

## HAXEY PARISH COUNCIL

Minutes from the meeting held on Tuesday 25<sup>th</sup> January 2011 at 7pm in the Hood Room of Haxey Memorial Hall.

Present: Cllrs. Allcock, Boor, Bloomfield, Carlile, Cooke, Eckhardt, Foreman, Knowles, Lange, C Lindley, W Lindley, Maw, Smedley & Whitehead.  
 Also Present: 3 residents.  
 Chairman: Cllr Smedley presided.

### Procedural

1. Apologies for absence received from Cllr P Booth.
2. The minutes of the Parish Council meeting held on Tuesday 21<sup>st</sup> December 2010 were approved as a true and correct record.
3. Declarations of a personal interest received from:-  
 Cllr C Lindley – agenda items 11, 16 & 17.  
 Cllr Carlile – agenda items 11, 14 & 17.  
 Cllr Allcock – agenda item 9.  
 Cllr Smedley – agenda item 11 & 16.

### Planning

4. To receive the decision 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.  
**2010/1272** – full planning permission granted to construct a two-storey extension linked to the existing house, together with a pitched roof over an existing flat roof and creating a bedroom in the roof space at Langholme Farm Cottage, Westwoodside.  
**2010/1507** – North Lincolnshire Homes, 9 Eastmoor Villas, Epworth Road, Haxey – planning permission to install a dropped kerb.  
**2010/1508** – North Lincolnshire Homes, 5 Eastmoor Villas, Epworth Road, Haxey – planning permission to install a dropped kerb.  
**2010/1509** – North Lincolnshire Homes, 1 Ferry Road Cottages, Ferry Road, Graizelound – planning permission to install a dropped kerb.  
**2010/1510** – North Lincolnshire Homes, 2 Ferry Road Cottages, Ferry Road, Graizelound – planning permission to install a dropped kerb.  
**2010/1516** – North Lincolnshire Homes, 2 Holly Villas, Station Road, Graizelound – planning permission to install a dropped kerb.  
**2010/1517** – North Lincolnshire Homes, 3 Holly Villas, Station Road, Graizelound – planning permission to install a dropped kerb.  
**2010/1525** – North Lincolnshire Homes, 6 Brethergate Villas, Westwoodside – planning permission to install a dropped kerb.  
**It was proposed by Cllr Maw and seconded by Cllr Boor to support the installation of dropped kerbs for all of the listed planning applications. All in favour.**  
**Clerk to comment that the planning applications for Graizelound are in the flood plain which suggests in the plans that they are not.**  
**2011/0005** – Ms K Turland, Crossways, Doncaster Road, Westwoodside – planning permission to erect a detached dwelling replacing existing dwelling to be demolished (re-submission of 2010/0862). **Cllr Maw proposed to support the application, Cllr Foreman seconded. 13 for, 1 abstention.**

25<sup>th</sup> January 2011

5. **Clerk's Report**

- a) Two letters received from parishioners supporting the bus shelters within the Parish. Agenda item for discussion at the next meeting.
- b) Thank you letter received from the PCC secretary for the additional contrition towards the Remembrance Sunday refreshments.
- c) Housing naming notification received from NLC for The Old Cart Shed, Graizelound Fields Road, Haxey.
- d) Epworth Lives responder call out information received.
- e) Humberside Policy Authority Newsletter received. Clerk to send copy to Cllr Carlile.
- f) Notification received from NLC regarding the C206 Akeferry Road highway repairs from Westwoodside to Graizelound.
- g) Notification received from NLC regarding the Dog Control Order review 2011 request for participants in a trial. Agenda item for the next meeting.
- h) Notification received from NLC regarding the Speed Management Strategy locations for cameras within the Parish. Clerk to contact NLC asking them to investigate the camera on Akeferry Road as this does not record speeds above 32mph.
- i) Notification received from HSR Law confirming ownership of the land off 7 Church Lane. Land Registry will take approximately 4 weeks.

**Improvements / Projects**

6. To receive an update from the LWP on the burial land and extension project and determine any further actions required.

Cllr Smedley informed the meeting that he had received an email from Reverend Green regarding the faculty for the church path and moving of the fence. Further additional information had been requested by the Archdeacon. The Parish Council to obtain a letter from the family of the grave of which the kerb is to be shortened stating that they have no objection to this being done and a plan of the graves alterations is also required.

Cllr Smedley has since obtained a letter from Mrs Rockcliffe and provided the plan to Reverend Green. A Faculty application from the PCC was to be submitted for the repair of the church path, and with that application the Parish Council had to submit a letter or email to the PCC confirming their intention to pay for the works, as this would need to form part of the application paperwork.

The issue of the churchyard fence and provision of space for additional graves is a more complicated one, and would require a separate Faculty. The Archdeacon wishes to see a copy of the legal agreement between the Parish Council and the PCC of around 2007, including in what circumstances the churchyard might be extended and the fence moved. The Archdeacon also wants to know why this work is urgent and essential and what Mr. Brownbridge means by 'reducing the ground level to the same as the existing graveyard' because any alteration of ground levels adjacent to a historic churchyard may lead to significant issues of archaeology. Reverend Green has located a draft version of the legal agreement and the draft seems to suggest that the Parish Council would not ask the PCC for extra land unless there were no burial spaces left:

***"In consideration of the agreement on the part of Haxey Parish Council hereinbefore contained Haxey PCC agrees and covenants with Haxey Parish Council that if within the period of ten years from the date hereof there***

***shall be no burial space remaining within the churchyard of the parish church of St. Nicholas Haxey and no other burial space shall have been provided for the inhabitants of the said parish of Haxey then in such events Haxey PCC will make the red land available as and for an addition to the said churchyard but subject to the following conditions being fulfilled:***

***(a) The tenants for the time being under the Lease or other the tenants or occupiers of the red land surrendering all their rights there over.***

***(b) Planning permission authorising the red land to be used for burial purposes being obtained.***

***(c) Lincoln Diocesan Trust giving its consent to the red land being transferred to Church Commissioners***

25<sup>th</sup> January 2011

*on behalf of the Incumbent of the benefice of Haxey as an addition to the said churchyard as required by the 1956 Measure.*

*(d) Church Commissioners agreeing to accept a transfer of the red land on behalf of the Incumbent of the said benefice of Haxey as an addition to the said churchyard pursuant to the New Parishes Measure 1943.*

*(e) The Bishop of Lincoln agreeing to consecrate the red land as an addition to the said churchyard and it is hereby agreed and declared that if any of the above conditions shall not be fulfilled then the agreement on the part of Haxey PCC herein contained shall be null void and of no effect"*

Reverend Green suggested this need to be looked at in more detail.

Cllr Smedley introduced Nigel North and Margaret Allison of the PCC who were there to explain in more detail the applications for the faculties.

**Cllr Maw proposed the meeting to be closed, seconded by Cllr W Lindley. All in favour.**

The meeting was closed at 7.15pm.

Nigel North said that the PCC hold dear and stressed how important it was to have and keep a good relationship with the Parish Council and therefore had decided rather than detail the information in an email thought it was best to attend a meeting and discuss the issue openly and stated that it was not the PCC being difficult but that they had to adhere to all that was requested by the Diocese / Archdeacon. Mr North also stated that the PCC also wanted to stand by what was signed between the PCC and Parish Council in 2006 /07. Mr North went on to say that eventually the PCC would like to have a new Church Hall and had identified that 6 / 7 ft of the land would be lost to the new row of graves and the PCC wanted to stick to the spirit of the agreement. The fact that the application to move the fence was proving difficult with numerous hurdles and information that had to be carried out and provided to the Diocese, Mr North stated it may be better to replace the fence now while the process of obtaining a faculty continues and this replacement would be at a cost to the PCC.

Mr North then read out the additional information that had been requested by the Archdeacon.

