

# *Winteringham Parish Council*

Minutes of the Parish Council meeting held on Tuesday 1<sup>st</sup> August 2023 at 7.15pm at Winteringham Village Hall, Frost Close, Winteringham

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## Present

Cllr Gaynor Snell  
Cllr Lesley Fowler  
Frances Altoft (Clerk)  
Cllr Sharon Gibson

Cllr Lindsay Hutchinson  
Cllr Andrew Grantham (Chair)  
Cllr Joshua Taylor  
Cllr Lauren Javes

2 members of the public  
Quorate – 7 Councillors present

Abbreviation – NLC – North Lincolnshire Council

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## Public Participation.

A resident enquired if the minutes from July had included their objection to planning application PA/2023/798. The Chair confirmed that their objection had been logged

There were no other questions from the public

1. Receive Apologies and Approve Reasons for Absence  
Apologies were received from NLC Ward Cllr Ralph Ogg and NLC Councillor Helen Rowson
2. Declarations of Interest.
  - a) No declarations of interest were expressed
  - b) No dispensations raised.
3. Declarations of acceptance of office  
Cllr Javes, Cllr Taylor and Cllr Gibson signed their declarations of office. These were countersigned by the Clerk. The Chair welcomed the new members
4. Minutes of previous meeting  
The minutes of the meeting held on the 11<sup>th</sup> July 2023 were approved and signed as a true record of business transacted. Proposed Cllr Fowler; seconded Cllr Javes
5. Reports from Ward Councillor(s)  
No Ward Councillors in attendance.  
BT/Openreach have installed the fibre underground, past the houses, but have not connected the properties to the service. Cllr Rowson action AP060623:01 on going
6. Highways and Footpaths
  - a) Road surfaces and footpaths
    - (i) FS524089198 – Ermine Street Kerbs
    - (ii) FS514643492 - Marsh Lane Drain cover
    - (iii) FS514644799 – Shop trip hazard  
AP190523:03 Clerk to keep chasing tickets with NLC
  - b) Winteringham bank. Job ticket raised. Several residents stated their concerns over the state of the bank. Cllr Rowson reported that the supplier of the kerbs has gone into liquidation and a new supplier has been sourced. Estimated date for installation now end August 2023. This is disappointing as previously the members

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had been informed that the kerbs were in stock. AP140323:02 on-going Clerk (chasing NLC)

- c) Winteringham Drain – Cllr Fowler reported that the drain surface is clogged with weeds and vegetation, raising concerns over potential flooding. Cllr Grantham stated that the EA is responsible for this drain.
- d) EA Wall damage – Cllr Gibson stated that the coping stone has been replaced but appears not to be cemented in place. Clerk to chase response AP110723:03
- e) Cllr Fowler reported that the drain outside 28, West End is blocked. Clerk to log with NLC AP010823:01
- f) NLC Council Weed Spraying – NLC employee on quad bike. Clerk to check with NLC AP010823:02
- g) Electricity lines/trees (Ref July minutes – residents concerns). Cllr Grantham to obtain pictures. Clerk to send official complaint via Npower web page AP010823:03
- h) Cllr Snell reported Low Burgage and Marsh Lane road surfaces are in an appalling state. Cllr Fowler reported on the east side of Marsh Lane the pavement tarmac is crumbling

## 7 Play Area, Playing Field and Tennis Courts

- a) Playing Field and AWS pitch report. The nets cannot be located. Cllr Fowler requested new nets be purchased and passed to the handy person to install. Proposed Cllr Fowler; seconded Cllr Snell. Cllr Snell to liaise with handy person to install AP110723:04
- b) Tennis court equipment storage box. Cllr Hutchinson reported after investigation a gabion would not be suitable. Handy person has been approached to construct a box, but the cost of the timer is prohibitive. Cllr Taylor advised that he could possibly obtain a large wooden crate, however he would need dimensions to see if it would accommodate the posts/nets. AP190523:04 Cllr Hutchinson on-going to provide measurements.
- c) Play Area Wicksteed Annual inspection. Cllr Snell has checked the report. There are no major issues. Two labels require purchasing. Clerk has obtained a quotation from Wicksteed £76.15 ex Vat. The members decided to purchase the labels. Proposed Cllr Fowler; seconded Cllr Hutchinson. AP01/08/2023:04 Clerk to place order
- d) Cllr Snell presented the latest Asset inspection list. No major issues reported

