

HAXEY PARISH COUNCIL

Unapproved Minutes from the meeting held on Tuesday 24th November 2009 in the Hood Room of Haxey Memorial Hall.

Present: Cllrs. Allcock, Bloomfield, Boor, Booth, Carlile, Cooke, Foreman, Knowles, Lange, C Lindley, W H Lindley, Smedley & Whitehead.

Also Present: 1 resident.

Chairman: Cllr Smedley presided.

Procedural

367. Apologies for absence received from Cllrs J Eckhardt & Maw.
368. The minutes of the meeting held on Tuesday 20th October 2009 were approved and signed as a true and correct record. **Proposed by Cllr Booth, seconded by Cllr C Lindley. All in favour.**
369. Declarations of Interest made by:-
 Cllr Lange – agenda item 397 – prejudicial.
 Cllr M Carlile – agenda item 381 – prejudicial.
 Cllr W Lindley, Cllr C Lindley, Cllr Carlile – agenda item 383 – personal
370. The next meeting will be held on Tuesday 22nd December 2009. **Proposed Cllr Foreman, seconded by Cllr Carlile. All in favour.**

Planning

371. To receive the decisions made by North Lincolnshire Council and to consider the following planning applications and any further planning applications received where comments have to be submitted before the next meeting.

The following decisions have been received.

2009/0772 – full planning permission granted to erect a multi-use games area with associated floodlights at Westwoodside Playing Field.

2009/0918 – refusal of planning permission to erect two detached three-bed roomed bungalows with off road parking at 38 Brethergate, Westwoodside.

The following planning application were received by NLC and discussed by Haxey Parish Council.

2009/1221 – Mr A Smith, Star Croft, land adjacent to Turbary Road, Haxey – planning permission to retain a stable block and to erect a tack / veterinary room with WC and associated drainage. **It was proposed by Cllr Booth that the application is not supported in conjunction with the comments submitted by the Environmental Protection Team and the Internal Drainage Board regarding the potential for odour and fly problems and the lack of watercourses adjacent to the proposed site. Seconded by Cllr Carlile. 8 for, 3 against and 2 abstentions.**

2009/1251 – Mr R Hall, 30 Park Lane, Westwoodside – planning permission to erect a single storey extension to the rear. **Cllr Allcock proposed to support the application, seconded by Cllr Bloomfield. All in favour.**

2009/1267 – Mr B Riley, Hillbrow, A161 between Epworth & Haxey, Low Burnham – planning permission to erect a garage extension. **Cllr Foreman proposed to support the application, seconded by Cllr W Lindley. 8 for, 5 against.**

2009/1240 – Haxey Pre School, Hallcroft Road, Haxey – planning permission to replace a shed to rear. **Cllr Allcock proposed to support the application, seconded by Cllr C Lindley. All in favour.**

2009/1301 – Mr White, Rose Cottage, Haxey Carr – planning permission to retain training building and erect an extension. The application was discussed at length and it was commented that the Parish Council should be aware of what training is undertaken on the site and what official body supports this training. The Clerk had made some enquires within NLC and was waiting for information. It was agreed the Clerk maintain this enquiry. **Cllr Foreman proposed to support the application with a condition that the training is monitored and checks are put in place. This was seconded by Cllr Whitehead with a further condition that the Turbary Road is maintained by the supporting body if NLC, due to the increase in vehicle usage. All in favour.**

2009/1321 – Mr Morris, Star Carr Farm, Greenholme Bank, Westwoodside – planning permission to erect a three storey farm house with external landscaping. **Cllr Allcock proposed to support the application, seconded by Cllr Whitehead. 12 for 1 against.**

372. Clerk's Report

- a) Letter received from NLC regarding the order for FP93. No objections were put forward and the majority agreed to support the order to divert the footpath.
- b) Christmas card and invitation to attend the Heritage Society Christmas Party to be held on 3rd December. Attendees to inform the Clerk.
- c) Thank you letter received from Westwoodside Methodist Chapel for the grant.
- d) Email received from NLC Dave Sanderson re: status of FP101 and FP97. There is currently a discrepancy with the route for FP101 which is being investigated. FP97 will be cut back of vegetation and the Parish Council agreed that NLC could spray off the stone section and re-top as per email.
- e) Notification received from HMRC to file the P35 & P14 on line for employees. This process is already in practice.
- f) Email received from Inspector Brett Ruddy in response to the email sent by the Clerk regarding Westwoodside Store break-in and the car on Blackmoor Road. The car has been removed and the concern regarding the break-ins has been raised with the Divisional Management Team and Traffic Officers patrolling in the area are supporting the Incident Response Officers to respond to emergencies and ongoing situations.
- g) The Arrow will become VAT registered in the new year.
- h) Email received from Cllr Cooke updating the Council on a meeting held with Severn Trent to discuss the ongoing problems of sewage back flush and flooding in the Thinholme Lane area. They are currently investigating the ingress of fresh water entering the system on Nethergate which they believe is causing tremendous capacity problems for Thinholme Lane and for the whole of Doncaster Road.

