

**Minutes of Laceby Parish Council Finance and Planning Meeting**  
**Held at the Stanford Centre, Cooper Lane, Laceby on Tuesday 1<sup>st</sup> February 2022 at 7.30pm**

- 12825 Present:** Chair – Cllr B Metcalf  
Cllr S Greenbeck, Cllr D Johnson, Cllr P Schofield, Cllr S Turner, Cllr R Barford, Cllr J Dixon, Cllr L Emerson, Ward Cllr Hasthorpe
- Also present:** Ward Cllr Hudson  
Clerk – Nicola Ashton  
5 members of Public
- Apologies:** Cllr R James

Cllr Metcalf opened the meeting, welcoming everyone to the meeting Apologies were presented and accepted.

**12826 Minutes from the 4<sup>th</sup> January 2022**

Minutes from the Finance and Planning Meeting on the 4<sup>th</sup> January 2022 were put forwards for approval. Minutes were proposed by Cllr Greenbeck and seconded by Cllr Hasthorpe; Cllr Greenbeck ensured all Councillors were in agreement that the minutes were an accurate record of events and, with a show of full hands, the minutes were approved.

**12827 Declaration of Interests & Dispensations**

Cllr Metcalf asked if anyone had any declarations of interests or dispensations to declare. Cllr Hasthorpe requested that it be recorded that as a member of the Planning Committee, he would not be able to comment on any planning applications, recording the statement below:

*"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."*

The declarations of interest were accepted.

**12828 Public Forum**

Cllr Metcalf asked if any members of the public wished to discuss anything on the agenda.

Mr A advised that he would like to discuss the planning application for 31 Gibraltar Lane, and thanked the Parish Council for allowing him to attend despite this not being an agenda item. Cllr Metcalf advised that Mr A could take the floor for 5 minutes.

Mr A went on to explain his support for the planning application and the reasons why, and questioned why the Parish Council had objected to the planning application where members of the village were in support of the business and move into the building. Mr A acknowledged that the applicant of the planning application had made mistakes as they had not fully understood the

process, but advised that there was a need for the childminding business within the village and it had supported keyworkers throughout covid. Mr A advised that the high spec of the garage would allow for better facilities for the children and that there was a need to transfer from the stable and into the garage for this reason.

After Mr A had finished speaking Cllr Metcalf advised that this planning application had come for consultation with the Parish Council back in August 2021 and that the decision made by the Parish Council was based on the information we had at the time and it was not possible to overturn this at this point. Cllr Metcalf went on to explain that the time to have made representation to the Parish Council would have been in August when NELC sent out the consultations. Cllr Metcalf advised that Laceby Parish Council are only consulted on the planning application and the response we give is based on set planning criteria; it is NELC who have the final decision on planning applications.

Cllr Metcalf went on to explain that going forwards, facebook is not the right forum for discussion regarding this matter, that Councillors are people and certainly not old fogies. The Parish Council is always available and approachable and will always listen and discuss with any resident their concerns or queries. Many people do contact us.

Cllr Hasthorpe advised that he and Cllr Hudson had called the application into committee for full discussion following the democratic process. The planning committee is the right place for this to be heard and discussed.

Mr A thanked the Parish Council for listening and he and 3 other attendees left the meeting.

Mr B raised a hand and asked to speak questioning when the advertising signs will likely be taken down from the village signs at the entrances. Cllr Hasthorpe advised that with so many people isolating with covid, this was not a priority for NELC at this present moment in time and that the focus was on ensuring essential services such as refuse collections were priority.

Cllr Metcalf closed the public forum.

## **12829 Matters Arising**

- Healing Newsletter – Cllr Hasthorpe explained that this was a very successful initiative in Healing and that many residents who were not social media users really valued a newsletter to read. In Healing this newsletter is monthly and a great way of communicating information. It usually consists of around 30 pages and the advertising within it covers the cost. The Council pay school children to deliver the newsletter to all households in Healing.
- Jubilee Committee – met 18/1/22 to discuss plans for the event.
  - Sunday 5/6/22 – big picnic lunch at Stanford School and Stanford Centre with music and entertainment and we are looking into licences. We are hoping to have an ice cream van, burger van and portable loo's. The covenant on the building and school field is currently being looked into regarding alcohol consumption. Cllr Metcalf and Val Brumfield were currently making bunting, and the school had agreed to get the children involved in this too. We do need to consider the clear up at the end and who can help with this. Cllr Emerson asked if there was a fee – Cllr Metcalf advised that this was a celebration and being funded by the Parish Council as part of its S137 funding. Cllr Dixon suggested we approach the dance class to see if they would do something for the day too.
  - Beacon 2/6/22 – we have now purchased a beacon and are arranging for Earth Bound Misfits to perform prior to the lighting of the beacon. It is planned to have this event at Butt Lane. The Clerk confirmed that risk assessments, insurances and medical cover were all part of the plans prior to the event.