## 8 Grounds Maintenance Contracts / Open Spaces

- a) Nature Garden. The area has been cleaned and tided by the Handy Person. The members expressed their thanks - a vast improvement to the area. Bird feeders/ bat boxes etc Cllr Hutchinson investigating AP190523:06 on going.
- b) The Spinney and Housing Association fence damage. Clerk reported that she had tried in vain to contact Barton Mowing. The members decided the Handy person would tackle this area; it is very overgrown and needs urgent attention. The Clerk reported Longhurst have recalled their original order with their sub-contractor as the work had not been carried out according to plans (gate installation) A representative from Longhurst will visit the site 9<sup>th</sup> August to carry out an inspection. AP110423:03 Clerk to continue to monitor

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Cllr Javes suggested could a trim trail be installed in the area once it was cleared. This was discussed and the members decided to revisit this idea once the area was cleared and tidy

Cllr Fowler has requested the Handyman to remove some un-sightly concrete posts along Frost Close.

- c) PROW – Grove completed the hedge cutting on FP316. The Clerk suggested that members monitor the hedge and to report it before it becomes an issue with residents. Cllr Gibson volunteered to monitor and to report to the Clerk. Grove have repaired, free of charge, some rotten planks in the footbridge over a drain. The members expressed their thanks to Grove  
Cllr Fowler stated the footpath at Cowgangs is not within the devolved council cutting area, hence why this area has never been cut.

- d) S106 Benches. 2 benches still require locating. Cllr Hutchinson reported some locations had been suggested via the social media posting. The members decided one bench would be located in The Spinney once it was tidy; Proposed Cllr Gibson; seconded Cllr Javes. A discussion took place concerning the final bench. Elderly residents had requested one to be located between the bungalow accommodation and the shop however this is proving difficult as the PC do not own the land. It was decided to place the final bench to the east side of the village hall. Proposed Cllr Hutchinson; seconded Cllr Grantham. Cllr Snell to liaise with Handyperson AP010823:05

The handy man reported that one set of bench fixings are missing. Cllr Fowler advised that a tidy up of the village hall storeroom and container would take place weekend of 5<sup>th</sup>/6<sup>th</sup> August. If the fixings were not located then the council would contact the previous handy person. Clerk to check if any assembly instructions were provided with the benches AP010823:06

- e) Western Green Trees – still an issue. Cllr Fowler has chased NLC and will continue to monitor AP110723:09 ongoing. Cllr Fowler to contact Amber Trees to request a tree survey to ascertain tree remedial work AP010823:07
- f) Handy person. All the members agreed that Mr Ellis has already made considerable improvements within the village, and they expressed their thanks to him. Mr Ellis requested a new leaf blower and the members agreed to purchase this equipment. Proposed Cllr Snell; seconded Cllr Hutchinson (see finance)

## 9 Planning

- a) To receive any applications made to North Lincolnshire Council and resolve a comment:
- i PA/2023/1316 – Application to erect a single storey front and rear extensions, two storey and first floor extensions and erect a double garage. Applicant – Mr and Mrs Keith Richardson, 4, Orchard Drive, Winteringham. DN15 9PG. Consultation end date 9<sup>th</sup> August 2023. No objections were raised for this application
- ii PA/2023/1241 – Application to erect an outbuilding. Applicant – Mr L Moulds, 20, Marmion, School Road, Winteringham. DN15 9NL. Consultation end date 9<sup>th</sup> August 2023. This application relates to application PA2023/759. The Member

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examined the revised plans and confirmed that they have no objections to this application, as the siting of the building has been moved back, in line with the property frontage

Clerk to enter comments into NLC Portal AP010823:08

- b) To receive decisions made by North Lincolnshire Council.
  - i PA/2023/1046 – Application to erect a front extension workshop and boundary wall including demolition of the existing outbuilding; Applicant Mr J. Franklin, 1, Nice One, Back Lane, Winteringham. DN15 9NW. Application granted.
  - ii PA/2023/1005 – Application to remove several conifers, two elder, and a privet hedge, within Winteringham Conservation area. Applicant Mrs S Franklin, 1, Nice One, Back Lane, Winteringham. DN15 9NW. Application granted.
  - iii PA/2023/813 – Application to remove two fir trees and a poplar, within a conservation area: Applicant Mr B Bateman, 21, Silver Street, Winteringham. DN15 9ND. Application granted.
- c) To note any planning applications received after the agenda has been posted.  
None received

