

Goxhill Parish Council Minutes

Minutes of the Goxhill Parish Council Meeting held at 7.30pm on
Thursday 5th July 2018 at the Parish Room, Goxhill

PRESENT: Cllr Sam England (Chair), Cllr Val Gorbitt, Cllr Freda Dunkley, Cllr Charlie Leaning,
Cllr Theresa Simons, Cllr Stan Robertson and Cllr Hazel Wood.

ALSO PRESENT: Madeleine Goudie – Locum Parish Clerk
Wards Cllr Peter Clarke and David Wells
Members of the Public c.12

Public Participation

The Council was asked the following questions by the members of the Public:

1. Why was the Millennium Green placed within closed session?

The Clerk responded that all matters relating to Tenders are deemed confidential until a contractor is appointed and his/her quotation accepted.

2. In which month did the previous Millennium Green contract end?

The Council responded that the Contract for the Millennium Green expired in April 2018 and that the new contract is for five years, as stated in the Tender information.

Members of the public were also informed that the tender information was handed out to local Grounds Maintenance workers, placed in the noticeboards and on the website.

3. Is the Millennium Green now going to be cut on a fortnightly basis?

The Council informed the members of the public that the path will be widened and that the centre of the green will be a wild flower meadow. They were also informed that's the seats and benches are also to be repaired and maintained as part of the contract.

The Council was informed of the following information by members of the Public:

1. The members of the public informed the council that they do not believe this is the best use of the Millennium Green and that they believe it should be cut fortnightly so that children are able to play on the green.

2. The members of the public informed the Council that they believe that they should inform the public at every stage of the Tender.

3. The Public would like to see better communication between the Council and the Parish.

4. The Council were informed that there still seems to be an ongoing issue with the website but the Clerk responded that this matter will be resolved before the next Full Council Meeting.

5. The Public were informed that the Clerk will post Agendas from her private Facebook until the Council Facebook is up and running. The members of the public were also informed that if at any time the Facebook posts were used incorrectly that they would be taken down.

6. The Public informed the Council regarding ditches that have been filled in throughout the Parish and believe this is one of the reasons for the flooding. Council Agreed and Cllr Freda Dunkley agreed to look into this matter further.

ACTION: Freda Dunkley

MINUTES

1807/1 Apologies
Apologies for absence were received from Cllr Roy Atkin, Cllr Gil Bradnum and Cllr Mike Gathercole.

1807/2 Declarations of Interests / Dispensations
Cllr Sam England
1806/14 PA/2018/725 Personal Interest Family of Applicant
b. No dispensations were sought/granted.

1807/3 Minutes of the Previous Meeting
The Council considered the Minutes of the Goxhill Parish Council Meeting held on Thursdays 7th June 2018 (*forwarded 29/06/18*).
RESOLUTION: That the Minutes were duly approved and signed.

1807/4 Report from Ward Councillors
a. The Council considered suspension of the meeting to receive the Ward Councillors' Report.
RESOLUTION: That the meeting was temporarily suspended.

Ward Cllr Peter Clarke reported that his year in office ended on the 17th May 2018 and that within his time as Mayor he has raised around £70,000 for charity.

1807/5 Clerk Report

The Council received a written report from the Locum Clerk. No Actions Required.

1807/6 Working Group Reports (for information only – unless detailed)

The Council received updates on Councillors' attendance to the following working Groups:

- Cemetery and Avenues Working Group
Cemetery is looking tidy at this time and there haven't been any burials since the last Full Council Meeting.
- Memorial Hall Working Group
Rubbish has now been cleared and the tennis court is still working progress.
- Footpaths Working Group
Dave Sanderson is to be contacted regarding any issues with the Parish Paths within Goxhill Parish.
- Playing Field Working Group
Mowing has been completed, everywhere is looking tidy and the trees have been cleared to a high standard.
- Parish Room Working Group
Over the last month only six people have visited the Library. 2 users in the last week. On Wednesdays each week WI host teas and coffees which does make it the busiest time of the week.

1807/7 Delegated report

The Council received updates on the Councillors' attendance at meetings/conferences etc.

- Allotments – No matters were raised
- ERNLLCA/NLC Town and Parish Council Liaison
The council was informed that Silhouettes were available at a small price for the commemoration of the end of WW1
- NATS (Police Liaison)/Neighbourhood Watch
The next meeting is to be held on 12th July at South Killingholme.
- CPRE – No matters were raised
- GNeW
The Council was informed that the invoice has now been received.
- BCCRP – No matters were raised
- Highways/Environment – No matters were raised

1807/8 RAF 100

The Council received the following update regarding the RAF 100:

- A member of the public reported that Cllr Roy Atkin was able to attend a meeting regarding the RAF100 earlier this year.
- That the school are heavily involved with the event.
- That this is a great opportunity for the public and children to be involved in a commemoration event.

1807/9 Tesco Charitable Bags

The Council received the following update from a member of the public regarding Tesco charitable bags:

- The Council now have full access to the paperwork
- Work will commence regarding the Tesco charitable bags

1807/10 Neighbourhood Watch

The Council received the following update regarding the Neighbourhood watch:

- Lorraine Gibbins thanked Mr Ruddy for his donation to Neighbourhood watch and also questioned when payment would be sent from the Council for the Grant Application.
- Sam England confirmed his attendance for the NATS meeting.

- 1807/11 L.T
a. The Council considered the purchase of a Council Laptop and associated software.
RESOLUTION: That a laptop and all relevant software be bought within the budget of £600. **ACTION: Locum Clerk**
- b. The Council received an update regarding the Council Website.
RESOLUTION: That the Clerk will have full control of the website before the September Full Council Meeting. **ACTION: Locum Clerk**
- 1807/12 Council Noticeboards
The Council considered the purchase of a new Council Notice Board.
RESOLUTION: That three quotations be sought and placed on the September Full Council Agenda. **ACTION: Cllr S. England**
- 1807/13 General Correspondence
The Council received the following general correspondence (For Information Only):
- A letter regarding the height of the Basket Ball nets
 - A complaint regarding communication between the Council and the public.
 - A letter from GRAG.
- The Council were informed that Dave Loft of NLC Council Spatial Planning is able attend a meeting on Thursday 19th July regarding Neighbourhood Plan.
- 1807/14 Policies & Procedures
The Council reviewed the following Policies & Procedures:
- (i) Standing Orders
 - (ii) Financial Regulations
 - (iii) Code of Conduct
 - (iv) Publication Scheme
 - (v) Grant Awarding Policy
 - (vi) Insurance
 - (vii) Risk Assessments - To be confirmed
 - (viii) Asset Register
 - (ix) Member Officer Protocol
 - (x) Equal Opportunities
 - (xi) Health & Safety Policy
 - (xii) Child Protection – Sam England as Child Protection Officer.
 - (xiii) Safeguarding Adults
 - (xiv) Grievance Policy
 - (xv) Disciplinary Policy
 - (xvi) Member Development Policy
- RESOLUTION: That all Policies and Procedures were adopted.**
- (xvii) Scale of Charges
RESOLUTION: That this matter be postponed until the September Full Council Meeting.
- 1807/15 Planning/Consultations
The Council considered the following Planning Applications:
- (i) Application No: PA/2018/829
Proposal: Planning Permission to erect a detached house and garage.
Location: Land adjacent Point Nook, Horsegate Field Road, Goxhill
Applicant: Mrs V Marsh
- RESOLUTION: That the Clerk submit 'No Objection' to this planning Application.** **ACTION: Locum Clerk**
- (ii) Application No: PA/2018/894
Proposal: Planning Permission erection of extension to rear, construction of detached double garage to front, alterations to existing porch
Location: The Goat House Thorn Lane, Goxhill, DN19 7LU
Applicant: Mr R Field
- RESOLUTION: That the Clerk submit 'No Objection' to this planning Application.** **ACTION: Locum Clerk**

- (iii) Application No: PA/2018/893
Proposal: Listed Building consent for the demolition of existing conservatory erection of extension to rear, construction of detached double garage to front alterations to existing porch, conversion of existing garage, replacement windows and associated internal alterations.
Location: The Goat House Thorn Lane, Goxhill, DN19 7LU
Applicant: Mr R Field

RESOLUTION: That the Clerk submit 'No Objection' to this planning Application. **ACTION: Locum Clerk**

- (iv) Application No: PA/2018/758
Proposal: Application to undertake pruning works to six trees subject to Tree Preservation.
Location: Plot south of Rosemarkie, Chapel Street, Goxhill, DN19 7JJ
Applicant: Mr & Mrs Whall

RESOLUTION: That the Clerk submit 'Objection' to this planning Application with the comments that the Council are concerned that the works have already started before the planning application has been approved.

ACTION: Locum Clerk

- (v) Application No: PA/2018/972
Proposal: Planning permission to change the use of an outbuilding from residential (C3) to general industrial (B2)
Location: Outbuilding at Glendene, South End, DN19 7NE
Applicant: Mr D Burns

RESOLUTION: That the Clerk submit 'No Objection' to this planning Application. **ACTION: Locum Clerk**

- (vi) Application No: PA/2018/958
Proposal: Planning permission to erect a two-storey side extension, a single-storey rear extension and associated works.
Location: Houlton Lodge, North End, Goxhill, DN19 7JX
Applicant: Mr & Mrs Kirby

RESOLUTION: That the Clerk submit 'No Objection' to this planning Application. **ACTION: Locum Clerk**

1807/16 Finance

a. The Council received notification of accounts paid by the Locum Clerk under devolved authority LGA1972.

The Council received accounts for payment.

RESOLUTION: That the accounts listed be paid. **ACTION: Locum Clerk**

b. The Council received the Internal Auditors Report and this matter was postponed until the next meeting.

1807/17 Agenda for next and future Meetings

The following items were noted for inclusion on the next or future Agenda:

- RAF 100
- Neighbourhood Plan
- Working Group (TPO's)
- Cemetery Scale of charges and Risk Assessments
- Personnel Committee

1807/18 Date of next Meeting

The Council confirmed the date, time and location of the next meeting as (subject to any change in circumstances):

Thursday 6th September, 2018 at 7.30pm

in the Parish Room, Goxhill.

1807/19 Exclusion of the Public & Press

The Committee considered the exclusion of the Public & Press due to the confidential nature of the matters to be discussed.

RESOLUTION: *That the Public and Press be excluded.*

1807/20 Parish Clerk Contract

a. The Council considered the Parish Clerk/RFO Contract.

RESOLUTION: *That all relevant changes be made to bring to the September Full Council Meeting.*

ACTION: Locum Clerk

b. The Council agreed the following regarding the position of Parish Clerk/RFO.

RESOLUTION: *That Madeleine Goudie remains Locum Clerk/RFO to the Council as per engagement letter.*

ACTION: Locum Clerk

RESOLUTION: *That all paperwork be prepared to bring to the September Full Council Meeting.*

ACTION: Locum Clerk

c. The Council considered the appointment of a Parish Clerk/RFO and agreed to defer this to the September Full Council Meeting.

1807/21 Millennium Green

The Council considered the tenders for the Millennium Green contract.

RESOLUTION: *That Mark Nettleton be contacted to confirm that his contract was successful and that work commence with immediate effect.*

ACTION: Locum Clerk