

**ROXBY-CUM-RISBY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.15 PM
ON WEDNESDAY 12 JULY 2023 IN THE METHODIST CHAPEL SCHOOLROOM**

PRESENT: Cllr P Farmery; Cllr M Earp; Cllr R Lockwood; Cllr M Verran; Cllr C Webster
Ward Councillor: Cllr R Ogg
Clerk: J Curtis

M Elwes attended to be co-opted onto the parish council
S Smaza the previous Chair had been invited to the meeting

Public Participation

Two other members of the public attended. A resident of Roxby queried whether work carried out at 31 North Street, Roxby was permitted under the conditions of Planning Application PA/2020/1946. A tarmac driveway had been laid and consequently the grass verge had been damaged. Cllr Ogg said an offence to cut up a grass verge to lay tarmac. The resident asked if it was a planning or highways issue. Cllr Ogg had dealt with Planning Enforcement, who determined it was a Highways issue. Cllr Ogg was awaiting a response from Highways at North Lincs Council. There had also been a lamp post moved a few feet to lay the driveway, which was now in a bad position for passing tractors. Cllr Ogg would speak to Highways again and report back to the resident. The resident was concerned about preserving the look of the village and felt that there should be some safeguards in place so that this would not happen again.

A resident of Dragonby thanked Cllr Webster and his wife for attending to the noticeboard, the planter and Cllr Lockwood for cutting the grass in Dragonby. She asked if the agenda and minutes could be put on the noticeboard. Arrangements had been put in place for the agenda to be placed on the noticeboard prior to each meeting. Unfortunately, the noticeboard was not big enough to display a full set of minutes. Cllr Farmery asked the resident if she would report any future matters either to herself or the clerk which could then be actioned.

Cllr Farmery presented Stefan Smaza with a gift and card. Cllr Webster had organised a collection on behalf of the members to thank him for his many years as a councillor, as well as chairman for the last 4 years, of Roxby cum Risby PC. Stefan thanked members and said he would keep in touch.

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| 2023/64 | Co-option to Vacancy of Office for Parish Councillor
Max Elwes was welcomed onto the parish council and he signed the Declaration of Acceptance of Office. |
| 2023/65 | Apologies for absence
Cllr E Marper |
| 2023/66 | Declarations of interest
a) To record declarations of interest by any member of the council in respect of the items listed below. Members declaring interests should identify the item and type of interest being declared.

Cllr Elwes in relation to PA/2022/1829 – Planning permission to convert existing farm buildings into seven dwellings. Family connection
b) To note dispensations given to any member of the council in respect of the agenda items listed below. |
| 2023/67 | To receive the minutes of the meeting held on 24 May 2023 for approval
Proposed: Cllr Verran Seconded: Cllr Webster |
| 2023/68 | Matters arising from the minutes not covered by Agenda
None |

2023/69

Ward Councillors reports

Cllr Ogg reported that:

- There had been a request for the white line at the at the junction of Risby Road to be redressed,
- A complaint had been received about the bus stop at Dragonby,
- PA/2022/1829 – Planning permission to convert existing farm buildings into seven dwellings had been approved with conditions. Cllr Farmery had attended the planning meeting. She pointed out that no mention was made of the parish council's concerns, which had been submitted on the planning portal. Access to the site is on a narrow bend and exiting onto North Street would be hazardous due to the restricted view and 60 mph speed limit.
- An application for a solar farm on Holmes Lane Winterton was discussed with the inspector at the UTC.
- There would be several road closures in July in Winterton to undertake resurfacing.

2023/70

Finance reports

i) To receive updates regarding finance and approve payments

PAYMENTS

APRIL

		£	
24/04/2023	R Cowling	Invoice 1315 grass cutting	222.00
27/04/2023	HMRC	income tax February	43.00
27/04/2023	HMRC	income tax January	43.20
27/04/2023	C Webster	expenses	<u>53.76</u>
			361.96

MAY

04/05/2023	HMRC	Income tax March	43.00
04/05/2023	HMRC	Income tax April	43.00
04/05/2023	BHIB	Invoice LCO00418	291.51
04/05/2023	ERNLLCA	Invoice 1094	339.06
04/05/2023	J Curtis	salary and expenses March/April	370.00
10/05/2023	R Cowling	Invoice 1338 grass cutting	222.00
18/05/2023	Barton Mowing	Invoice 4845 grass cutting	236.40
26/05/2023	C Webster	bus shelter cleaning annual payment 2022-23	140.00
26/05/2023	Simon Hind	clock winder annual payment for 2022-23	<u>148.00</u>
			1833.37

JUNE

12/06/2023	R Cowling	Invoice 1356 grass cutting/weed spraying	474.00
27/06/2023	B Brooks	Invoice RcRPC 00523	225.00
27/06/2023	B Brooks	Invoice RcRPC 00523	225.00
27/06/2023	Kyanite Consulting	Invoice 7931 Biffa update	24.00
29/06/2023	Barton Mowing	Invoice 4914 grass cutting	<u>229.50</u>
			1177.50

RECEIPTS

APRIL TO JUNE

25/04/2023	NLC	Precept and grant	8076.00
27/06/2023	NLC	Grass cutting grant 1st Instalment	1415.00
28/06/2023	C Brooks	overpayment to internal auditor – refunded	<u>225.00</u>
			9716.00

