENDA**

- i) Parking on grass verges and pavements
- ii) Dog fouling
- iii) Village image:
  - i. Roxby
  - ii. Dragonby
- iv) Landfill site
- v) Playing field
- vi) Planning applications
- vii) Roads
- viii) Media: Website/Facebook
- ix) Correspondence
- x) Flooding in Roxby
- xi) Reports
- xii) Finance report
- xiii) Review of Standing Orders and Code of Conduct
- xiv) Online Banking

**MEETING CLOSED 9.50 pm**

Date of the next parish council meeting Wednesday 14 July 2021 at 7.15 pm.

Signed ..... Date .....

Chairman