

# APPLEBY PARISH COUNCIL

## Minutes of the meeting of Appleby Parish Council held on Thursday the 17<sup>th</sup> May 2022 at Appleby Village Hall.

These minutes are presented in a format that is compatible with the RNIB's<sup>i</sup> Accessible Information Standard, using a size 12, clear print font. Large print copies can be requested by e-mailing the Clerk [clerk@applebypc.org.uk](mailto:clerk@applebypc.org.uk). To avoid any confusion, where abbreviations are used (see minute item 21/097), these are explained in the footnotes on the final page.

Item no:	Details:
	<p><b>Present:</b> Councillor HI Keyes (<i>IK</i>) (Chairman), Councillor D Hall (<i>DH</i>) (Deputy Chairman), Councillor B Horsfield (<i>BH</i>), Councillor T Biesty (<i>TB</i>), Councillor P Johnson (<i>PJ</i>).</p> <p><b>In attendance:</b> Councillor J Lee (<i>JL</i>) (Ward Councillor), Councillor C Ross (<i>CR</i>) (Ward Councillor), Councillor R Ogg (<i>RO</i>) (Ward Councillor), Michael Lewis (<i>ML</i>) (Parish Council Clerk).</p> <p>There were two members of the public present.</p> <p>Please note: initials in <i>italics</i> where used in these minutes; refer to an individual listed above.</p>
	<p><b>The meeting commenced at 19:00:</b> The Chairman opened the meeting by welcoming everyone to the April meeting of Appleby Parish Council.</p>
22/1	<p><b>Apologies for Absence:</b> Apologies were received and accepted by the Chair.</p> <p>Councillor E Marper (<i>EM</i>) (Ward Councillor).</p>
22/2	<p><b>To receive Declarations of Interest and Dispensations required:</b> No declarations of interest were received. No dispensations were given.</p>
22/3	<p><b>Public Participation</b> A member of the public raised the deteriorating road in Santon, in particular the section of Santon Lane between Toll Cottages and Woodside Concrete.</p> <p>The Clerk is working on identifying the owner through discussions with HM Land Registry.</p>

# APPLEBY PARISH COUNCIL

	<p>Repairs need doing ASAP as the state of the road is becoming worse with each week that passes.</p> <p>A Santon resident has said they believe the road might be owned by three separate parties.</p> <p><b>The Clerk will continue to pursue this.</b></p>
22/4	<p><b>To receive and approve the minutes of the last meeting</b>  <b>Resolved</b> that the minutes from the 21st April 2022 meeting be approved.</p> <p><b>Proposed: Councillor Hall</b>  <b>Seconded: Councillor Biesty</b>  <b>Agreed: All Councillors</b></p> <p><b>Matters Arising:</b>          It was discussed that the Appleby Signal Box is looking very shabby.</p> <p><b>The Clerk agreed to chase up the repainting of the listed building.</b></p>
22/5	<p><b>Chairman's Report</b>          The Chairman outlined his report, which comprised of a discussion around the following points:</p> <ul style="list-style-type: none"> <li>• Demeter House are willing to do odd jobs within the parish; however, they have not, as of yet, responded to an e-mail from the Chair.</li> <li>• The trip hazard on Ermine Street adjacent to No 4 has been fixed.</li> </ul>
22/6	<p><b>Clerk's Report</b>  <i>Apologies for the delay in distributing the minutes from the previous meeting; this is due to having been unwell with recurrent migraines and possibly a virus. Hopefully, I am finally on the mend.</i></p> <p>During the last month, I have:</p> <ul style="list-style-type: none"> <li>• Been working on the year-end and the AGAR; these will be sent to the Auditor shortly. Information to be provided at the May Parish Council Meeting.</li> <li>• Continued to explore the ownership of the road in Santon.</li> <li>• Attended the Safe, Well and Connected Neighbourhood Watch and Volunteer event at the Baths Hall.             <ul style="list-style-type: none"> <li>○ Andy Tate &amp; James Todd did a presentation on litter.</li> <li>○ North Lincolnshire Council is producing a Litter Strategy.</li> <li>○ Two red bags of litter can be collected with normal household waste collections.</li> <li>○ Thirty-eight thousand red bags have been given out in the last 18 months.</li> <li>○ New, larger bins are being placed around the county, especially in lay-bys on the main highways – in high-use areas; these are emptied daily – red bags can be left next to these new red bins.</li> </ul> </li> <li>• Spoken to Cutting Edge about daffodils and missed cuts.</li> </ul>

# APPLEBY PARISH COUNCIL

- Claimed the Spring in Bloom grant.
- Claimed the Playground grant.
- Spoke to / e-mailed North Lincolnshire Council on a range of issues, from chasing up the Yew Tree, highways issues, fly-tipping, standards Issues and Councillor vacancies.
- The deadline for ten Appleby electors to request an election to replace former Councillor Rick Wilson is 17th May 2022, if an election is requested, it would take place no later than Friday 22nd July 2022.

