

## HAXEY PARISH COUNCIL

**Minutes from the meeting held on Tuesday 24<sup>th</sup> April 2012 at 7pm in the Meeting Room, the Pavilion, Westwoodside Playing Fields, Westwoodside.**

**Present:** Cllrs. Allcock, Boor, Booth, Carlile, Cooke, Foreman, Harris, Knowles, Lange, Lindley, Maw, Morris, Orton, Smedley, Whitehead & 2 residents.

**Chairman:** Cllr Knowles presided.

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### 75. Public Participation

Members of the public stated they were there to observe proceedings.

#### Procedural

76. All members present.

77. The minutes of the Parish Council meeting held on Tuesday 27<sup>th</sup> March 2012 with the agreed matters of accuracy were approved as a true and correct record. **Proposed by Cllr Whitehead, seconded by Cllr Booth. All in favour.** The minutes of the Personnel Committee minutes held on 23<sup>rd</sup> March 2012 were approved as a true and correct record. **Proposed by Cllr Booth, seconded by Cllr Lange. All in favour.**

78. Cllr Maw declared a personal interest in agenda items 79 2012/0404 & 2012/0437.

Cllr Carlile declared a personal interest in agenda item 79 2012/0404.

Cllr Whitehead declared a personal interest in agenda items 79 2012/0404 & 2012/0447.

Cllr Morris declared a personal interest in agenda item 79 2012/0447 and a prejudicial interest in agenda item 79 2012/0448 as this will affect Cllr Morris' property.

Cllr Lindley declared a personal interest in agenda item 79 2012/0437.

Cllr Booth declared a personal interest in agenda item 79 2012/0437.

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

79. To receive any 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 application decisions were received from NLC.

**2011/1142** - full planning permission granted to erect a new convenience food store, including the demolition of existing buildings at 20 High Street, Haxey.

**2012/0031** - full planning permission granted to erect a 2 storey extension to the side, conservatory to the rear, erect a detached store room and garden fence to boundaries 1.8m high to the rear and 1.2m to the front of the house (resubmission of PA/2011/1429) at Holly Villas, Station Road, Graizelound.

**2012/0110** - full planning permission granted to substitute house type for plot 4 to a 3 bed detached house (previous application PA/2009/0602) at plot 4, rear of Elmfield House, Brethergate, Westwoodside.

**2012/0165** - full planning permission granted to erect a single storey extensions and balcony at Willow Cottage, Turbary Road, Haxey.

**2012/0226** - full planning permission granted to erect a barn at High Burnham Farm, Owston Ferry Road, Haxey.

**2012/0282** - full planning permission granted to retain metal container and build a toilet block and communal shed at Allotments, Cove Road, Westwoodside.

**2012/0270** - Hedgerow Regulations 1997 - Woodland Croft, Cove Road, Westwoodside - removal of hedge approved.

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

**2012/0418** - Mr Gent, Pear Tree Cottage, 12 Akeferry Road, Westwoodside - planning permission to erect a two storey extension and convert annexe to form garage and store. **Cllr Harris proposed to support the application, seconded by Cllr Smedley. 14 for and 1 abstention.**

**2012/0437** - Mr Allison, 8 Mill Lane, Westwoodside - planning permission to erect a front porch and replacement garage. **Cllr Maw proposed to support the application, seconded by Cllr Foreman. 14 for and 1 abstention.**

**2012/0447** - Mr G Smith - R Smith & Sons, South Carr Farm, Tindale Bank Road, Westwoodside - application for the determination of the requirement for prior approval for an agricultural building. **Cllr Maw proposed to support the application, seconded by Cllr Harris. 13 for and 2 abstentions.**

**2012/0450** - Mr & Mrs Maw, Micklehill Farm, Brackenhill Road, East Lound - planning permission to erect an agricultural workers dwelling and retain change of use of part buildings and land for the keeping of horses for livery. **Cllr Carlile proposed not to support the application based on there not being sufficient information to make a decision and the application should be resubmitted with more detailed information. There is no proven need for the dwelling or sustainability of the business and it is inappropriate for its location given its prominent position. Seconded by Cllr Booth, 14 for with 1 abstention. Clerk to submit detailed report from Cllr Carlile to NLC Planning.**