The payments and receipts ledger reconciles with the bank statement as at 30 June 2023

2023/17

Signed Dated

FOR PAYMENT

Barton Mowing	Invoice 4979 June monthly maintenance	229.50
Rick's Grass & Tree Care	Invoice 1380 grass cutting 7 July	222.00

Invoices approved for payment

VIRGIN MONEY CLUB & SOCIETIES CURRENT ACCOUNT

	Opening balance at 1 April 2023	10323.70
<u>Add receipts</u>	N Lincs Council Precept and grant	8076.00
	N Lincs Council grass cutting grant 1 st payment	1415.00
	C Brooks overpayment for internal audit	<u>225.00</u>
		9716.00
<u>Less payments</u>		3372.83
	Closing balance as at 30 June 2023	<u>£16666.87</u>

- ii) Virgin bank – to consider amendments to the bank mandate
The bank mandate was amended to remove S Smaza as a signatory.

2023/71

Risk Assessments

- i) to review asset register and undertake a risk assessment
Following the recent internal audit, it was flagged that, in accordance with the standing orders, risk assessments would need to be carried out on items on the asset register: benches, bus shelter and play area, to check for any hazards to the public.
Cllr Lockwood had cut the grass around Jim's bench. The bench would need some attention Cllr Lockwood said he would paint the bench.
Action: It was agreed that councillors would share the work.
Cllr Earp would carry out the risk assessment on the play area. He had repaired a squeaky swing.
Cllr Webster would carry out the risk assessment on the bus shelter.
It was noted that the bin at the bus stop on the A1077 had still not been replaced. The clerk would report it on the NLC self-service portal.

2023/72

Update for the NLGEP group

- i) to consider nominations for another representative
Cllr Verran would continue to attend meetings. Cllr Elwes agreed to be the other representative for RcRPC.

2023/73

Landfill Site Update

- i) to consider whether to continue uploading the Residents Update to the website
It was decided to continue putting the updates on the website.
- ii) Cllr Webster reported a reduction in input. They could not give a guarantee that the site would be finished by 2026. May need to ask for an extension. The Environment Agency had downgraded the site to band d from c. There would be some deep hole drilling in August so there may be some smells. The next meeting would be in September.

- 2023/74 Dogfouling
There had been an increase in reported sightings on West Street, North Street and South Street. One resident was considering installing a camera to try and identify the dog owner. Cllr Ogg said it was an offence to walk a dog without carrying a bag. Someone had recently been fined £100 for not carrying a bag.
- 2023/75 Update on Solar2 Farm near Roxby
Nothing to report
- 2023/76 Village image:
i) Roxby
 - Cllr Farmery had attended to the planters and had some more plants for the planter at the village sign on North Street as soon as it had been moved to the opposite side of the road.
ii) Update on War Memorial clock
 - It was to be repaired the following day.
iii) Dragonby
 - Mrs L Webster had attended to the planter in Dragonby.
- 2023/77 Playing Field
i) Update on the refurbishment of play equipment
 - The grant application had been submitted to N Lincs Council and was awaiting a decision.
ii) Monkey challenge
 - The clerk had contacted another parish council, who had given very positive feedback of the equipment and the company, who had helped with a grant application to the National Lottery Fund.
All councillors were in favour of installing the equipment. The clerk would contact the company, Finding Fitness, to proceed with the grant application.
- 2023/78 Planning applications: Both planning applications had been discussed earlier in the meeting.

PA/2020/1946: Planning proposal for a single storey rear extension, two storey side extension and detached garage at the rear of the site.

PA/2022/1829: Planning permission to convert existing farm buildings into seven dwellings. Approved with conditions.
- 2023/79 Roads
 - The fingerpost and sign for Brackenholmes Lane were still missing at the junction on Risby Road. The clerk would report them again.
 - There had been several complaints on the Facebook community site about speeding cars on North Street. Cllr Webster asked if the parish council should contact Safer Neighbourhoods to ask about setting up a speed watch group. It was decided not to proceed at this stage.
 - Cllr Elwes commented about the number of potholes between the duck pond and corner. He asked if a mirror could be installed at the corner because it was a blind bend.
- 2023/80 Flytipping
The gamekeeper reported more flytipping on the causeway off Ermine Street. Cllr Webster would report it. The flytipping on Brackenholmes Lane was still there as it was difficult to remove. Paul Harling was looking into installing a camera at the corner.

2023/19

Signed Dated

- 2023/81 Updates on Flooding in Roxby
Nothing to report
- 2023/82 Clerk and Councillors Reports:
- i) Clerk
 - Nothing further
 - ii) Parish Councillors
 - Nothing further
- 2023/83 Items for inclusion on next meeting's agenda
- i) Ward councillor's report
 - ii) Finance report
 - iii) Planning applications
 - iv) Dog fouling
 - v) Village image:
 - i. Roxby
 - ii. Dragonby
 - vi) Playing field
 - vii) Roads
 - viii) Flytipping – installing cameras
 - ix) Correspondence
 - x) Flooding in Roxby
 - xi) Update for the NLGEP group
 - xii) Update on Landfill site
 - xiii) Reports: clerk, parish councillors

The Council will consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the following items to be discussed

- 2023/84 Staff Payments
- To authorise payment of Clerk's salary and expenses
 - Approved for payment