**The Clerk is to write to Cutting Edge to ask for a schedule of work, so Councillors can be informed when the cuts have taken place.**

22/7

## Report from Ward Councillors

Councillor Lee provided a general update on the current work of North Lincolnshire Council:

The 75-year-old vaccinations are continuing, they are all currently being vaccinated through their primary care doctors or through the ironstone centre. Overall vaccination rates of the over 12's stands at over 50% above National average.

£150 has been paid to 40,000 households. Letters are being sent to the remaining households; arrangements will be made to pay people either into their bank account or via the post office.

Weed spraying is continuing throughout North Lincolnshire and a sweeping arrangement will follow up after one month of the treatment.

Careers Fest: Anyone looking for careers help and training took place at the UCNL on Ashby Road between 1-4pm on Saturday 21st May.

Spitfire flypast leads the way for the return of North Lincolnshire Armed Forces Day, which is back for 2022 and will return in all its glory to a fun-filled family outdoor event on Saturday 18th June at Brumby Hall Sports Ground in Scunthorpe.

22/8

## To consider planning applications and any received following the issuing of the agenda

It was noted that the following planning applications had been approved:

- PA/2022/841 Planning permission sought for the installation of a 36-tonne propane gas storage tank at Kebwood  
<https://apps.northlincs.gov.uk/application/pa-2022-841>. **Resolved:** *that we are not qualified to comment on this planning application.*
- PA/2022/852 Planning permission sought to undertake various works on 12 trees at North Brook, Haytons Lane  
<https://apps.northlincs.gov.uk/application/pa-2022-852>. **Resolved:** *no comments to be submitted.*

# APPLEBY PARISH COUNCIL

	<p><i>IK</i> discussed changes to the North Lincolnshire Local Plan, which in Appleby includes the permitted development boundary being moved to include Jackson's Farm.</p> <p>The Clerk informed Councillors that NALC<sup>ii</sup> are facilitating 'Review Neighbourhood Planning Policies' training on the 29<sup>th</sup> of June 2022 at 12:00pm – the cost is £38.93 per delegate if paid by card. The Clerk will attend.</p> <p><b>The Clerk will also send Councillor's the NALC e-mail.</b></p>
	<b>Standing orders were suspended at 19:48</b>
	<b>Standing orders were re-instated at 19:49</b>
<b>22/9</b>	<p><b>Devolution Update</b> There was nothing to update.</p>
<b>22/10</b>	<p><b>Code of Conduct</b> Following a verbally aggressive outburst by former Councillor R Wilson (<i>RW</i>) at the end of the April meeting, the Clerk took advice from North Lincolnshire Council's Monitoring Officer.</p> <p>Councillor Wilson resigned from the Council on the day that the Clerk spoke to the Monitoring Officer.</p> <p>The outburst constituted a standards issue. If Councillor Wilson had remained a Councillor, then a referral would have been made by the Clerk to North Lincolnshire Standards Committee.</p> <p>However, the Standards Committee can take no action against former Councillors.</p> <p>If <i>RW</i> applies to become a Councillor of Appleby Parish Council again, then a referral can be made to the Standards Committee.</p> <p>The Clerk suggested that all new Councillors should undertake North Lincolnshire Council's Standards Training at the earliest opportunity.</p>
<b>22/11</b>	<p><b>Jubilee Newsletter</b> The Chairman outlined the plans for the Jubilee Newsletter, this will be published earlier than normal.</p> <p>The Summer newsletter will have a commemorative wrap-around cover, concentrating on Her Majesty the Queen and her Platinum Jubilee.</p> <p>The copy deadline was 5pm on 17th May 2022.</p> <p>Distribution will take place at the end of May.</p>
<b>22/12</b>	<p><b>Correspondence for discussion or decision</b> There was no correspondence for discussion or decision.</p>

# APPLEBY PARISH COUNCIL

22/13	<p><b>Correspondence for information</b></p> <p>Prior to the meeting, the Clerk circulated the following correspondence to Councillors:</p> <ul style="list-style-type: none"><li>• Plantlife's No Mow May e-mail</li><li>• SLCC<sup>iii</sup>'s Standards and Wellbeing Summit on 18<sup>th</sup> of May 2022 e-mail</li><li>• North Lincolnshire Council Standards Training slides and video e-mail</li><li>• NALC Newsletter</li><li>• Citizens Advice North Lincs e-mail</li><li>• VANL<sup>iv</sup> Newsletter</li><li>• Humber and Wolds Rural Action</li><li>• ERNLLCA<sup>v</sup> E-mail about Alan Barker's leaving do</li></ul>
22/14	<p><b>To receive an update on the outlying areas</b></p> <p><b>Santon:</b></p> <ul style="list-style-type: none"><li>• British Steel have started some repairs to the road to alleviate flooding at the bus stop. British Steel believes the bus stop is causing the flooding and they propose removing that bus stop altogether as they resolve the problem of the flooding.</li><li>• Santon Lane: The Clerk has received deeds of ownership and a map of Santon Lane, but it shows ownership of the wrong section. While the information is interesting and potentially useful in getting British Steel to repair the section of the road that they own, it does not answer the question of ownership of the section of road between Toll Cottages and Woodside Concrete.</li></ul> <p><b>ML to obtain the correct land registry documents regarding the ownership of Santon Lane.</b></p> <p><b>Demeter House:</b></p> <p>The Clerk checked Appleby Parish Council's policies and insurance following the April meeting and confirmed that Demeter House students would be covered by our policies and insurance.</p> <p>The Clerk also checked the policies of Demeter House, which state that they would carry out risk assessments for each activity before undertaking any off-site activities.</p> <p><b>Station area:</b></p> <p>The footpath has been cleared but not yet re-dressed. The Clerk will try and find out when the footpath is going to be completed and with what surface.</p>

