

Winteringham Parish Council

Minutes of the Parish Council meeting held on Tuesday 2nd April 2024 at
7.15pm at Winteringham Village Hall, Frost Close, Winteringham

Present

Cllr Gaynor Snell

Cllr Lauren Javes

Cllr Sharon Gibson

Cllr Lindsay Hutchinson

Cllr Lesley Fowler (Vice Chair)

Cllr Joshua Taylor

Cllr Andrew Grantham (Chair)

Cllr R Ogg Ward councillor NLC

Abbreviation – NLC – North Lincolnshire Council. NHW – Neighbourhood Watch. NPG – Northern Powergen

Quorate – 7 Councillors present

2 members of the public

Public Participation.

No questions.

1. Receive Apologies and Approve Reasons for Absence

Apologies received from Ward Cllrs Rowson and Marper.

2. Declarations of Interest.

a) No declarations of interest

b) No dispensations required

3. Minutes of previous meeting

The minutes of the meeting held on the 12th March 2024 were approved and signed as a true record of business transacted. Proposed Cllr Taylor; seconded Cllr Gibson

4. Reports from Ward Councillor(s)

A recent meeting took place between Environment Agency (EA), Ancholme Internal Drainage, Scunthorpe and Gainsborough Water Management Board, Cllr Ogg and local MP concerning the state of Haven and Sand Drains – especially the Sand Drain breach. The EA reported the breach was caused by badgers digging into the bank. Trees and greenery have been removed along the drain area from the landfill towards West Halton, yet the more vulnerable areas in question, have not been worked on. This is inexplicable. The EA state they are waiting for repair funding from DEFRA. Cllr Ogg requested the local MP to escalate this with the current Secretary of State for Environment, Food and Rural affairs.

Civil Enforcement officers for dog fouling raised. Cllr Ogg to ascertain if NLC community officers can be deployed in local villages AP031023:06 on-going

Passing points – Mere Farm Cottages. Cllr Ogg to chase NLC for a response. The dykes at the rear of Mere Farm Cottages were supposed to have been cleaned. Cllr Ogg to investigate with landowner.

5. Highways and Footpaths

a) Road surfaces and footpaths –

(i) FS524089198 – Ermine Street culverts – still require mending

(ii) FS514643492 - Marsh Lane Drain cover – still requires mending – cones now in place

(iii) FS536304791 – West End Drain blocked

(iv) FS567329142 – Suttons Hill Pot hole.

No updates from NLC regarding the above case logs. To be escalated to Cllr Waltham during visit.

b) Haven Drain – discussed under point 4 Ward Councillor report

c) Civil enforcement officers – discussed under point 4 Ward Councillor report

d) Lane Stones. Cllr Fowler has given the go ahead to resident to purchase. Council awaiting the invoice for the haulage and stones

e) Ferry Lane culvert. Cllr Fowler provided more documentation concerning the area. As this is proving difficult to resolve, Cllr Fowler has arranged a meeting with Cllr R Waltham. 7th May 2024.

f) Northern Powergrid – case reference 240221-003288. Two resident contact numbers have been obtained. Clerk to speak with NPG **AP020423:01**

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- g) Western Green parking. Cllr Fowler provided more photographic evidence of cars blocking the road. Clerk has received a further communication from a concerned resident. NLC Ward Councillor E Marper has advised clerk that NLC are looking into installing more bollards to prevent damage to Western Green. Double yellow lines – a consultation would need to take place if this avenue were to be explored. Clerk to monitor with NLC/ Cllr Marper.
Members agreed to send a letter to the resident causing the obstructions. Clerk to draft **AP020423:02**

6 Play Area, Playing Field and Tennis Courts

- a) Scramble nets etc for older children. Cllr Hutchinson to check with another local parish council to see where their equipment was purchased from **AP020423:03**
b) No other issues to report