Once Severn Trent's capital expenditure is known for the next 5 years some form of

improvement to the sewage system in the lower part of Westwoodside will take place possibly extra capacity and improvements to the pumping system.

In the mean time the investigation into surface water on Nethergate will be immediate with some course of action taken.

- i) The Clerk has emailed NLC thanking them for the installation of the bollards around the 'ButterCross'.
- j) Information received from Gardham Stonemasonry regarding Mr Gardham leaving the company.

Cllr Smedley asked that agenda item 383 be brought forward as Cllr Booth had to leave the meeting at 8.00pm. All in favour.

383. To receive an update on Northside determining any further action required.

Cllrs Booth, Foreman and Smedley visited the Lincoln Archives and are waiting on paper copies and a CD of 'terriers' found describing the area dating back to 1762 & 1822 and describes Northside as the Kings Highway.

A meeting between the Footpath Working Party and residents of Northside is to be held on 25th November were NLC Colin Wilkinson will also be attending. More signs have been erected at either end of Northside which are to discourage the use of vehicles and not restrict walking.

Improvements / Projects

373. To receive an update on the progress of the Allotments project from the Land Working Party including information regarding the control of rabbits & moles and to determine any action required.

The Allotment site has continued to make progress and is now nearly complete. The internal water piping and taps are fitted, the fence and rabbit netting is in place and the stone is being laid on the car park and roadway. The water connection from Yorkshire Water is expected before the end of the month and we now have a cost for this work. Over the next couple of weeks the gorse bushes shielding the property at the East of the site will be planted, the gate will be fitted and the site will be marked out with the individual plots identified.

The Allotment Association has contacted the LWP informally with questions concerning the placement of sheds, greenhouses and cold frames on the allotment plots. Sheds are currently allowed by the Tenancy Agreement; however, the LWP has advised the Association that it should agree internally a standard size of shed no larger than 8" x 6" and cold frames 4" x 6" and then formally request agreement from the LWP. Similarly, the Association needs to decide on a standard size for greenhouses and cold frames and formally request permission for their erection on the individual plots. **It is proposed by Cllr Knowles that the Parish Council delegates authority to the LWP to permit the erection of agreed standard sized sheds, greenhouses and cold frames following a formal approach by the Association that meets the approval of the LWP. Seconded by Cllr Lange. All in favour.**

The Association has also approached the LWP with a proposal to allow a local, licensed pest controller access to the site and adjoining land to deal with rabbits. The LWP has discussed this request and its' recommendation is that subject to regulations in force, this should be authorised;

however, activity should be limited to the Allotment Site only and no use of firearms would be allowed. **Cllr Knowles proposed that the Parish Council approve the way forward recommended by the LWP. Seconded by Cllr Lange. All in favour.**

Following the rejection of the Leader grant application last month, the provision of sheds has been removed – the provision of topsoil remains in the application which has been resubmitted. The inclusion of toilet facilities was suggested but it was agreed by the Allotment Association to leave out at this time.

The Land Working Party has discussed toilet facilities when the project was first started and provided they were kept to a minimum, suitably sited, inconspicuous and regularly maintained, we didn't believe there would be a problem. Our thoughts were around the ecological friendly type rather than chemical. **Cllr Knowles proposed that the Parish Council approve the way forward recommended by the LWP. Seconded by Cllr Lange. All in favour.**

Despite some added requirements on the Contractor and Yorkshire Water, the current status of the expenditure is that the Allotment Project is under the authorised and allocated budget once any VAT applied is reclaimed. This state of affairs is expected to prevail as the project reaches completion and hand over to the Association.

NLC Highways have submitted a response to the PA 2009/1219 for a new access on the allotment site.

3 conditions have been placed on the application which is standard requirements. One is to ensure that the access is to a standard required by NLC. Additional costs may be incurred, once the PA is granted a site meeting is to be arranged.

A handover meeting has been arranged for 10am on Thursday 3rd December from the Parish Council to the Allotment Association. The press will be present.

Cllr Booth left the meeting at 8.00pm.

374. To receive an update on the progress of the Leader Programme Grant.

The Leader grant was rejected due to the board not accepting the sheds on the application. The application has been resubmitted and the next panel meeting is 27th November.

375. To receive an update on the progress to create a Parish Plan and determine action required.

A further meeting has been held were each section was looked at. The next meeting will be held on 26th November were the collation and production of a plan will be discussed, NLC will be in attendance.

