

ELSHAM PARISH COUNCIL MINUTES

Clerk to the Council: Deb Hotson

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Minutes of the Parish Council Meeting held on Monday 18th May, 2020 at 6.30pm. Due to the Coronavirus the meeting was held on a telephone conference call. All members of the public and press were invited.

Present: Cllr Busby, Cllr Guest, Cllr Horner, Cllr Taylor, Cllr Ousby & Cllr Van Oosterhout (Chair).

Also Present: Cllr C Sherwood & Clerk to the Council – Deb Hotson.

2005/01 Apologies for absence

All members present.

2005/02 Public Participation

No public present.

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.

Cllr Taylor declared a personal interest in agenda item 2005/12e.

b. To note dispensations given to any member of the council in respect of the agenda items listed below.

None outstanding.

2005/04 Personnel Committee

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

Meeting to be arranged to go through the process.

2005/05 Minutes of Previous meeting

Resolved - Minutes of the Parish Council meeting held on Tuesday 17th March, 2020 were approved and signed as a true and correct record.

2005/06 Clerk's Report

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.

2005/07 Report from Ward Cllrs on NLC issues

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

Cllr C Sherwood stated that NLC were reduced to only 40% of staff due to sickness and self-isolating. Staff had been moved around to cover the priority areas.

Unfortunately, the brown bins have been suspended but collections will resume from 1st June.

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Cllr Guest stated it was great that NLC had kept the recycling centres open to which Cllr Sherwood stated this had worked well although they had been more fly tipping.

A flood update for both New Road/B1206 junction and Front Street had been provided to the Clerk for circulation and a resident who had complained about Front Street had also been provided with a response.

Cllr C Sherwood to also look into the Church Street flooding issues.

2005/08 Reports

a. To receive the Chairman's Report for 2019/20.

Cllr Van Oosterhout provided a report based on information that had been provided by the past chair and her report from January to date. This will be placed onto the website.

b. To receive an update report on the play area determining any actions required.

Councillors are regularly going into the play area and flattening the mole hills and will continue to do so.

Cllr Guest to check the equipment and provide the sheet to the Clerk.

c. To receive an update on the Elsham Nature Reserve determining any actions required.

Cllr Ousby has arranged for a company to collect and recycle the tree protectors. The wooden stakes are surplus and can be used for kindling.

Cllr Ousby to send the Clerk some photos of suspected ash die back. Clerk to forward to NLC Andrew Taylor and ask for advice.

Cllr Ousby to cut back the burdock as some of the paths are becoming impassable.

Some of the mature trees around the edge of the reserve and covered in ivy which in time will weigh heavy on the trees and damage them. Clerk to ask NLC Andrew Taylor for advice on whether to cut the ivy at its base and leave to die back. Clerk to also ask if a meeting can be arranged in due course for members to meet with NLC Andrew Taylor.

d. To receive an update from the latest LVF determining any actions required.

Cllr Taylor to attend the next meeting which is being scheduled for 3rd June. Any agenda items to be provided to the Clerk to forward on to the LVF Clerk.

e. To receive an update with regard to the BT Kiosk refurbishment determining any further actions required.

The kiosk has been painted and looks great. This will now be removed from the agenda as the project is now complete.

f. To receive the completed safety check sheets determining any actions required.

Up to date to be submitted from Cllr Van Oosterhout and Cllr Guest.

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

To receive an update verbal / written report from: -

a. Humberside Police/NATs – no meetings have been arranged.

b. NHW representative – Clerk to contact NLC NHW Co-ordinator to arrange for the Elsham NHW Co-ordinator to be added to the circulation list.

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

a. To follow up all outstanding highway issues determining actions required.

Information has been circulated on the Front Street and New Street/B1206 flooding issues.

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Clerk to report the HGV weight limit signage on Middlegate Lane from 5 cross roads to Anglian Water. The sign is faded and needs replacement.

- b. To receive an update on a footpath being installed on Barnetby Lane determining actions required.

Cllr Waltham stated that NLC will support the installation in the form of a grant. Cllr Van Oosterhout to contact the land owner with a view to putting in a path. There will have to be an entrance and exit and fencing put in place.

- c. To receive an update on the opening up of public paths determining actions required.

Item to be removed from the agenda at present.

- d. To consider any additional cuts required on PROWs or verges in the parish.

It was agreed the current contractor is doing a great job.

Clerk to ask that the verges are cut every two weeks and to also include the cutting of Doll Lane in this cut. This will be reviewed at the next meeting.

Clerk to obtain a price to cut from the Church Street junction along the side of the church on Front Street.

The area of verge from the Church Street PROW to the junction will be left with a view to it being developed into a wild flower verge.

- e. To consider the creation of wild flower areas in the parish determining actions required.

Cllr Ousby has been talking with a resident who specialises in creating feature verges and will obtain a plan and information with a view to enhancing the verge from the village sign to the B1206 junction on New Street leaving a large enough break between the sign to be able to view the planting.

Also, the verge on Church Street at the church and the triangle on Church Street. It was agreed to move the salt bin and dog bin to stop people walking over the triangle. Visibility at the junction should not be hindered for vehicles.

- f. To notify the Clerk of any further issues to be taken up with NLC.

No other issues raised.

2005/11 Planning

- a. To receive any decisions received from North Lincolnshire Council.

2020/111 – full planning permission granted to install a sulphur dioxide storage tank at plot 11b, The Flarepath, Elsham.

2020/343 – prior approval for the demolition of dwelling and outbuilding at 6 Barnetby Lane has been considered and is not required.

- 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

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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.

Resolved – Council to withdraw their objection as it was based on the HSE objection which has now been removed.

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.

The area highlighted is thought to be the Nature Reserve. Clerk to confirm with Anglian Water.

Clerk to ask what the new treatment works will be, water or sewage?

- b. To be notified of the information received on Stoneledge possible planning breaches determining actions required.

Resolved – Clerk to report to NLC Enforcement.

- c. To be notified of the citizen advice Lincs funding request and Funding support information determining any actions required.

This was supported in March by the Parish Council.

- d. To be notified of the NLC Speed Monitoring Schedule and Covid 19 information determining any actions required.

The process has been put on hold due to the reduced traffic flow.

- e. To be notified of the letter received with regard to access to the Nature Reserve determining any actions required.

Resolved - Clerk to answer the questions as detailed in the letter received from a resident and agreed by the Parish Council.

Correspondence for Information

- f. ERNLLCA April & May 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.

Resolved – donation of £60 was approved.

- b. To be notified and approve the Internal Audit report 2019/20 and determine any actions required.

Resolved – the internal audit report was accepted and the Clerk will carry out any actions.

- c. To review and approve the Annual Return Assertions Pro forma Policy for 2019/20.

Resolved – the pro forma was approved.

- d. To approve the Annual Governance Statement 2019/20.

Resolved – the statement was approved.

- e. To approve the Accounting Statement 2019/20.

Resolved – the statement was approved.

- f. To consider the renewal of the Insurance Policy.

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- Resolved** – approval to extend the policy for 1 year at a cost of £290.74.
- g. To consider membership renewal for ERNLLCA at £308.19 for 2020/21.
Resolved – approval to renew the membership.
- h. To consider the installation of new dog / litter bins in the parish.
Item deferred until NLC have provided all the relevant information.
- i. To approve the monthly accounts for payment. See financial report.
Resolved – approval of the accounts for payment.

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.
- Cllr Ousby asked why the Parish Council was paying more money to cut the park. This will be reviewed next year with the verges and PROW costs.
 - Handyman jobs to be given are for the painting of the white posts on the Barnetby Lane triangle and Church Walk sweeping and tidying.
- b. Matters of correspondence for information which arrived after the agenda was posted.
- Citizen Advice community group information.
 - NLC Covid19 Community Response update.
 - British Red Cross support – agenda item for the next meeting.
 - LfV agenda items.

2005/15 **Agenda Items for the next meeting to be received by 6th June.**

- British Red Cross support.

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.**

The meeting closed at 8pm.