

## HAXEY PARISH COUNCIL

Unapproved Minutes from the meeting held on Tuesday 27<sup>th</sup> September 2011 at 7pm in the Hood Room of Haxey Memorial Hall.

Present: Cllrs. Allcock, Boor, Carlile, Cooke, Foreman, Harris, Knowles, Lange, Lindley, Maw, Morris (nee Bloomfield), Orton, Smedley, Whitehead.

Chairman: Cllr Knowles presided.

!85. **Public Participation**

No public present.

**Procedural**

!86. Apologies for absence received from Cllr Booth.

!87. The minutes of the Parish Council meeting held on Tuesday 30<sup>th</sup> August 2011 were agreed and approved as a true and correct record. **Proposed by Cllr Carlile, seconded by Cllr Morris.**

!88. Cllr Lindley declared a personal interest in agenda item 289 - 2011/1067.

Cllr Harris declared a personal interest in agenda item 289 - 2011/1067 & item 301.

Cllr Lange declared a personal interest in agenda item 289 - 2011/1067.

Cllr Smedley declared a personal interest in agenda item 308.

Cllr Allcock asked that the following is minuted "As a Councillor with NLC and Ward member I serve on the NLC Planning Committee and Licensing Committee, as such I cannot participate in any discussion on Planning or Licensing and cannot vote on them."

**Planning**

!89. To receive the decisions made by North Lincolnshire Council and to consider the following planning applications received from NLC any other planning applications received where comments have to be submitted before the next meeting.

The following decisions were received from NLC.

**2011/0806** - full planning permission granted to install 2 first floor gable end windows at Willow Tree Lodge, 49 Low Street, Haxey.

**2011/0821** - full planning permission granted to retain walls and gate posts on land north of Cherry Orchard Farm, Turbary Road, Haxey. Cllr Allcock informed the meeting that this application had been discussed at the last NLC Planning Committee meeting where it was thought the wall did not affect the strip farming and was therefore granted.

**2011/0876** - Certificate of Lawful use or Development has been granted for Sandhill Tindale, Bank Road, Westwoodside.

**2010/1070** - Appeal decision has been dismissed for a new Hippopottering Nursery site, land to the south east of Low Hall Road, East Lound.

The following applications received from NLC were discussed by the Parish Council.

**2011/1031** - Mr Walton, 41 Nethergate, Westwoodside - planning permission to raise the roof level to create additional bedrooms and a single storey extension, detached domestic garage and construct a new access. **Cllr Maw proposed to support the application, seconded by Cllr Foreman. 13 for, 1 abstention.**

**2011/1032** - Mr Walton, land adjacent to 41 Nethergate, Westwoodside - planning permission to erect a detached 5 bedroom house and detached domestic single garage. **Cllr Carlile proposed to support the application with the comments that NLC Highways need to be consulted with regard to the narrow road and access, seconded by Cllr Foreman. 13 for, 1 abstention.**

**2011/1053** - Mr E Garner, land rear of Poplar Farm, Station Road, Graizelound - planning permission to change the use of an open field into an 8 tent camp site. **It was proposed by Cllr Carlile, seconded by Cllr Boor to**

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**object to this application due to the proposed site being in open countryside and a site for caravan and tents being adjacent to the application. 11 for, 2 against & 1 abstention.**

**2011/1067** - Mr R Duke, Axholme House, 9 The Nooking, Haxey - planning permission to erect a single storey side extension and new roof on porch. **Cllr Boor proposed to support the application, seconded by Cllr Morris. 13 for, 1 abstention.**

**2011/1081** - Mr A O'Hara, 7 Westmoreland Close, Westwoodside - planning permission to erect a 2 storey extension to the front elevation. **Cllr Maw proposed to support the application, seconded by Cllr Orton. 13 for, 1 abstention.**

**2011/1096** - North Lincolnshire Homes, 1 and 11 Mowbray Close, Haxey - planning permission to install 2 dropped kerbs and two parking bays including redirection of pathway for disabled access at 1 Mowbray Close and install a dropped kerb for wheelchair access at 11 Mowbray Close. **Cllr Carlile proposed to support the application, seconded by Cllr Boor. 13 for, 1 abstention.**

