

**Minutes of the Parish Council meeting held on Tuesday 3<sup>rd</sup> September 2024 at  
19.30pm at Winteringham Village Hall, Frost Close, Winteringham**

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**Present**

**Cllr Gaynor Snell**

**Cllr Lauren Javes**

**Cllr Sharon Gibson**

**Cllr Lesley Fowler (Vice Chair)**

**Cllr Andrew Grantham (Chair)**

**Cllr Lindsay Hutchinson**

**Cllr Ralph Ogg NLC ward councillor**

**Cllr Joshua Taylor**

**Abbreviation – NLC – North Lincolnshire Council. NHW – Neighbourhood Watch. NPG – Northern Powergen  
VH – Village Hall**

**Quorate – 7 Councillors present. 2 members of the public**

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**Public Participation.**

No questions received

**20240903:01 Receive Apologies and Approve Reasons for Absence**

Apologies received from Frances Altoft (Clerk) - illness

**20240903:02 Declarations of Interest**

- a. No declarations of interest expressed
- b. No dispensations required.

**20240903:03 Minutes of previous meeting**

The minutes of the meeting held on 6<sup>th</sup> August 2024 were approved and signed as a true record of business conducted. Proposed Cllr Snell seconded Cllr Taylor

**20240903:04 Reports from Ward Councillor(s)**

Nothing to update

**20240903:05 Highways/Footpaths**

- a) Haven Drain – no further updates.
- b) West end Drain cover – still not repaired despite Cllr Waltham advising that this would be repaired in August
- c) Dog Fouling poster competition. Cllr Grantham to check with trail board supplier for the cost of manufacturing some posters. **AP060824:01 On-going** If cost is prohibitive Cllr Javes will arrange for laminated copies to be displayed around the village

**20240903:06 Play Area, Playing Field and Tennis Courts**

- a) Wicksteed Annual play inspection – still not taken place. Cllrs Snell and Fowler raised concern about safety and the council's liability should any injury be sustained whilst using the uninspected equipment. The 2<sup>nd</sup> baby swing seems to be getting towards the point of replacement. Pressure to be put on Wicksteed to accept liability and organise the inspection and any subsequent recommendations as soon as possible
- b) Concrete base for table tennis table. Cllr Fowler quotations. Action put on hold. Amendment to conduct an online survey (Facebook) for residents to confirm if they would prefer to have the table tennis table or invest the money along with the National Lottery grant funding in a larger climbing cargo net for older children. Proposed Cllr Javes; seconded Cllr Hutchinson.
- c) Scramble nets. Cllr Hutchinson to continue to investigate alternative supplier. **AP060824:02 on-going** Climbing wall to be installed September.
- d) Handy person reported damage to the railings/fence surrounding the tennis courts. Some metal has become detached. Cllr Grantham to investigate welding companies to obtain price for repairs **AP060824:04 on going**
- e) Spinney hedge. Cllr Fowler raised the matter of the Spinney hedge becoming unruly/untidy. Handyperson to gather quotations for wood chippers – to be discussed at the next meeting

- f) Handyperson raised the issue of repair involving welding on the all weather pitch. Cllr Snell to discuss the repair with a local firm **AP20240903:01**

20240903:07 Grounds Maintenance Contracts / Open Spaces

- a) Western Green Trees - FS550349876. One has been felled; the other is still standing but dangerous – yo be chased with NLC/Cllr R Waltham
- b) Western Green Bye-law. Cllr Fowler will forward photographs of damage to Mick Johnson **AP20240903:02**
- c) Jubilee Gardens Trees – PA/2023/1925. Cllr Grantham raised with Cllr Ogg the issues surrounding this application. Cllr Hutchinson confirmed the planning officer on the case to be Paul Beeton. Cllr Ogg noted details and agreed to chase.
- d) Noticeboard. Greene and King Area Manager authorisation received. Clerk to arrange full planning **AP040624:02 on-going**
- e) Village field trees trimming. Cllr Hutchinson to obtain quotations **AP240702:05 on going**

20240903:08 Planning

- (a) To receive any applications made to North Lincolnshire Council and resolve comments:  
PA/2024/976 Application of intention to crown lift, reduce and removed diseased deadwood on trees. Applicant Dr A Coe, Paddock House 14 Silver Street Winteringham. DN15 9ND. Council have no objections to this application
- (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). Enforcement notice issued date effective 16<sup>th</sup> August 2024. 6 month timescale to complete works.

