

## ROXBY CUM RISBY PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13 MARCH 2019 AT 7.15 PM IN THE METHODIST SCHOOLROOM

#### 22/19 PRESENT

Parish Councillors: T Jackson (Chairman), C Hodge (Vice-Chair), S Smaza, C Webster, P Farmery, R Lockwood,  
Clerk: J Curtis

Ward Councillors: H Mumby-Croft, I Glover

Two residents of Dragonby village were in attendance

#### 23/19 PRESENTATION ON NEIGHBOURHOOD PLANNING – GUEST SPEAKER DAVE LOFTS, SENIOR PLANNING SPECIALIST, NORTH Lincs COUNCIL

DL explained what Neighbourhood Planning was and how it enabled communities to come together to shape the growth of their local area and create development that was in line with local needs. It was an optional process, not compulsory and prepared in partnership with the local planning authority. Afterwards there was a brief Q&A session.

Councillors thanked DL for attending the meeting and asked if he would send the presentation slides to the clerk.

Action: to be put on the agenda for discussion at the next meeting.

#### 24/19 APOLOGIES

None

#### 25/19 DECLARATION OF INTEREST

TJ, CH and SS declared interest in Item 6 Acquisition of the Methodist Chapel.

#### 26/19 TO RESOLVE MINUTES OF THE LAST MEETING

RESOLVED: The minutes of the meeting held 9 January 2019 were accepted as a true record and signed by the Chairman.

Proposed: P Farmery

Seconded: C Webster

#### 27/19 MATTERS ARISING NOT COVERED BY THE AGENDA

None

#### 28/19 VILLAGE HALL

- i) Update on acquisition of Roxby Methodist Chapel:
  - a) The Chairman was delighted to report that IG and HMC had been able to acquire extra funding to cover the cost of purchasing the Chapel.
  - b) The charity commission had requested alteration to some documents. TJ, SS and CH to meet after this council meeting to approve the alteration. Julie Reed had emailed to say that it was taking longer than anticipated to get through the verification process so completion may not happen until May 2019.
  - c) As this would be after the elections TJ asked if the new council could cancel the purchase. It was discussed and agreed that technically it could, however the funding was in the budget. HMC and IG would speak to JR about possibly releasing the monies before May.
  - d) TJ had been informed of a covenant dating back to the 1800s with the Elwes Estate that the building could only be used for religious purposes. He would speak to the Methodist minister for clarification.

**RESOLUTION:** Councillors to agree to pay the £10,000 allocated by Roxby Parish Council towards the purchase of Roxby Methodist Chapel into the Roxby Community Centre account.

- TJ, CH, SS as trustees of the Roxby Community Centre have declared interests in this item and therefore unable the vote.
- All other councillors voted unanimously to transfer the sum of £10,000 into the Roxby Community Centre account.

Proposed: P Farmery

Seconded: C Webster

**RESOLVED**

Once the building had been purchased the Trust would apply for grant funding to help with various aspects of setting up the village hall.

### **29/19 DATA PROTECTION**

- (i) The clerk had developed two consent forms to be used by i) councillors and ii) the public, which requested permission for the Parish Council to contact the recipient and hold information about them. It was decided to defer the completion of the councillor form until after the elections. The May meeting was the first meeting of the new Parish Council.

Action: Item for May agenda

- (ii) Risk Assessments: The risk assessments for the bus shelter, play area and clock winding had been distributed and were now in use.

### **30/19 WEBSITE**

The chairman confirmed that the details for Fred Barnes who had served in the army during World War 2 had been added to the website and a bill for £10 plus VAT had been received from Kyanite Consulting for adding an extra page.

Discussion took place about adding an extra page for news items and a gallery page for photos to the website. It was decided to defer this idea until after the village hall had been set up and its website or page had been developed. It would then be discussed about linking the two together. Deferred until a later date.

### **31/19 COMMUNITY EMERGENCY PLANNING**

The Chairman had developed a Community Emergency Plan which he had emailed to the Parish Councillors and Ward Councillors for consideration. After discussion the Parish Council decided to adopt the Community Emergency Plan.

**RESOLUTION:** to adopt as the Community Emergency Plan for Roxby Parish Council.

Proposed: S Smaza

Seconded: C Hodges

**RESOLVED**

### **32/19 PARKING ON GRASS VERGES**

At the moment the problem of parking on grass verges had stopped. Cars were being parked on the road opposite people's drives which was causing them difficulty getting out. The situation would be monitored.

### **33/19 DOGFOULING**

The problem was getting much worse. Dog owners were putting the waste into plastic bags but leaving them on the ground under the bin. There were increased numbers of dog owners coming across the Trods from Winterton to walk around the village and then back across the Trods. Unfortunately, it was difficult to catch someone and prosecute.

HMC said that if the mess was difficult to clean up, they could contact Mark Thornborough and he would send someone to clean it up and disinfect the area.

### 34/19 VILLAGE IMAGE

- i) Newsletter Issue 2: CW would deliver the Newsletter with the Out and About magazine in Roxby. The Dragonby resident offered to deliver the Newsletter to residents in Dragonby. RL would deliver the Newsletter in Risby.

### 35/19 LANDFILL SITE

The next meeting would be 24 April. Very few minor smells had been reported to the Environment Agency.