**2011/1099** - Mr N Ball, site adjacent to 13 Greenhill Road, Haxey planning permission to erect 3 town houses. **It was proposed to support this application by Cllr Foreman, seconded by Cllr Smedley with the comments that NLC Highways are consulted with regard to the lack of turning space and the narrowness of Greenhill for car existing from these properties. Clerk to also state to NLC that this application falls in the scope for a S106. 10 for, 2 against & 2 abstentions.**

Cllr Allcock stated that S106 agreements are being looked into by NLC and how they are managed. Cllr Allcock to bring further information to the Parish Council when this is available.

**2011/1115** - Mr A Rehman, Nethergate, Westwoodside - planning permission to erect a detached dwelling and demolish existing sheds and out buildings. **Cllr Carlile proposed to support the application as long as it was within the boundary line, seconded by Cllr Maw. 9 for, 1 against & 4 abstentions.**

**2011/1144** - Mr & Mrs Palmer, Ferry Road House, Ferry Road, Graizelound - planning permission to erect a single storey extension and front boundary wall. **Cllr Carlile proposed to support the application with comments that Highways should be consulted, seconded by Cllr Maw. 13 for and 1 abstention.**

The Clerk has received a set of plans from Lincolnshire Co-op although this application has not yet officially been received from NLC. An application for a Premises Licence grant has also been received for the proposed Co-op on High Street - this will be an agenda item for the next meeting. Clerk to arrange dates for a public meeting week commencing 10/10.

#### 90. Clerk's Report

- a) Information received from the Boundary Commission of England regarding the 2013 review of Parliamentary constituencies in England. ERNLLCA have stated that this does not affect Parish Councils.
- b) To be notified of the email received from NLC regarding Akeferry Road. Any issues will be rectified prior to the surface dressing works next summer.
- c) Email received from NLC stating that the IT team are looking at solutions to ensure the server will not cause major disruption in the future.
- d) Notification received from NLC Dave Sanderson updating the Parish Council on footpaths that have been trimmed and maintained.
- e) Information received from ERNLLCA regarding the Code of Conduct.
- f) BT Kiosk phone pack received. Cllr Boor to place the notice on the kiosk directing members of the public to contact the Clerk if necessary.
- g) NAT Meeting summary.
- h) Notification received from NLC stating that a work ticket has been put in for maintenance to be carried out on the retainers along Gollands Lane.
- i) Information received from NLC regarding the planning application for 1 Colleywell Close – the application will be considered by NLC at its next planning meeting.

- j) Costs received to coppice the leylandi hedging conifers in the burial ground. Due to compressed timescale for the Contractor to carry out the work, the Council was asked for and granted authority to proceed. Formal agreement, agenda item for the next meeting.
- k) Responses received from Westwoodside and Haxey Townsman regarding the Pinfolds. The other communes with Pinfolds to be hastened for a response. Agenda item for next meeting.
- l) Email received from JP Business Services regarding future cuts of the churchyard and Gods Acre - Clerk to inform Mr Hodges if any further cuts are required to contact Cllr Maw for approval.
- m) Cllr Lange provided information that Haxey Cricket Club have been successful in winning the Lincolnshire League Premier Division which is the highest league to which a cricket club could aspire. The club is grateful for the support of the Parish Council and invites members to attend matches. The Council congratulated the Cricket Club on its' success.
- n) CPRE Best Kept Village Results received with Westwoodside Playing Fields coming 1<sup>st</sup> in its category.
- o) The Clerk informed the meeting that the faculty has been received from the Diocese to commence work in the closed churchyard to repair the footpath and to move the fence adjacent to the scouts hut.

### **Improvements / Projects**

91. To consider the quote received from NLC for the pointing of the wall surrounding Greenhill and determine actions required.

Cllr Allcock has spoken with NLC Rob Mackenzie who has carried out an assessment of the area and will be providing a quote to repair the wall. The work will require some form of traffic control. NLC will also do test bores in the road to determine what is making the road rise.

