

Minutes of Laceby Parish Council Planning Meeting
Held at the Stanford Centre, Cooper Lane Laceby on Tuesday 4th June 2019 at 7.30pm

- 12302 Present:** Chair - Cllr B Metcalf
Cllr S Turner, Cllr R James, Cllr L Emerson, Cllr Schofield, Cllr S Greenbeck,
Cllr D Johnson, Cllr Hasthorpe
- Also present:** 7 members of public were present
Clerk – Nicola Ashton
- Apologies:** Cllr H Hudson

Apologies were accepted.

The Chair opened the meeting and welcomed everyone.

12303 Minutes from the 7th May 2019

Minutes from the meeting held on the 7th May 2019 were put forwards for approval, the minutes were proposed by Cllr Turner and seconded by Cllr Greenbeck. Cllr Metcalf requested a show of hands; all Councillors were in agreement and minutes were approved.

12304 Declaration of Interests & Dispensations

Cllr Metcalf asked if there were any planning applications or finance involving the Councillors on the agenda. No declarations or dispensations were recorded.

12305 Co-option of Councillor

Cllr Metcalf explained that the co-option of Cllr Hasthorpe had been discussed at the previous meeting and agreed by all. Cllr Hasthorpe was welcomed to the meeting.

12306 Public Forum

Cllr Metcalf opened the meeting to the public forum, asking those present if there was anything they wished to discuss in regards to tonight's agenda. Those present confirmed that they were here for the planning matters of the meeting and advised they were concerned around the building at 31 Gibraltar Lane. Cllr Metcalf explained that this would be dealt with under agenda item 8, adding that this item had been added because of a request from a resident.

Cllr Metcalf asked if there was anything else for discussion, and this was confirmed as no. The public forum was closed.

12307 Police Matters

Police report shared with Parish Council; conversation held around the incidents across the village with Cllr Metcalf commenting that there had been more than normal. Discussion was held regarding police presence in the village and what was happening to reduce the levels of crime. Cllr's Greenbeck and Johnson advised that they did see the police in the village regularly and Cllr Metcalf added that the PCSO had keys to the Centre and kept his bike there; he was around regularly. Cllr Hasthorpe added that at the Town and Parish Committee they were advised that just because you didn't see the officers, didn't mean they weren't around and there had been an increase in the numbers of officers trained in the area.

Cllr Metcalf added that there was more Anti-Social Behaviour (ASB) around the St Francis Grove play area; that the worst time was early evening. The young people are playing football on the surface and damaging equipment; she added that she had approached some of them to suggest they went to Butt Lane pitch instead. Concern was raised regarding the amount and cost of damage from this behaviour.

Action Clerk to raise issue with Police.

12308 Ward Councillors

Cllr Hudson had sent his sincere apologies due to alternate commitments. Cllr Hasthorpe advised that there was little to report back. Cllr Metcalf asked if we wished to pass back any queries to the Ward Councillor's.

12309 Planning Matters

The following planning applications have been approved under delegated powers:

- **DM/0137/19/FULA – two storey rear extension and first floor extension; 25 Willow Close, Laceby.**
- **DM/0295/19/LBC- listed building works to windows and openings to the Coach House; The Rookery, Grimsby Road, Laceby.**

31 Gibraltar Lane, Laceby

Cllr Metcalf explained that this item had been added to the agenda following calls from residents in regards to the building; Cllr Metcalf had been to see the property and confirmed that it was quite large for a garage with upstairs storage. Reference was made to the Parish Council letter submitted when the plans were first viewed by the Council in 2017. This advised the previous Chair had been and spoken to the resident regarding the build and he had reassured the Council the plans should be approved.

The public present added that they had spoken to planning and enforcement as they felt that the building would not be a garage - many people in the village were saying it was to be a nursery and the concern would be a change of use / retrospective planning after it was built. There are 3 layers of brick along the front, it is fully insulated and services (ie gas) have been put in. Cllr James advised that enforcement have the authority to negotiate the plans and can place a stop on works until any concerns they have are resolved.

Cllr Metcalf explained that the Parish Council can only go on the plans that are presented to them, and that based on concerns the Parish Council would write to the planning and enforcement team to raise the concerns. Cllr Hasthorpe advised that he would also take the concerns back to NELC.

