

ROXBY CUM RISBY PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON
23 SEPTEMBER 2020 AT 7.15 PM IN THE METHODIST SCHOOLROOM**

56/20 PRESENT

Parish Councillors: S Smaza (Chairman), C Webster, Vice-Chairman, P Dodds, M Earp, R Lockwood,
Parish Clerk: J Curtis

57/20 APOLOGIES

Parish Councillors M Verran, P Farmery and Ward Councillor R Waltham
Due to the Government's COVID-19 policy limiting the number of people allowed to meet to 6 maximum, Councillors P Farmery and R Waltham volunteered not to attend this meeting.

58/20 APPOINTMENT OF VICE-CHAIRMAN

Councillors P Farmery and C Webster were happy to continue sharing the duties of Vice-Chairman.
Proposed by SS and seconded PD. All councillors agreed. The Declaration of Acceptance of Office would be emailed to both councillors for signature.

59/20 DECLARATION OF INTEREST

CW – Expenses to be paid for materials for bus shelter
S Smaza – village hall trustee

60/20 TO RESOLVE MINUTES OF THE LAST MEETING

RESOLVED: The minutes of the meeting held 29 July 2020 were accepted as a true record and signed by the Chairman.

Proposed: R Lockwood

Seconded: C Webster

61/20 MATTERS ARISING NOT COVERED BY THE AGENDA

The Remembrance Day service was due to take place 8 November this year. CW had spoken to G Leitch about the service. It would follow the same format as the 2019 service with the laying of a wreath and 11 crosses placed at the war memorial. CW asked members for approval to purchase a wreath, cost £30. All agreed.

Due to the Covid-19 situation, it was discussed whether to do a door to door collection this year. SS offered to knock on doors with CW. They would wear masks and gloves and do the collection together. Roxby had a Facebook page and a notice about the collection would be put on there. CW would pass SS's contact details to GL.

62/20 PARKING ON GRASS VERGES/PAVEMENTS

There had been a number of incidents of parking on pavements especially on the top of North Street. The problem was exacerbated by farm vehicles using the road. SS had spoken to a few people about it. It was a real problem for walkers trying to get past.

63/20 DOGFOULING

Roxby: Someone was driving into the village and disposing of carrier bags full of dog waste in the dog bins. A lot of non-residents were parking up and walking their dogs round the village.

Dragonby: PD asked if the dog waste bin could be moved to the top of the village where the houses stopped because dog walkers were bagging up their dog waste and then leaving it on the ground.

Action: The clerk would write to NLC.

Signed Date
Chairman

64/20 VILLAGE IMAGE

Noticeboards: ME offered to varnish the noticeboard at the church. He was asked if he would look after both noticeboards in Roxby and he agreed.

Bus shelter: CW and RL had repaired the front of the frame where it was damaged. SS thanked them for doing a good job.

SS asked if there was any news about the litter bin being put back. CW would chase.

65/20 LANDFILL SITE

There had been few incidences of smells.

66/20 PLAYING FIELD

The annual playground inspection report had been received. The only issue was the goal post which wasn't very strong. It may well have to be replaced in the future.

It was suggested some of the councillors would go to the playground at the weekend to do tidying up and repairs.

There had been an incident of broken glass being left in the playground. The big pieces had been picked up and it had been reported on the Roxby Facebook site.

The Parish Council were considering developing a Facebook page in the future.

67/20 PLANNING APPLICATIONS

All planning applications received had been emailed to councillors for comments, which had been submitted to the planning department.

- PA/2020/1228: to erect boundary wall at Hatikvah House, North St, Roxby, DN15 0BL
NOT YET DETERMINED
- PA/2020/813: to remove condition 2 of 7/383/77 relating to the agricultural occupancy condition at The Post House, Risby Road, Low Risby, Roxby, DN15 0BX
FULL PLANNING WITH CONDITIONS
- PA/2020/1116: to erect single storey rear extension, 3 North Street, Roxby, DN15 0BL
NOT YET DETERMINED

68/20 ROADS

Risby Warren – the gate had been repaired

The puddle outside the church on North Street was still there. It has been reported several times to Mark Thornborough.

69/20 LAND AND TREE OUTSIDE THE METHODIST CHAPEL

Item to remain on agenda until the sale of the chapel had been completed, at which point who actually owned the land would be revealed.

70/20 WEBSITE

The clerk updated the website regularly. She had used Google analytics to investigate how many hits the site had received. There had been no recorded hits. The chairman and clerk would look into how to set up a Facebook page for Roxby Parish Council.

71/20 CORRESPONDENCE

North Lincs Council had sent a poster looking for Foster carers. It would be placed on the PC's noticeboard.

The clerk had forwarded all other correspondence

Signed Date

Chairman

72/20 FLOODING IN ROXBY UPDATE

- Next flooding meeting was scheduled as a Teams meeting for Tuesday 29 September at 4.30pm (invitations sent to the Chair of the parish council, Richard Clayton and Billy Green, North Lincs Council).
- CW reported 12 October jetting of culvert would commence. It had been looked at with a camera which showed it had collapsed. Work to continue to try and resolve the problems.
- Flooding at Cringlebeck was a major job, both the dyke and road required work.