### 36/19 PLAYING FIELD

The chairman reported that the duck had been removed from his garden. It was now with A Spencer awaiting repair and refitting in the playing field. K Barley had reported a broken branch hanging off a tree. RL would attend to it.

A playground inspection was due. The clerk would contact N Lincs Council to organise.

### 37/19 PLANNING APPLICATIONS

- i) PA/2018/2263 Planning Application at Hatikvah House, North Street, Roxby to replace perimeter hedge with new brick wall and pillars.  
The following objection from RPC had been put on the NLC planning website. - *The height of the front wall is out of keeping with the visual amenity of North St. Recommend that maximum heights should be 1.80m.*  
Awaiting a response. NOT YET DETERMINED
  
- ii) PA/2018/2305 Planning Application at fields and spare land at end of Old Hall Lane, Roxby  
Outline planning permission to construct 10 dwellings and associated roads and drainage works with all matters reserved for subsequent approval  
Awaiting a response. NOT YET DETERMINED

### 38/19 CORRESPONDENCE

- i) The clerk read out a letter from N Lincs inviting councillors to the annual workers' Memorial Day service on 29 April.
- ii) The clerk had emailed details of the Great British Spring Clean, which was starting on 22 March until 23 April, to all Councillors. PF and CW were involved. CW was doing litter picks on the A1077. CH did litter picking on a regular basis when walking the dogs. PF, CH and SS were trying to set up a group to litter pick. SS thought it would be a good idea to make it a social event and have tea and cakes after the litter pick. HMC said N Lincs Council would supply all the equipment required if the Parish Council got in touch.
- iii) Email received about Effective Trustee training session. TJ had forwarded it on to the Trustees of the future village hall
- iv) ERNLLCA had sent out a notification that it was no longer a requirement for candidates standing as councillors to publish their home addresses on ballot papers during the election process. It was also a duty of officials to make sure home addresses were not disclosed.

### 39/19 REPORTS

- i) **Clerk:** no report
  
- ii) **Parish Councillors**
  - The next NATS meeting was scheduled for 23 March 2019
  - Repairs to the bus shelter had been done.

- There were still some lights to be replaced in the village.
- There had been reports of motorists speeding through the village. TJ informed councillors that the Highways department would shortly be looking at none A or B roads with respect to speed limits
- CW reported that he had some Trade Zone leaflets to distribute to residents about making Roxby a Trade Zone with the intention of stopping cold callers. He was waiting to receive some leaflets about scams from the police to distribute at the same time. CW proposed having Trade Zone signs erected at the entrances to the village.  
A vote was taken and councillors voted against the proposal.

iii) **Ward Councillors:**

Cllr I Glover suggested Councillors had a look at Appleby's Neighbourhood Plan for reference. The Chairman said Councillors had already seen it. The Item would be added to the May Agenda for discussion.

**40/19 FINANCE REPORT**

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

**ACCOUNT BALANCES AS AT 28 FEBRUARY 2019**

**Community Account**

Balance as at 28 February 2019: £2806.78

**Business Money Manager (Village Hall Fund)**

Balance as at 28 February 2019: £14023.30

Total balances as at 28 February 2019 £16830.08

**PAYMENTS**

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

<b>Cheque No.</b>		<b>£</b>	
101246	D Farmery	10.81	Repairs to bus shelter
101247.	Kyanite Consulting	12.00	Web design – new page added
101248.	Mrs J Curtis	244.76	Salary Jan and Feb 2019 Mrs J Curtis
101248.	Mrs J Curtis	65.00	Expenses Jan and Feb telephone and printing
101249.	HMRC	24.20	Employee tax January 2019
101250.	HMRC	24.20	Employee tax February 2019
101251.	Roxby Community Centre	10000.00	Purchase of Roxby Methodist Church
101252.	K Barley	131.00	Honorarium play area supervisor
101253.	S Hind	148.00	Honorarium clock winder
101254.	L Webster	140.00	Honorarium bus shelter cleaner
101255.	Roxby Methodist Church	84.00	Room hire 2018-2019

**Proposed: P Farmery**

**Seconded: C Hodge**

- ii) Appointment of Internal auditor – Brian Brooks had been booked to carry out the audit on 29 April 2019.

**Proposed: C Webster**

**Seconded: C Hodge**

**41/19 ELECTIONS FOR NEW PARISH COUNCIL**

The elections would be taking place on 2 May 2019. TJ and CH would not be standing for election this time. They had both become trustees of the new village community centre. Due to the amount of work involved, they both felt they could not commit enough time to being councillors as well. TJ reminded councillors that they would need to return their nomination forms to N Lincs Council before 3 April 2019.

**42/19 ITEMS FOR INCLUSION ON THE MAY ANNUAL PARISH COUNCIL MEETING AGENDA**

- i) Neighbourhood Plan
- ii) Update on acquisition of Village Hall
- iii) Data Protection – councillor consent forms
- iv) Parking on grass verges
- v) Dog fouling
- vi) Landfill site
- vii) Playing field
- viii) Planning applications
- ix) Finance report

**MEETING CLOSED 8.30 pm**

The date of the annual parish meeting would be Wednesday, 24 April 2019 at 7.15 pm.  
Date of the annual parish council meeting would be Wednesday 8 May 2019 at 7.15 pm.