92. **Highways / Neighbourhood Services**

93. To receive an update regarding the placement of a lay-by along Church Lane and determine any further actions required.

NLC are unable to provide this due to financial restraints. Clerk to ask NLC to provide a quote and any conditions they require if an outside Contractor is asked to tender for the work by the Parish Council.

94. To be notified of the state of repair to the parish pavements and determine actions required.

The priority listing for the area is being created. The Clerk has informed NLC that the Parish Council are concerned at the state of repair to the paths in the parish. This will be taken into consideration.

95. To be notified of the letter received regarding the signage along the Turbary Road and determine any actions required.

NLC Enforcement Office has been to investigate the signage which was raised as a concern by local residents and have emailed both the Parish Council and the resident stating that the current signage is not a problem. Parish Council Representatives concur with this statement from NLC.

96. **Reports / Updates**

To receive a report from the Ward Councillor on activities within North Lincolnshire Council.

Cllr Allcock briefed the Council on the work currently underway by NLC in preparation for the winter.

Councillors to email the Clerk with ideas for the additional salt bin locations. Clerk to email this information to NLC and confirm the 2 x 1 tonne bags of salt are required – these can be stored in the container when purchased.

Cllr Allcock commented on the Planning for Renewable Energy - draft Supplementary Planning Document.

NLC have fulfilled their quota of wind turbines within the area. NLC are still in full support of renewable energy and promote the offshore projects.

Cllr Allcock has also been in contact with NL Homes regarding the parking concerns on Nethergate. A planning application is being submitted to NLC for 2/3 car parking spaces as the amount of space available is limited. The garages being demolished on Goodburn are to be replaced and any spare garages will be offered to residents at the NL Homes properties.

97. To receive an update on the repairs / demolition of the bus shelters within the parish.  
The bus shelters on Haxey Lane and Westwoodside have been demolished and the Contractor paid for the work.
98. To receive an update on the churchyard headstone survey and determine actions required.  
Cllrs Knowles and Maw met with a representative from Serenity Memorials to discuss the provisions of a headstone survey. The Cllrs were advised that a faculty would be required to carry out the survey. Clerk to contact Rev Green to arrange this along with a meeting with the PCC to discuss the Parish Councils responsibilities. Once a faculty is in place then Serenity Memorials will do a headstone count and provide a quote for the survey to be carried out. Agenda item for next meeting.
99. To receive an update on the arrangements of a meeting between the Parish Council and NLC regarding the future of Haxey Library and determine any action required.  
Cllrs Allcock, Knowles and Smedley met with the Cabinet Member from NLC Cllr Carl Sherwood to discuss the future of the library and to provide ideas to improve the capability for more usage. A working group consisting of Cllr Smedley, Lindley, Knowles and Cllr Carlile, with Cllr Smedley leading, would be set up to come up with ideas that would improve the use of the Library and the range of services it could provide. The Working Group would aim to carry out the task over the next 6 months the Parish Council and NLC to be kept informed of progress and ideas.
100. To receive an update from the Queens Jubilee Celebration meeting and to consider a beacon within the celebrations, determining any actions required.  
There was a meeting held on 22/09 to which 12 people attended. Ideas were discussed which included a church based day with evening entertainment. On the Sunday this would begin with a Sunday service in church followed by a concert and a playing field day on the Monday. Confirmation has been received that a beacon is free and sites are to be investigated where it could be located.
101. To receive an update regarding the creation a Farm Business Tenancy (FBT) for land 'D' 2.592 acres and land G, H & M (6.967 acres) and determine actions required.  
Richard Fullwood of HSRLaw is creating an FBT for both the additional piece of land rented to Mr White and for the new tenants of Willow Cottage. **It was proposed by Cllr Maw, seconded by Cllr Smedley that the additional cost to raise the FBT for Willow Cottage of £125 is approved. 13 for, 1 abstention.**
102. To receive an update from the North Lincolnshire District Committee and Town and Parish Council Liaison meeting.  
Cllr Knowles was unable to attend the ERNLLCA District Meeting. Cllrs Cooke and Carlile attended the T & P Council meeting – on the agenda was the winter review and the Localism Bill. The powerpoint schedule has been received from NLC for distribution.  
Marcus Walker – NLC Head of Planning & Regeneration will be contacted by the Parish Council in due course to take up the offer to attend a meeting to update the Council on issues relating to the Localism Bill.
- General Items**
103. To determine any actions required regarding the Primary Care Trust 0844 numbers.  
The Clerk has contacted Doncaster PCT and been told that the local GP Practices can allocate any system for their phones. Cllr Morris stated that to call the Haxey Surgery it costs £1.50 per call. Clerk to contact the North Lincolnshire PCT and the South Axholme surgery to ascertain why they are using premium rate numbers and what the policy is for the future.
104. To arrange a date for the next LWP meeting.  
Clerk to obtain dates from Cllr Booth when she is free and to email all other members to arrange a meeting.
105. To determine actions required regarding the current procedure for hiring the hall and the allocation of keys by the Village Hall Committee.  
Cllr Lindley informed the meeting that the Village Hall Committee had tried to rationalise the charges to the Parish Council but have not been receiving all meeting dates. All meetings arranged are to be reported to the