Highways – Traffic / Roads / Footpaths

376. To receive an update on the removal of the overgrown hedge on the Nooking and the request to NLC for the repair of the footpath on the Nooking.

This item has yet to be investigated.

377. To determine action required regarding the 'Ropewalk'.

To date 6 forms have been completed. **It was proposed by Cllr Smedley, seconded by Cllr C Lindley to proceed with the registration process. All in favour.**

Reports / Updates

378. To receive a report from Cllr Allcock on local action to manage flood risk in North Lincolnshire and to consider preparing a Community Emergency Plan.

Cllr Allcock attended a Scrutiny Panel meeting investigating local action taken by NLC to manage flood risk in North Lincolnshire and also actions taken by partner organisations.

A Panel of 7 NLC Cllrs and Geoff Pople asked questions about how services are now being delivered. Since the flooding a number of arrangements have been put in place to mitigate the impact of future flooding.

- a) Establishment of Flood Forum (all agencies involved in surface water management).
- b) Development of a recovery plan.
- c) Resolving many drainage infrastructures problems.

The Scrutiny Panel has consulted with many key organisations and part of the consultation is to consult with Town & Parish Councils.

Community Emergency Plans were discussed and Town & Parish Councils are encouraged to create their own. The CEP's are to identify equipment available, places for storage of sand bags, places to use in emergency situations and people skills within the Parish. Agenda item for the next meeting. Cllr Lange circulated a copy of the Owston Ferry CEP.

The Internal Drainage Boards will be looking at the drainage system around the War Memorial on Epworth Road and Burrells Corner. Clerk to write to NLC regarding Burrells Corner as a recent survey with a camera has been undertaken by NLC.

379. To receive a report from Cllr Smedley on the NLC Town and Parish Council Liaison Meeting.

Cllr Smedley attended the NLC Town & Parish Council Liaison meeting on 15th October at Pittwood House. Items that were discussed included:

- a) Planning – training will be available soon to all Councils.
- b) Civil Parking Enforcement – as from 1st February 2010 parking enforcement will be carried out by NLC staff and not Humberside Police.
- c) Community Based Planning Grants. This is a new initiative by NLC to encourage parishes to create Community Led Plans and are offering a further 8 grants of £2,500 each for next year. Haxey Parish Plan has been financed by the Parish Council for £300 and Awards for All.
- d) Playbuilder Project update. NLC are looking to improve play and park equipment for 8 to 13 year olds and grants are available. Unfortunately this only applies to Parish Council operated play areas.

380. To receive a report from Cllr Smedley on the Rural Affordable Housing seminar.

Cllr Smedley attended this meeting on 28th October. The report was the result of an extensive study covering 52 rural parishes in North Lincolnshire. The survey was carried out by postal questionnaires and 600 were sent out in each of the larger parishes such as Haxey. The response rate was around 20%.

Haxey Parish has the highest proportion of older people, notable larger proportion of owner occupiers and the smallest proportion of households containing only working age adults.

The full results are available on the NLC website.

As part of a Government Initiative on Affordable Homes they are pushing for house ownership schemes but the majority of people in North Lincolnshire seem to want rental accommodation.

381. To receive an update on the Website.

Cllr Carlile informed the meeting that the member's area is now operational and it is felt that we may need to have folders within the area to make it easier to store and find documentation.

If there is any password problems please contact the Clerk.

Cllr Carlile left the room.

Cllr Knowles informed the meeting that the annual fee was now due and **proposed £350. This was seconded by Cllr Allcock. 12 in favour, 1 abstention.**

Cllr Knowles went on to say that assistance may be available from ERNLLCA to maintain the website in the future.

Cllr Carlile rejoined the meeting.

382. To receive an update on the Awards Map and to consider enrolling a professional expert to access the condition of the Awards Map and books in the care of the Parish Council.

Cllr Carlile has contact Juliet Mary Smith in York and she is prepared to look at the Awards Map and books. Cllr Carlile asked for the approval of the Parish Council to remove the map and books from the safe keeping of the church over a three day period which will include delivery and collection from York and a day being inspected. Cllrs Carlile, Cook and Knowles are available for this task. The cost for the inspection will be £35 - £40 per hour and it thought that 3 hours should be adequate time. **It was proposed by Cllr Carlile a budget of up to £200 for the inspection and a report, seconded by Cllr Boor. All in favour.**

General Items

384. To receive an update from the Personnel Committee and determine any action required.

The Clerk left the room while the proposal was put to the Council and then returned when the discussion had concluded. **It was proposed by Cllr Boor to increase the salary scale to SCP25, seconded by Cllr Bloomfield. All in favour.**

385. To consider employing a Parish Handyman and determine action required.

The Personnel Committee will carry out a survey to determine what type of work would be undertaken by a 'handy man' and report back to the Parish Council at the next meeting.

