

APPLEBY PARISH COUNCIL

Minutes of the meeting of Appleby Parish Council held on Thursday the 28 June 2022 at Appleby Village Hall.

These minutes are presented in a format that is compatible with the RNIB's¹ 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. 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>Present: 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>In attendance: Councillor J Lee (<i>JL</i>) (Ward Councillor), Councillor H Rowson (<i>HR</i>) (Ward Councillor), Michael Lewis (<i>ML</i>) (Parish Council Clerk).</p> <p>There were four 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>The meeting commenced at 19:00: The Temporary Chairman opened the meeting by welcoming everyone to the June meeting of Appleby Parish Council.</p>
22/20	<p>Nomination of Chair for the meeting Councillor Keyes agreed to be the Chair for the rest of the Civic year if Councillors agree.</p> <p>Proposed: Councillor Hall Seconded: Councillor Beisty Resolved: All Councillors are in favour</p>
22/21	<p>Apologies for Absence: Apologies were received and accepted by the Chair.</p> <p>Councillor E Marper (<i>EM</i>) (Ward Councillor) Councillor R Ogg (<i>RO</i>) (Ward Councillor) Councillor C Ross (<i>CR</i>) (Ward Councillor).</p>
22/22	<p>To receive Declarations of Interest and Dispensations required: No declarations of interest were received. No dispensations were given.</p>

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22/23	<p>Public Participation</p> <p>The County Turf field at Appleby Station is being used for industrial reprocessing of straw / hay bales; this is causing major dust in the Appleby Station and Santon Areas.</p> <p>Dust is blowing into the homes and gardens of residents.</p> <p>The process being undertaken is shredding round bales and laying them out to dry before rebaling them into square bales. This process is undertaken from around 8am to 7pm 7 days a week, on dry days.</p> <p>Residents are unable to enjoy being outside due to straw or hay dust particles, bugs and moths being persistent.</p> <p>There is concern that the bales pose a fire risk.</p> <p>One resident has calculated that there are as many as 7,500 bales still on site and there is no end date to this work.</p> <p>Residents wanted to know why the industrial processes were being carried out towards Ermine Street, when there are other fields on the County Turf site.</p> <p>The Clerk to pursue this.</p>
22/24	<p>To receive and approve the minutes of the last meeting</p> <p>Resolved that the minutes from the 17th May 2022 meeting be approved.</p> <p>Proposed: Councillor Hall Seconded: Councillor Biesty Agreed: All Councillors</p>
22/25	<p>Co-option</p> <p>Elizabeth Langthorne introduced herself to the Councillors expressing an interest in joining the Council.</p> <p>The Chair invited Councillors to Co-opt Elizabeth Langthorne on to Appleby Parish Council.</p> <p>Proposed: Councillor Hall Seconded: Councillor Biesty Resolved: All Councillors agreed that Elizabeth Longthorne be Co-opted on to Appleby Parish Council</p>
22/26	<p>Chairman's Report</p> <p>The Chairman outlined his report, which comprised of a discussion around the following points:</p> <ul style="list-style-type: none"> • Contacted JB Rural services re the sweeping of Church Lane and Ermine Street this morning and they have promised to sweep Church Lane and

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	<p>Ermine Street tomorrow.</p> <ul style="list-style-type: none">• Have spoken with Cutting Edge which will be covered under item 22/30 on the Agenda.• Have Contacted Humberside Fire and Rescue regarding Straw bales issues at the Station Area which will be covered under item 22/23 on the Agenda.• Attended the NLC Local Plan Regulation 19 Publication Draft Addendum - to be covered under item 22/29.
22/27	<p>Clerk's Report</p> <p><i>Apologies for the delay in distributing the minutes from the previous meetings, this is due to having been unwell. I had two pre-cancerous polyps removed in April 2021 and have had a flare-up of gastrointestinal issues which has left me in pain and exhausted. Sorry for the inconvenience my illness has caused.</i></p> <p>During the last month, I have:</p> <ul style="list-style-type: none">• Completed the AGAR and sent it off to the auditor – details are in the attached financial report.• Continued to explore the ownership of the road in Santon.• Took part in a research session with North Lincolnshire Council on the portal (used for reporting issues within the Parish).• Completed the first monthly monitoring report for the Playground grant.• Completed the end of project monitoring report for the Spring in Bloom grant.• Attended a Planning Advisory Service webinar on Planning.• Attended North Lincolnshire Council's Annual General meeting.
22/28	<p>Report from Ward Councillors</p> <p>Councillor Lee provided a general update from North Lincolnshire Council:</p> <p>Community Champions This year marks the 10th anniversary of the North Lincolnshire Community Champion Awards, and the event is set to be bigger and better than ever. Hundreds of unsung heroes have received awards over the years for personal achievement, being an inspiration to others, working in the community or volunteering for a good cause.</p> <p>Do you know an individual or group that deserves a North Lincolnshire Community Champion Award? Make sure they get the recognition they deserve. Nominations open on 16 June. The closing date for nominations is 30 September 2022. The awards ceremony will take place on Thursday 24 November at the Baths Hall in Scunthorpe.</p> <p>New Online directory</p> <p>LiveWell North Lincolnshire is the go-to online directory for anyone looking to find information about a range of support and activity available locally to improve general health and wellbeing. The new website lists everything from</p>

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organisations, support groups, community groups events and activities from across the county.

