

HAXEY PARISH COUNCIL

Minutes from the virtual meeting held on Tuesday 30th June, 2020 at 7pm.

The meeting was conducted via a Zoom platform as directed by Government Guidelines for the personal protection and social distancing due to the current Coronavirus Pandemic.

Present: Cllrs Bond, Booth, Carlile, Condliff, Fiddler, Foreman, Harris, Holgate, Knowles, Layton, Lindley, Orton, Parkin, Smedley & Thorpe. Ward Cllrs Allcock & Rose.

Chairman: Cllr Knowles presided.

Clerk: Deb Hotson

- 2006/01** All members present.
- 2006/02** Public Participation – to receive any matters raised via email or phone by members of the public. No matters raised.
- 2006/03** **Resolved** - the minutes of the Parish Council meeting held on 26th May, 2020 with the agreed addition were approved and signed as a true and correct record. **Proposed: Cllr Fiddler, seconded: Cllr Lindley. All in favour.**
Cllr Booth stated that she was not happy with the excuse of the Coronavirus being used for NLC Enforcement Officers not to get in a car and pay a site visit to a reported breach of planning.
- 2006/04** To record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
Cllr Parkin declared a personal interest in agenda item 2006/07 2020/744.
Cllr Carlile declared a personal interest in agenda item 2006/09.
- 2006/05** To note dispensations given to any member of the Council in respect of the agenda items listed.
Dispensation granted with regard to item 2006/14 due to the Parish Council being Sole Trustee of WPGA.
- 2006/06** To review the following procedures: - Councillors have had the opportunity to review the following list of procedures and advise the Clerk if there are any amendments which will be considered under this item:
- Standing Orders – item deferred to the next meeting and Clerk to send out proposed amendment received from Cllr Harris.
 - Financial Regulations.
 - Community Emergency Plan – the Working Group are currently waiting for the latest Snow Warden and Contractor information from NLC. The Plan will then be circulated for comment prior to the next meeting.
 - Asset Register.
 - H & S and Financial Risk Assessment policies.
 - Complaints Procedure.
 - Scheme of Publication Policy
 - General Data Protection Regulation Policies.
 - Equal Opportunity Policy.
 - Co-option Policy – item deferred to the next meeting and the Clerk will send out the proposed amendment received from Cllr Harris and the policy from ERNLLCA on Secret Ballots.
 - Child Protection Policy.
 - Safeguarding of Vulnerable Adults Policy.
 - Disciplinary and Grievance Procedure.

- Members and Officers Protocol.
- Reserves Policy.
- Training Policy.
- Parish Land Tenancy Policy.

Resolved – all policies above unless stated otherwise are reviewed and approved. **Proposed: Cllr Lindley, seconded: Cllr Booth. All in favour.**

- Terms of Reference (TORs) for Committees / Working Parties – Clerk to review the members details and ensure all are correct to the May 19 elected representative and resend for approval at the next meeting.
- To confirm that all members have reviewed their Register of Interests. All members confirmed they had reviewed their ROI's.
- To resolve that this Council utilizes its powers under the Local Government Act 1972, section 101, to devolve to the Clerk the authority to make decisions on planning applications where:
The application falls between meetings and it is not possible to obtain from the Planning Authority an extension of time to consider the matter; and
The Chairman is unavailable to convene an extra-ordinary meeting or circumstances are such that the convening of an extra-ordinary meeting is impractical.
In both circumstances the Clerk shall have authority to respond on the Council's behalf, considering the Local Plan; the content of any planning policies; community plan or Neighbourhood Plan adopted by the council; and precedent. Moreover, where it is practicable, the Clerk is to contact ALL Councillors to confirm they are content with the response to the specific Planning Application requiring this action. This authority will not apply to applications where there are known objections by neighbours; multiple housing development; and new land allocations.

Resolved – approved as detailed above. **Proposed: Cllr Foreman, seconded: Cllr Condliff. All in favour.**

2006/07 Planning

- a. To receive any decisions from NLC and to discuss the following applications received from NLC. The following information/decisions were received from NLC.

2020/585 – planning permission to erect a dwelling at land to the rear of 30-32 Low Street, Haxey will be considered by the Planning Committee at its meeting on 01/07/20.

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

2020/594 – planning permission to enclose and extend existing riding arena to include lorry parking and the erection of a roof over existing facility at Langholme Barn, access road to Holme Tree Farm, Haxey.

Resolved – no objection with the following comments.

Site location is in the open countryside and subject to RD section of NLC Local Plan. It can be considered a countryside pursuit within the NLC Local Plan.

Ménage granted PA/2007/1277. The proposed building will be larger than current ménage to facilitate training to a high standard.

