

Goxhill Annual Parish Council Minutes

Minutes of the Goxhill Parish Council Meeting held at 7.00pm on **Thursday 9th May 2019** at the Parish Room, Goxhill

PRESENT: Cllr Sam England, Cllr Mike Gathercole, Cllr Roy Atkin, Cllr Freda Dunkley, Cllr Theresa Simons, Cllr Marion Stancer, Cllr Val Gorbitt, Cllr Charlie Leaning, Cllr Joanne Cleghorn, Cllr Julie-Ann Cundell and Cllr Jack Lawtey

ALSO PRESENT: Vicky Haines – Parish Clerk
Ward Cllr David Wells
Ward Cllr Peter Clark
Members of the Public c.10

Cllr England opened the meeting by firstly congratulating the newly elected Council and congratulated the Ward Councillors on their re-election.

Public Participation

(i) Mr Richardson approached the Council with an interest to item 1905/8 however was agreed to be discussed at the relevant time on the agenda

(ii) Mr Kirwin raised the issue back in January regarding the deterioration of the road surface on Howe Lane and pot holes on the railway was reported however no progress with the road surface, pot holes on the railway have been filled.

RESOLUTION: The Clerk to make contact with NLC regarding the deterioration of the road surface **ACTION: Clerk**

Speeding wagons on Ferry Road have been raised by a member of the public and Ward Cllr David Wells informed the meeting to contact Safer Roads Humber in order speed monitoring equipment Golden River be installed

RESOLUTION: Resolution contact to be made with NLC Safer Roads Humber to Request additional speed testing near to Elm Lane. **ACTION: Clerk**

(iii) Mr Ruddy suggested to the Council it would be courteous to inform the school of the new grit bin located on North End prior to installation with it being their land

RESOLUTION: Contact to be made with the School **ACTION: Clerk**

(iv) Mr Ruddy informed the Council he has begun the renovations to the wooden bench located on green ramper and endeavors to have it repaired before the next meeting.
The Council thanked Mr Ruddy

MINUTES

1905/1 Election of Chair

To elect a chair of the Parish Council for 2019/20

RESOLUTION: Cllr Gathercole was duly nominated and elected as Chair of Goxhill Parish Council for 2019/20

1905/2 Election of Vice Chair

RESOLUTION: Cllr Dunkley was duly nominated and elected as Vice Chair of Goxhill Parish Council for 2019/20

1905/3 Apologies

Apologies for absence were received from Ward Cllr Richard Hannigan

1905/4 Declarations of Interests / Dispensations

a. The following Declarations of Interest were made:

Cllr Cundell

1805/23 Keigar land off chapel Street Personnel Interest

Cllr England

1805/17 Skate Park Pecuniary

1805/18 Appeal PA/2018/725 Personnel

1805/25 (i) Planning Application PA/2019/468 Personnel

1805/30 (ii)	Lengthman Contract	Personnel
1505/30(iii)	Parish Room Cleaner Contract	Pecuniary
<u>Cllr Stancer</u>		
1805/30 (i)	Playing Field Gardener	Personnel
<u>Cllr Gorbutt</u>		
1805/18	Appeal PA/2018/725	Pecuniary

b. No dispensations were sought/granted

- 1905/5 Minutes of the Previous Meeting
a. To approve and sign as a true record the Minutes of the Goxhill Parish Council Meeting held on Thursday 4th April 2019 (*forwarded 13/04/19*)
RESOLUTION: That the Minutes were duly approved and signed

Cllr Gathercole suggested item 1905/6 (ii) to be deferred to exclusive to press and public
RESOLUTION: The Council agreed to move item 1905/6 (ii)

- 1905/6 Committee Members
To receive nominations and elect members and reserve members to the following committees:
(i) Personnel Committee
RESOLUTION: Agenda Item has been deferred to exclusive of press and public
(ii) Memorial Hall Committee
RESOLUTION: The Council agreed to co-opt all council members on the Memorial Hall Committee and the Chair to elect the full committee

- 1905/7 Working Groups
To consider structure, receive nominations and elect members/reserve members to the following Working Groups:
Cllr Gathercole reminded the meeting the chair is elected to all working groups.
(i) Cemetery and Avenues Working Group
RESOLUTION: That Cllr Dunkley, Cllr Gorbutt, Cllr Stancer, Cllr Leaning and Cllr Atkin be duly appointed
(ii) Footpaths Working Group
RESOLUTION: That Cllr Simons, Cllr Gorbutt and Cllr Lawtey be duly appointed
(iii) Playing Field Working Group
RESOLUTION: That Cllr Cleghorn, Cllr England, Cllr Atkin, Cllr Simons and Cllr Dunkley be duly appointed
(iv) Parish Room Working Group
RESOLUTION: That Cllr Lawtey, Cllr England, Cllr Stancer and Cllr Leaning be duly appointed
(v) Millennium Green
RESOLUTION: That Cllr Dunkley and Cllr Cundell are duly appointed
(vi) Allotments
RESOLUTION: That Cllr Mike Gathercole be duly appointed

