

HAXEY PARISH COUNCIL

Minutes from the meeting held on Tuesday 8th April 2008 in the Hood Room of Haxey Memorial Hall.

Present: Cllrs. Allcock, Boor, Booth, Carlile, Cooke, Foreman, Knowles, C. Lindley, W. Lindley, Maw, Smedley, and Whitehead.

Chairman: Cllr. Allcock presided.

72. To Consider Temporary Arrangements to Cover Duties of the Parish Clerk and Responsible Finance Officer.

At the opening of the meeting, the Chairman advised that the Clerk, who had served her statutory notice, was unable to carry on her duties and any future handover due to ill health. The Chairman read out a letter from the Clerk to the Council Members, advising them of her change in circumstances.

The non-availability of a Clerk at short notice necessitated a volunteer from the Council to stand in as Temporary Clerk and Responsible Finance Officer until a qualified stand-in could be arranged and the subsequent action to appoint a new Clerk could be completed. The Chairman requested a volunteer from the Council – Cllr Knowles indicated he was prepared to take on the Clerk/ RFO duties as a temporary appointment, at no cost to the Council. **It was proposed by Cllr Booth, seconded by Cllr W Lindley that Cllr Knowles be nominated as Temporary Clerk/Responsible Finance Officer. The proposal was passed unanimously.**

The Chairman went on to advise the Council that due to the current circumstances, it would be prudent to delay the Annual Meeting. The Council agreed that this would be a sensible way forward. **It was proposed by Cllr Cooke, seconded by Cllr Boor that the Annual Meeting should be delayed until 22 May 08; all other arrangements would remain the same. The proposal was passed unanimously.**

The Chairman then summarized the progress made on the recruitment of a replacement Clerk. There had already been 7 requests for application forms for the Post and there was still 2 weeks to go before the application window closed. It was expected that following short-listing and interview, a replacement Clerk would be appointed by the end of May 08. The Chairman emphasized that it was imperative to the efficient running of the Council that a stand-in Clerk was required until the vacant post had been filled and to that end he had approached a previous stand-in (Deb Hotson) and she had indicated that she would be able to assist. **It was proposed by Cllr Maw, seconded by Cllr Smedley that a stand-in Clerk should be employed by the Council until the post could be filled permanently. The proposal was passed unanimously.**

73. To Receive Apologies for Absence.

Apologies for absence were received from Cllrs. Eckhardt, Hailstone and Moyle

74. To Confirm the Minutes of the Meeting Held on Tuesday 18 March 2008.

The minutes were circulated and approved a correct record by Cllrs. Maw and Booth.

75. To Receive the Decisions Made by North Lincolnshire Council and to Consider the Following Planning Applications:

The following planning applications have been refused planning permission:

There were no planning applications that had been refused planning permission.

The following planning applications have been granted planning permission:

There were no planning applications that had been granted planning permission.

The following planning applications were received from NLC and discussed by Haxey Parish Council:

2008/0485 – Mr John Keithley, 18 The Nooking Haxey, permission to erect a conservatory to the rear elevation
No Comments - Proposed Cllr Booth, seconded Cllr Maw, Unanimous Support Approval.

2008/0489 – Mr M Shortland WBB Minerals Ltd – Land adjacent to Cove Farm Quarry, Cove Rd Westwoodside - permission to extend sand extraction operations with progressive restoration.

Cllr Carlile declared a personal interest. Cllr Boor was concerned about the drying out of adjacent land and there was also concern raised over the diversion of Footpath 85 while the work is carried out. **It was resolved to support the proposal, but that the following comments should be submitted to NLC:** that Footpath 85 should be returned to its historic route; spray irrigation should be encouraged for surrounding land to minimize the effect on the local water table; everything should be done to return the site to its previous state. **Proposed**

Cllr W Lindley, seconded Cllr Carlile, Support Approval, Cllr Boor against.

2008/0333 – Mr Gent The Bungalow, 36 Commonsides Westwoodside – permission to erect a single-storey garage extension and alterations to existing Bungalow.

No Comments - Proposed Cllr Booth, seconded Cllr Maw, Unanimous Support Approval.

76. To Receive the Clerk's Report - An Update on Decisions Taken at Previous Meetings and to Consider Further Action.

A letter had been received from NLC, Andy Buxton, Consultancy Services Project Officer, enclosing a copy of a letter to Residents of Haxey Lane setting out improvement works to the A161 Haxey to Graiselound Highway Phase 1. There has been no mention of Akeferry Rd or Doncaster Rd Highway Works and **it was resolved that** NLC would be contacted to clarify the position of any improvement work planned for these other Highways in the Parish which are urgently in need of repair work.

