

ROXBY CUM RISBY PARISH COUNCIL

**DRAFT MINUTES OF PARISH COUNCIL MEETING HELD ON
13 JULY 2016 AT 7.15 PM IN THE METHODIST SCHOOLROOM**

PRESENT

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

Also in attendance:

Ward Councillor I Glover,
Parish Clerk J Curtis

49/16 APOLOGIES

H Mumby-Croft, P Farmery

50/16 DECLARATION OF INTEREST

No interest declared.

51/16 TO RESOLVE MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 11 May 2016 were accepted as a true record and signed by the Chairman.

Proposed: C Webster

Seconded: S Smaza

52/16 MATTERS ARISING NOT COVERED BY AGENDA

No matters arising

53/16 TRANSPARENCY CODE

As suggested by ERNLLCA and others, the Chairman had written to Andrew Percy MP regarding government funding to develop the Roxby PC website and had received a response from Marcus Jones MP, which TJ read to councillors.

In effect because the Parish Council had set up the website before 1 April 2015 it could not apply for setting up costs retrospectively but was entitled to apply for staffing costs. Unfortunately, there were no funds available. Going forward Roxby PC was entitled to funding for everything but set up costs. ERNLLCA had advised that the clerk should not be using her personal laptop to carry out council work. The Chairman had therefore applied for funding to purchase a laptop, printer and associated software and reimbursement for 3 hours of her time for this year and next year. Reference item 38/16.

In line with the Transparency Code the following Financial documents were now on the Roxby PC website:

- Annual return 2015
- Internal audit report for the year ended 31 March 2016
- Budget for Precept 2016-2017

54/16 INTERNAL AUDIT

Further to recommendations in the internal audit report the following documents had been reviewed:

- a) revised Standing Orders
- b) new Financial Regulations
- c) new Financial Risk Assessment.

All Councillors had received copies and confirmed they had read them and were happy to approve them.

Proposed: C Hodge

Seconded: C Webster

55/16 PARKING ON GRASS VERGES

The clerk had obtained enough Parking on Highways leaflets to distribute to households in Roxby. Councillors TJ, RL, CW and MP would deliver them.

Discussions took place about the parking penalty signs on North Street, which had been there since Glanford Borough Council days. There were discrepancies on amounts - some displayed £20 fines and some £75 fines. The clerk would enquire about getting these updated.

56/16 DOGFOULING

TJ reported that the culprit close to his home was a cat.

The clerk had written to Mark Thornborough who had responded that the delay emptying the dog bins was due to staff shortages however the bins were due to be emptied 8 July 2016. Some residents were using the bins to dispose of their own pet's waste which consequently was causing the bins to fill up quickly.

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

57/16 VILLAGE IMAGE

- i) The clerk had requested a brochure from Plantscape, the company Winterton PC used to purchase planters. TJ and CH would have a look for suitable planters.
- ii) 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.

Action: The clerk would write to him

- iii) Bus shelter roof – CW had purchased the replacement roof tiles and D Farmery had now fixed the roof. TJ has also asked him to have a look at the noticeboard on North Street. It needed varnishing and modifying inside as it was difficult to get drawing pins in.

58/16 LANDFILL SITE

- TJ said that it had been very smelly today (13 July).
- TJ had attended the Liaison meeting on 29 June
- There had been 5 complaints about bad smells, which had been investigated.
- The new permissive footpath would be open by end of August and new signs had been ordered.
- The NLC contract has been extended to end of August.
- The contract for transporting waste to the landfill site by rail instead of road and not been signed yet.

59/16 PLAYING FIELDS

- **ROXBY PLAY AREA**
 - i) No actions

60/16 PLANNING APPLICATIONS

- i) PA/2016/977 Proposal: Application to undertake pruning works on a weeping ash identified as T10 in and subject to Tree Preservation (Roxby) Order 1975
Site Location: The Old Vicarage, 27 South Street, Roxby, DN15 0BP

No objection

61/16 CORRESPONDENCE

- i) Letter from NALC re Fly a Flag for the Commonwealth 13 March next year – there is no flagpole in the village to be able to participate.
- ii) Email from Cllr J Briggs re Community Champions Awards 2016 on 24 November 2016 at the Baths Hall and whether there was anyone in the village who should be nominated for doing good works or overcoming difficult circumstances.
- iii) Email communication from BBC programme Shop Well for Less enquiring if there was anyone in the village who would be interested participating in the programme.
- iv) Email received from ERNLLCA announcing their AGM on 15 September 2016 venue to be confirmed.

62/16 REPORTS

- i) **Clerk**
Nothing to report
- ii) **Parish Councillors**
 - a. MP asked we had any paint to freshen up the park. He volunteered to do some painting. Stefan offered to donate some blue plasticoat spray.
 - b. RL had received a complaint about speeding along Brackenholmes Lane. It appears to be a regular occurrence.
Action: JC was asked to write to Mark Thornborough to see if the speed limit sign could be moved nearer to the village sign.
 - c. JC to write to Mark Thornborough to report a pot hole at the corner of South Street and Brackenholmes Lane. Also the ditch at the bottom of North Street at the turning for Winterton was blocked and floods after heavy rain.
- iii) **North Lincolnshire Parish Councillors**
 - a. Cllr IG mentioned that the Council had to become more entrepreneurial due to the grants scheme ceasing by 2020. A company had already been set up to produce school meals using an existing canteen in Broughton. It was sending out meals to schools as far away as East Riding. This scheme had proved successful as it was already turning over a profit. Other initiatives would include housing.
 - b. The Greater Lincolnshire Authority will be going ahead and it was intended to elect a Mayor in 2017. The funding had been provided. It was agreed this was the way forward devolving powers from Whitehall.
 - c. Cllr IG confirmed that a request has been made for a defibrillator for Dragonby.

63/16 FINANCE REPORT

- i) In line with the new finance regulations all future Finance reports would include actual spend against budget.
- ii) It was proposed to transfer £6000 to the Business Money Manager account.
- iii) A resolution would need to be passed to earmark funds in the Business Money Manager account for the possible purchase of the Methodist Church Hall.
Action: To be placed as an agenda item at the next meeting

PAYMENTS

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

Cheque No.		£	
101124	VANL	15.00	Payroll April - June
101125	Barton Mowing	168.00	Grass cutting May 2016
101126	Roxby Methodist Church	72.00	Room Hire
101127	Kyanite Consulting	48.00	update history section on website
101128	HMRC	19.40	Employee tax May 2016
101129	HMRC	28.00	Employee tax June 2016
101130	Mrs J Curtis	189.64	Salary May and June 2016
101130	Mrs J Curtis	33.63	Expenses – telephone, stationery
101131	D Farmery	82.55	materials for repairing the bus shelter
101132	Barton Mowing	168.00	June grass cutting

Proposed: C Hodge

Seconded: S Smaza

64/16 ITEMS FOR INCLUSION ON NEXT AGENDA

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

MEETING CLOSED 8.10 pm

Date of next meeting Wednesday 14 September 2016 at 7.15 pm.