Clerk who in turn will record for billing purposes. Cllr Lindley ascertained that the Clerk has a set of keys for the hall.

306. To be notified of the Parish Council representative status for the Haxey Parish Combined Charity and determine a future representative.

There was a view expressed from the Council that it would be preferable for a serving Councillor to fill the post of Parish Council Representative on the Combined Charities; however, there was no volunteer forthcoming. Cllr Maw stated that the Committee required someone with extensive knowledge of the area and be committed to the Charity and the proposal to support the Charity's recommendation of Mr Percy Cooper to serve a further term should be supported. **Cllr Harris proposed to support this statement, seconded by Cllr Whitehead. 13 for and 1 against.**

307. To determine a response regarding the Planning for Renewable Energy - draft Supplementary Planning Document.

The document was considered a good piece of work which set out NLC's strategy for renewable energy and highlighted the considerable support the area has already provided for various schemes and the view that North Lincolnshire was providing more than its' fair share.

**It was proposed to support the policy by Cllr Maw, seconded by Cllr Boor. 13 for, 1 abstention.**

308. To be notified of the Lions Clubs Million Tree project and determine action required.

The land has to be public therefore it was agreed to pass this information onto the Haxey & Westwoodside Playing Field Association and to provide details to the LWT.

309. Request for article(s) for next month's Arrow publication.

Cricket attainment – to include Cllr Lange's contact number.

Library update.

310. To notify the Clerk of items to be placed on the agenda for the next meeting.

- Tree quotes.
- Approval of costs for the coppicing of the leylandi hedging.

#### **Finance**

311. To receive a copy of the Financial Statement up to 27<sup>th</sup> September 2011.

312. To arrange a date for a Finance and Personal committee meeting.

Dates to be collated for both and Clerk to set up the meetings.

313. To be notified of the Insurance Policy renewal and determine action required.

The Clerk updated the Council on the renewal policy and costs including a 3 and 5 year agreement, which were discussed. **It was proposed by Cllr Lange, seconded by Cllr Allcock to accept the 5 year agreement. All in favour.**

314. To approve the Remembrance Sunday refreshments costs.

**It was proposed to approve costs of up to £50 by Cllr Boor, seconded by Cllr Smedley. All in favour.**

315. To approve the proposed 2012 planting programme and determine any further actions required.

**It was proposed by Cllr Lindley, seconded by Cllr Harris to approve the 2012 planting programme at a cost of £210. All in favour**

316. To consider the current cost per mile reimbursed and determine alternative cost effective proposals.

The Council discussed the various mileage rates and the rules and regulations relating to declaration to HMRC. It was agreed that the recently increased rate of 45 pence per mile (tax free for the first 10,000 miles) was the most cost effective option for the Council to adopt. **It was proposed by Cllr Harris and seconded by Cllr Allcock to implement a .45p per mile reimbursement cost for mileage from 1<sup>st</sup> October for both the Clerk and Cllrs.**

317. To consider attendance to the ERNLLCA training seminars - "Looking after the Council's finance - it's your responsibility" and "Councils are Employers - what are the Councillors responsibilities?"