A letter had been received from Lincs FM advising the Council that as our local radio station Lincs FM, was live 24 hours a day and wants to hear about any local community news and events. Contact numbers and e-mail addresses were provided and **it was resolved that** the information would be included in the next parish Newsletter and placed on the Haxey Parish Council website.

A letter had been received from HWRCC advising that the Calor Village of the Year event would be held on 30 Apr 08. **It was resolved that** Cllr Smedley was the Point of Contact for the Parish Council's participation in this event.

A letter had been received from CENTRICA at Killingholme Power Station advising that the establishment organizes visits to the installation to improve knowledge of its operations. **It was resolved that** this information would be promulgated to local organizations that might want to take advantage of a visit.

77. To Receive an Update on the Parish Council's Newsletter.

The latest Parish Newsletter had been printed and delivered to parts of the Parish. The delivery needed to be completed and following discussions on which parts of Haxey and Westwoodside still had to be delivered to, **it was resolved that** Parish Councilors would complete the delivery over the next 2 weeks.

78. To be Notified of the Next Isle of Axholme Police Authority Neighbourhood Panel Meeting

An invitation had been received to attend the next meeting of the Isle of Axholme Police Authority Neighbourhood Panel at Belton Park Pavilion on Mon 21 Apr 08. **It was resolved that** Cllrs Booth and Carlile would attend.

79. To be Notified of the Quote Received for the Demolition of the Bus Shelter on Haxey Lane.

A quote had been received from Roy Richardson for the demolition and clearance of the Bus Shelter on Haxey Lane. The quote was for the sum of £150.00. **It was proposed by Cllr Boor, seconded by Cllr Maw - unanimous that the quote be accepted.**

80. To Receive a Report on the Flood Forum Meeting Held on Thursday 20 March 2008.

A Flood Forum Meeting, attended by Cllrs Allcock and Cooke had been held on 20 March 2008. The meeting had been given an update by Geoff Popple from NLC advising that NLC had been allocated £1.7M this year for flood rectification; a £1.5M Government grant for Road damage and £450K each year for 3 years for maintenance. Cllr Foreman asked about previous funding and where it had been spent and the Chairman advised that to his knowledge the Highways budget had been used up annually - it was commented that the NLC Road sweeper had been in the Parish today. During the meeting the attendees were split into syndicates to consider individual problem areas. Identified problem areas in the Parish were Doncaster Rd drainage; Park Lane – Riparian Owner issues; Low Burnham – this is a multi-Agency issue - NLC; Riparian Owners; Severn-Trent for sewerage and the Drainage Board. This Multi-Agency Group was prepared to meet Residents following a letter from Haxey Parish Council to Low Burnham Residents. Cllr W Lindley advised that clearing work in Low Burnham had been progressed. **It was resolved that** the Flood Forum should continue to be a focus of Council attention and that the Westwoodside and Low Burnham specific issues should be kept under review.

81. To Consider the Councils Procedures for Dealing with PAYE and NI Contributions.

Due to the confidential nature of the agenda item, the Meeting was closed to the Public at this stage. **It was resolved that** A review of the system for dealing with the Parish Council's payroll procedure needs to be implemented. The Parish Council needs to consult the Internal Auditor on the process and procedures to ensure they are adequate to meet the Council's statutory requirements and that the outstanding amounts of NI payments need to be settled. **Proposed by Cllr Maw,**

seconded by Cllr Boor, unanimous that a robust payroll system is devised and validated by the Auditor and that outstanding NI contributions of: £276.49; £238.09; £233.48 be paid.

82. To Notify the Clerk of Items to be Placed on the Agenda for the Next Meeting.

Vinehall Rd – Traffic direction – remove one-way system.

Belton Tip – Possible Closure.

2003/2004 PAYE/NI - Clerks Payment.

Commonside Drains - write to NLC to clear.

Over-70s Party.

Office Equipment.

Any other items should be notified to the Clerk /Chairman one week before the next meeting on 29 Apr 08.

83. To Consider the Following Accounts Issues:

CPRE	£10.00p
Mrs. N. J. Atkinson	£411.49p
Mr P Cooke	£21.08p
HM Revenue & Customs	£276.49p
HM Revenue & Customs	£238.09p
HM Revenue & Customs	£233.48p

Proposed by Cllr Maw, seconded Cllr Booth, unanimous that the accounts be paid.

.....Chairman