Impact on the open countryside as a standalone proposal is acceptable and conforms to NLC Local Plan, some concerns about the number of developments overall at this site/area and could impact on the area any further development should be viewed as over development in the future.

A high standard of design would be desirable.

Proposed: Cllr Orton, seconded: Cllr Carlile. 14 for with 1 against.

2020/732 – planning permission for a new dropped kerb at Ferensway, 62 Akeferry Road, Westwoodside.

Resolved – no objection or comment. **Proposed: Cllr Booth, seconded: Cllr Harris. All in favour.**

2020/842 – planning permission to erect a single storey extension to side, full width dormer window to rear roof slope, dormer window and projecting gable to front and associated external alterations at 9 Mill Lane, Westwoodside.

Resolved – no objection or comment. **Proposed: Cllr Foreman, seconded: Cllr Orton. All in favour.**

2020/861 – planning permission to erect two storey rear extension with balcony and covered patio at Henna House, 37 Nethergate, Westwoodside

Resolved – no objection with the following comments.

Balcony, although mainly enclosed may create privacy issues with the neighbouring property.

Proposed: Cllr Booth, seconded: Cllr Thorpe. All in favour.

- b. To be notified of the application submitted to NLC due to time constraints under the Clerks Delegated Powers.

2020/744 – application for technical details consent (pursuant to permission in principle for residential development (2019/1117) for the erection of three dwellings at land adjacent to 61 Haxey Lane, Haxey.

- c. Planning Enforcement

Hairdressers Signage – 2-4 Greenhill Road, Haxey and Newbigg, Westwoodside – NLC Enforcement are booked in to visit the site once Covid19 permits.

Potential building appeared on the site related to PA/2011/0500 - NLC Enforcement are booked in to visit the site once Covid19 permits.

Allendale, A161 – containers, horse boxes on site - NLC Enforcement are booked in to visit the site once Covid19 permits.

Vinehall Road, no change of use - NLC Enforcement are booked in to visit the site once Covid19 permits.

Cllr Rose stated that Enforcement restrictions have been lifted, Clerk to chase for the next meeting.

Cllr Holgate stated that there were several locations where signage was an issue and will send a list to the Clerk to take up with NLC.

Cllr Orton stated he would send information through to the Clerk on a possible breach of planning to take up with NLC.

Update on the letter submitted to Head of Planning and CEO of North Lincolnshire – a proposed response was circulated prior to the meeting which will be checked to ensure legally accurate and then circulated for comments prior to submission to NLC. Clerk to provide Ward Cllrs with a copy too.

Proposed: Cllr Thorpe, seconded: Cllr Bond. All in favour.

2006/08 Clerks Report

- a. All highway issues reported to NLC.
- b. Keep Britain Tidy's – Great British September Clean, 11th – 27th. Clerk to send to the schools and place into the next edition of the Arrow.
- c. LWP Notes – no further action at present, discussed and noted. Cllr Lindley stated that with regard to the notes some houses had access to Northside and not the majority.
- d. Tenancy surrender on land at Langholme Lane, Clerk has advertised on the website and notice boards.
- e. North Lincolnshire Engagement Officer – May 2020 update.
- f. NLC notification that the VE grant funding is no longer available.
- g. Confirmation and thanks received for the Westwoodside Village Hall Committee being in receipt of the Covid19 grant funding.
- h. ERNLLCA Newsletter No 5.

Improvement / Projects

- 2006/09** To consider the plans and costings for the area under the Beacon, determining actions required.

Item deferred until further quotes have been received.

2006/10 To consider works to be carried out on the BT Kiosk located on Low Road and determine its future use.
Cllr Bond was thanked for his report and information provided on options.

Cllr Parkin offered to paint the kiosk.

Resolved – a sum not to exceed £200 to renew and upgrade the Kiosk. **Proposed: Cllr Fiddler, seconded: Cllr Booth. All in favour.**

It was suggested that the land to the rear of the kiosk is tidied as at present an eyesore. Informal enquiries to be made as to who owns the land and if this can be tidied as part of the project and Best Kept Village. As the agreement with BT for the transfer of the kiosk does not include the land it occupies, again informal enquiries to be made to identify who owns this land.

Highways / Neighbourhood Services / North Lincolnshire Council items.

2006/11 To determine actions required with regard to the Neighbourhood Planning process for Haxey Parish.

The item will be deferred until the NLC Local Plan has been approved.

One resident has come forward as a volunteer to go on the group once formed and has been provided with information on the project.

Clerk to find out if any funding is available from NLC.

2006/12 To determine further actions required with regard to the status of the land and large trees located on Graizelound Field Road.

Further concerns and photos had been circulated from a resident on the untidy grass in this vicinity. No update from Ward Cllrs on the issue but Cllr Rose would chase up the following day.

The trees are encroaching further on to the highway and the Parish Council were informed that they blocked access to a mobility scooter using the footpath.

Clerk to ask the contractor to cut the verges in this area until further actions are taken by NLC and a decision made on who will be responsible for the land.

Reports / Updates

2006/13 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Allcock stated that NLC have engaged a Consultant to look into options for the C202. Aggregate HGV are damaging the road and one of the options is to divert HGV to Park Drain crossroads and to install passing places from Cove Road to Park Drain crossroads. Weight Restrictions are also being considered on other sections of the road.

Cllr Carlile asked in view of the absence of the NATs meetings was Wroot being kept up to date to which Cllr Rose stated that he was having regular meetings with the Chairman.

Cllr Booth stated that once the quarry works were completed then the issues along the C202 would be gone. She stated she would find out when this is likely to be.

Cllr Rose informed the meeting that NLC had submitted a Local Lockdown Plan to Government. He advised that he did not believe our area was a prime candidate for lockdown at the moment.

Toilets in the Towns would be open from Friday and rural ones the following week.

Libraries will take slightly longer to open but this is currently being reviewed.

385 composters have been provided to those giving up their brown bins and information will be circulated in due course to increase the size of the current brown bins for an additional £39 per year.

NLC are looking to local Town & Parish Council to plant trees were possible.

NLC are opening up their play areas from 4th July and hope Town & Parish Councils will follow suite.

Cllr Rose stated Clerks will be provided with Risk Assessments and signage information.

2006/14 To receive a report from the Westwoodside Playing Field Management Committee.

The minutes were circulated prior to the meeting. No comments.

- 2006/15** To receive an update report on the progress of Planting for 2020 including the approval of the maintenance and planting budgets determining any further actions required.
Resolved – the following proposed expenditure was approved.
 Ground Maintenance - £2,744, Low Burnham, Best Kept Village budget - £300 and War Memorial planting costs £118.49.
 Cllr Smedley stated that 4 residents were helping out with the planting and watering. Some of the plants had died, but had been replaced.
 Cllr Condliff asked if the Ground Maintenance could include the strimming of the flower beds. Cllr Layton will undertake this.
 Cllr Condliff asked if the resident that grew the plants could be sent a thank you note – Clerk to send a letter of thanks.
 Cllr Booth stated that the flower beds on Craycroft needed more watering and a neighbour would be willing to provide access to water if required. It was noted that the flower beds outside the toilets look really nice.
- 2006/16** To receive an update on Westwoodside Pond determining any actions required.
 The large pump is in situ. Cllr Booth has obtained the barley straw and Cllr Parkin the netting which will be put into the pond to reduce algae build up.
- General Items**
- 2006/17** To receive an update on any VJ Celebrations for August 2020 determining actions required.
 Cllr Booth stated that the bugler and piper were willing to participate and a time to be set. They will be registered with the Pageant Master. Due to Covid19 restriction will be in place so any celebrations will be kept simple.
- 2006/18** To be notified of the Code of Conduct consultation determining actions required.
Resolved – agreed to submit comments that further sanctions should be included in the new code.
Proposed: Cllr Booth, seconded: Cllr Condliff. 10 for, 4 against and 1 abstention.
- 2006/19** To determine actions required with regard to supporting local schools during the Covid-19 pandemic.
 Cllr Carlile stated that there were a number of facilities in the parish that schools could use if required. Cllr Booth has been in touch with the heads of both schools and they have stated that they would be working from the schools due to the shortage of staff to cover other sites.
 The use of the Westwoodside MUGA for the schools is still being looked into.
- 2006/20** To determine actions required with regard to the Parish Directory update.
Resolved – no further use of the directory due to the ever-changing data which can be found in either the Arrow or the Church Magazine. **Proposed: Cllr Foreman, seconded: Cllr Booth. 14 for with 1 against.**
- 2006/21** To notify the Clerk of items to be placed on the agenda for the next meeting no later than 13th July 2020.
- Graizelound notice board.
 - Policies/Procedures.
- 2006/22** To notify the Clerk of any items to be included in the information to be placed into the Arrow.
- Cllr Parkin to provide an article on HPFA litter problems.
 - Cllr Booth to provide an article of VJ Day.
 - Playground opening update.
- Finance**
- 2006/23** To receive a copy of the Financial Statement up to 30th June, 2020.
 Item noted.
- 2006/24** To confirm the arrangements for the grass verge/PROW cutting for Epworth.

Resolved – contractor for Epworth was selected. **Proposed: Cllr Booth, seconded: Cllr Orton. 14 for with 1 abstention.**

2006/25 To consider the purchase of a notice board for Graizelound and the updating of a notice board.

Cllrs Condliff and Orton to review a location, who would be able to regularly update the notice board and was there a more cost-effective solution to the provision of a Notice Board. Item for the next meeting.

2006/26 To consider contributing towards the turfing/seeding of the extended burial site, funding the erection of new fencing and payment and submission of a planning application for change of use for the extension to the burial land at St Nicholas Church, Haxey.

Cllr Holgate stated that he objected to paying for any of the costs.

Cllr Knowles stated that this was a facility for the community to use.

Resolved – the following costs: -

Fencing – contractor selected - £760 + VAT.

Planning if required - £462, the Parish Council cost would reduce by 50%.

1. Reseeding / Turfing – contribution of ½ of the cost approved. It was suggested that this should be seeded and wait until later on in the season.

2. Legal costs – contribution of ½ of the cost approved. The costs of 1 & 2 not to exceed £1300.

Proposed: Cllr Harris, seconded: Cllr Fiddler. 10 for and 5 against.

Grant Requests

Expenditure

2006/27 To approve the following accounts.

Salary, expenses & admin		
HMRC	Employees Tax & NI and Employers NI	
CommuniCorp	Annual subscription	£48.00
Arrow Publication	June edition	£540.00
CPRE	Best Kept Village entry fee – Low Burnham, Haxey & Westwoodside	£75.00
NS Groundcare	Various grass verges	£1,470.00
		£1,100.00
		£370.00
		£210.00
		£370.00
NLC	Haxey Tennis Club PA	£256.00
George Tune & Son	Planting costs	£1,201.25
JB Rural Services	Epworth verge cutting	£1,080.00
	West Butterwick verge cutting	£84.00
	Owston Ferry & Gunthorpe verge cutting	£192.00
	West Butterwick verge cutting	£84.00
	Epworth PROW cutting	£582.00
	West Butterwick PROW cutting	£192.00
BT	Phone & Broadband	£63.59
S Ewen	Ground Maintenance - planting	£199.99
Total Expenditure 30 th June, 2020		£9,360.76

Resolved – the accounts were approved for payment. **Proposed: Cllr Condliff, seconded: Cllr Lindley. All in favour.**

2005/34 The time and date of the next meeting is Tuesday 21st July at 7pm via a Zoom Platform.

NORMAL PARISH COUNCIL MEETINGS HAVE BEEN SUSPENDED FROM 23 MARCH UNTIL FURTHER NOTICE.

THE MAY PARISH COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY ON A ZOOM PLATFORM WITH AGENDA AND MINUTES BEING PUBLISHED AS NORMAL.

IF YOU WOULD LIKE TO ATTEND THE NEXT MEETING PLEASE PROVIDE THE CLERK WITH YOUR EMAIL AND AN INVITE WILL BE SENT ACCORDINGLY.

Residents are also able to raise any issues prior to a meeting through the Clerk to the Parish Council.

Appendix A

Summary of continuing and newly agreed actions.		
Minute number	Action	Review Date / Completion Date
2011/254	Repair of Greenhill wall – NLC are responsible for these costs.	On-going as part of discussions with NLC.
2013/245	Cemetery requirements	On-going
	NHP – future development plans	On-going – consultation in progress for designated area.
	WWS Pond ducks	Monitor
2014/81	Gollands Lane Traffic	On-going
2014/177	Enforcement Issues	On-going
2001/22	Parish Beacon	Slabs to be laid and plaque to be sourced.

Appendix B – Abbreviations

AA	Allotment Association
CCC	Caravan & Camping Club
CEP	Community Emergency Plan
Cllrs	Councillors
DPD	Development Plan Document
EA	Environmental Agency
ERNLLCA	East Riding & North Lincolnshire Local Council Advisors
FP	Footpath
HPFA	Haxey Playing Field Association
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
NATs	Neighbourhood Action Teams
NHW	Neighbourhood Watch
NHP	Neighbourhood Plans
NLC	North Lincolnshire Council
NLH	North Lincolnshire Homes
PCC	Parochial Church Council
PCC	Police Crime Commissioner
PP	Planning permission
PPAG	Parish Plan Action Group
PROW	Public Right of Way
SSSI	Site of Special Scientific Interest
TEN	Temporary Event Notice
T & PC	Town & Parish Council
WLHH	We Live Here Haxey
WPFA	Westwoodside Playing Field Association
WPFMC	Westwoodside Playing Field Management Committee
WWS	Westwoodside