

**Minutes of the Annual Appleby Parish Council Meeting held on
26 November, 2018 at 7.00 pm in Appleby Village Hall.**

Present:

Councillor I Keyes (Chair), Councillor R Wilson (Deputy Chair), Councillor P Johnson, Councillor A Coulton, Councillor L Wilson, Councillor D Hall, Councillor T Beisty, Ward Councillor H Mumby-Croft, the Parish Clerk Mrs L Watson and 3 members of the public were also present.

18/146 Apologies for absence. Councillor I Hook and Ward Councillor I Glover

18/147 Declaration of Interest and consideration for dispensations.

There were no declarations of interest

18/148 Public Participation

The amendment to the route and timetable of the 55 fixed Friday service is working well.

The clerk was thanked for her efforts in helping to arrange.

A question regarding Domestic Rainwater Harvesting had been asked by a resident. The

Clerk to write to Anglian Water.

Action: Clerk to write to Anglian Water

18/149 To receive minutes of the Parish Council Meetings held in October for approval.

- a) The minutes of the parish council meeting held on 29 October 2018 were approved as a true record.

Proposed: proposed by Councillor Coulton, seconded by Councillor Johnson.

Agreed: All councillors present.

18/150 Matters arising from those minutes.

Steps repaired by Ongo as requested, earlier than expected.

Following a conservation area query the resident was given contact of conservation officer at North Lincolnshire Council

Invoices from Buttonswood and Village Hall still outstanding

The resident had been contacted regarding the overgrown hedge and had agreed to cut it back.

The war memorial planning application had been approved, crown lift of Oak Tree to be organised

Action: Cllr Keyes to arrange work to tree.

18/151 Financial Reports.

- a) The balance for the Direct Plus account is £4,162.06 to date.
The balance for the Reserve account is £2,593.29 to date

Actions

Clerk to write to
Anglian Water

Cllr Keyes to
arrange tree works

Actions

b) Accounts presented for approval and payment:

Cheque	Item	Amount
BACS	Salary for Clerk – October	£129.30
500789	HMRC tax – October	£32.20
500790	Linden Nurseries summer plants £844.11, Autumn plants £200	£1,044.11
500791	ERNLLCA conference Cllr Keyes & Clerk	£216.00
500792	Cutting Edge invoice Oct	£325.00
500793	John Espin Signs for plaque at war memorial	137.28
500794	Cutting Edge invoice new planter war memorial	£30.99

Proposed: Cllr Hall, seconded Cllr R Wilson

Agreed: by all Councillors present

c) The Grounds Maintenance Service Level Agreement was discussed. The original agreement was for 8 cuts throughout the year but 14 cuts were done. 3 extra cuts were requested by the Parish Council. The new agreement needs to be very specific on requirements. It should include a request to source plants from Linden Nurseries. Any extra cuts must have an order number provided by the Parish Council and be itemised separately on the invoice.

Clerk to prepare agreement

d) The clerk's salary was discussed. The NLC scale point 19 is £9.97 per hour. Clerk to check with ERNLLCA on salary scale and hours relating to specific job description. Appraisal required for clerk before salary can be increased. Cllr L Wilson, Cllr A Coulton and Cllr T Beisty to hold appraisal. Precept amount to be adjusted to allow for cost of increase in salary and tax.

Cllrs L Wilson, T Beisty & A Coulton to arrange appraisal with clerk

Proposed: to increase the salary, Cllr R Wilson and seconded by Cllr A Coulton. Agreed by all Councillors present.

e) The Precept was discussed but further details required before final decision can be made. To be agreed at December meeting.

Add to December agenda

Action: Add to December agenda

f) Friendly 5 grant. A number of grant applications are being investigated. PC to contribute 5% of total amount. Should further works be carried out by children in the community parental permission is required and awareness of Parish Council Child Safeguarding Policy to be highlighted.

Add to December agenda

Action: Add to December agenda

g) Spire Accounting package. Clerk advised that if precept was higher than £10,000 then cost would be higher than £129 + vat per annum.

Clerk to purchase.

Agreed: to purchase accounts package.

18/152 Update and information on parish

a) Appleby

Neighbourhood Plan – North Lincolnshire Council have appointed an independent examiner. Some clarification has been requested and NLC, Joy Powell and Cllr Keyes are to meet to discuss this. The assessor will also do an independent survey around the area.

Community Speedwatch – 8 volunteers have come forward. An administrator is to be appointed to coordinate the scheme and so the start is now delayed until Spring 2019. Speedwatch volunteers will work in groups of 3 for safety reasons. Equipment and training to be provided by Humberside Police. Appleby have registered their interest in the scheme.

b) Santon

Street lights - Councillor Glover confirmed that the street lights are the responsibility of NLC. Problems should be reported via the online form on the website or through the parish council.

Community Speedwatch –A Traffic Regulation Order is required before the police can enforce speed limits on Dawes Lane. To be discussed at the British Steel/NLC/resident meetings.

Action: add to next Santon meeting agenda on 3 December 2018.

c) Playground

Councillor Johnson had met with the engineer from Proludic and an inspection of the equipment was carried out. A list of work required was compiled and once items received repairs would be carried out. 3 machines had faults. There should be no cost as these should be covered by warranty.

d) WW1 grant

The planter and plaque had been installed and the parish council had received positive feedback. A grant had been applied for from NLC to cover the cost. The planter had been secured by a dog anchor.

e) Broughton & Appleby regeneration

The Ancholme Way footpath is still under discussion.

f) Police & Crime Commissioner update & NAT & Rural Safety Conference

The Community Speedwatch scheme has been delayed until Spring 2019. 20 camera kits are to be provided. Any one caught speeding will be sent a letter. After 3 letters the police will prosecute.

The Rural Safety Team are looking for ways to disseminate information to residents, this includes use of the newsletters, social media and websites. Problems must be reported as this helps to build a case for officers to visit on a regular basis.

The NLC NAT meeting has been delayed until the New Year.

g) Rights of Way

Dave Sanderson, NLC, has requested a schedule of any works required that the parish council wish to be considered out of this years' budget. Cllrs R Wilson and T Beisty to meet 7 December to discuss and respond.

Action: Cllrs R Wilson & T Beisty to meet and respond to Dave Sanderson

h) Emergency Plan

GDPR forms had been circulated to councillors, vulnerable residents and volunteers for completion. Copies have been circulated as required and added to the parish council website.

18/153 To receive and consider Planning Matters

a) PA/2018/1316 – Retention of Wressle 1 wellsite and associated works.

To go to planning committee on 28 November 2018. Parish council could attend but not speak. Private residents can speak but only if they request to do so 48 hours beforehand.

18/154 To receive and consider Correspondence

a) ERNLLCA information on GDPR – previously emailed to councillors. Clerk advised that all parish councillors must have a separate email for parish council. This must be done by end of December 2018.

Actions

To be added to agenda for Santon resident meetings

Cllrs R Wilson & T Beisty to meet 7 December.

Cllrs to ensure they have a parish council email address.

Actions

All to complete survey.

- b) ERNLLCA information on business rates on public toilets – previously emailed to councillors. NALC requested that councillors complete the questionnaire to aid the proposal to abolish these.

18/ 155 To consider North Lincolnshire Ward Councillor reports.

Nothing to report

18/156 Complaints, suggestions and matters for the press.

List of contacts for Rural Safety group to go in newsletter.

Notice of election of parish councillors to go in newsletter.

18/157 Confirmation of date and time of next meeting.

The dates of the next meetings are scheduled for:

Tuesday 18 December parish council meeting

Monday 14 January 2019 parish council meeting

Dates for February and March to be agreed at December meeting.

All meetings to be held in Appleby village hall at 7pm unless otherwise advertised.

Agreed: by all Councillors present.

There being no further items the Chair thanked everyone for attending and the meeting closed at 8.20pm.

DRAFT