**2012/0404** - Mr J Cook, Brackenhill Farm, Brackenhill Road, East Lound - planning permission to erect an agricultural workers dwelling (resubmission of PA/2011/1415). **Cllr Carlile proposed to support the application subject to an agricultural tie as a condition of approval by NLC, seconded by Cllr Harris, 14 for with 1 abstention. Clerk to submit the detailed report from Cllr Carlile to NLC Planning.**

**2012/0435** - Mrs A Miller, 68 Doncaster Road, Westwoodside - planning permission to raise roof height and install dormer windows to front and erect a porch. **Cllr Carlile proposed to support the application, seconded by Cllr Boor. 14 for and 1 abstention.**

**2012/0448** - Miss N Senior, land adjacent to Park Lane Farm, Westwoodside - planning permission to erect a 3 storey detached dwelling (resubmission of PA/2012/0097). Cllr Morris left the room. **Cllr Carlile proposed not to support the application as it was out of keeping with the street scene; there is no vehicular access to the rear of the property. Seconded by Cllr Booth, 12 for and 2 abstentions.**

Cllr Morris rejoined the meeting.

**2012/0476** - Mr Leuchars, Jasmine Cottage, Haxey Lane, Haxey - planning permission to erect a single storey extension. **Cllr Carlile proposed to support the application but comment for NLC to calculate the % of the extension against the original build. Seconded by Cllr Harris, 13 for and 2 abstentions.**

**2012/0486** - Ms K Turland, Crossways, Doncaster Road, Westwoodside - planning permission to erect a detached double garage. **Cllr Maw proposed to support the application, seconded by Cllr Boor with 1 abstention.**

Cllr Knowles asked that the Council consider forming a Planning Committee with either full delegated power to make decisions or to provide a report to the Council for approval. Agenda item for a future meeting.

#### 80. Clerk's Report

- a) ERNLLCA March & April newsletter.
- b) Jubilee Meeting held 29<sup>th</sup> March 2012.
- c) Countryside Voice newsletter Spring 2012.
- d) Thank you letter received regarding the Parish Councils support of residents in not supporting the Article4 Direction.
- e) ERNLLCA District Committee Meeting update. Cllr Knowles informed the meeting that the Code of Conduct was discussed at this meeting and from July a prejudicial interest would be changing to a pecuniary which did not necessarily mean financial. ERNLLCA are awaiting full details and this will be escalated down to T & P Council when available. The Register of Interests will be going onto the parish website and therefore the Clerk stated she would bring all members copies to the next meeting for review.
- f) VANL invitation to a briefing on the new Police & Crime Commissioners Arrangements. Circulated prior to the meeting.

24<sup>th</sup> April 2012

- g) Request from Haxey Memorial Hall Committee regarding the Parish Council representative. Cllr Lindley is happy to carry on as representative for the Parish Council.
- h) Information received regarding the creation of a legacy with Fields in Trust to celebrate the Jubilee year. Clerk to forward to the PFA's.
- i) Notification received from NLC Leader Support Office regarding funding available for a Community Energy Project.
- j) Letter received from Mrs Muscroft stating she had no further information. Clerk to chase NLC regarding a response from previous email asking if there is any further action that could be taken. Clerk to wait 7 days for a response and then forward a response to Mrs Muscroft advising her to contact the local MP and Ombudsman. New information provided indicated that the original administration on the re-routing took place in 1988. Although a trawl of the Parish Council Minutes around the pertinent time had failed to find any useable reference, a further search of the 1988 minutes would be carried out before the next meeting and the Council and NLC informed of any information discovered. Cllr Whitehead to carry out the new research.

### **Improvements / Projects**

81. To receive an update on the Heritage Trail project and determine any further actions required.  
 Cllr Smedley updated the Council on events since the last meeting. The Clerk had submitted a letter to Defra and a response had been received which supported the decision made by the LAG. A further letter was to be submitted to Defra stating that the Parish Council still feel that Leader / LAG made a poor decision. Cllr Allcock stated that he had spoken to Cllr Liz Redfern about the matter and she had read the correspondence. She pointed out that the LAG was responsible for taking the final decision on the matter and there could be no further action.  
 Cllr Maw stated that he was sorry for the Cllrs who had spent a lot of time working on this project and that there was now a good Heritage Trail in place that people were using.