- 1905/8 Representation to External Bodies
To receive nominations and elect members to the following bodies:
ERNLLCA/NLC Town and Parish Council Liaison
RESOLUTION: That Cllr Julie-Ann Cundell and Cllr Val Gorbutt be duly appointed
(i) NATS (Police Liaison)/Neighbourhood Watch
RESOLUTION: That Cllr Sam England, Cllr Joanne Cleghorn, Cllr Julie-Ann Cundell be duly appointed
(ii) CPRE
RESOLUTION: That Cllr Cundell, Cllr Lawtey and Cllr Dunkley be duly appointed

- (iii) GNeW
RESOLUTION: No representative from Goxhill Parish Council was appointed
- (iv) BCCR
RESOLUTION: That Cllr Gathercole be duly appointed

- 1905/9 ERNLLCA District committee meetings
 To receive nominations and elect two councillors to have the power to vote on its behalf at the district committee meetings
RESOLUTION: That Cllr Cundell and Cllr Gorbutt have the power to vote at the district meetings
- 1905/10 Clerks Report
 The Council receive a report from the Clerk.
RESOLUTION: Cllr Lawtey requested to see copies of the risk assessments and actions **ACTION: Clerk**
- 1905/11 Report from Ward Councillors
 a. To agree that the Meeting be temporarily suspended to receive the Ward Councillors' Report.
RESOLUTION: That the meeting was temporarily suspended
 Ward Councillors Peter Clark and Cllr David Wells announced they were pleased to be re-elected and congratulated the new Council on their successful appointment. Cllr David Wells informed the Council he has sent through the application form for the Skate Park funds which is still available just the necessary paper work needs to be completed.
 b. To consider any actions arising from the Report.
RESOLUTION: No further action
- 1905/12 Working Group Reports (for information only)
 The Council received updates on Councillors' attendance at the following Working Group Meetings:
- Cemetery and Avenues Working Group
 Cllr Dunkley updated the Council she has planted some trees within the hedge line however more will be required and the shed key is to be located.
 - Memorial Hall Working Group
 Cllr Leaning has nothing to report however Cllr England updated the Council improvements including CCTV upgrade, floor levelling, door widening, boiler replacement which will be funded by National Grid being scheduled. Pop up pub dates scheduled in for June, July and August.
 - Footpaths Working Group
 The following signs have been reported missing
 (i) Green Ramper sign is missing 'Restricted Byway'
 (ii) Sykes Lane footpath no. 48 has a public footpath sign missing
RESOLUTION: Signs to be reported to NLC **ACTION: Clerk**
 - Playing Field Working Group
 (i) Dykes have now been cleared, John Finch still to clear the dyke located between Vickers Bridge and the playground.
 (ii) Playing Field footpath refurbishment has caused some concern due to the fragments of glass located in the under coat. Cllr Dunkley has spoken to the contractors and requested signage to be put up to notify the park users.
 (iii) One of the new bins has been removed from its original location, Mr Ruddy has kindly offered to cement the bin in its place.
 The Council accepted Mr Ruddy's kind offer with thanks.
 - Parish Rooms
 (i) The roof has been repaired and was recently hired out for the local elections and will be hired again for the European elections on 23rd May

1905/13 Delegates Report (for information only)

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

- Allotments – All allotment plots are now being rented however there is waiting list should anyone like to be added for future plot availability
- ERNLLCA/NLC Town and Parish Council Liaison - No update received.
- NATS (Police Liaison) – No update received however the next NATS meeting is scheduled for 27th May at New Holland Community Centre
- CPRE - No update received.
- Highways/ Environmental –
 - (i) Lots of roads requiring urgent attention
 - (ii) Cllr Simons has offered to log all the pot holes ready to be submitted to NLC. Ward Cllr David Wells has suggested once this information has been obtained request a visit from NLC to inspect the pot holes.

1905/14 General Correspondence

RESOLUTION: No correspondence received

1905/15 Neighbourhood Watch

Lorraine Gibbins has passed a letter to the Council and asked for it to be read out. Mrs Gibbins letter is confirming she has unfortunately stood down from her duties as Neighbourhood Watch Co-Ordinator and she thanks the village for her support.

RESOLUTION: A thank you letter to be written on behalf of the Council

ACTION: Clerk

A member of the public raised the recent issue on Facebook regarding the laughing emoji on a standing candidates campaign, Cllr Gathercole confirmed to the meeting the Council does not condone this behaviour and all passwords have been changed to ensure only the Clerk has access. Cllr Gathercole informed the Council he will personally apologise to Mrs Gibbins on behalf of the council.