PA/2023/1026 – Application for the change of use of land for the stationing of caravans and a dayroom for residential purposes. All members to monitor the application and report back as necessary

d) Planning enforcement

- (i) Gate End Farmhouse (aka Winteringham Fields) – The Clerk reported a response has been received response received 19/07/2023. The matter remains open, and as it is a Listed Building it does not benefit from any immunity due to the passage of time
- (ii) The Old School, 83, West End, Winteringham. DN15 9NR – replacement of metal gates with wood structures. This construction comes under Article 4 of the planning rules. Cllr Grantham has examined Article 4 and it appears that probably the replacement structures should have been passed by planning. Cllr Grantham to contact NLC for clarification AP010823:09

## 10 Police Matters/Crime /Neighbourhood Watch

Cllr Fowler handed out leaflets and information packs. Cllr Fowler explained that we all need to be vigilant and that the information and stickers in the packs would assist residents when cold callers attended and hopefully deter them totally

Cllr Fowler requested for the Neighbourhood Watch boards be replaced as they are all faded and unreadable. Proposed Cllr Javes; seconded Cllr Taylor.

The Clerk had received communication from PC Bright. He would like to arrange a community visit in the Village Hall. Cllr Fowler to liaise with Cllr Bright. Cllr Grantham stated that the PC would pay for the village hall booking. Proposed Cllr Gibson; seconded Cllr Taylor

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ANPR Cameras. Cllr Grantham has attempted to contact law enforcement several times to no avail. Action point to be closed and subject to be revisited at a later date.

## 11 Reports from representatives

- a. Village Hall – Store cupboard tidy up to take place weekend 5<sup>th</sup>/6<sup>th</sup> August. The VH Committee are struggling to locate a builder to build the extension. Sports Ability group attending 4 times a week
- b. Conservancy Group – No feedback received.

## 12 Finance

The following reports were approved by the council and duly signed by the Chair; Proposed Cllr Fowler; seconded Cllr Snell

July 2023 Summary receipts and payments

July expenditure – listed below

July Bank statements (Printouts)

July Bank reconciliation

Date and invoice reference	Company	Reason for invoice	Amount
17/07/2023 16911 CQ102426	Vision ICT	Web online training (Clerk)	90.00
20/07/2023 00008222296 CQ102427	Wicksteed	Play area Annual Inspection	158.40
20/07/2023 16915 CQ102426	Vision ICT	SSL Certification	150.00
25/07/2023 MO69	BT	Monthly charges - DD	£10.80
31/07/2023 CQ102428	Clerk	Wages and expenses	£261.60
31/07/2023	Handy Person	Wages July (10 hours) and expenses	<b>*£241.99</b>

Handy Person July. Payment originally on agenda as £241.99. The Handy person's total invoice for July = £302.12. Total working hours 14 hours 30 minutes. Payslip has been raised for 10 hours due to Mr Ellis employment commencing ½ way through July. The outstanding 4.5 hours are to be paid in arrears. Proposed Cllr Grantham seconded Cllr Snell. Mr Ellis is in agreement.

Leaf Blower purchase – Invoice states £60.99 due to Amazon applying a £5 voucher Mr Ellis possessed. The Clerk explained the council could only pay £60.99, not the full claimed cost of £65.99. It was agreed to increase the hours owed from 4.5 to 5 hours to accommodate an extra £5.00. Proposed Cllr Grantham; seconded Cllr Hutchinson. Mr Ellis was in agreement Cheque 102430 for £247.12 raised (CQ 102429 cancelled)

Income – Second portion of NLC precept received £500.00.

