

Minutes of Laceby Parish Council Finance and Planning Meeting
Held at the Stanford Centre, Cooper Lane, Laceby on Tuesday 1st March 2022 at 7.30pm

12840 Present: Chair – Cllr B Metcalf
Cllr S Greenbeck, Cllr D Johnson, Cllr P Schofield, Cllr S Turner, Cllr R James
Cllr R Barford, Ward Cllr Hasthorpe

Also present: Clerk – Nicola Ashton
1 members of public

Apologies: Cllr J Dixon, Cllr L Emerson, Ward Cllr Hudson

Cllr Metcalf opened the meeting, welcoming everyone to the meeting Apologies were presented and accepted. The Clerk advised Cllr Hasthorpe would be late arriving to the meeting due to a commitment.

12841 Minutes from the 1st February 2022

Minutes from the Finance and Planning Meeting on the 1st February 2022 were put forwards for approval. Minutes were proposed by Cllr Greenbeck and seconded by Cllr Turner; Cllr Metcalf 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.

12842 Declaration of Interests & Dispensations

Cllr Metcalf asked if anyone had any declarations of interests or dispensations to declare. It was agreed to record Cllr Hasthorpe statement as a member of the Planning Committee, should he arrive before the agenda item on planning:

"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.

12843 Public Forum

Cllr Metcalf asked if any members of the public wished to discuss anything on the agenda. Mr A advised that there was a lot of rubbish being discarded from the building site at Blyth Way, and that as he had been litter picking, he had found hi vis jackets, building wrappers all from the building site. The Clerk advised that there had been a few residents contact her over the month, and the rubbish had been reported to Planning. Cllr Barford asked where the rubbish was, and Mr A advised that this was along the road and verges adjacent to the building site. Cllr Hasthorpe advised that he would also report the issues.

12844 Matters Arising

- **Healing Newsletter** - this item was delayed until Cllr Hasthorpe arrived. Cllr Hasthorpe shared Healing Village News, and explained that the book was sent out to all properties in Healing each

month x 11 months (Christmas was a double copy). The costs were mainly covered by the advertising space. It provides a lot of information and not all residents are online or access the community fb page. It contains info such as bus times, contact details, and village groups submit the information for their page each month. Each issue is a different colour. The PC employs school children to deliver the newsletter each month. IT was asked if Healing would share their template, and acknowledged it would be time consuming to set up. The PC will need to employ someone to do the newsletter, the Clerk has already received confirmation from local printer that they can print it. Copies taken to look at and consider options.

- **Jubilee Committee** – Cllr Metcalf advised that the committee had met 2 weeks ago and plans were moving forwards. We need to measure the field to ensure there is a secure cordon for the beacon. We have booked Earthbound Misfits for the event. Cllr Metcalf advised that she has booked a disco for the Big Lunch on the Sunday, and arranged for an ice cream van to call. We are currently looking at bunting and have spoken to NELC regarding licences.

12845 Police Matters

The Wolds Police Newsletter was shared and it was noted that there had been 15 crimes reported in the Wolds, with 2 crimes reported in Laceby. It was noted that this was better than in recent months. Cllr Metcalf clarified whether there were any concerns to be taken back to the police, and there wasn't. Cllr Schofield advised that a bin had been set on fire on Knights Close, however this doesn't look to have been reported.

Cllr Hasthorpe arrives for the meeting.

12846 Ward Councillors Report

Cllr Hasthorpe advised that the planning committee would be discussing the Co-op application the following day. Cllr Hasthorpe discussed the conditions that were being proposed for the site, and this included ensuring the car park remain for public use, and restrictions around the delivery times as well as building times. It covered landscaping and archaeological reports as well as external lighting to be approved.

12847 Planning Matters

DM/0054/22/FUL – erect front/side extension with single and two storey elements and various internal and external alterations; 25 Cemetery Road, 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.

DM/0103/21/FUL – conversion of existing outbuildings, erect extensions and alterations to create 3 bed dwelling, convert existing store to create integral guest annexe to included first floor element, erect detached garage and shed to front with associated works including landscaping and external terrace areas (Amended plans and descriptions); The Rectory, 30 High Street, Laceby.

This application was discussed and the plans examined. It was noted that the revised plans were more of a building conversion. Cllr Schofield and Cllr Johnson agreed it would tidy the site up. 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.

Works to radio base station; Barton Street, 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.

DM/0036/22/FUL – retrospective application for post construction field drainage in order to support Hornsea Offshore Wind Farm.

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

12848 Finance Matters

Payments for authorisation

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

Salaries x 3 members of staff for March 2022	£1,590.66
HMRC – Salaries March 2022	£344.30
Chairs Allowance – Feb 22	£20.00
Clerk Telephone – 28/1 – 28/3/22	£40.96
Cemetery Waste Feb/March 2022	£52.23
Clerk Petty Cash	£32.33
Allotment Water	£84.88
Gas for Beacon	£79.34
Stanford Centre Room Hire	£28.00
Black Sacks	£65.28
Total	£2,337.98

Cllr Metcalf advised that the black sacks had rips in them, so whilst the payment was to be approved it was requested the Clerk did not pay the invoice until the issue is resolved. Cllr Hasthorpe proposed the payments, and was seconded by Cllr Barford; all Councillors agreed the payments be authorised.

Appoint Internal Auditor

The Clerk advised she had been contacted by the auditor in regards to the year end internal audit. It was requested that we again use the auditor for the 2021/22 accounts. This was proposed by Cllr Greenbeck and seconded by Cllr Turner.

Q3 Finance Reconciliation

The Clerk advised that at the reconciliation of the accounts the current bank balance was £119,045.29. It was noted that we have an outstanding invoice for the exercise equipment of £16,560 due, and we are currently working on adding to the play area as well as organising the events for the Queen’s Jubilee. We also hold reserves for the Church wall.

Reviewed policies

The Clerk advised that the following policies had been reviewed and ensured they were current; no significant changes were made to the policies.

- Confidentiality Policy

- Data Protection Policy
- FOI Charging Policy
- FOI Policy
- Publication Scheme
- SAR Form

A full show of hands demonstrated the policies be accepted and approved.

12849 St Francis Grove Matters

Cllr Metcalf advised that following the meeting with the contractor, we have received a quote for a slide and the addition of a roundabout for wheelchairs, however the quote was not reflective of the meeting. Cllr Metcalf will contact the contractor to discuss. Cllr Hasthorpe proposed that a figure of £30k be set as a max amount for the work. This was agreed by a full show of hands.

12850 Church and Cemetery Matters

Church Wall

The Church wall was discussed; it was noted that the Parish Council had reserves to fund the work, as the wall is leaning into the road. Cllr Schofield confirmed that the last time it was checked it was tilting close to the edge of the kerb. Cllr Johnson advised that the Cherry Tree roots were also affecting the wall. Cllr Hasthorpe advised that we know the wall needs to be rebuilt and with the growing risk of it falling, we should look to get this work completed as soon as possible. Cllr Barford confirmed that as the wall is becoming unsafe, it has to be actioned asap. Clerk to speak with structural engineer for advice. It was suggested that the Church are notified so that a faculty meeting can be planned. We will also need to consider where the equipment will be stored for the work. Cllr Metcalf asked that this be added to the next agenda.

Cemetery

Cllr Metcalf advised that the Clerk had been attending training in regards to Cemetery Management. There is a book by the ICCM with legislation and guidance in, which is £39 and following recent support from them, the Clerk would like the Parish Council to purchase a membership for the ICCM at £95 per annum. Cllr Hasthorpe proposed that these items be purchased and this was seconded by Cllr Johnson, full hands show all in agreement.

12851 Stanford Centre

Cllr Metcalf advised that there were a lot more bookings for the Stanford Centre, including Boxercise, the Scouts, a class from the school, and increased dance classes, which is very positive.

The refurbishment of the toilets is progressing. Cllr Hasthorpe advised that funding could be sought from the Ward Councillor Fund.

Cllr Metcalf advised that with gas and electricity costs increasing, there may be need for the Parish Council to support the Stanford Centre Group.

12852 Allotments

The Clerk advised that we now have a date to clear the scrub and she is currently arranging for the tree surgeon to attend to survey the trees adjacent to properties on Longmeadows. Dates to be confirmed and residents to be notified.

With regards to the Avian Flu outbreak at a local farm, we have been working alongside NELC to ensure the allotments are included in the data being collected. The Clerk advised that the support from Laura at NELC was excellent. All chickens at the allotments are now housed and being checked.

A discussion was held regarding residents that had chickens and were not housed. Cllr Metcalf asked that properties where chickens were not housed be reported back to NELC. The Clerk will action this.

12853 Correspondence

The Clerk shared a letter from the Armed Forces team as they look to re-introduce the Cleethorpes Carnival. The Clerk to share this with local groups who may be interested.

12854 Information Exchange

Cllr Turner advised that the footpath from Gibraltar Lane alongside the building site has no exit point. Residents usually turn left where there is now a garage, and in front is a hedge and ditch. Cllr Hasthorpe advised that when the footpath is built as part of the building plans, this will solve the issue.

Cllr Turner also advised that the briars along the footpath from Cooper Lane to Aylesby is overgrown and has been reported by residents. Clerk to report.

The Chair confirmed the next meeting dates as:

- Queens Jubilee Committee Meeting – Tuesday 15th March 2022 at 7.30pm
- Full Council & Planning Meeting – Tuesday 5th April 2022 at 7.30pm
- Full Council & Planning Meeting – Tuesday 3rd May 2022 at 7.30pm

The Chair closed the meeting at 8.28pm.

Signed:

Chair

Dated: