

Minutes of Laceby Parish Council Planning Meeting
Held at the Stanford Centre, Cooper Lane Laceby on Tuesday 7th July 2020 at 8.00pm

12512 Present: Chair – Cllr B Metcalf
Cllr S Greenbeck, Cllr D Johnson, Cllr S Turner, Cllr R James, Cllr P Schofield,
Cllr J Dixon, Cllr L Emerson, Cllr R Barford
Also present: Clerk – Nicola Ashton

Due to the covid19 pandemic, this meeting was a closed meeting to the public.

There were no apologies for absence.

The Chair opened the meeting and welcomed everyone.

12513 Minutes from the 7th and 21st January 2020

Minutes from the communication meetings held on the 2nd June 2020, 5th May 2020 and 7th April 2020 were put forwards for approval. Cllr Metcalf ensured all Councillors were in agreement to sign the minutes off as an accurate record of events with a show of full hands the minutes were approved.

12514 Declaration of Interests & Dispensations

Cllr Metcalf asked if anyone had any interests or dispensations to declare, Cllr James asked for the following statement to be recorded:

"I am a member of North East Lincolnshire Borough Council's Planning Committee and I am present here in my role as Parish Councillor and not as member of North East Lincolnshire Council's Planning Committee. I am able to participate as the proposal before us does not substantially affect the well-being or financial standing of the Parish Council, and must make it clear that my views and vote are expressed on the limited information before me. I must reserve judgement and the independence to make up my own mind on each separate proposal, based on my overriding duty to the whole of North East Lincolnshire, not just to the people in the parish, as and when I hear all of the relevant information when it comes before me at Planning Committee.

I will not in any way commit myself as to how I or others may vote, or what may be said, when the proposal comes before Planning Committee. I will declare a personal interest in relation to my being a member of the Parish Council when the item is before Planning Committee."

There were no other declarations of interest or dispensations to be recorded.

12515 Public Forum

There were no public in attendance this evening as the meeting was a closed meeting following the covid pandemic government advice. All members of the Parish had been given opportunity to send in any queries for the Clerk to raise on their behalf.

12516 Police Matters

The Wolds Community Newsletter was shared for July 2020 and discussed. Concerns were raised by all present in regards to the car with firearm in it. More information would be required, and this will be requested from the police.

12517 Ward Councillors

There was no Ward Councillors in attendance at the meeting.

12518 Planning Matters

DM/0425/20/PAT – prior notification to erect 15m monopole to include installation of 6 no. antenna, 3 no. equipment cabinets, cabinet at base and ancillary works: Telecommunications mast; Grimsby Road, Laceby.

Plans were considered and discussed at length; Cllr Metcalf advised that the pole would be placed 5m from its current position and will be approx. 2.5m taller than the current one in place. No concerns were raised and a full show of hands confirmed all happy with this planning application.

Action Clerk to advise NELC Planning.

DM/0442/20/FUL – erect single storey rear / side extension with roof lights and various alterations; 60 Cooper Lane, Laceby.

Plans were considered and discussed at length; no concerns were raised and a full show of hands confirmed all happy with this planning application.

Action Clerk to advise NELC Planning.

DM/0264/20/REM – variation application of condition 1 (approved plans) as granted on DM/0422/16/REM (DM/0335/14/OUT). Amended plans; Land at Blyth Way, Laceby.

Cllr Metcalf confirmed that the plans included a change to the look of the house, that the houses would consist of 15 affordable, 5 shared rental, and 15 rented affordable. All commented that it was difficult to view the plans online. No concerns were raised by any Cllr at the meeting.

Action Clerk to advise NELC Planning

DM/0368/20/FULA – erect single storey side and rear extension with pitched roof and rendering of house; 32 Charles Avenue, Laceby.

This application had only been received on Friday, and all acknowledged they hadn't had opportunity to look at the plans in detail prior to the meeting. Cllr Metcalf expressed concerns around the build doubling the floor space and this was agreed by Cllr Barford with 2.4m being added to the side and the rear extension measuring 8.1 x 3.3m. Cllr Greenbeck raised a query around the driveway and parking. Following a discussion it was agreed by all they they wanted to go and look at the property in relation to the plans and discuss at the next meeting, requesting an extension to the date on the consultation document.

