

**Minutes of the Parish Council meeting held on Tuesday 2nd July 2024 at
19.30pm at Winteringham Village Hall, Frost Close, Winteringham**

Present

Cllr Gaynor Snell

Cllr Sharon Gibson

Cllr Andrew Grantham (Chair)

Frances Altoft Clerk

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

VH – Village Hall

Quorate – 6 Councillors present

Cllr Lauren Javes

Cllr Lesley Fowler (Vice Chair)

Cllr Lindsay Hutchinson

1 member of the public

Public Participation.

No questions received

20240702:01 Receive Apologies and Approve Reasons for Absence

Apologies received from Ward Councillors Ogg, Marper and Rowson and Cllr Taylor

20240702:02 Declarations of Interest

- a. Agenda point 12 and 18 – Village Hall. Cllr Fowler. Personal – member of Village Hall Committee.
Agenda point 13 – Cllr Fowler. Personal – reimbursement of funds
- b. No dispensations required.

20240702:03 Minutes of previous meeting

The minutes of the meeting held on 4th June 2024 were approved and signed as a true record of business conducted. Proposed Cllr Snell seconded Cllr Hutchinson

20240702:04 Reports from Ward Councillor(s)

No Ward councillors present

20240702:05 Design Yorkshire – Neighbourhood Plan

Mr James Wilde from Design Yorkshire presented information on how to create a successful Neighbourhood Plan (NHP); how to apply for funding and the steps the council need to take to produce a NHP. The council thanked James for attending and for providing very useful information. Council agreed to restart NHP project. James to forward on presentation to Clerk who will circulate amongst members

20240702:06 Highways/Footpaths

a) Road surfaces and footpaths –

- (i) FS524089198 – Ermine Street culverts – Damaged
- (ii) FS514643492 - Marsh Lane Drain cover broken
- (iii) FS536304791 – West End Drain – damaged –
- (iv) FS567329142 – Suttons Hill Pothole.
Awaiting feedback from Cllr Waltham on above issues
- (v) 30 Marsh Lane – Blocked drain Cllr Gibson. Cllr Fowler reported Marsh Lane has degraded due to water running down from the blocked drain, constituting a traffic hazard
- (vi) Stile FP316 – bad state of repair. Clerk reported to NLC FS620982308

b) Haven Drain – no further updates. Council noted that the drain is choaked with reeds

c) Dog Fouling. Civil enforcement officers – raised with Cllr Waltham.

Dog Fouling posted competition. Cllr Javes to collect entries from school. Winners to be announced 19th July 2024. Competition to be announced in newsletter. Vouchers to be purchased from on line company Lifestyle. **AP240702:01 Clerk**

d) Northern Powergrid – case reference 240221-003288. Clerk continue to chase NPG AP020423:01 **on going**

- e) Cllr Fowler has received complaints from residents concerning the state of a property on West End. Area constitutes a health and safety hazard. **Resolution passed.** Proposed Cllr Fowler Seconded Cllr Snell. Council agreed to send letter to property owner in the first instance; timescale for clearing 3 weeks and then matter to be escalated if not resolved. Clerk **AP240702:02**

20240702:07 Play Area, Playing Field and Tennis Courts

- a) Wicksteed Annual play inspection. Clerk has chased supplier – advised September for inspection. Clerk to continue to chase. Damaged baby swing still out of action.
- b) Concrete table tennis table. Quotations for base as follows
- Local farmer – awaiting information
 - Grove – awaiting quotation
 - Supplier of table £1800 – not big enough
 - Mr D Fielding builder. £2785 inc VAT.
- Cllr Fowler to continue to chase. **AP040624:01** on going
- c) Scramble nets. Grant funding application sent to National Lottery. Awaiting decision Cllr Hutchinson to follow through. AP070524:04 **on going**

20240702:08 Grounds Maintenance Contracts / Open Spaces

- a) Refuse collections – Awaiting Cllr Waltham feedback
- b) Western Green Trees - FS550349876. Stumps still left. Clerk chasing with NLC.
- c) Jubilee Gardens Trees – PA/2023/1925. Escalated to Cllr Waltham – decision still outstanding.
- d) Noticeboard. Councillors agreed to apply for full planning permission to erect board on Bay Horse Public House. Clerk to arrange **AP040624:02**
- e) West End Bank – additional cutting. Handyperson provided costs for cutting. The bank is very steep and to try and cut this constitutes a health and safety issue. **Resolution passed.** Council voted to leave the bank uncut. Proposed Cllr Snell seconded Cllr Fowler. Clerk to advise NLC **AP240702:03**
- f) Hedge Marsh Lane/Low burgage – needs cutting. Clerk to speak with Grove **AP240702:04**
- g) Village field trees. Grass cutting contractor has requested for some trees to be trimmed back. Cllr Hutchinson to obtain quotations **AP240702:05**

20240702:09 Planning

- (a) To receive any applications made to North Lincolnshire Council and resolve comments:
None received
- (b) To receive decisions made by North Lincolnshire Council
None received
- (c) To note any planning applications/information received after the agenda has been issued.
None received
- (d) Planning enforcement
Gate End Farmhouse (aka Winteringham Fields). No response received from NLC. Clerk raised with Cllr Waltham

20240702:10 Police Matters, Crime and Neighbourhood Watch (NHW)

Cllr Fowler thanked the handy person for putting up new NHW and Tradewatch signs. Nothing more to report

20240702:11 Policy review

- a. To review sign and approve Safeguarding Adults policy. Representatives Cllr Javes and Cllr Snell. Policy presented and signed by chair
- b. To review sign and approve Safeguarding Children policy. Representatives Cllr Gibson and Cllr Taylor. Policy presented and signed by chair

20240702:12 Reports from Representatives

- a. Village Hall – Rubbish bins relocation Cllr Fowler to obtain quotations for new base. One quotation received Mr D Fielding. £2617 inc VAT **AP040624:05** on-going
- b. Extension funding. Rugby Cement approached – possibly funding of £10K. BIFFA another possible funding source. VH require the lease to apply to BIFFA and clarification needed on ‘storage solution’ Clerk to investigate both **AP240702:06**

20240702:13 Financial

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

- June Financial Summary receipts and payments v budget
- June Bank reconciliation.
- June Bank Statements
- Bank charges
- Q1 Analysis of payments > £500 April – June 2024
- Q1 Analysis of expenditure v Budget April – June 2024

To agree and load following payments onto Virgin Online banking for payment; To authorise debit card expenditure as follows;

Date and invoice reference	Company	Reason for invoice	Amount	Payment method	Minute reference	Authorisation
31/05/2024	Virgin	Bank charges	£7.70	DD	N/A	N/A
05/06/2024	Cllr Fowler	Plants/compost	£118.90	BACS	N/A	Cllr Taylor/Gibson
30/06/2024	Virgin	Bank charges	£6.80	DD	N/A	N/A *
05/06/2024	Currys	Printer – under 5’s	£79.99	DC	20240604:20(a) S137 payment	N/A
05/06/2024	Argos	X 2 tablets – under 5’s	£129.98	DC	20240604:20(a) S137 payment	N/A
24/06/24 MO79 BA	BT	Monthly charges	£10.80	DD	N/A	N/A
30/06/2024	Clerk	June salary + expenses	£307.60	BACS	N/A	Cllr Gibson/Taylor
30/06/2024	Handyperson	June salary + expenses	£235.07	BACS	N/A	Cllr Grantham/Hutchinson
30/06/2024	Mr C Ellis	Verge cutting 3/9	£624.33	BACS	N/A	Cllr Taylor/Grantham
30/06/2024	Mr C Ellis	Verge cutting 4/9	£624.33	BACS	N/A	Cllr Hutchinson/Gibson
19/07/2024	HMRC	PAYE + NI	£42.07 **	BACS	N/A	Cllr Hutchinson/Gibson

** HMRC PAYE + NI – April/May £42.07 total – June total charges to be confirmed by clerk by email 10th July

* 2nd Bank charge invoice received after issue of agenda

Resolution passed – All payments authorised by councillors. Proposed Cllr Fowler; seconded Cllr Hutchinson. Clerk to load into Virgin for payment

20240702:14 Contracts and Bids.

No actions needed

20240702:15 Projects

- a. Marmion trail – Permitted development would have to be applied for to site information boards. Cllr Grantham to provide clerk with lists of locations etc for planning application **AP040624:06 on going**
- b. Phone box. Cllr Hutchinson has contacted supplier regarding unsuitable panels. Supplier has asked for panels to be sorted and number of incorrect panels to be advised. Supplier will provide new panels FOC and provide postage return label for incorrect panels. Cllr Hutchinson to follow through with handy person **A AP240702:07**
- c. Winteringham Bank. Council agreed to leave and take no actions at all

- d. SID Speeding signs – Cllr Hutchinson proposed purchasing some SID Speeding signs. After discussions council decided not to proceed

20240702:16 New E mail addresses

E mails – BT proving very difficult to deal with. Cllr Grantham AP010823:12 **on going.**

20240702:17 Correspondence

Correspondence received since last meeting; for review and comments;
ERNLLCA Newsletter 7th June 2024
ERNLLCA Conference 24th September 2024
ERNLLCA Training information
ERNLLCA Financial compensation clarification
NLC new recycling regulations

20240702:18 Minor items

- a) Handy person appraisal. Personnel committee to action **AP240702:08**
- b) Newsletter – Reduce down to 2 issues a year. Cllr Fowler to approach newsletter publishing team **AP240702:09**
- c) Village Hall. Request received from Secretary for support with purchase of new laptop. **Resolution passed** Council to support with £500.00. Proposed Cllr Javes seconded Cllr Snell. To be logged as S137 payment

20240702:19 Agenda for next meeting.

No points requested

20240702:20 Next Meeting

To confirm the date and time of the next monthly meeting as, subject to any change 6th August 2024 19.15
In the absence of any further business, the meeting closed at 21.15

Closed Action points

AP070524:02 Cllr Javes; liaise with school
AP070524:04 Cllr Hutchinson National Lottery Grant
AP040624:03 Clerk Grass clippings
AP070524:09 Cllr Hutchinson supplier
AP040624:04 Clerk Planning comments
AP040624:07 Clerk Contact Design Yorkshire

Accepted as a true record of business transacted;

Signature _____ Date _____