Action Clerk to write to NELC planning.

12310 Matters Arising

VE Day 2020

Cllr Metcalf provided details of the 75th VE Day celebrations taking place next year and asked if there were any ideas for what we could do for the celebration. Discussion took place with ideas such as street parties, events at the Stanford Centre, bell ringing etc and it was raised by Cllr Emerson that perhaps RBL were already planning something. Cllr Greenbeck suggested that we work alongside the RBL and Church. Cllr Hasthorpe advised that it is also the Stanford Trusts 300th anniversary next year perhaps it could be all joined up into one big celebration and we could all work together with a committee made up of all parties.

Action Clerk to write to Church, RBL and Stanford Trust. To be made an agenda item for next month for ideas discussion.

Spring Lane TPO

The Clerk advised that she had reported the tree to NELC Planning, but had not had any response. Cllr Schofield confirmed that the tree was dangerous and needed to come down, and that it was on the highway. Cllr Turner advised they had done the tree on Caistor Road today and that had been waiting 2 years to be made safe. The Clerk will chase this up; Cllr Hasthorpe asked to be included in the email.

12311 Finance Matters

Accounts for payment

The Clerk explained that there were 2 payments sheets this month; one for BACs payments and the other cheques. The following items required approval for payment:

Salaries for 3 members of staff June 2019	£1406.13
HMRC – Income Tax, June 2019	£274.89
Cllr Metcalf – Chairs Allowance	£20.00
Cemetery water charges – Jan to April 2019	£15.16
Clerks telephone line	£20.50
Insurance for Parish Council (including public and employers’ liability)	£1563.84
Cemetery Waste collections July 2019	£40.18
Electrical works to install Defib at One Stop	£264.00
Groundskeeper & Clerk petty cash	£58.12
Replacing Allotment taps	£212.58
War Memorial	£16,465.28
Allotment lease – 24/6/19 to 28/9/19	£333.00
Total	£23,173.10

Cllr Schofield proposed the payments, and was seconded by Cllr Greenbeck; a full show of hands confirmed the payments authorised.

Cllr Johnson asked if the Defib could be added to the Community Page, the website and noticeboard so everyone knew there was another one available to be used once the EMAS had confirmed it was ok to be used.

Authorisation limits and suppliers

Cllr Metcalf explained that currently the authorisation limit for her approval of works was at £300, Cllr’s Johnson and Hasthorpe advised that that amount wasn’t enough. Cllr Metcalf went onto explain that if the amount was raised, then two people (her and another councillor) could then make a joint decision. Cllr Hasthorpe proposed the approval amount be raised to £1,000 with 2 Councillors agreeing; Cllr Johnson seconded this proposal and a full show of hands showed all were in agreement with the new authorisation limits.

Cllr Metcalf went on to advise that when looking for suppliers it was very difficult to get 3 quotes, asking whether consideration should be given to having a list of approved suppliers that was renewed each year. Cllr Johnson explained that the church have their own approved suppliers; Cllr Hasthorpe advised that this was not recommended because it could be viewed that the Council was endorsing specific companies. Cllr James suggested that we looked for 2 quotes, which would be more reasonable to obtain. Cllr Hasthorpe proposed that 2 quotes were obtained and this was seconded by Cllr James; a full show of hands showed everyone was in agreement with this.

AGAR (Annual Governance and Accountability Return)

The Clerk explained that she had now secured an auditor to perform the Internal Audit of the Parish Council and that this would take place on Friday morning. The AGAR was completed, the accounts discussed at the last meeting and everything was ready to be sent to the External Auditors and if all Councillors were happy. All agreed and the Chair signed the relevant sections of the AGAR, the minute reference would be added later after the minutes were typed up from tonight's meeting.

Cllr Metcalf advised the Clerk that the litter picker needed a new shovel and a few pairs of industrial/thick gloves in a medium and asked her to order the equipment.

12312 Church and Cemetery Matters

Cenotaph Memorial

Cllr Johnson and Cllr Greenbeck advised they were meeting with Serenity to confirm the names for the memorial; Mrs J Chambers has helped with the Latin to go on the memorial as well. The Clerk passed Cllr Greenbeck the cheque for the final payment.