Action Clerk to advise NELC Planning and put on agenda for August.

Cllr Metcalf confirmed that the following planning applications had been approved under delegated powers:

- DM/0099/20/FUL – erect shed and hard standing at St Margarets Church
- DM/0325/20/LBC – listed building replacement windows and doors; 6 Caistor Road
- DM/0345/20/FUL – replacement windows and doors; 6 Caistor Road

Cllr Metcalf asked if members of the Parish Council were aware that the demolition of Beech Court was due to take place on the 13th July 2020, adding that she felt the Parish Council should have been notified of this out of courtesy. As yet no plans have been put forwards in regards to the site.

12519 Finance Matters

Accounts for payment

The following items required approval for payment, most were Bacs and one a Cheque payment:

Salaries for 2 members of staff February 2020	£1450.13
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HMRC – Income Tax, Feb 2020	£270.13
Chairs Allowance	£20.00
Clerks telephone line	£23.50
Cemetery Waste collections Jan/Feb 2020	£39.12
Clerk petty cash	£34.41
Groundskeeper petty cash	£70.01
Allotment rent 24/6/20 - 28/9/20	£341.00
Lawnmower service – church mower	£163.84
New lawnmower & strimmer	£1,101.00
NELC - Cemetery Rates	£848.97
Internal Audit	£350.00
Stanford Group re WiFi	£1,177.63
Stanford Group Hall Hire - Jan & Feb 2020	£36.00
Litter picker equipment	£106.80
Church Floodlights	£810.00
Total	£6032.54

Cllr Turner proposed the payments, and was seconded by Cllr Greenbeck; all Councillors agreed the payments be authorised.

Financial Regulations

The Clerk advised that these had been reviewed and that no further changes were required at this time. Cllr Metcalf agreed and a show of hands confirmed the review of the regulations.

Standing Orders

The Clerk advised that these had been reviewed and that no further changes were required at this time. Cllr Metcalf agreed and a show of hands confirmed the review of policy.

Internal Audit Findings

The Clerk reported that the internal audit had taken place on the 12th June 2020, sharing the audit report, and advised that the auditor was pleased with the actions taken from last year and new procedures in place. The auditor asked that the Parish Council again considered a cloud-based storage, but there were no other actions for us to take at present.

The Clerk confirmed that currently we use a hard drive and that she was not keen on transferring to cloud storage. Cllr Barford suggested that the Council consider a NAS drive (Network Attached Storage). This would allow a network access to other councillors with agreed permissions to the documents and would stop the need to email all the documents to the Council (increasing

document security), but that they could access everything they needed through this drive. Cllr Barford to send the Clerk some more information so that she can look into this option as an alternative.

Cllr James advised that the electorate was more likely 4200 than the 42000 on the document; the Clerk noted this error.

All agreed the audit outcome was good and accepted the internal audit as completed for 2019/20.

AGAR

The Clerk confirmed that the Parish Council had taken advantage of the extension for the AGAR, and that the Notice of Public Rights be between 13/7/20 and 21/8/20.

The Clerk explained that with the accounts package she had been able to confirm the year end for 2019/20 and produce a High Balance Report, and Asset Report, and continued to talk the Parish Councillors through the AGAR and Annual Return.

All High Balances have been carried forwards, with money allocated to the road surface in the Cemetery, equipment at St Francis Grove and the old allotment. Total assets are £100,518, and the carry forward of the accounts is £119,503; discussions need to be held regarding moving forwards the plans for the high balances.

All agreed that the AGAR be approved and this was duly signed by Cllr Metcalf following a full show of hands.

12520 St Francis Grove Matters

Cllr Metcalf confirmed that the play area is now open and the litter picker had been up to sweep off the mud (from rain) and clear weeds in there.