### **Highways / Neighbourhood Services**

82. To consider the information on the deeds regarding the bus shelter on the Nooking and determine actions required.  
 Item to be deferred. Clerk to forward a copy of the deed to Cllr Harris when they have been received back from Land Registry and also inform the owners of the adjacent property that the issue was being formally investigated.

### **Reports / Updates**

83. To receive a report from the Ward Councillor on activities within North Lincolnshire Council.  
 Cllr Allcock informed the meeting that the promises made in their first year by NLC Conservative Group have been met.  
 The latest involves halving Consultants fees for the year, reducing them by £1m.  
 Senior staffing posts were being evaluated.  
 A bus stop survey has been carried out by NLC confirming existing sites and identified some possible new sites. All will be provided with timetables. The Parish Council will be consulted in due course.  
 Rubbish that had been dumped near to High Burnham Farm has been removed.
84. To receive an update on the Parish Office Feasibility Study and determine actions required.  
 The feasibility study report was provided to Cllrs prior to the meeting.  
 A discussion ensued regarding the report and the following recommendations requested for approval.
- a) The Parish Council approves the move of its administrative facilities to a more acceptable location in the Parish.
  - b) The Parish Council discounts for the present any new build/portakabin solutions for the provision of improved administrative facilities.
  - c) The Parish Council LWP enters into formal discussions of options with the Westwoodside Playing Fields Committee with a view to moving its administration to the Playing Fields Pavilion over the next 3 months.
  - d) The LWP produces a plan to include any expenditure to enable the move of the Parish Council administrative facilities to the Westwoodside Playing Fields Pavilion for submission to and approval by the Parish Council by July 12.

**It was proposed by Cllr Cooke to support the recommendations of the report, seconded by Cllr Orton. 9 for, 5 against with 1 abstention.**

85. To receive an update on the website and determine any actions required.

Cllr Carlile provided a visual presentation of the current state of the website and showed the Council areas for improvement. **It was proposed by Cllr Maw, seconded by Cllr Cooke to carry out the improvement to a cost not to exceed £250. 13 for with 2 abstentions.**

86. To receive an update on the state of repair to Cove Road Quarry and determine further actions required.

Ward Cllr Allcock will be provided with an update on the Quarry and Cove Road in due course.

87. To receive an update on the Greenhill road subsidence and the lighting issue on the junction of Greenhill.

The road repairs have been carried out on Greenhill which has rectified the subsidence issue.

Clerk to chase the lighting issue again.

The state of the wall would need to be addressed at some stage – to remain on the outstanding actions list.

**General Items**

88. To consider the responses received from Cllrs regarding the Environment Agency Diversity & Equality Information and Draft Objectives to collate for submission.

It was agreed that the consultation sets out the aims and aspirations of the Environment Agency (EA) for these areas and it is noted that the EA is committed to these issues and has a policy to support them.

89. To be notified of the information received from NLC and the Advice note received from ERNLLCA regarding the Code of Conduct and determine actions required.

This was noted and the Parish Council await further direction from ERNLLCA.

90. To approve the adoption of the Data Protection procedure.

The procedure was issued prior to the meeting. Item to be deferred to the next meeting.

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

Requests to the Clerk.

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

- Data Protection Policy
- FP114 - Clerk to provide Cllr Whitehead with the minute book for 1988.
- Hanging Baskets
- Hallcroft Close - Cllr Lange informed the Council that there was meeting arranged by NL Homes at the Communal room. It was suggested as many Cllrs as possible should attend. Cllr Allcock had spoken to NLC and there was no covenant when the stock transferred to NL Homes. NL Homes stated that they had undertaken 1-1 discussion with the people that the project would affect and they would all be rehoused to their satisfaction. At their meeting in April it was decided to demolish the site and rebuild but they had not yet decided on what would be rebuilt. There would be a new communal area based on the community needs.
- Snowdrop Cottage - Cllr Knowles to look at the information provided by Mr Pantry in preparation for a meeting being held on 30<sup>th</sup> April.
- Approval of Jubilee funding.