As we emerge from the pandemic, keeping healthy in mind, body and spirit is a key to overall health and wellbeing and accessing support and things to do will help people to live well and stay well. LiveWell caters for a wide range of needs with everything from reminiscence sessions to street sport music therapy and yoga classes, including social groups, coffee mornings, group walks and concerts.

Levelling up; organisations invited to apply for a share of £5.5m to kickstart projects of shared prosperity. North Lincolnshire Council seeking projects: Examples of projects eligible for funding include further enhancing
Town centres and high streets
Arts, cultural heritage and creative activities
local sports facilities, leagues and tournaments
community measures to reduce cost of living.
Please submit projects asap

Free swimming sessions are back once again for the summer holidays in North Lincolnshire.

From Monday 25 July until Sunday 4 September, Summer Daze sessions will be free for all under 16s at all NL Active swimming pools and Epworth Swimming Pool. These will be run at The Pods, Ancholme Leisure Centre, Baysgarth Community Hub, and at Riddings Community Hub.

22/29

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/2022/852 Planning permission sought to undertake various works on 12 trees at North Brook, Haytons Lane
<https://apps.northlincs.gov.uk/application/pa-2022-852> had been approved by North Lincolnshire Council.

IK discussed changes to the North Lincolnshire Local Plan, which in Appleby includes the permitted development boundary being moved to include Jackson's Farm, the Chair said he had attended a consultation event as an individual.

The Clerk informed Councillors that NALCⁱⁱ are facilitating 'Review Neighbourhood Planning Policies' training on 29 June 2022 at 12:00pm – the cost is £38.93 per delegate if paid by card. The Clerk will attend.

22/30

Devolution Update

Andy Tate (North Lincolnshire Council) has requested some information from us about Cutting Edge and has offered the opportunity to extend the grass verge cutting contract for a further three years with a 3% budget increase.

There was a discussion about 3% being a small increase due to inflation currently being around 9%.

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The Clerk is going to ask Andy Tate for an extension to allow time for gathering information from Cutting Edge and allow discussion about the increased budget.

The Clerk is also to ask Cutting Edge for fortnightly cuts until the End of August.

**Proposed: Councillor Hall
Seconded: Councillor Johnson
In Favour: 3
Against: 1**

22/31

Parish Newsletter

The Chairman invited any feedback on the Jubilee Newsletter.

There were no complaints about the newsletter, although there was a discussion about whether residents read the newsletter.

The Clerk suggested organising an account with Instant Print, which would allow payment after collecting the printed newsletter.

**Proposed: Councillor Hall
Seconded: Councillor Beisty
All in favour**

It was suggested to include a survey in the next newsletter to see if the newsletter still has its value.

22/32

Correspondence for discussion or decision

- NALC Training e-mail – Neighbourhood Planning Training
- Being A Good Councillor Training e-mail

There was no correspondence for discussion or decision that arrived issuing the agenda.

22/33

Correspondence for information

Prior to the meeting, the Clerk circulated the following correspondence to Councillors:

- NALC Chief Executives Newsletter
- Civility and Respect Project update
- VANLⁱⁱⁱ Newsletter
- North Lincolnshire Council Childminding Briefing event notice

22/34

To receive an update on the outlying areas

Santon:

- /K outlined the response to the Straw bales at County Turf by Humberside Fire and Rescue.
- It is believed that it is mainly hay on-site rather than straw.
- Environmental Health are following up directly with County Turf.

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Clerk to write to County Turf.

Demeter House:

No update from Demeter House.

Station area:

Broadband, Demeter House has fiberoptic broadband.

Clerk to explore options for broadband infrastructure fund.

Clerk to write to Open Reach and Andrew Percy, MP, regarding the lack of broadband.

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.

It looks as though some of the hanging baskets in the Station Area have not been re-dressed this year.

A wooden planter was previously requested for the Appleby Station Area. Councillors discussed ordering a planter and getting Cutting Edge to fill it.

Proposed: Councillor Hall

Seconded: Councillor Johnson

Agreed: All

Significant issues with Level Crossings being closed and signage being incorrect or not visible.

Clerk to write to Network Rail about closures.