## **12830 Police Matters**

The Wolds Police Newsletter was shared and it was noted that there had been 8 crimes reported in Laceby. The Clerk advised that the Police were engaging with young people in the village and there had been a drop in ASB.

### 12831 Ward Councillors Report

Cllr Hasthorpe Police Commissioner had shared details in regards to Operation Yellowfin, and that since it began 260 vehicles had been taken off the road in the last 12 months. Cllr Emerson questioned what happened to the vehicles and it was advised they were either crushed and sent for scrap or sold, all monies were reinvested into the initiative. Cllr Metcalf enquired whether we were likely to see a police officer or PCSO at any of our meetings. Cllr Hasthorpe advised that the south bank was getting more PCSO's and warranted officers in due course.

### 12832 Planning Matters

**DM/0029/22/FUL – variation to condition2 (approved plans) as granted on D0919/20/FUL to add 3 roof lights; 29 High Street, Laceby.**

Cllr Schofield advised that the original plans had missed the rooflights off it. This application was discussed and the plans examined. Following discussion, it was identified that there were no concerns raised and no objections to the plans; a full show of hands confirmed this.

**Action** Clerk to advise NELC Planning.

**DM/0753/21/FUL – demolish part of buildings to rear, alterations and erect rear single storey extension so as to retain public house at No2, and for change of use to form convenience store at No4 with canopied entrance to side including associated plant areas, service yards, carpark, fencing and other associated works (amended plans and description 5/1/22); 2-4 Caistor Road, Laceby.**

Cllr Metcalf advised that the revised plans saw the porch changed slightly and the inclusion of a public house. Cllr Hasthorpe asked if the carpark had been resolved; Cllr Metcalf advised that she had spoken to planning team and been met with disinterest, explaining that she had emphasised the importance of the carpark to the village and its residents. Cllr Metcalf would like to speak to someone in planning to discuss this further, and that there were always cars parked in the carpark. When there is a wedding or funeral or event at the teashop, the carpark relieved the pressure on the side roads nearby (High Street, Cemetery Road, Church Lane etc). Cllr Hasthorpe advised he would discuss the concerns with planning and update. All present were in agreement to advised the same objection regarding the carpark again.

**Action** Clerk to advise NELC Planning.

**DM/0008/22/FUL – variation to conditions 3 & 6 as granted on DM/0435/21/FUL to amend single storey front extension, remove pergola to rear, demolish rear hallway bay and alterations to doors and windows; New Farm Cottages, Lopham Lane, Laceby.**

This application was discussed and the plans examined. Following discussion, it was identified that there were no concerns raised and no objections to the plans; a full show of hands confirmed this.

**Action** Clerk to advise NELC Planning

### 12833 Finance Matters

#### Payments for authorisation

The following items required approval for payment, all were Bacs payments:

Salaries x 3 members of staff for Feb 2022	£1,507.18
HMRC – Salaries Feb 2022	£288.27

Chairs Allowance – Jan 22	£20.00
Clerk Telephone	£17.60
Cemetery Waste Jan/Feb 2022	£50.31
Clerk Petty Cash	£21.49
Cemetery Water	£7.68
ICO Fees	£40.00
Replacement bin St Francis Grove	£371.71
<b>Total</b>	<b>£2,324.24</b>

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

### **Precept 2022/23**

The precept has been sent to NELC, and the budget plan checked by all Parish Councillors. Cllr Hasthorpe proposed the budget plan for 2022/23 and this was seconded by Cllr Barford. A full show of hands confirms all in agreement.

### **Reviewed policies**

The Clerk advised that the following policies had been reviewed and ensured they were current.

- Health and Safety Policy
- Risk Management Register
- Complaints Procedure
- Code of Conduct
- Privacy Notice

Cllr Emerson checked that the Clerk's home address was now being removed from documents. The Clerk confirmed as she used or reviewed a document, she updated the contact details. Cllr Emerson proposed the policies be adopted and Cllr Turner seconded this; a full show of hands confirmed all Councillors agree to adopt the policies.

### **Local Council Award Scheme**

The Clerk explained that there was now an award scheme that Councils could apply for which demonstrated the Councils commitment to quality. In order to obtain a Foundation Award, there is a list of areas that the Council has to demonstrate it complies with. With the exception of 4 points, we do meet all other criteria, and the Clerk would like to put in an application for the award. There is a cost associated with the application process, however it is recommended that this is completed by Parish Councils.

The 4 areas where we need to do additional work lie around training and development, and due to covid this has been restricted over the last 2 years. The Clerk can meet the requirement for her CPD with what she has done over the last year, however, will need to complete the FILCA (finance) and the ILCA to CILCA qualifications before moving onto the full CiLCA qualification. She asked that all Councillors share with her any training they completed. The aim would be to submit an application in May.

Cllr Hasthorpe advised that the training budget will need to be revised to meet the need for training, and would need to be set higher for next year. Cllr Barford advised that he was keen to do some additional training around planning.

Cllr Metcalf asked if all were agreed to move forward with the foundation award and this was agreed with a full show of hands.

#### **12834 St Francis Grove Matters**

Cllr Metcalf and Cllr Greenbeck met with the contractor and discussed options for expanding the play equipment at the St Francis Grove Park. This was specifically looking at having a roundabout for inclusive play and some equipment to stop the play area being used for football games by older children. It was disappointing that there was only the roundabout and no option for wheelchair swings etc. Cllr Hasthorpe advised Cllr Metcalf contact Lisa Logan at NELC, and Cllr's Barford and Johnson suggested alternative suppliers to look at.

#### **12835 Church and Cemetery Matters**

Cllr Johnson advised that the Church held its PCC meeting last week and Cllr Johnson had discussed the Parish Council taking over the clock to help the Church. The PCC confirmed that they have someone to assist in keeping the clock in time and Cllr Johnson and Mr Ken Sykes are going to deal with the lights and changing them to LED's; Cllr Barford offered to assist with this.

Cllr Greenbeck and Metcalf had met with the contractor regarding the Cherry Trees in the Church grounds, and although there isn't much to do, there is a plan to cut the canopy by 10%. The contractor will send over the plan so permission can be sought from NELC.

It was noted that the hedge around Cemetery Crescent had been cut by NELC and looked brilliant.

#### **12836 Stanford Centre**

Cllr Metcalf confirmed that the Stanford Centre had secured funding to replace the toilets and was working on this with EQUANs at NELC.

The library is now seeing volunteers from the school as the children learn how to use the pc to issue and return books and help around the library to involve more people in its day-to-day operations.

#### **12837 Allotments**

The Clerk explained that she now has a contact for a contractor to come and do an independent tree survey on the site in response to the question last year around possible damage to property in high winds. The Clerk has met with a contractor to discuss how we can access the area to do the survey and we have a quote to do a cut back of the brush around the areas for the survey. This work to cut back the brush will cost £550 plus VAT. Cllr Hasthorpe advised that there was a need to ensure the trees were surveyed and any work completed as required to ensure they are safe, and so proposed the work be completed. This was seconded by Cllr Barford and a full show of hands confirmed. Cllr Hasthorpe advised that the neighbours will need to be notified of the work taking place and that this letter should be sent recorded delivery and the PCSO notified as well. The Clerk will speak to the contractor to get a date, and to the Tree surveyor to arrange for him to come and do the inspection once the brush has been cut.

There was nothing for consideration regarding the new allotments; all plots are left and we have a waiting list.

#### **12838 Correspondence**

We have received an email from the Laceby WI who would like to put up a tree for the Queen's Jubilee; the Clerk has advised that it would depend on where they were hoping to place the tree and has requested further information. Once this is received, it will come back to the meeting.

We have also had an email from a resident whose property in Harneis Crescent backs onto the tall trees and hedges where the hammer head turn is at the bottom of Hawerby. Cllr Hasthorpe advise the Clerk refer the resident to the Trees and Woodlands Officer at NELC.

**12839 Information Exchange**

Cllr Turner raised the parking in the square and that cars continually park on the white hatchings and the motorcycle bays. This is causing problems with the turning circle the bus needs to navigate around (near the pubs) to the bus stop. Cllr Hasthorpe advised that this be reported to NELC for action. Cllr Turner also advised that there was a need for the road sweeper to come and clear the gutters and drains due to a lot of leaves blocking them. Cllr Hasthorpe advised the council had a new fleet of sweepers, but due to covid affecting staffing this was hampering the work and progress.

Cllr Emerson raised concern around the amount of fly tipping going on around the village. Cllr Hasthorpe advised that anyone who sees fly tipping should report it. Cllr Metcalf advised that NELC are usually very quick to come and collect any items reported. Cllr Johnson advised that they could look at a Spring Litter Pick being arranged. The Clerk advised that there were a lot of residents undertaking litter picking across the village on a weekly basis.

Cllr Hasthorpe queried if the hedge on Church Lane had been cut, this was confirmed as yes.

Cllr Barford queried why the recycling bins had been removed. These bins are used and are always full of recycling. It is ridiculous to remove this from Butt Lane when it is so needed. Cllr Hasthorpe will follow this up.

Cllr Metcalf shared the War Memorial book that has been put together. The plans are to donate copies to various community groups and then offer for sale other copies. All monies raised from sales will go to the Royal British Legion Poppy Appeal.

**The Chair confirmed the next meeting dates as:**

- Jubilee Planning Meeting (sub-committee) – Tuesday 16<sup>th</sup> February 2022 at 7.30pm
- Full Council & Planning Meeting – Tuesday 1<sup>st</sup> March 2022 at 7.30pm
- Full Council & Planning Meeting – Tuesday 5<sup>th</sup> April 2022 at 7.30pm

**The Chair closed the meeting at 8.41pm.**

Signed: .....

**Chair**

Dated: .....