# APPLEBY PARISH COUNCIL

22/15

## To receive and approve Financial Reports / Financial Information

It was **Resolved** to make a donation to ERNLLCA for Alan Barker's retirement fund of £50.00 out of the Chairman's Fund.

**Proposed: Councillor Hall**

**Seconded: Councillor Johnson**

**Agreed: All Councillors**

The following payments are due:

- Cutting Edge 1 x Appleby Verges £89.00
- Cutting Edge 2 x Gym and Play Area and 2 x Ermine Street £128.00
- Clerks Wages £153.14
- Income Tax £38.20
- Clerks Expenses £48.95

Councillors discussed holding on to the Cutting Edge invoices until the Chairman and Clerk had had the opportunity to speak to Cutting Edge about missed cuts. These invoices will be held over until the June payment run.

It was agreed to pay the Clerk's wages, expenses and income tax.

**Proposed: Councillor Hall**

**Seconded: Councillor Johnson**

**Agreed: All Councillors**

The following income has been received in the last month:

- Precept £11,517.00 29<sup>th</sup> of April 2022
- Reserve Account Interest £0.87 5<sup>th</sup> May 2022

Bank account balances (as of the 12<sup>th</sup> of May 2022):

- Current account: £12,076.94
- Reserve account: £10,119.91

Bank Mandate update:

- Councillor Biesty agreed to become the fourth signatory on the account.

Spring in Bloom update.

The Clerk has applied for the Spring in Bloom grant. We should receive it shortly.

AGAR / Year-End Update

The AGAR / Year-end report is almost complete. The Clerk still has to explain the budget variances and still has to print some documents to send to the Auditor.

**The Chairman and Clerk to meet with Cutting Edge to discuss missed cuts.**

# APPLEBY PARISH COUNCIL

22/16	<p><b>Playground update</b> North Lincolnshire Council has provided a report from their most recent playground inspection. There are a couple of issues that need addressing.</p> <p><b>Councillor Johnson will ensure the playground equipment and fence is safe.</b></p> <p>The Clerk has ordered the new playground equipment; this is due to be installed in July.</p> <p>The Clerk has claimed the playground grant from North Lincolnshire Council. The Clerk has to submit monthly monitoring forms to NLC and an end-of-project monitoring form.</p>
22/17	<p><b>Minor items</b> The following minor items were discussed:</p> <p>There was a discussion about broadband in the Station area; Open Reach are not yet planning on providing superfast broadband. They will keep Councillor Johnson updated on this issue.</p> <p>The County Turf field has a lot of straw bales which are destined for the biomass power station. The straw bales are being opened out, laid flat to dry and then re-baled. This is causing a lot of dust which is affecting local residents in Santon.</p> <p>The Clerk said he would like to attend ERNLLCA's Clerk's Training Day on the 16<sup>th</sup> of June at The Ropewalk in Barton. It was agreed to pay the £10 cost.</p> <p><b>Proposed: Councillor Hall</b> <b>Seconded: Councillor Johnson</b> <b>Agreed: All Councillors</b></p>
22/18	<p><b>Agenda Items for the next Parish Council meeting to be received by the Clerk no later than the 10<sup>th</sup> June 2022</b></p> <ul style="list-style-type: none"><li>• Grass verges.</li><li>• Devolution update.</li><li>• Forward Planning for July and August meetings.</li></ul>
22/19	<p><b>Dates of the next three meetings</b></p> <ul style="list-style-type: none"><li>• Tuesday 21<sup>st</sup> of June 2022 at 7pm</li><li>• Tuesday 19<sup>th</sup> of July 2022 at 7pm</li><li>• Tuesday 16<sup>th</sup> of August 2022 at 7pm</li></ul>
	<p><b>The meeting closed at 20:28</b></p>

i **RNIB** Royal National Institute for the Blind.

ii **NALC** National Association of Local Councils.

iii **SLCC** Society of Local Council Clerks.

iv **VANL** Voluntary Action North Lincolnshire.

# APPLEBY PARISH COUNCIL

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√ ERNLLCA East Riding and Northern Lincolnshire Local Council's Association.