73/20 REPORTS

i) **Clerk**
None

ii) **Parish Councillors**

- PD confirmed that Nisa would be sponsoring a seat for Dragonby village and the monies would be paid into the Parish Council's bank account in October. He would research types of bench. The clerk said it would be nice to have a plaque on the seat.
- CW reported that the give-way sign on the A1077 had been knocked down in August. He had asked for a temporary sign to be erected until the permanent sign could be reinstated. CW had contacted RW and the permanent sign was now in place. However, on the opposite side of the road the light on the weight restriction sign wasn't working.
- SS had contacted ERNLLCA to ask if he could continue as the Chairman of Roxby-cum-Risby Parish Council due to his forthcoming move out of the parish. There was no ruling to say he couldn't continue as Chairman. He confirmed he was happy to carry on for the foreseeable future.
- The rule of 6 maximum at a meeting was discussed. It was decided that the Chairman, one Vice-Chairman and the clerk should be at every meeting plus the councillor who dropped out of the previous meeting. Volunteers would be sought or names drawn from a hat, whichever option was appropriate.

iii) **Ward Councillor – R Waltham**

RW had sent his report to the Chairman and Clerk via email and the Chairman read it out, as follows:

Next Neighbourhood Action Team: was in the process of being arranged for either 12, 13 or 14 October at 5pm (whichever the Police could attend – not confirmed yet), would update asap.

Next flooding meeting scheduled for: Tuesday 29 September at 4.30pm (invitation sent to the Chair of the parish council, R Clayton and B Green)

Playground: Nicholas from RW's office would be in touch to set up a site meeting with Julie Reed from Andrew Percy's MP office and the PC to look at options and funding.

Coningsby quarry: Nothing to report at this time. On the issue of warding, RW believed it may be split between Burton, Winterton and Crosby ward.

Speedway noise: Urged residents to contact the council on 01724 297000 with any reports or concerns.

Obscured view at Dragonby junction: RW had asked for this area to be cut. PD reported it had already been done.

74/20 FINANCE REPORT

- The Certificate of Exemption for 2019/2020 had been emailed to the external auditor. Put accounting statements on website, notice of public rights. Asked SS to put it on the noticeboards.
- The clerk tabled the annual Finance Risk assessment and talked through the risks and existing controls. The chairman signed and dated the risk assessment.

Signed Date
Chairman

- iii) To receive updates regarding finance and agree payments.

ACCOUNT BALANCES AS AT 31 AUGUST 2020

Community Account

Balance as at 31 August 2020: £9358.12

Business Money Manager

Balance as at 31 August 2020: 4040.51

Total balances as at 31 August 2020 £13398.63

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

Community Account

Opening balance 1 July 2020 £10391.78

Add receipts: £0.00

Less payments by cheque: -£978.66

Less payments by direct debit -£55.00

Closing balance as at 31 August 2020 £9358.12

Business Money Manager

Opening balance 1 July 2020 £4040.51

Add receipts: £0.00

Closing balance as at 31 August 2020 £4040.51

PAYMENTS

The following cheques were approved and signed for payment.

Cheque No.	£	
101323	J Curtis	48.00 Extra Working from home allowance backdated to 1 April 20
101324	Barton Mowing	270.00 July grass cuts – invoice 3156
101325	Glendale	486.00 grass cutting verges and PROW June 2020 invoice 2476
101326	Glendale	108.00 grass cutting July invoice 2549
101327	Glendale	216.00 grass cutting August invoice 2619
101328	Barton Mowing	180.00 August grass cuts invoice 3223
101329	HMRC	31.00 Employee income tax May 2020
101330	HMRC	31.00 Employee income tax June 2020
101331	HMRC	31.00 Employee income tax July 2020
101332	HMRC	31.00 Employee income tax August 2020
101333	Mrs J Curtis	247.66 Clerk's Net Salary July and August 2020
101334	Mrs J Curtis	113.06 WFH and Expenses July and August 2020
101335	C Webster	57.00 Materials purchased to repair bus shelter on A1077
101336	Kyanite Cons	24.00 Website August Biffa update
101337	C Webster	24.00 Paint, brackets and screws
101338	North Lincs Ccl	102.00 Playground inspection

Approved: RL Seconded: SS

- i) Review Clerk's salary – The clerk's pay award for the 2020/2021 tax year was approved and backdated to 1 April 2020.

Approved: SS Seconded: RL

Signed Date

Chairman

76/20 REVIEW POLICIES

The Parish Council's existing financial regulations were based on NALC's 2016 model. NALC had issued a new model set of financial regulations in 2019. The clerk had reviewed the existing Financial Regulations and met with the Chairman and Vice-Chairs to report and discuss the changes. The updated Financial Regulations had been emailed to councillors for consideration.

RESOLUTION: to adopt the new Financial Regulations

Approved by all councillors.

77/20 ITEMS FOR INCLUSION ON THE NOVEMBER PARISH COUNCIL MEETING AGENDA

- i) Dog fouling
- ii) Village image:
 - i. Roxby
 - ii. Dragonby
- iii) Media: Website/Facebook
- iv) Landfill site
- v) Playing field
- vi) Planning applications
- vii) Roads
- viii) Finance report

MEETING CLOSED 8.27 pm

Date of the next parish council meeting Wednesday 11 November 2020 at 7.15 pm

Signed Date
Chairman