**Finance**

93. To receive a copy of the Financial Statement up to 24<sup>th</sup> April 2012.

94. To consider the costs for a new mobile phone contract for the Clerk.

The Clerk provided costing for the Council of Smartphone's and suggested the cost is shared with the Clerks other Councils which would reduce the cost significantly. It was suggested that the Clerk opt for an I Phone. The Clerk asked that accessories purchased for the phone are also split between the Councils.

**It was proposed by Cllr Morris, seconded by Cllr Maw that the Clerk take out a contract on an I Phone not to exceed £50 per month, this cost being split between Councils. All in favour.**

95. To consider the renewal subscription for the Local Councils Update.  
**It was proposed by Cllr Booth, seconded by Cllr Lindley to renew the subscription. All in favour.**
96. To consider the membership renewal for ERNLLCA 2012/13.  
**It was proposed by Cllr Cooke, seconded by Cllr Allcock to renew the subscription. All in favour.**
97. To consider the membership renewal for HWRCC 2012/13.  
 It was agreed that as a yearly donation is provided the membership was not deemed to be necessary.
98. To consider the membership renewal for VANL 2012/13.  
**It was proposed by Cllr Lange, seconded by Cllr Cooke to renew the subscription. All in favour.**

#### **Grant Requests**

3 grant request for assistance in funding Jubilee celebrations were received after the agenda was issued.

Westwoodside Pond Lights are organising a Scarecrow competition and are looking for a grant to purchase commemorative medals for the children participating in the event at a cost of £150.

Haxey Playing Field Association are organising an Olympic Field Day event and are looking at providing official Jubilee medals at a cost of £100.

The coordinators of concerts in Haxey Memorial Hall and Westwoodside Village Hall and are looking at a grant for £70 to assist in the preparation of these events.

Due to the timescales it was agreed to provide a grant of £320 to be paid to the Haxey Jubilee Fund who will in turn reimburse the relevant organisations. All in favour. This item will appear on the agenda for full approval at the next meeting.

#### 99. **Expenditure**

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

D Hotson	Salary	1869	774.29
D Hotson	Expenses & Admin	1869	293.39
H M Revenue	Employers NI	1870	19.71
H M Revenue	Employees NI & Tax	1870	34.14
Arrow Publication	Monthly edition	1871	192.00
DMH Solutions Ltd	LCRS upgrade Win 7	1872	35.33
Haxey Memorial Hall	Hire of hall	1873	67.00
D G Brownbridge Ltd	Church fencing and footpath repairs	1874	4,239.12
R Fisher	Handyman Services	1875	87.50
Aquila Business Products Ltd	Consumables	1876	186.18
P Booth	Jubilee Bunting	1877	220.00
D Knowles	Travel Expenses	1878	14.85
Signs Express	Heritage Trail boards	1879	45.28
<b>Total Expenditure 24<sup>th</sup> April 2012</b>			<b>£6,208.79</b>

**It was proposed by Cllr Lindley, seconded by Cllr Morris to approve the expenditure. All in favour.**

100. To confirm the date and time of the next meeting as being Tuesday 29<sup>th</sup> May 2012 at 7pm to include the Annual Meeting of the Parish Council, venue Hood Room Memorial Hall Haxey.  
 Annual Parish Meeting scheduled for Tuesday 22<sup>nd</sup> May 2012 in the Memorial Hall, Haxey.

24<sup>th</sup> April 2012

.....Chairman

<b>Summary of continuing and newly agreed actions for YE 31/03/13</b>		
<b>Minute number</b>	<b>Action</b>	<b>Review Date / Completion Date</b>
2011/158	Power of Well Being Resolution	May 2012
2011/216	Update of Parish Directory	May 2012
2011/234	Investigate the status of the Pinfolds	May 2012
2011/254	Repair of Greenhill wall	May 2012
2011/300	Queens Jubilee Celebrations	June 2012
2011/410	DCO's for playing fields	TBA
2012/25	Tree stumps to be removed at a later date	TBA
2012/16	Office Facilities	Ongoing
2012/6g	Additional salt bin to be reviewed	May 2012

### **Abbreviations**

AA	Allotment Association
BR	Bridleway
CCC	Caravan & Camping Club
CEP	Community Emergency Plan
Cllrs	Councillors
DCO	Dog Control Order
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
NHP	Neighbourhood Plans
NLC	North Lincolnshire Council
PPAG	Parish Plan Action Group
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

24<sup>th</sup> April 2012