7 Grounds Maintenance Contracts / Open Spaces

- a) Refuse collections – Council voted In March to leave this point until May and if no resolution from NLC, then council to investigate alternative solutions (purchase of own bins etc). To be taken at Cllr R Waltham visit. The bin outside the shop is overflowing and has not been emptied. Cllr Snell asked who is responsible for this bin?
b) Western Green Trees - FS550349876. Clerk chased NLC as work was supposed to have commenced 31st March. NLC responded – work to begin cherry trees W/c Monday 8th April. Clerk to monitor AP110723:09 on-going.
c) Jubilee Gardens Trees – PA/2023/1925. No decision on application submitted. Marshman Trees on standby for work. Clerk has chased NLC again. To take with Cllr Waltham
d) In Bloom Grant. Clerk confirmed that application has been successful. £160.00 awarded. Cllrs Fowler and Snell asked if it would be possible to purchase another 5 planters for the railings alongside the shop. Cllrs to investigate costs and bring to next meeting **AP020423:04**
e) Correspondence received from resident regarding land clearance in an area within the conservation zone. The members concurred that this is an area of private land, which has not been tended for some time and has become overgrown. No trees are being cleared, only brash, brambles etc. An electric fence is being installed as the owner of the land wishes to graze a horse in the field. Clerk to respond to residents' concerns **AP020423:05**

8 Planning

- a) To receive any applications made to North Lincolnshire Council and resolve comments:

PA/2023/1690 – Application to erect extension; 18, Meggit Lane, Winteringham. Amended planning documents uploaded 21st February 2024. Clerk has loaded previous planning objections against the revised plans.

PA/2024/292 – Notice of intention to remove two holly trees and crown reduce a Laurel; Applicant Great Oak Tree Services (Mr S Monopoli). Comments required 14 days from issue of notice (13th March 2024). No objections raised. Comment has been entered into portal

- b) To receive decisions made by North Lincolnshire Council –

PA/2024/68 – Application to erect replacement gates; Spring Farm Cottage; 4, Western Green, Winteringham. DN15 9NX. Applicant Mr and Mrs M Fowler. Permission granted

PA/2024/278 – Application to install a 9m wooden Pole; Applicant Open Reach. Location outside 34/36 Marsh Lane. Permission granted. The clerk commented that a resident had contacted her concerning a notice pinned to a pole (prior to this communication being received).

- c) To note any planning applications/information received after the agenda has been posted.
None received

- d) Planning enforcement

Gate End Farmhouse (aka Winteringham Fields) – The matter remains open with enforcement officer. Clerk continues to chase response from NLC

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A resident has brought to the attention of the council that a hedge has been planted in an area that is designated as 'open plan'. Clerk to report to planning enforcement **AP020423:06**

Cllr Snell provided historical planning information concerning a Low Burgage residency. The planning information stated that parking at the rear of the property would be available. Yet this does not appear to be the case. Clerk to investigate. **AP020423:07**

9 Police Matters, Crime and Neighbourhood Watch (NHW)

- (a) CCTV – on-going with supplier
- (b) Emergency 'what if' scenario. Personnel unable to attend as planned. Cllr Fowler to re-arrange to coincide with June meeting.
- (c) Cllr Fowler expressed thanks to all the volunteers who helped to deliver NHW information and the newsletters.

10 Reports from representatives

Village Hall – Cllr Fowler reported the VH is a registered CIO with the Charity Commission, containing 7 trustees of which any 5 can make a decision. In 2023 two trustees resigned bringing the number of trustees to 5, allowing any 3 able to pass a resolution. At the April 2024 meeting, some other trustees will resign, leaving only 2 trustees. The CIO will not be able to function with 2 trustees. More volunteers are needed to take over the running of the hall otherwise it will have to close. The other option is for the Parish Council to take over the running of the CIO. The Clerk stated advice had been sought from ERNLLCA. It is legally possible for a council to become a sole trustee however the process takes time, many legal decisions need to be made, involving considerable costs and the Charity Commission would need to be involved.

ERNLLCA advised this is not an undertaking that should be done lightly. It has all sorts of implications from the completion of the AGAR to the need to have more meetings and it will almost certainly increase the Clerk's workload. In their opinion, taking over a village hall is one of the hardest things a parish or town council could do. ERNLLCA provided some guidance documents which the clerk circulated to members. Cllr Fowler had other documents to circulate.