1905/16 Neighbourhood Plan

Cllr Lawtey who is the Chair of the Neighbourhood steering committee updated the meeting:

- No other meeting with the Steering group has taken place since the last Council meeting and awaiting notification from NLC that the consultation period is complete with no comments.
- Dave Lofts is currently preparing the report and now waiting to submit in order to confirm the Neighbourhood plan has got the go ahead.
- Cllr Jack Lawtey asked the Council if another representative should be appointed since Stan Robertson is no longer a Councillor. Draft terms of reference indicate the steering group can have between 1 and 3 Council members. The Council agreed 2 councillors will be sufficient which will be Cllr Lawtey and Cllr Dunkley.
- Cllr Lawtey raised the subject regarding the involvement of the Clerk attending the Neighbourhood plan meetings and the Council confirmed a personnel meeting to take place in May for clarification

Cllr England left the room due to a pecuniary interest to 1905/17

1905/17 Skate Park

To consider the revised Skate Park location

The Council agreed to picture number B which is the location furthest away from the existing goal posts.

Mr Ruddy raised concerns if the new location would result in the removal of well-established Chestnut trees. Cllr Gathercole reassured the meeting the Council will do everything they can to ensure the trees stay in tact however if that is unavoidable the Council agree to replace with well-established trees or discuss the trees being moved.

RESOLUTION: A new planning application to be completed and submitted to NLC whilst updating Bendcrete and Sports England of the Councils location decision
ACTION: Clerk

Cllr England returned to the meeting and Cllr Gorbitt left the meeting due to a pecuniary interest in 1905/18

1905/18 Appeal PA/2018/725 – Appeal Notification

Mr Richardson asked the Council if they would consider reiterating their previous objections to the appeal.

RESOLUTION: The Council have agreed to submit comments to the appeal based on the following concerns raised.

- **The visual impact of the village**
- **Inadequate access to the site**
- **Inadequate drainage**
- **Outside the planning line**

ACTION: Clerk

Cllr Val Gorbitt returned to the meeting

1905/19 Policy Adoption

To adopt the Emergency Plan policy

Cllr Lawtey informed the Council the Emergency plan was incomplete and a temporary sub group was suggested to work on a full Emergency Plan and Part A of the plan submitted to NLC was to satisfy the criteria to receive the 2019/2020 precept

RESOLUTION: That Cllr Lawtey, Cllr Cundell and Cllr Dunkley would form the working group
ACTION: Working Group

1905/20 New Filing System

To consider the Clerk purchasing a Tambour filing cabinet at the cost of £125.00 exc. VAT

RESOLUTION: That the Council agreed for the Clerk to purchase a filing system up to the amount of £250.00
ACTION: Clerk

1905/21 Potential Drug Misuse

To discuss the drug misuse issue that has been brought to the attention of the Council from the village Warden.

Cllr Peter Clark advised the Council there are 2 ways in order for the Council to take action and that's to either attend the next NATS meeting to make them aware or inform Safer neighbourhoods through NLC.

RESOLUTIONS: The issue to be reported to Safer Neighbourhoods, Daniel Marsh (NATs) and additionally to be reported to the Police

ACTION: Clerk

1905/22 MUGA

To consider the quotation received from Playdale to re-sand the MUGA or to discuss an alternative solution

RESOLUTION: The Council considered the quotation and have requested further quotes to be received
ACTION: Clerk

1905/23 Keigar land off Chapel Street

To receive an update from the Clerk and decide the next action.

The Clerk informed the Council Keigar is happy to discuss the land offer to the Council. Cllr Dunkley suggested discussion points to be noted before the meeting takes place

RESOLUTION: The Council have agreed to invite Gary Whall to the next Council

meeting for further discussion and negotiations on the land located off Chapel Street.
ACTION: Clerk

1905/24 ERNLLCA Course: Chairmanship

To approve both the Clerk and Chairman to attend the Chairmanship day course which will be a cost of £45.00 plus VAT per person

RESOLUTION: The Council agreed for The Chair and Clerk to be booked on to the Chairmanship course
ACTION: Clerk

1905/25 Planning/Consultations

To consider the following Planning Applications:

- (i) Application No: Application No: PA/2019/468
Proposal: Outline planning permission to erect dwelling with all matters reserved
Site Location: Adjacent Prospect House, North End, Goxhill, DN19 7JN

The Chair asked the Clerk if any objections had been received from Members of the Public or Community groups

RESOLUTION: No objections have been received from members of the public or Community groups

Cllr Lawtey informed the meeting this application has an objection from Environment Due to lack of documentation.