Cllr Metcalf explained that someone had been dropping waste next to the bear bin, but that there was no information in the bag to indicate who this is. Cllr Dixon suggested that it may be someone collecting litter from the park and placing it next to the bin to be disposed of. Cllr's Dixon and Emerson advised that there are again large numbers of the gas canisters around the village, demonstrating that this is a problem.

Cllr Metcalf advised that she and Cllr Johnson had attended the play area on Thursday night following a report of ASB from some older children / teenagers. She was able to get them to leave, but was met with some colourful language when they moved on.

Cllr Johnson asked if we could obtain some further quotes for the laurel hedge - we have one already and need at least another one.

It was noted that some of the wet pour is cracking and gaps appearing; the Clerk will get some pictures and send them over to the contractor for advice re repair.

Action Clerk to obtain quotes for laurel hedge.

12521 Church and Cemetery Matters

War Memorial

Cllr Johnson has spoken to Serenity and the Cenotaph is in Hull awaiting transport to Grimsby. The foundations will be the first thing to be put in and they will advise the dates that the Cemetery will be closed. The Clerk advised that we currently have an internment on the 30th July and asked to avoid this date.

Cemetery Waste

There has been an instance of fly tipping at the Cemetery – bricks and building debris; this had been cleared and Cllr Metcalf had put a comment on the facebook page because she was so upset that someone could do this.

As the waste company had stopped collections, Cllr Schofield had ordered a skip for the excess waste and Cllr Metcalf had put all the waste at the entrance into the skip. It was noted that the groundsman will need a skip from the 21/7/20 for the cutting of the trees and hedges. The Clerk queried whether the Council wanted her to write to local residents in regards to the waste that had been placed inside and next to the Cemetery bin. It was agreed to monitor the situation and reassess.

Cllr Metcalf explained that having spoken to the Chair of Bradley Parish Council, she would like to look further into obtaining some CCTV for the Cemetery and St Francis Grove Play Area. This could be monitored by NELC Security Team for a fee, and that the cameras can be mounted to street lighting. Cllr Metcalf asked all to consider where other CCTV might be beneficial in the Parish.

Cemetery Road / Path

Cllr Metcalf and Cllr Johnson explained that they had been looking for quotes for the main road up to the top of the Cemetery from the Cenotaph. Currently the funeral cars are getting stuck, it is uneven ground and a H&S risk for people walking up there. The quote for the work would be £1500 to prepare the groundwork and £11,978 for the tarmac; this would include a soak away for the drainage at the bottom.

Cllr Barford suggested we looked at self-binding gravel and stated that if there was an issue with water running down, tarmac would cause more problems – Cllr Schofield advised that was why they would be putting in a soak away. Cllr James advised that this was a very reasonable quote for the work being carried out.

Cllr Johnson said that he had been unable to get a second quote, the other companies that he had approached had advised that they would not encroach onto another company's 'turf'. The Clerk was asked to request a list of approved contractors for NELC, but explained that they would most likely want to oversee the work and charge us a fee to do this – this would increase the cost. The Clerk also stated that if there were no other companies prepared to quote for the work, then we had completed due diligence and could record the outcome.

Cllr James suggested that if the Solar Fund were prepared to match fund the work, that we actually go back and get a quote to have the whole Cemetery tarmacked and do it in one go to prevent joins and the Cemetery looking untidy and having it done in 3 stages. Cllr Johnson to obtain a further quote for the full job.

Church Matters

Cllr Johnson advised that he has a quote for the Church Hedge, and asked the Clerk to obtain further quotes. Discussion was held as to the best time to cut the hedge; Cllr Barford raised an objection to the cutting of the hedge in June as hedges shouldn't be cut between April and August. Further discussion ensued and agreed to get quotes for next meeting with hedge cut after the meeting and a further cut in March next year.

Cllr Barford explained that he had spoken to the residents on Church Lane regarding their lack of waste collections and the letter from NELC to the Parish Council and the residents. It was identified that it was not access to the lane that was the issue, but the crew and whether they were willing to try as collections were hit and miss. During lockdown NELC had been sending the little wagon (Street Cleansing) and it was questioned why this could not continue.

The Clerk advised that she had tried everything from asking residents to move cars, pulling bins to the top of the road and contacting NELC (as a resident) to no avail. Cllr Barford questioned whether any issue had been raised by Fire and Rescue – the Clerk advised no concern had been raised.

Action Cllr Metcalf asked the Clerk to write to NELC explaining that we had received numerous complaints, that people were paying for a service they were not receiving and that it was NELC responsibility to find a solution requesting that they leave the small wagon collecting all waste.

12522 Stanford Centre

Cllr Metcalf advised that she had provided a report within the Annual Parish Meeting in regards to the Stanford Centre.

12523 Allotments

The Clerk explained that not all keys were being returned and that the allotments had experienced some damage to plots from previous tenants. She asked the Parish Council to consider a combination lock or replacement of the locks. Cllr Schofield explained that this might cause further problems as people forget the code, Cllr Barford advised that it is easier to identify the code and gain access if the lock isn't scrambled.

Action Cllr Metcalf asked the Clerk to contact previous tenants and ask them to return any old keys they may have for a refund of £10 per key. All agreed that the cost of replacing the locks would be high.

Cllr Barford expressed an interest in this section of the meeting as an allotment holder. He questioned how the rents were calculated as he had received numerous complaints from allotment holders who were concerned that those with the big plots were paying the same as those with small plots. Cllr Schofield explained how the plots had been divided up, and that some holders hadn't wanted a big plot, so the council had begun splitting them.

Cllr Barford raised concerns and asked if a rent review could take place of the allotments. The Clerk advised that as long as the costs were covered the council was not looking to make a profit. At present the costs balance to the income, however, for a long time haven't and rents weren't raised then.

The Clerk continued to explain that she does carry out an annual review with the allotment association and as plots are returned, they agree whether it is split or not. As there is now a waiting list we will most likely look to split some of the larger plots, but acknowledged she didn't feel comfortable taking action against plot holders regarding rental where a prior agreement was made with the previous Chair / Clerk and a signed tenancy is in place. If the Council is looking at this route, then it needs to consider how it can do this (with consultation) and may lose tenants and cause upset at a time where the allotments are working well. We need to be sure that what we are doing is the right thing for the allotment.

Cllr Johnson suggested that this be brought considered further at another meeting due to the time; it was agreed that the Clerk will fetch some information and add back onto the agenda for a later meeting.

12524 Correspondence

The Clerk had received a query regarding the trees at the back of her property on Harneis Crescent, near no 42 Hawerby Road. The Parish Council confirmed that this was not part of our responsibility and that the resident will need to contact NELC.

The Clerk has also received a response from Debbie Swatman in regards to the traffic speed signs on Butt Lane, Caistor Road and Grimsby Road and Debbie has advised that she will fund 50% of the cost. Cllr Metcalf explained that the new sign would monitor the speed better and assist with the Safer Roads monitoring. Cllr Dixon expressed concern in regards to the speed of vehicles along Butt

Lane, and more so at the Mulberries roundabout where many cars take this at too high a speed. Following a further discussion Cllr Metcalf asked whether everyone was in agreement to pursue this, a show of hands confirmed a majority agreement, with Cllr Schofield not in agreement. Clerk to contact Debbie to move this forward.

12525 Information Exchange

Cllr Metcalf confirmed that she had some items to raise, but would do this at the next meeting due to the time.

Cllr Greenbeck asked whether the Clerk had fed back to the resident re the bench on Caistor Road; the Clerk confirmed she had.

Cllr Turner explained she was logging issues with NELC in regards to the footpath alongside the BMW garage and the litter down there, and the footpath along Knights Close and Kenmar Road which is overgrown and needs attention to cut back the trees and hedges.

The Chair confirmed the next meeting dates as:

- Full Council & Planning Meeting – Tuesday 4th August 2020 at 7.30pm
- Full Council & Planning Meeting – Tuesday 1st September 2020 at 7.30pm

The Chair declared the meeting closed at 9.50pm.

Signed:

Chair

Dated: