

**Minutes of Laceby Parish Council Finance and Planning Meeting**  
**Held at the Stanford Centre, Cooper Lane, Laceby on Monday 13<sup>th</sup> June 2022 at 7.30pm**

**12907 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, Cllr J Dixon

**Also present:** Clerk – Nicola Ashton  
2 members of public

**Apologies:** Cllr Emerson,

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

**12908 Minutes from the 3<sup>rd</sup> May 2022**

Minutes from the Annual Parish Meeting, the Annual General Meeting and the Finance and Planning Meeting on the 3<sup>rd</sup> May 2022 were put forwards for approval. Minutes were proposed by Cllr Greenbeck and seconded by Cllr Barford; 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.

**12909 Declaration of Interests & Dispensations**

Declarations of interest were declared by Cllr Barford for finance and Cllr Hasthorpe requested the following statement 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."*

The declarations of interest were accepted.

**12910 Public Forum**

Cllr Metcalf asked if any members of the public wished to discuss anything on the agenda. It was noted there was no discussion on tonight's agenda requested and the public forum was closed.

**12911 Matters Arising**

- **Parish Newsletter** – Cllr Metcalf advised that she had not been able to find anyone interested in managing the newsletter; Cllr Hasthorpe suggested that the PC advertise the post, and confirmed that the set up of the newsletter was likely to take a larger amount of time than actually pulling the newsletter together. He later suggested that the initial set up be approx. 12 hours and then x number of hours per month. It was suggested that the Clerk speak to Healing PC for guidance. The newsletter would provide advertising space to business and that this would cover the cost of the person doing the work and the printing and distribution costs, and that Laceby community groups could then contribute each month with a written piece foc. Cllr

Hasthorpe offered to source some advertisers for the magazine, this was welcomed. Cllr Barford suggested that this may be something the Community Collective wished to partner with?

- **Jubilee Committee** – Cllr Metcalf confirmed that the Thursday beacon lighting & fire show had gone brilliantly with over 1000 people attending. The Sunday was not as successful due to the weather with only around 100 people attending. The Church Garden party went really well too. Cllr Barford suggested that the Butt Lane playing field and Community Collective were going to be a real asset to the village, and suggested that the PC support the group with a Parish Councillor attending meetings. Cllr Metcalf to speak to the Community Collective about how we can support the group better. Cllr Barford suggested that the bunting should come down, and agreed that the bunting in The Square should come down asap, however, the other bunting could remain up for the rest of June as the diamond jubilee is a year-long celebration. Cllr Hasthorpe advised that he would see if he could sort the removal of the bunting.
- **Church Wall** – Cllr Schofield advised that the structural engineer was currently on leave, and that he would contact him towards end of June. Meeting to be set up to discuss the wall with the engineer.

### 12912 Police Matters

The Wolds Police Newsletter was shared and it was noted that there had been 37 crimes reported in the Wolds, with crimes reported in Laceby on the report and including a pallet loaded with doors on Blythe Way, 4 minor public order offences, two shop thefts from store on High Street and 1 assault. There were no reports of ASB.

Cllr Turner raised a query regarding the white BMW that has been parked outside the Rookery for the last couple of months. It has been identified that its MOT has now expired. Cllr Turner asked for this to be raised as an abandoned vehicle. The Clerk advised she had reported it twice now, the first no one was interested, and this time there has been nothing back from the police or NELC.

### 12913 Ward Councillors Report

Cllr Metcalf asked if there was any feedback for the ward Councillors. Cllr Turner advised that the buses were struggling to manoeuvre in The Square with Grimsby Road towards Grimsby currently closed. The buses were getting stuck with the tight turning circle and cars parked. Cllr Turner advised she had contacted Stagecoach, and Cllr Hasthorpe advised to contact Cllr Hudson if no solution found.

**Action** Clerk to raise query.

### 12914 Planning Matters

#### **DM/0218/22/FULA – amended plans – 12 Cemetery Road, Laceby.**

This application was discussed and the plans examined, however it was noted the plans were no different to those originally presented. Cllr Metcalf requested the Clerk contact NELC planning to ask them what the changes are and provide the correct plans. Once clarification has been received, the PC can then respond accordingly.

**Action** Clerk to advise NELC Planning.

### 12915 Finance Matters

#### **Payments for authorisation**

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

Salaries x 3 members of staff for June 2022	£1,575.92
HMRC – Salaries June 2022	£298.71

Chairs Allowance – May 22	£20.00
Cemetery Waste – April and May 2022	£89.56
Clerk Petty Cash	£16.49
Groundskeeper Petty Cash & Safety Boots	£99.01
Clerk’s Telephone Line – May 22	£30.38
Public and Employers Liability Insurance	£1921.01
Jubilee Beacon, bunting and big lunch events	£2110.06
Accounts Package – annual subscription	£345.60
Water for Cemetery	£8.91
Water for Allotments	£53.93
Defib Pads (library Defib)	£68.39
Room Hire	£36.00
<b>Total</b>	<b>£6,673.97</b>

Cllr Hasthorpe proposed the payments, and was seconded by Cllr Greenbeck; all Councillors agreed the payments be authorised by a full show of hands. Cllr Greenbeck requested a breakdown of costs for the Jubilee celebrations, the clerk confirmed this has been done and will be shared.

### **Internal Audit Report**

The Clerk advised that she had met with the Internal Auditor, and had circulated the Audit Report. The Auditor was happy with the processes and financial controls in place. The Clerk has checked the Pension lower earnings level for all staff and this is not affected.

### **AGAR**

The AGAR had been shared with Parish Councillors prior to the meeting, this included the AGAR report, the Asset Register and the Year End Accounting Report. Cllr Barford requested that the Assets are identified and marked with a unique asset number going forwards; the Clerk will action this. Cllr Metcalf noted that the Cemetery Fencing had been added to the Asset Register twice, the Clerk to remove this.

The AGAR was checked and signed by the Chair and all agreed with full show of hands that the figures were accurate.

**Financial Controls** – these were reviewed and no changes made.

**Standing Orders** – these were reviewed and no changes made.

### **12916 St Francis Grove Matters**

Cllr Metcalf advised that there were 2 quotes received for the cutting of the St Francis Grove hedge; quote 1 was lower than quote 2 – Cllr Hasthorpe proposed work completed with contractor 1, this was seconded by Cllr Greenbeck.

#### **12917 Church and Cemetery Matters- Church**

Cllr Metcalf advised that there were 2 quotes received for the cutting of the St Francis Grove hedge; quote 1 was lower than quote 2 – Cllr Hasthorpe proposed work completed with contractor 1, this was seconded by Cllr Greenbeck.

Cllr Greenbeck requested that the work to the Cherry Trees be chased up – the Clerk advised that when she last spoke to the contractor he was going to put in the appropriate request to NELC, but will chase up again.

#### **12918 Stanford Centre**

Cllr Metcalf advised that they were waiting for the dates for the installation of the new toilets.

#### **12919 Allotments**

Current work to the old allotments has now been completed. The Clerk advised that the resident whose property was affected, had emailed his thanks for the work being carried out to remove the tree affecting his property.

#### **12920 Correspondence**

Cllr Metcalf shared request from Cllr Hasthorpe to represent Laceby PC at the Town and Parish and hold a vote on the committee, of which we hold 2 votes. Cllr Turner proposed Cllr Hasthorpe and Cllr Johnson hold the votes, and this was seconded by Cllr Barford. All in agreement.

#### **12921 Any Other Business**

##### **Council Protocols**

Cllr Metcalf advised that it had come to her attention, that during the recent elections, there was promotional material regarding work that the Parish Council had done on one of the leaflets. Cllr Johnson advised that some of the items had been done before the person had joined the council, and this was reflected upon by other Councillors who felt offended by the way the information was used. The promotional leaflet implied an alliance with the Liberal Democrats and the efforts of the Parish Council were not recognised with a focus on one person rather than the good work the whole council was doing. Cllr Metcalf advised she would speak to the Councillor regarding this, however, requested that a review of the Standing Orders be carried out. Cllr Hasthorpe advised that this should include details that any promotion or communication which involves the Parish Council, should be made to the Chair or Vice Chair prior to it going out. This will ensure the perception of the Parish Council is not misconstrued. It was suggested that this should also include communications on social media. Clerk to contact ERNLLCA for the correct wording for the Standing Orders.

#### **12922 Information Exchange**

Cllr Barford proposed that Laceby Parish Council make a donation to the Laceby Community Collective for a Defib to be purchased and installed for use. Cllr Metcalf will speak to the Chair of the Community Collective, and requested this item be included on the next agenda. Cllr Barford suggested that a member of the Parish Council could support the Community Collective as a member of their committee?

Cllr Turner asked if the cut through at the Garage on Caistor Road was going to be closed. Cllr Metcalf advised that NELC had confirmed this was planned for next year.

Cllr Turner raised concern regarding briars overgrowing the Aylesby Path. The Clerk advised that the footpaths were currently being cut, but that she would check with the PROW officer.

Cllr Hasthorpe advised that Debbie Swatman, Traffic Team Manager for NELC was leaving, and proposed that the Parish Council write to thank her for her efforts and support.

Cllr Metcalf asked if there was any update on the footpath as part of the Bishop Grange development – Cllr Hasthorpe advised that a footpath had been put in up to the PROW, however, as yet this has not yet come up at planning and was still under consideration.

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

- Full Council & Planning Meeting – Tuesday 5<sup>th</sup> July 2022 at 7.30pm
- Full Council & Planning Meeting – Tuesday 2<sup>nd</sup> August 2022 at 7.30pm
- Full Council & Planning Meeting – Tuesday 6<sup>th</sup> September 2022 at 7.30pm

**The Chair closed the meeting at 8.30pm.**

Signed: .....

**Chair**

Dated: .....