

ROXBY CUM RISBY PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING HELD ON 11 MAY 2016 AT 7.15 PM IN THE METHODIST SCHOOLROOM

PRESENT

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

Also in attendance:

Ward Councillor I Glover,

Parish Clerk J Curtis

Matthew Prior

32/16 APOLOGIES

H Mumby-Croft, R Lockwood

33/16 COMMUNITY WARD SERVICES

Sally Walker, Community Warden, Parking and Control Centre Manager, North Lincolnshire Council introduced herself and gave a brief outline of the Community Warden Services and the role of the Civil Enforcement Officers. The services had been extended to include parking issues, dog fouling, street lighting, litter, etc. She spoke about the self-service portal where incidences such as dog fouling or parking could be logged and monitored. The issue would then be passed to the relevant team member.

Discussion took place about dog fouling and the ongoing parking issues. Sally pointed out that unfortunately if there were no yellow lines they did not have the authority to issue a PCN.

34/16 DECLARATION OF INTEREST

No interest declared.

35/16 ELECTION OF OFFICIALS

- i) The clerk asked councillors for nominations for Chairman of the Parish Council. TJ was nominated for Chairman. Proposed by P Farmery and Seconded by C Hodge. TJ accepted the appointment.
- ii) The Chairman proposed CH to continue as Vice-Chair. PF seconded.
- iii) TJ proposed that Matthew Prior be co-opted onto the PC. CH seconded.

36/16 TO RESOLVE MINUTES OF THE LAST MEETING

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

36/16 MATTERS ARISING NOT COVERED BY AGENDA

- i) CH showed photos of the planters sited at the Winterton village signs, which had the village name on them. It was decided it would be a good idea to have Roxby village name on the new planters for Roxby.
- ii) TJ had received a letter from North Lincs Council, Property Records Office dated 29 April 2016 re entitled: Nomination as an asset of community value - Roxby Methodist Church, South Street, Roxby DN15 0BP

37/16 INSURANCE

The clerk had received the renewal notice from Aon, which was for £294.62 per annum. She pointed out that Aon offer a 5% reduction over a three-year period at a fixed sum of £280.14 per year until 2019. It was decided to go ahead with the reduced amount.

38/16 TRANSPARENCY CODE

In line with the Transparency Code the parish council must now publish their financial reports on the parish council's website. The financial reports are included in the minutes and the annual return. TJ pointed out that there would be cost implications regarding the website. He talked about the fact that the PC was not entitled to any government funding for the website because the website had been set up before the funding was available. He had spoken to ERNLLCA who suggested writing to Andrew Percy MP.

39/16 FINANCE REPORT

- i) The Annual Governance Statement 2015/2016 was discussed and approved by the members of Roxby-cum-Risby Parish Council and signed by the Chairman.
- ii) The internal auditor's report had been received and discussed. The internal auditor carried out an inspection of the annual year end accounts on 9 May 2016. which he approved and signed off. There were a few recommendations which needed to be addressed. These would be dealt with by TJ, CH and the clerk would look at these.
- iii) The clerk presented the Accounting Statements 2015/2016 for Roxby PC. These were approved by the members of Roxby Parish Council and signed by the Chairman.
- iv) At this point the clerk was asked to leave the meeting.
When she re-joined the meeting TJ informed her that after discussion councillors had agreed her hours would be increased from 10 to 13 hours per month and she would receive a new contract to reflect the changes. TJ asked the clerk to record her hours over the coming year to see if they were in line with the increase.

40/16 PARKING ON GRASS VERGES

Unfortunately, the resident who had been parking on the grass verge outside his house has been parking on the grass verge again.

Mrs Collingwood, a resident had written to our MP Andrew Percy about parking on ornamental grass verges

Cllr Glover reported that NLC were considering a new policy which would give more power to Civil Parking Wardens. If approved, it would enable them to enforce parking restrictions on grass verges. It would be going to consultation in the next few weeks.

41/16 DOGFOULING

MP asked whose responsibility was it to empty the dog bins. Cllr IG said it was NLC's responsibility. The clerk would write to Mark Thornborough to check when and how often they are emptied. MP had seen someone emptying carrier bags full of dog waste into the bins causing them to be full.

NOTE: JC would also enquire what progress had been made with the supply of the extra general litter bin to be sited near the churchyard.

42/16 VILLAGE IMAGE

- i) Best Kept Village competition. It was decided not to enter this year but would consider entering next year.
- ii) TJ was pleased to announce a gardener had been found. His neighbour had recently retired and she was happy to do the gardening.
- iii) Still deciding on planters and applying for the community grant
- iv) PF suggested writing to Mr Elwes about the old carpenter's shop because it was becoming increasingly dangerous. It was suggested it would be better writing to Richard Corbett at Balfours.

43/16 LANDFILL SITE

The new permissive footpath should be open by end of August. It would start near Alps College and finish in Normanby. The top part would be finished when the crops had been harvested.

The NLC contract has been extended to end of August. There was no further news about using it as a transfer station but there was an application for the waste to come in by rail instead of road, equivalent to 40 lorry loads per week. There were no bad smells at this time.

The next landfill site meeting was planned for 29 June 2016. TJ would attend.

44/16 PLAYING FIELDS

- **ROXBY PLAY AREA**

- The duck had still not been fitted. CW said he would chase.
- There had not been any further vandalism but there had been litter left in the playing field. Kath cleans the park every Thursday.

45/16 PLANNING APPLICATIONS

- The clerk had sent an email dated 29 April 2016 to councillors asking if they had any objections to amendments to:

PA/2016/555 Planning Application at Land adjacent to 21 South Street, Roxby, DN15 0BP Planning permission to vary condition 2 of PA/2015/1135 dated 11/03/2016 for the addition of an external chimney stack and replace a window for a door in the utility room.

Councillors reported they had not received the email. The clerk would report the fault to the webmaster.

TJ reported that he had previously written to NLC planning department to oppose the development asking them to make a site visit but no-one came. Cllr IG stated that the majority of the planning committee had approved it.

- PA/2015/1462 Application to undertake a crown lift on a horse chestnut tree at The School house. The resident was in breach of the planning. He should have informed the planning department when it was to take place. The landscape company had been reprimanded but it had been decided not to take any action against the property owner.

46/16 CORRESPONDENCE

- It was decided to renew the ERNLLCA membership for another year as it was a valuable resource for advice and information

47/16 REPORTS

- Clerk**
Nothing to report
- Parish Councillors**
Bus shelter roof – CW had purchased the replacement roof tiles and would make arrangements to fit them.
- North Lincolnshire Parish Councillors**
 - Cllr IG reported that the broken glass panel from the glass bus shelter had been removed and a new panel had been ordered.
 - Discussion took place about the fencing on the corner of A1077. Councillors felt it was a dangerous corner because of visibility issues. TJ had written to MT, who responded that it was the responsibility of the traffic department and therefore it was their decision whether it should remain or be taken down.

- c. Cllr IG said he had received a letter from Mr Ashton, a resident in Dragonby, who had highlighted problems with the footpath near the bus stop and the street lighting. IG said that plans were being drawn up to deal with all the issues. TJ had also written to HMC about having a defibrillator for Dragonby. Cllr IG would chase this.
- d. North Lincs Council had adopted the document for devolution which would be submitted in September. All ten authorities in Lincolnshire will be together. This means there will be an elected Mayor. Elections would be held next year.

48/16 FINANCE – PAYMENTS

The following cheques were signed for payment at this month's meeting. Finance report attached.

Cheque No.		£	
101114	Brian Brooks	96.00	Internal Audit
101115	ERNLLCA	274.52	Membership 2016-17
101116	Barton Mowing	252.00	March grass cutting
101117	VANL	19.00	Payroll Jan – Mar & year end
101118	VANL	10.00	Membership 2016-17
101119	HMRC	38.40	Employee tax Mar & Apr 2016
101120	Mrs J Curtis	155.34	Salary Mar & Apr 2016
101120	Mrs J Curtis	27.14	Expenses – tel, stationery, mileage
101121	Barton Mowing	168.00	Grass cutting April 2016
101122	Cancelled		
101123	Aon UK Ltd	280.14	Annual Insurance renewal 1 June 2016

Proposed: C Webster

Seconded: P Farmery

TJ said he thought it might be a good idea to just keep the Precept monies in the Community Account for paying bills and move the remainder into to the Business Account.

48/16 ITEMS FOR INCLUSION ON NEXT AGENDA

- i) Dog fouling
- ii) Transparency Code
- iii) Village Image
- iv) Landfill site
- v) Playing Field
- vi) Planning Applications

MEETING CLOSED 8.39 pm

Date of next meeting Wednesday 13 July 2016 at 7.15 pm.