RESOLUTION: That the Clerk submit 'Object' to this planning application based on the following concerns

- **Poor detail on the planning application to make an accurate judgement**
- **Green Field Site**
- **Environmental issues**
- **Concerns on accessing the regress**

ACTION: Clerk

- (ii) Application No: PA/2019/623
Proposal: Planning permission to retain a 1.8m metal fence
Site Location: Chatalet, Church Side, Goxhill, DN19 7HY
Applicant: Mrs Barbara Flint

The Chair asked the Clerk if any objections had been received from Members of the Public or Community groups

RESOLUTION: No objections have been received from members of the public or Community groups

RESOLUTION: That the Clerk submit 'No Objection' to the planning application
ACTION: Clerk

- (iii) Application No: PA/2019/470
Proposal: Planning permission for the variation of condition 2 of PA/2013/0891 (to convert a derelict RAF building into a live work unit) to be in accordance with revised plans and elevations, and condition 9 to be in accordance with revised window sketch and material
Site Location: Building adjacent to Poplars Farm, Soff Lane, Goxhill, DN19 7NA
Applicant : Mr & Mrs Favell

The Chair asked the Clerk if any objections had been received from Members of the Public or Community groups

RESOLUTION: No objections have been received from members of the public or Community groups

RESOLUTION: That the Clerk submit 'No Objection' to the planning Application
ACTION: Clerk

1905/26 Finance

- a. The Council received notification of accounts paid by the Clerk under devolved authority LGA1972
- b. The Council received accounts for payment

RESOLUTION: That the accounts listed be paid.

ACTION: Clerk

- c. APPENDIX B: The Council received Finance Reports and Bank Reconciliations for April 2019

RESOLUTION: That the Council receive the Finance report for April 2019

ACTION: Clerk

1905/27 Agenda for next and future

- (i) Address the reserves funds and discuss allocating to projects or Improvements within the village
- (ii) Cllr Cleghorn ask if the Memorial Hire costs could be reconsidered as there is no variation of hire taking in to consideration the size of the persons / party. Cllr Gathercole suggested this to be added to the Memorial Hall agenda for further consideration.

1905/28 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 June 2019 at 7.00pm

in the Parish Room, Goxhill.

Cllr Lawtey suggested items 1905/31 and 1905/32 to be included with press and public present due to the nature being of an administration matter

RESOLUTION: The Council voted and all agreed to move item 1905/31 and 1905/32 to include press and public

1905/31 Cemetery Reserved Burial Plots and General

To consider the following:

- (i) Placing a reserved memorial once a member of the public has purchased a plot
RESOLUTION: The Council have agreed for all future reserved plots to put a reserved memorial put in place stating the plot number and an initial. Cllr Cundell suggested contact previously reserved plots giving them the option to pay for a reserved memorial.

- (ii) Adding an additional admin fee to cover the cost of any paper work and memorial stating reserved

RESOLUTION: The Council have agreed not to charge extra for this addition to the service, Cllr Gathercole suggested the Cemetery working group to present a working document at the next meeting

ACTION: Cemetery Working Group

- (iii) Does the Council give authority for the contractor to remove old wreaths from grave stones

RESOLUTION: The Council gives authority to the contractor to remove old wreaths.

1905/32 Topple Testing and Cemetery General

Once the topple testing has been complete the Council are to consider the following:

- (i) Procedure for unsafe memorials where there are no known family
- (ii) Procedure for an unsafe memorial where a family member is refusing to pay for the memorial to be made safe

RESOLUTION: Cllr Gathercole deferred this item on to Junes meeting

1905/29 Exclusion of the Public & Press To resolve the exclusion of the public and press, under powers granted by the Local Government (Public Bodies Admission to Meetings) Act, section 1(2), owing due to the confidential nature of the business be discussed

The Council agreed to move item 1905/6 (iii) to be exclusive of press and public

1905/6 Committee Members
To receive nominations and elect members and reserve members to the following committees:
(iii) Personnel Committee
RESOLUTION: That Cllr England, Cllr Gorbitt, Cllr Stancer, Cllr Leaning and Cllr Simons be duly appointed

Cllr Stancer left the room due to a Personal Interest in item 1905/30 (i)

1905/30 To consider contracts for the following:
(i) Playing Field Gardener
RESOLUTION: The Council have awarded the Playing Field contract to Barton Mowing and all relevant paper work to be prepared ACTION: Clerk

Cllr Stancer return to the room

(ii) Lengthsman
RESOLUTION: The Council have awarded the Lengthsman contract to Sheila Robinson and all relevant paper work to be prepared ACTION: Clerk
(iii) Parish Rooms Cleaner
RESOLUTION: The Council have awarded the Parish Room Cleaner contract to Sam England and all relevant paper work to be prepared ACTION: Clerk

(iv) Memorial Hall Caretaker
RESOLUTION: The Council agreed for this to be considered in the next Memorial Hall meeting