Cllr Allcock asked if the Archdeacon could pay a site visit to which Mrs Allison explained that 3 members of her team had already visited the site. Cllr Maw stipulated that the next row of graves that was put in should following the line of the previous graves to ensure that there is sufficient space.

Both the faculty for the fence and church path will be submitted by the PCC.

The meeting was re-opened at 7.30pm.

7. To receive an update on the Faculty to repair the church footpath and determine any further actions required.

As discussed in item 6.

8. To consider the quote received regarding the extension to the Allotment car park.

Cllr Knowles attended the Allotment Associations AGM on 18/01 which was well attended. The proposed new toilet and communal shed projects are going ahead. **It was proposed by Cllr Knowles to accept the quote received to extend the car park, seconded by Cllr Maw. All in favour.**

9. To be notified of the Isle of Axholme Flood Risk Management Strategy and to determine actions required.

Cllr Allcock updated the Council that under this Strategy Policy 4 remains which has 90% funding from the Government. The Environment Agency has to make savings and have requested a questionnaire is completed. It was agreed that the LWP will meet to discuss the completion of the questionnaire and the item to be placed onto the next agenda for approval.

Cllr Lange stated what an excellent job Cllr Allcock had done and this was recognised by the Council.

Cllr Lange had received a call from the Low Burnham Village Centre and asked that the Clerk contact NLC regarding the Burnham Beck scheme to clarify when in this financial year would the project commence.

Both Mr North and Mrs Allison left the meeting.

#### **Highways – Traffic / Roads / Footpaths**

10. To consider the purchase of sand bags in the case of flood emergencies and to receive an update on a sandbag storage / use policy and insurance cover and determine actions required.

The Clerk read out the costs to purchase sand bags and sand from a local business. Cllr Maw stated that the  
25<sup>th</sup> January 2011

sand could be stored on his premises if the insurance covered this.

The information obtained from the insurance company was that of liability if the owner of land to which the general public were permitted was neglected. It was suggested that the volunteers of the CEP when created, in an emergency would bag up the sand located on Cllr Maws land and then leave for collection on the driveway. Clerk to check again with the Insurance Company if this alleviates any liability for Cllr Maw.

11. To determine actions required regarding the responses received from NLC on the visibility concerns of the wall and hand rail at Haxey Memorial Hall and the provisions of parking for the disabled at the Doctors Surgery.

The Clerk informed the meeting that NLC had determined the hand rail and wall does obstruct visibility when existing Vinehall Road. This will be discussed at the next Village Hall Committee meeting.

The Clerk went on to read the response received from NLC regarding the provisions for disabled parking at the Doctors Surgery. The Doctors would convert the forecourt in to some form of parking area but have no funds to apply to NLC for a drop kerb. NLC stated they could look at providing a disabled bay on the road but this would be prioritised against all other traffic regulation order requests. It was agreed that the Clerk to contact NLC and request a parking bay is placed on the road.

### **Reports / Updates**

12. To receive a report on the living arrangements at Sheppard's Place and determine any further action required.

The new owner of Sheppard's Place has been contacted by NLC who has stated that the building is not being used as a dwelling and have been using the touring caravan down the side boundary until the extreme weather forced a move into the building which has cooking, washing and sleeping facilities. The local planning authority's view is that there has been a material change of use and therefore planning permission is required. Construction of the house the previous site owner got planning permission for is due to start as soon as the weather allows. NLC have said that provided the build is as per planning permission previously granted, the family could live in the touring caravan for the duration of the build without the need for planning permission. NLC have requested clarification from the new owner on two or three things and have suggested a meeting with a Planning Officer and Nev Dobbs the Enforcement Officer to discuss the whole matter. Cllr Smedley and Cllr Booth to attend a meeting with Nev Dobbs on Thursday 27<sup>th</sup> January to discuss the Parish Councils concerns.

13. To receive a report from the NATs meeting and determine any actions required.

The notes from the NATs meeting were distributed prior to the meeting.

The police are no longer issuing parking tickets and this is now down to NLC. This is causing residents on Nooking concerns regarding drives being blocked by unauthorised parked cars. NLC is aware of the situation and will only act if there is a significant issue.

14. To receive an update regarding Snowdrop Cottage and consider the recommendation of the LWP.

The notes of the LWP were distributed prior to the meeting.

The LWP discussed in detail the formulation of a Parish Land policy and came to the following conclusions:

- a) With regard to Parish Land surrounding/connected to properties and currently let to property owners, it was concluded that on change of ownership to relatives of the current Parish Land Tenant, such relatives should be given first option of renewing the tenancy of the land. Should properties change hands to non-relatives of current Parish Land Tenants, again, the LWP considered that the new owner should be given the first option to take on the tenancy of Parish Land. However, in both cases the Parish Council should through administrative and management procedures, reserve the right to obtain binding reassurances that Parish Land would continue to be used in a manner agreed by the Parish Council, concurrent with any stipulations set out in the agreement between the Tenant and the Parish Council.
- b) With regard to Parish Land not surrounding/connected to properties, the LWP agreed that on any change of tenancy, the LWP would be responsible for administrative actions to award the tenancy, including the interviewing of prospective Tenants and make a recommendation to the full Parish Council for subsequent approval. Furthermore, the LWP considered that to provide the Parish Council with a more flexible and efficient approach to its land management affairs on behalf of Parishioners, such land could be let under Agricultural Holding Act (AHA), Farm Business Tenancy (FBT) agreements or as a separate agreement

negotiated between the prospective Tenant and the Parish Council for a defined period, after which the agreement would be renewed or the land revert to Parish Council control. Again, the Parish Council would reserve any overall rights to let and control its' land, on behalf of Parishioners, in the most efficient and flexible manner

- c) The LWP agreed that the policy implementation, administration and management of Parish Land should be carried out by the LWP in conjunction with the Parish Council Clerk; however, the full Parish Council would be kept informed and be the final arbiter of any tenancy decisions.  
The following recommendations were put forward by the LWP.  
**Cllr Whitehead proposed that both pieces of land are rented as AHA; this was seconded by W Lindley. 2 for, 1 abstention and 11 against.**
- i. The Policies for the letting of Parish Land set out above be adopted by the Parish Council and fully recorded.  
**Cllr Carlile proposed to accept this recommendation, seconded by Cllr Maw, 12 for, 2 against.**
- ii. The Parish Land surrounding Snowdrop Cottage (Reference "U") to be let to Mr Pantry as an AHA. **Cllr Maw proposed to accept this recommendation, seconded by Cllr Knowles, 13 for, 1 against.**
- iii. The Parish Land opposite to Snowdrop Cottage (Reference "F") to be let to Mr Pantry as a separate agreement with the Parish Council on an initial 5 year period. **Cllr Knowles proposed to accept this recommendation, seconded by Cllr Maw, 13 for, 1 against.**
15. To receive an update on the Heritage Trail leaflet project and determine any further actions required.  
Cllr Bloomfield has completed all the relevant forms and passed to Cllr Smedley for costings. Cllr Bloomfield suggested that a small booklet would fit more information in than a leaflet.  
Cllr Smedley suggested that a Leader grant is applied for to the cost of £7,500 to assist in the production of the leaflet. **Cllr Allcock proposed to accept the suggestion and this was seconded by Cllr Carlile. All in favour.**
16. To receive an update on the status of Haxey Library and determine any actions required.  
Cllr Smedley informed the meeting that a letter has been received from NLC which detailed a slight change to the original proposal. Confirmation had been received by the original interested parties that they would still be willing to run the Library and NLC would select a lead volunteer. All the necessary equipment would be installed including a self service facility.  
Cllr C Lindley informed the meeting that NLC have asked if the rent could be reduced which the Village Hall Committee had stated if the full time member of staff had been kept on then a rent reduction would have been investigated. Due to the release of the full time member of staff and a large saving being made by NLC the Village Hall Committee have declined a rent reduction.  
**It was proposed by Cllr Knowles and seconded by Cllr Lange that the Parish Council do not contribute towards the rent on behalf of NLC due to the savings being made with the loss of the full time member of staff. 12 for. 2 abstentions.**
17. To receive an update on the status of Northside.  
A report has been written and submitted to the new Service Director Infrastructure for consideration. The report's recommendation should be that two orders be made modifying the definitive map: one upgrading FP99 to restricted byway and the other adding a restricted byway to the remainder of Northside's length. This is on the strength of the Finance Act 1910 map and the glebe terriers.  
Once the report has been considered, the Parish Council will be notified of the outcome and an explanation on what happens next.  
The Clerk to contact NLC and suggest that the residents of Northside should be informed of the status.
18. To be notified of the response received from NLC regarding their actions taken in the December spate of bad weather and determine any further actions required.  
A letter received from NLC states that the whole service provisions will be reviewed over the forthcoming summer months. NLC also state that they would support the creation of a Community Emergency Plan.
- General Items**
19. To consider arrangements for the Royal Wedding.  
It was stated that a mug was provided for the school children for the Queens Golden Jubilee and this could be done again for the Queens Diamond Jubilee. It was agreed that a Working Party of Cllr Booth, Cllr Foreman

- and Cllr Maw is to be arranged to discuss the arrangements for the Royal Wedding and the Queens Jubilee.
20. To consider arranging a 'Poppy Party Weekend' and determine any actions required.  
Cllr Knowles offered to look into this along with Cllr Booth in connection with the Remembrance Service proposed for this year.
21. To consider attendance to the ERNLLCA North Lincolnshire District Committee meeting and the NLC Town & Parish Council Liaison meeting.  
Cllr Knowles to attend the ERNLLCA meeting and Cllrs Allcock and Carlile to attend the T & PC Liaison meeting.
22. To pass a resolution that the Parish Council meets all the eligibility criteria for the Power of Well Being and that it is qualified to use the power.  
A copy of the Statement of Intent was sent to ERNLLCA for comments which have been taken on board. Cllr Carlile commented that the Police Panel no longer existed and this should be removed from the statement and to include the Farm Watch Group.
- It was proposed by Cllr C Lindley and seconded by Cllr Maw with the agreed amendments the Statement of Intent is approved. All in favour.**  
Clerk to place details of the statement into the Arrow advising that a full copy is available to view on the website and notice boards.
- A resolution was proposed by Cllr Allcock and seconded by Cllr Lange that the Parish Council meets all the eligibility criteria for the Power of Well Being and that it is qualified to use the power. All in favour.**  
Clerk to contact ERNLLCA regarding the issuing of the Certificates for the PoWB training.
23. To be notified of the Localism Bill and determine if any action is required at this stage.  
Noted.
24. To be notified of the information received on 'purdah' and determine if any action is required.  
Noted.
25. To consider ordering / making the spring hanging baskets and determine actions required.  
Clerk to contact the Handyman regarding this task.
26. To review the cost of the Westwoodside Playing Field signage as quoted by NLC and to be informed of the recent theft of the lead from the village hall roof and determine if any further actions are required.  
Cllr Cooke informed members that the WPFPA wanted an official brown sign to identify the location of the playing fields. NLC have provided a quote of £808 + vat to incorporate the Village Hall sign and the Playing Field sign onto one. NLC also stated they had no funds to provide this sign.  
Clerk to ask Belton and Epworth who provided there playing field signs.  
Cllr Carlile informed members that lead flashing had been stolen from the roof of the Westwoodside Village Hall. This was disappointing as fund raised this year would now have to be spent on replacing the lead.
27. To be notified of the Queen Elizabeth II Fields Challenge and determine action required.  
Clerk to email details to Haxey & Westwoodside Playing Field Associations.
28. To review litter picking within the parish and determine any further actions required.  
Cllr Knowles informed the meeting that the Scouts are willing to carry out a litter picking project in spring and just before winter this year. Cllr Knowles stated that funding would be provided to the Scouts and that a check to ensure that the Scouts had sufficient insurance cover. Clerk to check the status on insurance for the Parish Council. A meeting will be arranged between the Scout Leaders and the LWP including Cllr Foreman to discuss the project.
29. To determine the Grass Cutting tender for 2011.  
Clerk to ask the Handyman if this is something that could be taken on board this year, if not Clerk to put the tender in the Arrow and notice boards.

**This was proposed by Cllr Allcock, seconded by Cllr C Lindley. 13 for, 1 against.**

25<sup>th</sup> January 2011

30. To approve the date of the May Annual Council Meeting and Annual Parish Meeting.  
**It was proposed by Cllr Knowles and seconded by Cllr Carlile that the ACM and APM would be held on Monday 9<sup>th</sup> May. All in favour.**

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

- a) Power of Well Being Statement of Intent
- b) Grass Cutting Tender

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

- a) DCO
- b) Bus Shelters – maintenance of old shelters and a request for a new shelter on Park Close
- c) Awards / Website
- d) Greenhill
- e) Sandbag Policy
- f) South Yorkshire Housing Association policies
- g) Environment Agency questionnaire
- h) Dog Bin located on Park Lane
- i) Environment Agency questionnaire
- j) ERNLLCA District meeting report
- k) T & PC Liaison meeting report

#### **Finance**

33. To consider the Clerks attendance to the SLCC 'Things you need to know' seminar.

**It was proposed by Cllr Allcock and seconded by Cllr Knowles that the Clerk attend the training seminar. All in favour.**

34. To consider funding the Over 70's Party for 2011.

**It was proposed by Cllr Boor that a budget of £1500 is set for the event, seconded by Cllr Bloomfield. All in favour. The party will be held on June 2<sup>nd</sup> 2011.**

35. To receive a copy of the Financial Statement up to 25<sup>th</sup> January 2011.

Noted.

#### **Grant Requests**

36. To consider a grant towards the cost of delivering the Affordable Housing Survey.

Cllr Smedley informed the meeting that HWRCC would be paying for the creation of the survey and have asked if the Parish Council could fund the delivery costs of £160 + vat.

Both Cllr Cooke and Foreman commented that the cost should not be funded by the Parish Council.

**It was proposed by Cllr Knowles and seconded by Cllr Maw to fund this cost. 8 for, 4 against, 2 abstentions.**

37. To consider the information received from adjacent parishes regarding the grant request received from Epworth Swimming Pool and determine if a grant is to be approved.

The Clerk informed the Council that Owston Ferry and Belton had not been contacted to provide a grant to the swimming pool and that Epworth Town Council had donated £5000. **It was proposed by Cllr Bloomfield that due to the fact the pool had received enough funding from Epworth to cover the expenditure required the Parish Council would not provide a grant, seconded by Cllr Knowles. 13 for, 1 abstention.**

**It was proposed by Cllr Bloomfield that due to the fact the pool had received enough funding from Epworth to cover the expenditure required the Parish Council would not provide a grant, seconded by Cllr Knowles. 13 for, 1 abstention.**

#### **Expenditure**

38. 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	1705	635.70

25<sup>th</sup> January 2011

D Hotson	Expenses	1705	174.12
H M Revenue	Employers NI	1706	30.99
H M Revenue	Employees NI & Tax	1706	57.24
Arrow Publication	January issue	1707	94.00
SLCC	Training Seminar	1708	10.00
<b>Total expenditure 25<sup>th</sup> January 2011</b>			<b>£1,002.05</b>

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

39. To confirm the date of the next meeting as being Tuesday 22<sup>nd</sup> February 2011 in the Hood Room, Haxey Memorial Hall.

.....Chairman

**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
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
PoWB	Power of Well Being
SSSI	Site of Special Scientific Interest
T & PC	Town & Parish Council
WP	Working Party
WPFA	Westwoodside Playing Field Association

25<sup>th</sup> January 2011