Haagensen Memorial

Cllr Schofield confirmed that the memorial would be open on Saturday 20th July between 10am and 3pm; the Clerk will advertise the event.

Floodlights in Church yard

Cllr Johnson explained there had been an issue with the floodlights as the church believed they needed a faculty meeting before the work could be done; this would have meant the work would be delayed and there was concern around the safety of the current lights. The Arch Deacon had been on Thursday last week and confirmed that this did not need to happen and that the work will be complete within the month.

Church Hedge

The Clerk explained that the hedge would be cut on Thursday this week (before the Garden Party) and that the Ivy would be looked at again; the cost was £180, the work was agreed.

12313 Stanford Charity Representative

Cllr Metcalf explained that the current Charity representative had resigned and another representative was required from the Parish Council to serve alongside Cllr Johnson; was anyone willing to do this? Cllr Greenbeck advised that she would like to take this role alongside her role of Stanford Trustee. She explained that she had spoken to Mr Lingard and he was happy if the Parish Council were in agreement. Cllr Hasthorpe proposed that Cllr Greenbeck be the Stanford Charity Rep, this was seconded by Cllr Turner and a full show of hands demonstrated all were in agreement.

12314 St Francis Grove Matters

The Laurels are in need of cutting again as they have grown out from the bottom; Cllr Metcalf asked if we could get two quotes for the work.

Action Clerk to gather 2 quotes for this work.

12315 Stanford Centre

Cllr Metcalf explained that:

- the new chairs had arrived which was being funded by the Stanford Trust. There are 60 comfortable chairs and 40 flat folding ones sitting on a trolley;
- there is an event tomorrow night with author Joy Wood;
- a street artist is going to work with the children to do some graffiti art work for the outside of the building;
- the new heating will go in during August;

- a Solar fund application will be going in to replace the blinds.

Cllr Emerson advised that concerns had been raised around the paintwork on the outside of the building. Cllr Metcalf explained that when it had been painted, they had used the wrong paint and that the Stanford Trust had been chasing this with NELC along with other issues on the dilapidations report, assuring Cllr Emerson that the Stanford Trust were dealing with this.

12316 Allotments

Old Allotments

Cllr Metcalf explained that she had had a meeting with George Lewis (Engie) with the Clerk and Cllr Greenbeck present. Mr Lewis has advised and explained that the Parish Council are not keeping the allotments in accordance with the lease; he was very approachable and explained that he had met with the residents earlier. We have no option but to maintain the boundary, that the kissing gate needed putting back and securing with a lock and chain, and that later in the year more bushes would need to be put in at the back on the rear of the site. If people still choose to access the site by climbing over the gate then that is up to them, but we would have secured the boundary in agreement with the terms of the lease.

Cllr Schofield advised that he would get the gate reinstated, Cllr Johnson will get some chain and the Clerk will get an insurance approved secure lock for it.

12317 Correspondence

There was no correspondence to be dealt with.

12318 Information Exchange

Cllr Turner raised the issue of the stones on the roads and paths. Cllr Hasthorpe explained he would deal with this.

Cllr Turner raised concerns around the grass on the bypass. Everyone was in agreement that it makes the entrance to the town untidy, and was a haven for litter in there. The Clerk explained the information passed to her by the Head of Grounds; and the Councillors expressed their concern that the grass could be cut along the A16 from the Oaklands roundabout to Keelby but couldn't be cut along the A46 from Morrisons to the Oaklands roundabout when the A16 is a faster road. The Clerk advised that she would log the issue again with NELC.

Action Clerk to contact NELC re the grass cutting along the A46.

Cllr Schofield asked if everyone was happy that some old fencing which bordered at property on St Francis and the Cemetery was disposed of. This was agreed by all.

The Chair confirmed the next meeting dates as:

- Planning Meeting – Tuesday 19th June 2019 at 7.30pm (if required)
- Full Council and Planning Meeting – Tuesday 2nd July at 7.30pm
- Planning Meeting – Tuesday 16th July 2019 at 7.30pm (if required)
- Full Council and Planning Meeting – Tuesday 6th August 2019 at 7.30pm

The Chair declared the meeting closed at 8.27pm.

Signed:

Chair

Dated: