

Elsham Parish Council

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Minutes of the meeting of Elsham Parish Council held on Tuesday 27th May 2025 commencing at 7pm at the Village Hall. Elsham

Present: Chair – Cllr Sandra Van Oosterhout
Cllr Andrew Horner, Cllr Deborah Damary Thompson, Cllr Steve Moir
Clerk – Louise Price plus 6 members of the public.

2505/01 Apologies

Councillor Ewen has requested a sixth month leave of absence for personal reasons. This was approved from 23rd April 2025 to 20th October 2025.

2505/02 Public Participation

A resident complained about numerous HGVs and other large vehicles travelling through the village. The Clerk to speak to NLC and the NATs. Concern was expressed that gullies need cleaning and need to be kept clean. The Parish Council will keep an eye on the gullies.

2505/03 Minutes of the previous meeting

Resolved – That the minutes of the Parish Council meeting held on Tuesday 15th April 2025 were an accurate and true record and these were signed accordingly.

2505/04 Declarations of Interest

- a) Cllrs S Van Oosterhout and A Horner declared an interest in item 2504/12b – Finance.
- b) No dispensations were given.

2505/05 Co-option to Elsham Parish Council

Councillor Van Oosterhout said she was really pleased to see five applications come in for the two vacancies on the Parish Council. Each vacancy was taken individually and Mark Lilley and Michael Percy were co-opted. They were both present and signed their acceptances of office immediately enabling them to take part in the rest of the meeting. The Clerk provided them with the agenda for the meeting and informed them that she would create email addresses for them and send them their Declaration of Interests form which they must complete and return to her within 28 days of co-option.

Signed _____ Date _____

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2505/06 Report from Ward Councillors

The Ward Councillors were unable to attend the meeting and had sent their apologies. There were no items to raise with them.

2505/07 Highways, Drainage, Footpaths and NLC Issues

- a) Councillors discussed the following highways issues:
 - i) Missing directional sign at the top of Barnetby Lane – the Clerk informed the Council that NLC were looking into this issue
 - ii) Moving the 30mph sign further up Barnetby Lane - NLC feel that there would be no benefit to moving the sign which some members of the Council disagreed with.
 - iii) Elsham Car Park lights – this was discussed again. NLC and Elsham Golf Club have no knowledge of any previous complaints and it is not an issue at present as it is lighter in the evening and there is more tree leaf coverage. Cllr Lilley lives near the Golf Club and stated he thought the issue was with the new LED bulbs and it should be easily rectified. Cllr Moir to investigate who the Clerk should write to at the Golf Club to raise the issue.
 - iv) Cllr Van Oosterhout asked the Councillors to move standing orders to allow a member of the public to speak. This was agreed. The resident stated they were concerned about the right turn at the bottom of front street and wondered whether a mirror would be beneficial. The Clerk to speak to Highways. The meeting re-opened.
- b) Any other Highways issues:

Councillors were made aware of a tree branch that had snapped off onto the Highways due to wind/HGV damage. Cllr Moir to inform the Clerk of the W3W location and the Clerk will report it.

2505/08 Police Matters/Neighbourhood Watch/NATS

- a) There was no information from Humberside Police. The Clerk will contact North Lincolnshire Council and ask for information on the next NATS meeting.

2505/09 Planning

- a) The following Planning decisions had been received:
 - i) Application PA/SCR/2025/5 – Proposed Environmental Impact Assessment (EIA) Screening request for an outline planning application for the construction of a data centre park at Land adjacent to Elsham Wolds Industrial Estate.
 - ii) PA/2025/162 – Planning permission to erect a ground floor extension to form a gym/music room – Arley Lodge, 5 New Steet, Elsham.
 - iii) PA/2025/179 – Planning permission to erect a single storey extension – 19 Maltkiln Lane, Elsham.

Signed _____ Date _____

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- b) The following application had been received:
Application No: PA/2025/522 – Planning permission for the creation of a new temporary construction access to facilitate the construction of the Elsham to Lincoln Pipeline. The closing date was prior to this meeting so the Clerk had circulated the correspondence and the Council had agreed they had no comments but were hopeful Barnetby Parish Council had been informed.

2505/10 Parish Projects, Reports and other Parish Matters

- a) Councillors received the following monthly inspections and reports:
- i) Play area – The flooded area seemed to have improved but this may have been down to the dry weather. Cllr Van Oosterhout stated she had found the drainage plans for the play area when it was constructed which would show the location of the French drains. The moles have been busy and various methods of deterrent were discussed. Sheet piling would be a good barrier but the costs may be prohibitive. Some kind of fencing below the surface was also discussed but digging the trench would be costly. It was resolved that the Clerk would contact Balfours who are the Agents for the land on behalf of Elsham Hall and ask if they would be happy for the Council to look at the Mole issues.
 - ii) Nature reserve
 - 1) Work is still in progress to repair the damaged picnic bench. The Clerk has ordered the replacement boards but it was thought that they had not yet been delivered. The Clerk to chase the delivery.
 - 2) The new bench has been delivered and was due for installation. Installation costs were discussed and it was agreed that £50 should cover it.
 - 3) The new notice board was still under discussion.
 - 4) There was no update from NLC on the additional steps requested. The Clerk to chase this.
 - 5) Ash Trees on Front Street / The Nature reserve were discussed. The Clerk to ask NLC to come and take a look as some are overhanging. Concern was expressed about dogs chasing deer in the reserve.
- b) Planting and Best Kept Village/East Midlands in Bloom was discussed for June 2025:
- i) A budget of £150 was approved for Planting
 - ii) The EMIB competition was discussed. Cllr Van Oosterhout had received a price from Newton Printing for some ring bound display brochures for the competition. Proposed Cllr Horner, Seconded Cllr Moir, all in favour of the brochures being printed at a cost of no more than £30.
 - iii) There had been no news on the In Bloom Grant 2025. It was agreed that as soon as the Clerk received confirmation that we had been successful with the grant, the regency planters would be ordered.
- c) A discussion took place on the heritage street light for the Church Street triangle. The cost was possibly prohibitive. This would be re-considered at a later date.

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- d) The requested bench on Front Street was discussed. A permitted Development application needs submitting. The Clerk has not yet done this.
- e) The Handyman jobs for June were discussed and it was agreed that the white posts on the triangle need fixing and the benches at the Village Hall need a wash. It was resolved to ask the window cleaner to clean the street signs and a budget of £50 was agreed. If the window cleaner is not free, it may be that we ask the handyman to do it. The Clerk was asked to check with Andy Sissons that he had or was going to cut the areas that had been left due to the daffodils.
- f) Cllr Damary Thompson stated she has a spare plough if anyone wanted it.

2505/11 Clerks Report

The Clerk had nothing to report that was not on the Agenda. Cllr Van Oosterhout thanked the Clerk for her work on year end.

2505/12 Finance

- a) The financial expenditure, receipts and bank statements were approved to 30th April 2025.
- b) The following payments had been made – April 2025. These were noted.
 - Councillor A Horner – Planting - £20.01
 - A Sissons – Grass cutting - £240.80
 - I Bowmer – Handyman work - £51.00
 - M D Signs – Inv 17670 - £619.20
 - Councillor S Van Oosterhout – Planting - £75.93
 - Kyanite – Website hosting - £253.32
 - ERNLLCA – 2025/26 Membership - £356.11
 - LVF – Membership - £125.00
 - Councillor A Horner – Planting - £58.76
 - Staff wages
 - Councillor A Horner – Planting - £145.99
 - Newton Printing – LEADER - £175.96
 - Maison and Garden – Quarry bench - £454.93
 - HMRC – P32 - £63.20
- c) The Council discussed an email received from Worlabby School regarding financial assistance for Year 6 leavers hoodies. It was proposed by Cllr Damary Thompson and seconded by Cllr Van Oosterhout that Council send a donation of £20 to assist towards the purchase of these hoodies. All in favour.
- d) The following Invoices were approved for payment:
 - i) Brian Brooks – Internal Audit - £325
- e) The Council discussed the Internal Audit reported and noted the comments made. The Clerk said she hoped that there would be no 'N's for the 2025-2026 audit. The Clerk expressed her thanks to the Auditor for his understanding that she was a new Clerk.

Signed _____ Date _____

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- f) The Annual Governance and Accountability Return 2024/2025 including the Certificate of Exemption were approved and signed by the Chair and Clerk. Proposed Cllr Horner, Seconded Cllr Van Oosterhout. All in favour.
- g) The Accounting Statement 2024/2025 was approved and signed. Proposed Cllr Horner, Seconded Cllr Van Oosterhout.
- h) The Zurich Insurance renewal (Year 2/3) was discussed. The Clerk had felt that the Assets Register held by Zurich needed updating but she was yet to receive a response from them as to whether that would increase the premium. It was proposed by Cllr Horner and seconded by Cllr Lilley that the Insurance premium be paid - £434.91- and any additional premium requested be discussed at a future meeting.
- i) No other payments were presented for approval.
- j) The Clerk had visited NatWest Bank and would be updating the Bank Mandate. This was a document requested for the Audit that she could not supply. She had a new Mandate that needed completing to remove former Cllr Wood and the two former Clerks. The current signatories are Cllrs Van Oosterhout, Horner and Ewen. She also expressed concerns that the signatories had no access to online banking and she requested that they attempt to log in before the next meeting of the Council.

2505/13 **Ongoing, Minor Items, Correspondence and Agenda items for the next meeting**

- a) Items for the next Agenda include the following: Cllr Damary Thompson – Passion Play, Cllr Van Oosterhout – Speed signs, Cllr Moir – Opening of the Elsham Museum for VJ Day, Cllr Van Oosterhout – to gather ideas for a new Elsham Sign
- b) The Clerk notified the Council that she had received a complaint from a resident regarding construction work on Church Street. After taking advice from ERNLLCA, she had a meeting with Breakthrough Communications on Monday and she would report back after that meeting.

2505/14 **Date and Time of next meeting**

- a) The next meeting was confirmed as Tuesday 17th June 2025 7pm. Items for the Agenda should be with the Clerk no later than Tuesday 10th June 2025.

2505/15 **Part B – closed to the Press and Public**

It was proposed by Cllr Van Oosterhout and seconded by Cllr Horner that the Council move into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s 1(2) due to the confidential nature of the items to be discussed. All in favour.

Signed _____ Date _____

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2505/16

Staffing and IT

- a) The Clerk had worked extra hours to complete Year End 2024/2025. It was proposed by Cllr Van Oosterhout and seconded by Cllr Damary Thompson that the overtime be paid.
- b) Cllr Van Oosterhout requested that a date for the Clerks three-month review was scheduled. It was agreed that this would be done before either the June Council meeting or the July Council meeting.

Meeting closed 9.18pm.

Signed _____ Date _____