

Elsham Parish Council Agenda

Parish Clerk – Deb Hotson
79 Top Road, Worlaby North Lincolnshire, DN20 0NG
Telephone: 0784 220 1877
Email: clerk@elshamparishcouncil.gov.uk

Dear Councillor

You are hereby summoned to attend the meeting of Elsham Parish Council on **Monday 18th May, 2020**. Proceedings will be held remotely commencing at **6.30pm**.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting. *If you would like to join the meeting please contact the Clerk.*

The recording at Council Meetings is allowed with the full knowledge of the Chairman of the meeting and must be conducted openly.

The agenda is set out below.

D Hotson - **Deb Hotson - Clerk to the Council** Date of issue –12th May, 2020

2005/01 Apologies for absence

To note apologies for absence.

2005/02 Public Participation

To resolve if necessary, to temporarily suspend the meeting for a period of no more than 15 minutes to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened.

2005/03 Declaration of Interest

- a. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- b. To note dispensations given to any member of the council in respect of the agenda items listed below.

2005/04 Personnel Committee

To confirm the date and time of the Appraisal for the Clerk.

2005/05 Minutes of Previous meeting

Minutes of the Parish Council meeting held on Tuesday 17th March, 2020 to be approved and signed.

2005/06 Clerk's Report

To receive a progress report for information. See appendix A. (Items requiring decisions will be on this agenda or placed on the next agenda).

2005/07 Report from Ward Cllrs on NLC issues

To receive a report from the Ward Councillors on North Lincolnshire Council issues.

2005/08 Reports

- a. To receive the Chairman's Report for 2019/20.
- b. To receive an update report on the play area determining any actions required.

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- c. To receive an update on the Elsham Nature Reserve determining any actions required.
- d. To receive an update from the latest LVF determining any actions required.
- e. To receive an update with regard to the BT Kiosk refurbishment determining any further actions required.
- f. To receive the completed safety check sheets determining any actions required.

2005/09 Police Matters / NATs / Neighbourhood Watch (NHW)

To receive an update verbal / written report from: -

- Humberside Police/NATs
- NHW representative.

2005/10 Highways / Neighbourhood Services / NLC issues/Parish Issues

- a. To follow up all outstanding highway issues determining actions required.
- b. To receive an update on a footpath being installed on Barnetby Lane determining actions required.
- c. To receive an update on the opening up of public paths determining actions required.
- d. To consider any additional cuts required on PROWs or verges in the parish.
- e. To consider the creation of wild flower areas in the parish determining actions required.
- f. To notify the Clerk of any further issues to be taken up with NLC.

2005/11 Planning

- a. To receive any decisions received from North Lincolnshire Council.
- b. To be notified that the following applications was submitted to NLC under the Clerks delegated powers.

2020/569 – planning permission to install two condenser units, order point canopy, clearance bar and associated works at Motorway Services, C121 between Barnetby Top and Elsham. **No objection or Comments.**

2020/665 – advertisement consent for three fascia signs, two directional signs, one monument sign, two menu boards and one totem pole, all internally illuminated at Motorway Services, C121 between Barnetby Top and Elsham. **No objection with the following comments** - Elsham Parish Council do not object but ask that the signage 'thank you' includes something along the lines of dispose of your litter responsibly, do not drop litter or use bins provided. This request is due to the amount of litter currently in this area, which will increase due to the nature of the new business. If this is not possible on the existing signage, could separate signage be created with regard to litter. Could the owner also provide sufficient bins to dispose of the litter.

- c. To consider the review of the response submitted to NLC for the following application.

2019/1967 – planning permission to erect an extension with associated works at Kahawa House, The Flarepath, Elsham Industrial Estate.

2005/12 Correspondence for Discussion/Decision

- a. To consider the notification received from Anglian Water with regard to a new water treatment works determining actions required.
- b. To be notified of the information received on Stoneledge possible planning breaches determining actions required.
- c. To be notified of the citizen advice Lincs funding request and Funding support information determining any actions required.

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- d. To be notified of the NLC Speed Monitoring Schedule and Covid 19 information determining any actions required.
- e. To be notified of the letter received with regard to access to the Nature Reserve determining any actions required.

Correspondence for Information

- f. ERNLLCA April 2020 newsletter.
- g. NLC Highway updates.
- h. Police & Crime Commissioner Media Information.
- i. Barnetby Services application for grant of premises licence, Elsham Parish Council submission was deemed irrelevant to the application.

2005/13 Accounts

- a. To consider a donation to LIVES.
- b. To be notified and approve the Internal Audit report 2019/20 and determine any actions required.
- c. To review and approve the Annual Return Assertions Pro forma Policy for 2019/20.
- d. To approve the Annual Governance Statement 2019/20.
- e. To approve the Accounting Statement 2019/20.
- f. To consider the renewal of the Insurance Policy.
- g. To consider membership renewal for ERNLLCA at £308.19 for 2020/21.
- h. To consider the installation of new dog / litter bins in the parish.
- i. To approve the monthly accounts for payment. See financial report.

14.04.20	JB Rural Services	Grass verges & Doll Lane PROW	£162.00
17.04.20	A Sissons	Play Area cut - April	£144.00
20.04.20	S Van Oosterhout	Kiosk paint	£60.10
20.04.20	Ian Bowmer	Handyman - March	£37.50
23.04.20	JB Rural Services	Grass PROW – 1 st cut	£97.00
27.04.20	A Sissons	Play Area cut - May	£144.00
18.05.20	D Hotson	Salary & Tax	
18.05.20	R Dixon	Internal Audit Fee	£345.00
18.05.20	Ian Bowmer	Handyman - April	£147.50
18.05.20	JB Rural Services	Grass PROW – 2nd cut	£125.00

2005/14 Minor Items

- a. To take any points from members.
- b. Matters of correspondence for information which arrived after the agenda was posted.

2005/15 Agenda Items for the next meeting

2005/16 To confirm the date and time for the next meeting of the Parish Council as Tuesday 16th June, 2020 at 6.30pm. Venue to be confirmed.

2005/17 To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.

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Clerks Report - Appendix A

- a. Clerk circulated the Terms of Reference for the Personnel Committee.
- b. Clerk has reported all highway issues. Agenda item.
- c. All outstanding safety check sheets have been received.
- d. Clerk has provided NLC with the locations of the 'pedestrian beware' signage.
- e. The play area contractor will be contacting Cllr Guest in due course to discuss the hedge cutting in the area.
- f. Clerk has asked if NLC would assist in funding the installation of a path on Barnetby Lane – agenda item.
- g. Cllr Ousby to provide the maps of the footpaths on Front Street and Newlands Hill to the Clerk who will pass to NLC to see if they have any further information.