Insurance – Renewal questionnaire has been returned, awaiting a quotation

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Asset register – New Leaf Blower and Batteries added. The Handy man has carried out an inventory of the container. This requires checking against the asset register Clerk AP010823:10

**Bank Mandate.** The Clerk advised new updated mandate is now in place however postal statements are still not being received. The Clerk has obtained several statement print outs from HSBC. The members had proposed to change banks once the mandate was in place. The Clerk did advise that this could be difficult. After discussions it was decided to stay with HSBC but change to on-line banking. Clerk to apply AP010823:11

## 13 Emergency plan

Clerk advised the emergency plan requires a review and Humber Emergency Planning Service have contacted the Clerk with the same query. Cllr Fowler outlined what the emergency plan entails and that the contact names require amending. Cllr Fowler proposed that all the members names be entered. Proposed Cllr Fowler; seconded Cllr Gibson. There are two emergency boxes; One in the Chapel and one in the Village hall. The contents require examination to ensure contents are still in date etc. Cllr Fowler to check AP010823:12

Cllr Taylor suggested the emergency information be added to the newsletter so that all residents are aware. The July newsletter is already in print so it was agreed to add this to the Winter newsletter.

## 14 Projects

Marmion trail – Cllr Grantham presented an outline plan for the trail, mostly based on tarmac roads, therefore accessible to wheelchair users. 12 information boards would be required at a cost of approximately £1200 per board; all to be sourced from local suppliers. Information boards would include QR codes and possible raised areas for children (like brass rubbings). Cllr Javes enquired about including Braille. Cllr Grantham to consider this when speaking with suppliers.

Phonebox – Permitted development rights application – PDE/2023/35 Application acknowledged by NLC 21/07/2023 Clerk monitor NLC AP140323:09 on going

## 15 Webpage ICT Vision

Web Training – Clerk attended and is now more confident in updating web page

HTTP/s – SSL certification in place

E mails – Clerk to arrange E mails for all members except Cllr Snell. AP010823:13

The format is to be [Cllrnamesurname@winteringham-pc.gov.uk](mailto:Cllrnamesurname@winteringham-pc.gov.uk)

Clerk to check what is included in the current contract and the cost for unlimited pages AP010823:14

## 16 Correspondence

Correspondence received and to resolve any action:

- a. ERNLLCA Good Councillors Guide 2023 13/07/2023 – to be purchased. Proposed Cllr Fowler seconded Cllr Hutchinson. Clerk to organise AP010823
- b. Town and Parish Liaison Meeting 12<sup>th</sup> September 2023
- c. Annual Standards Reporting and Foth coming Standards Training September 04/07/2023
- d. Rural Bulletin 18/07/2023
- e. Roadworks Alert 18/07/2023
- f. NAT Winterton Minutes 17/07/2023
- g. ERNLLCA Conference and AGM 15<sup>th</sup> September 2023 21/07/2023

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h. Roadworks Alert 25/07/2023

17 Minor Items

De-fib. The Clerk asked if the De-fib is on the national register. Clerk to check. AP010823  
Owner of Butchers Shop to monitor De-fib power use and report back to the Council  
Cllr Fowler requested the purchase of more black sacks 200 @ £21.60 for Handy Person.  
Proposed Cllr Javes; seconded Cllr Gibson

Outstanding actions from previous meetings

**AP110423:16 Clerk** feedback on VAS signs for another local council

**Closed Action points**

AP110723:01 Clerk – advise NLC on new councillors  
AP110723:02 Clerk – contact Payroll (Handy person)  
AP110723:05 Clerk – Chase Wicksteed inspection report  
AP110723:06 Clerk – contact Barton Mowing (bowling green)  
AP110723:07 Clerk – Contact Grove (FP316)  
AP110723:08 Cllr Hutchinson – Locate bench on EA Bank  
AP060623:07 Cllr Hutchinson – Social media request (benches)  
AP110723:10 Clerk – enter planning decisions  
AP110723:11 Clerk – enter refusal on NLC portal  
AP110723:12 Clerk – return insurance questionnaire  
AP190523:02 Cllr Fowler – emergency box  
AP110723:13 Clerk – Bank Mandate  
AP230411:09 Cllr Grantham – ANPR  
AP110423:05 Cllr Grantham – present Marmion trail  
AP060623:10 Clerk – Vision training  
AP110723:14 Clerk – SSL Certification  
AP110723:15 Clerk – Book Chair training

18 Agenda for next and future meetings

To determine any items Councillors wish to agenda for the next of future meetings.

Date of next meeting – Tuesday 5<sup>th</sup> September 2023 19.15

In the absence of any further business, the meeting closed at 21.30

Accepted as a true record of business transacted;

Signature \_\_\_\_\_ Date \_\_\_\_\_