Conservancy group – Long interesting article in latest Newsletter

11 Financial

To approve and sign the March 2024 finance documents as follows;

- March Financial Summary receipts and payments v budget
- March Bank reconciliation
- Bank Statements; HSBC Reserve print out only

To agree and load following payments onto Virgin Online banking for payment

Date and invoice reference	Company	Reason for invoice	Amount	Payment method
24/03/2024 MO76XF	BT	Monthly Charges	£10.80	DD
14/03/2024	ERNLLCA	AGAR year end training	£18.00	BACS *
31/03/2024	Clerk	March salary and expenses	£284.80	BACS
31/03/2024	Handyperson	March Salary and expenses	£189.14	BACS
April	HRMC	Q4 PAYE Payment	£63.82	BACS **
01/04/2024	ERNLLCA	Membership Fee 2024/2025	£596.51	BACS ***

Resolution passed – All payments approved. Proposed Cllr Fowler; seconded Cllr Hutchinson. Clerk to load into Virgin for payment approval

S106 Fund valuation £2718.32 – to be used by November 2026

* Authorised by council E mail 14/05/2024. Invoice due payment 31st March 2024

**HMRC Q4 payment due by 22/04/2024

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*** ERNLLCA invoice arrived after agenda issued. Payment due date 30/04/2024

Clerk reported year end accounts balance and will be sent to internal auditor

Remittance received NLC £343.20 – duplicate payment SLA/Invoice bin collections

National Living wage has increased to £11.44 as from 1st April 2024. **Resolution passed.** Handy person hourly salary to be increased from £11 to £12.01 per hour as per NALC SCP4 Proposed Cllr Taylor; seconded Cllr Gibson.

Clerk salary – currently Pay Scale SCP07 - £12.63. **Resolution passed.** Clerk salary to be increased to SCP12

£13.73. Proposed Cllr Fower; seconded Cllr Snell. Clerk to inform Payroll **AP020423: 08**

VAT Return October 2023 – March 2024 submitted

12 Contracts and Bids.

No actions needed

13 Projects

Marmion trail – Cllr Grantham has requested all suppliers to re check quotations as some have expired. The effigy information supplied by resident will be incorporated into trail information. Cllr Javes asked if the Pong Shop is going to be included in a sign. Council is keen not to lose this piece of history and information will be incorporated into the information board. Cllr Grantham queried if planning permission would be needed for information boards. Clerk to investigate **AP020423:09**

Phone box. It was agreed in March meeting that the box would be tidied up, glass etc replaced and locked. It is unfortunately not watertight enough to hold books nor any paper documents (such as footpath information etc) Current total price £1005.60 including VAT; to include frames, glass silicone, fixings and delivery. **Resolution passed. AP020423:10** Council to purchase. Proposed Cllr Hutchinson; seconded Cllr Snell. Clerk to place order with supplier and provide proforma invoice for payment authorisation.

14 Neighbourhood Plan (NP)

New committee: Appleby PC – Clerk has not been able to contact anyone. Clerk. AP071223:13 on going. Cllr Grantham to speak with resident previously involved AP031023:12 ongoing

15 New E mail addresses

E mails – Cllr Grantham AP010823:12 on going. Investigate with BT

16 Correspondence

Correspondence received since last meeting; for review and comments;

ERNLLCA Training 18/03/2024

NLC Heritage for the future 18/03/2024

Mrs S Hill – Manor field/Neighbourhood plan

Ms H Mitchell – planning application notice on telegraph pole; Marsh Lane

Mr S Foston – Use for Phone box

Ms A Slone – Use for Phone box

Ms K Leigh – concerns over trees/conservation zone

ERNLLCA Newsletter (sent after agenda issue)

17 Minor Items

Winteringham Bank. Clerk to check with NLC with regards siting of a skip on highway/ road implications.

AP120323:02 **on going.** Handy person has investigated the costs to re work the bank back to grass and these are substantial. Members to have an on site meeting to discuss a way forward asap.

Winteringham under 5's. Request for financial assistance with purchase of a printer and tablets. **Resolution passed** Council to support with cost of a new printer up to £150 and one tablet. Proposed Cllr Taylor; seconded Cllr Hutchinson. Clerk to advise Under 5's **AP020423:11**

Visit Mr R Waltham 7th May 2024. All councillors to mail clerk with concerns.

18 Agenda for next meeting.

Internal Audit report

Annual Governance Statement 2023/24

Annual Accounting Statement 2023/24

Annual Governance and Accountability Return (AGAR) 2023-24

Election of Meeting Representatives

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Election of Committee Representatives

19 Next Meeting

To confirm the date and time of the next monthly meeting as, subject to any change

Annual Parish Assembly 7th May 2024 19.15

Annual Parish Meeting 7th May 2024 19.30

In the absence of any further business, the meeting closed at 20.45

Closed Action points

AP120323:01 enter comments into planning portal

AP060623:01 Cllr Grantham – BT Openreach

Accepted as a true record of business transacted;

Signature_____ Date_____