386. To be notified of the North Lincolnshire Council Policy on the code for Sustainable homes and the use of onsite Renewable Energy for Industrial and Commercial developments and determine actions required.

This item was circulated and noted.

387. To discuss a possible Parish Heritage Trail to be set up in collaboration with the Heritage Society and determine action required.

Cllr Smedley has met with the president of the Heritage Society to discuss the possibility of setting up a Parish Heritage Trail. Information boards would be placed around the Parish at various points of interest which should encourage tourism. Agenda item for the next meeting when a Working Party will be formed.

388. To consider the update of the Parish Directory.

The last edition of the Parish Directory was in 2007 and in the past it has been updated every 4 years. In preparation for the next update in 2011, the Clerk is to ask Mr Moyle if he has the disk from the last update. Agenda item for the next meeting.

389. To consider the letter received from NLC regarding Water Safety and determine action required.

Clerk to inform NLC of the water safety concerns of Cove Road Quarry, Westwoodside Pond and Greenham Lane.

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

Due to the Christmas period the articles have to be submitted by the 8th December.

Allotment update
 Community Emergency Plan
 Awards Map update

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

- a) Cove Road state of repair
- b) Turbary – Lincolnshire Trust
- c) Snowdrop Cottage
- d) Parish Directory
- e) Heritage Trail
- f) Community Emergency Plan
- g) Handy Man
- h) Power of Well Being
- i) Precept 2010 / 11

Finance

392. To received a copy of the Financial Statement up to 24th November 2009.

The statement was circulated to all Cllrs.

393. To receive an update on banking procedures and determine any further action required.

The Clerk had enquired about the costs to move funds from one account to the other when cheques were cashed. Due to the high cost of this facility it was agreed to leave the process as it at present. The Clerk will present all transfer information at the monthly meeting.

394. To consider a temporary loan to Westwoodside Playing Field Association to secure the LEADER grant.

It was proposed by Cllr Knowles, seconded by Cllr Allcock that the loan be given after obtaining advice from ERNLLCA and the signing of any agreement requesting the funds to be repaid prior to the end of the financial year. All in favour.

Grant Requests

395. To consider a request for a grant from HWRCC – Community Transport.

It was proposed by Cllr Knowles, seconded by Cllr Allcock that a grant of £500 be given to HWRCC. All in favour.

396. To consider a request for a grant from Haxey Playing Field Association.

It was proposed by Cllr Lange, seconded by Cllr Boor that a maintenance grant of £2,000 be given to the Association and the pledged £3,000 also be given as per item 126 on April 28 09. All in favour.

397. To consider a request for a grant from Haxey Cricket Club.

Cllr Lange left the room.

It was proposed by Cllr Allcock and seconded by Cllr C Lindley that a grant of £3,000 is given specifically to purchase a new mower. All in favour. As the grant is over £2,500 to ensure the Standing Orders are adhered to the Clerk to request a copy of the invoice / receipt once purchased.

Cllr Lange rejoined the meeting.

398. To consider a donation towards the Royal British Legion.

It was proposed by Cllr Knowles, seconded by Cllr Boor that a donation of £95 be given. All in favour.

Expenditure

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

Payee	Details	Cheque Number	Amount £
D Hotson	Salary	1560	573.48
D Hotson	Expenses	1560	155.75
H M Revenue	Employers NI	1561	20.72
H M Revenue	Employees NI & Tax	1561	30.60
Isle Publication	Arrow – December edition	1562	80.00
Haxey Playing Field Association	Car Park & Maintenance grant	1563	5,000
Cottage Gardens	Grass Cutting	1564	380.00
R Allcock	Travel Expenses	1565	20.43
J Smedley	Travel Expenses	1566	80.53
Cravenwildsmith	Planning Application maps	1567	55.83
Gardham Stonemasonry	Repairs to Cross of Piety	1568	477.25
HWRCC	Grant	1569	500.00
Haxey Cricket Club	Grant	1570	3,000
Royal British Legion	Donation	1571	95.00
S Smithey	Office cupboards	1572	745.00
Zurich Municipal	Insurance renewal	1573	832.22
Total expenditure November 24th 2009			£12,046.81

Proposed by Cllr C Lindley seconded Cllr Cooke - Unanimous that the accounts be paid.

.....Chairman

Abbreviations

NLC	North Lincolnshire Council
HMRC	Her Majesty's Revenue & Customs
HWRCC	Humber Wolds Rural Community Council
ERNLLCA	East Riding & North Lincolnshire Local Council Advisors
NALC	National Association of Local Councils
NATs	Neighbourhood Action Teams
LWP	Land Working Party
Cllrs	Councillors
CEP	Community Emergency Plan

24 November 09