Both Cllr Orton and Morris would like to attend these courses. **Proposed by Cllr Lindley, seconded by Cllr Harris. All in favour.**

18. **Grant Requests**

**Expenditure**

19. To consider the following accounts and any received after the agenda has been sent out and before the next meeting.

Payee	Details	Number	Amount £
D Hotson	Salary	1798	749.90
D Hotson	Expenses	1798	171.05
H M Revenue	Employers NI	1799	37.31
H M Revenue	Employees NI & Tax	1799	70.08
Arrow Publication	Monthly issue	1800	96.00
J Maw	Travel Expenses	1801	21.63
Kingfisher Print	Bus Service questionnaire	1802	100.00
DG Brownbridge	Installation of sleepers at the Allotment site	1803	100.00
K Pontin	Handyman Services	1804	337.50
JP Business Services	Grass Cutting	1805	150.00
Elliot Hire	Allotment container	1806	TBA
Haxey Memorial Hall	Hire of hall	1807	67.00
Mr R Richardson	Demolishing of bus shelters	1808	520.00
ERNLLCA	Training seminars	1809	120.00
Zurich Insurance Company	Renewal	1810	983.34
<b>Total Expenditure 27<sup>th</sup> September 2011</b>			<b>3,523.81</b>

**Proposed by Cllr Lindley seconded Cllr Smedley - Unanimous that the accounts be paid.**

20. It was agreed that the date and time of the next meeting is being Tuesday 18<sup>th</sup> October 2011 in the Hood Room, Haxey Memorial Hall at 7pm and that the meeting in November will be held on the 22<sup>nd</sup> and the meeting in December will be held on the 20<sup>th</sup>.

Cllr Lange stated that Cllr Allcock not only upheld his duties as a Ward Cllr but also continues to turn up at all the Parish Councils meetings and was doing a “grand job”. All members agreed.

.....Chairman

27<sup>th</sup> September 2011

<b>Summary of continuing and newly agreed actions for YE 31/03/12</b>		
<b>Minute number</b>	<b>Action</b>	<b>Review Date / Completion Date</b>
132	Creation of Heritage Trail leaflet	Feb 2012
148	Creation of cabinet & container for the Awards & Map	Nov 2011
158	Power of Well Being Resolution	May 2012
181	2 New dog bins - Haxey Lane & Lords Fold Lane	Oct 2011
182	Bus Service survey from Parish Plan	Nov 2011
216	Update of Parish Directory	Jan 2012
234	Investigate the status of the Pinfolds	Nov 2011
254	Repair of Greenhill wall	Nov 2011
258	Proposed lay-by on Church Lane	Nov 2011
264	Closed churchyard headstone survey	Nov 2011
300	Queens Jubilee Celebrations	June 2012
301	Creation of FBT for land 'D' 2.592 acres and land G, H & M (6.967 acres)	Nov 2011

### **Abbreviations**

AA	Allotment Association
BR	Bridleway
CCC	Caravan & Camping Club
CEP	Community Emergency Plan
Cllrs	Councillors
EA	Environmental Agency
ERNLLCA	East Riding & North Lincolnshire Local Council Advisors
FP	Footpath
HMRC	Her Majesty's Revenue & Customs
HWRCC	Humber Wolds Rural Community Council
ICCM	Institute of Cemetery & Cremations Management
IDB	Internal Drainage Board
LDF	Local Development Framework
LWP	Land Working Party
LWT	Lincolnshire Wildlife Trust
NALC	National Association for Local Councils
NATs	Neighbourhood Action Teams
NHW	Neighbourhood Watch
NLC	North Lincolnshire Council
PROW	Public Right of Way
PoWB	Power of Well Being
SSSI	Site of Special Scientific Interest
T & PC	Town & Parish Council
WP	Working Party
WPFA	Westwoodside Playing Field Association