22/35

To receive and approve Financial Reports / Financial Information

The following invoices are due to be paid:

- CPRE – The Countryside Charity: Membership Fee **£36.00**
- Voluntary Action North Lincolnshire: Payroll Charges **£15.00**
- JB Rural Services: PROW **£108.00**
- Cutting Edge: Replanting Summer Planters and Hanging Baskets and Repainting Wooden Planters and Benches **£790.00**
- Cutting Edge: 3 Grass Cuts Gym & Play Area and 1 Grass Cut on Ermine Street **£133.00**
- Cutting Edge: 2 Verge Cuts **£178.00**
- Cutting Edge: Spring in Bloom **£350.00**
- Cutting Edge: 2 Grass Cuts Gym & Play Area and 2 Grass Cuts on Ermine Street **£128.00**
- Cutting Edge: 1 Verge Cut **£89.00**

The following payments have been received:

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1st June 2022: Interest **£1.04**
14th June 2022: Spring in Bloom Grant **£250.00**
14th June 2022: Playground Grant **£17,000.00**
28th June 2022: Grass Verges Grant **£1,687.00**
28th June 2022: PROW Grant **£304.00**

The Clerk's wages, tax and expenses are:

Wages (May): **£153.14**
Expenses (May): **£88.19**
Income Tax: **£38.20**

s126 VAT to be claimed:

£311.61 – I will claim this when I process the payments above.

Bank balances (28th June 2022):

Co-operative Bank Current Account: **£20,853.65**
Co-operative Bank Reserve Account: **£20,120.95**

I propose to move the Playground, Grass Cutting and PROW grants to the Reserve Account, to earn a bit more interest.

AGAR / 2021-22 Year-end report:

During the AGAR process, I couldn't get the account to balance, I spent several hours going through every transaction. I found the error.

The Temporary Clerk had entered a payment on Scribe to Cutting Edge for £286.00 and marked it as having left the Co-operative Bank Current Account. In fact, it was never paid.

It is one of the overcharged invoices (£100 too much), which resulted in Cutting Edge issuing us a credit note for £500. This credit note needs adjusting as we owe Cutting Edge £168.00, therefore the **credit note is actually worth £332.00**, which we can take off the above invoices.

It was discussed by Councillors holding on to the invoices for JB Rural as we would like to query the date of the Public Rights of Way (PROW) cuts and the Cutting Edge invoice for the summer planters until the Clerk and Chair have had a chat about the hanging baskets at Appleby Station.

The Clerk pointed out that his expenses for May included the HM Land Registry Fee; this will be refunded by the Clerk if HM Land Registry refund the fee.

Proposed to make the payments above: Councillor Hall

Seconded: Councillor Johnson

Approved: All

22/36

Playground update

There is a site meeting with Sutcliffe Play on Tuesday 5th July at 2pm. Councillor Johnson will meet Gary Smith from Sutcliffe Play with me.

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	<p>Councillor Johnson is also going to provide me with a map which shows where any utilities are.</p> <p>The Clerk has to submit monthly monitoring forms to NLC and an end-of-project monitoring form.</p>
22/37	<p>Best Kept Village The Best Kept Village was discussed by Councillors; it was decided not to enter this year.</p> <p>It was agreed to explain in the newsletter why we are not participating in the competition this year; the main reason being some parts of the village have a shabby appearance.</p> <p>The Clerk is to contact JB Rural for a quote for sweeping Church Lane. The Clerk is to ask County Turf for a financial contribution towards sweeping the road and the footpath.</p> <p>Proposed: Councillor Hall Seconded: Councillor Johnson Agreed: All Councillors</p>
22/38	<p>Minor items Hedges on Risby Road that are just outside the Parish, that are really shabby and overgrown.</p> <p>The Clerk is to write to Jackson's Farm.</p> <p>Councillor Lee is to chase up the painting of the white lines on Ermine Street to slow down traffic.</p> <p>East Riding and Northern Lincolnshire Local Council Association North Lincolnshire District meeting on Tuesday 12th of July at 7pm on Zoom.</p>
	<p>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.</p> <p>Members of the public and Ward Councillors left the meeting at 20:55.</p>
22/39	<p>Clerk's Probationary Period Review Councillors are happy with the Clerk's performance. There was a discussion about hours; these are being increased to 20 hours per month, up from 18.</p> <p>Proposed: Councillor Hall Seconded: Councillor Johnson Agreed: All</p> <p>The Clerk will look into the ILCA qualification.</p>

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	The Clerk will also forward pay rates to Councillors.
22/40	Agenda Items for the next Parish Council meeting to be received by the Clerk no later than the 11 July 2022 <ul style="list-style-type: none">• Devolution update.• Tendering process.• Forward Planning for August and September meetings.
22/41	Dates of the next three meetings <ul style="list-style-type: none">• Tuesday 19 July 2022 at 7pm• Tuesday 16 August 2022 at 7pm• Tuesday 20 September 2022 at 7pm
	The meeting closed at 21:15

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- ⁱ **RNIB** Royal National Institute for the Blind.
ⁱⁱ **NALC** National Association of Local Councils.
ⁱⁱⁱ **VANL** Voluntary Action North Lincolnshire.