20240903:09 Police Matters, Crime and Neighbourhood Watch (NHW)

- (a) Cllr Fowler informed the council that in line with modern privacy standards and legislation signage for the new CCTV system at the village hall will be installed Thursday 12<sup>th</sup> September

20240903:10 Reports from Representatives

- (a) Village Hall. Occasional Market license – Councillors agreed they would overwhelmingly support such applications if/when required .
- (b) Quotation for rubbish bins relocation. Cllr Fowler will confirm with vendor final cost for the work to complete the access ramp and the bin storage area. **AP040624:05 on-going**

20240903:11 Financial

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

- August Financial Summary receipts and payments v budget
- August Bank reconciliation.
- August Bank Statements

To agree and load following payments onto Virgin Online banking for payment and to authorise debit card expenditure. Proposed Cllr Fowler seconded Cllr Hutchinson. Due to the Clerk/RFO being absent, all councillors unanimously voted in favour of payments listed as per agenda. Cllr Grantham as chair signed all documentation. Agreed payments covered under clause 6.9ii and clause 6.9iii of model financial regulations as per below

**6.9 The Clerk and RFO shall have delegated authority to authorise payments in the following circumstances:**

- any payments of up to [£500] excluding VAT, within an agreed budget.*
- payments of up to [£2,000] excluding VAT in cases of serious risk to the delivery of council services or to public safety on council premises.*
- any payment necessary to avoid a charge under the Late Payment of Commercial Debts (Interest) Act 1998 {or to comply with contractual terms}, where the due date for payment is before the next scheduled meeting of the council, where the clerk certify that there is no dispute or other reason to delay payment, provided that a list of such payments shall be submitted to the next appropriate meeting of council*

Date and invoice reference	Company	Reason for invoice	Amount	Payment method	Minute reference	Authorisation
23/08/2024	Amazon	Printer cartridges	£13.49	DC	N/A	N/A
23/08/2024	Gallagher	Annual insurance	£2482.08	BACS	N/A	Cllr Hutchinson/Gibson
31/08/2024	Handy person	August Salary and expenses	£240.62	BACS	N/A	Cllr Taylor/Grantham
31/08/2024	Mr C Ellis	Grass cutting 6/9	£624.33	BACS	N/A	Cllr Taylor/Hutchinson
31/08/2024	Clerk	August Salary and Expenses	£305.10	BACS	N/A	Cllr Gibson/Grantham

20240903:12 Contracts and Bids.

Cllr Fowler shared a list of required tree work with Cllr Hutchinson who will gather quotations  
**AP20240903:03**

20240903:13 Projects

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**  
Cllr Grantham has completed online content to be uploaded and tested from the PC website. Requested vendor to re-quote for the signage. Also agreed to request same vendor to quote for dog fouling signs created by local children through Cllr Javes' competition (see 20240903:05 (c))

20240903:14 Community Governance Review

NLC Governance Panel has recommended that the number of councillor places on Winteringham Parish Council to be reduced from 9 to 7. Council discussed proposed reduction and voted overwhelmingly in favour of the reduction. Clerk will respond to NLC survey

20240903:15 New E mail addresses

E mails – BT proving very difficult to deal with. Clerk has received E mail from Microsoft – maybe another solution Cllr Grantham investigating **AP010823:12 on going.**

20240903:16 Correspondence

Correspondence received since last meeting; for review and comments;  
ERNLLCA AGM 12<sup>th</sup> September 2024  
ERNLLCA HR Training Sessions  
NLC August Business news and latest events  
ERNLLCA Newsletter August 2024  
HSBC Savings rate reduction

20240903:17 Minor items

- (a) Handy person winter hours. It was noted that the work being done by the Handyperson is having a very positive impact on the village. Discussions around the number of hours allocated is not enough to cover all duties. Council agreed that handyperson hours should remain the same @ 20 hours per month throughout the year, rather than reduction over winter. Handyperson will continue to submit timesheets for house worked. Proposed Cllr Haves seconded Cllr Fowler. All councillors in favour.
- (b) Clerk Vacancy. The vacancy has been listed on the PC website. Cllr Grantham agreed to check with ERNLLCA to see if they have also listed the vacancy
- (c) Christmas Card design received and agreed by all councillors.

20240903:18 Agenda for next meeting.

No points requested

20240903:19 Next Meeting

To confirm the date and time of the next monthly meeting as, subject to any change 1st October 2024 19.15  
In the absence of any further business, the meeting closed at 21.00

**Closed Action points**

AP040624:01 Cllr Fowler – quotations for concrete base

AP060824:06 Clerk Plastic benches

Accepted as a true record of business transacted;

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