

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

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Minutes of the monthly meeting of New Holland Parish Council held at 7pm on Wednesday 15<sup>th</sup> May, 2019 at New Holland Community Centre, Barrow Road, New Holland.

Present: Cllr Ascher, Cllr G Booker, Cllr O Booker, Cllr Graves, Cllr Hickman, Cllr Rank, Cllr Taylor & Cllr Woodhead (Chair).

Also present: 7 residents, Cllr Clark, Cllr Wells & Deb Hotson – Clerk to the Council.

## **Public Participation**

No comments from residents.

Cllr Woodhead opened the meeting.

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### **1905/01 Apologies for absence**

All members present.

### **1905/02 Declaration of Interest**

a. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

Cllr Hickman declared a personal interest in agenda item 1905/07.

b. To note dispensations given to any member of the council in respect of the agenda items listed below.

None outstanding.

### **1905/03 Parish Council Co-option**

To receive any co-option applications determining actions required.

### **1905/04 Minutes of Previous meeting**

**Resolved** - Minutes of the Parish Council meetings held on 20<sup>th</sup> March, 2019 were approved and signed as a true and correct record.

### **1905/05 Clerk's Report**

- a. Clerk has reported all highway issues – agenda item.
- b. Clerk has sent all outstanding highway issues to Ward Cllrs – agenda item.
- c. Clerk has contacted NLC with regard to the siting of trees along the bypass and along Barrow Road – agenda item.
- d. Clerk has reported the safety concerns with regard to the trees on the Millennium Walk to NLC. The Clerk has received no response from the Officers so therefore escalated to their Line Manager who will have a tree warden come out and inspect the trees.
- e. Clerk reported the suspected sewage into the dyke on Peploe Lane to the Internal Drainage Board – issue reported to Anglian Water.
- f. Clerk contacted the Scouts who carried out a litter pick in the playing field.
- g. Clerk has reported all highway issues – agenda item.
- h. Clerk has sent all outstanding highway issues to Ward Cllrs – agenda item.
- i. Clerk has contacted NLC with regard to the siting of trees along the bypass and along Barrow Road – agenda item.

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## **1905/06 Report from Ward Cllrs on NLC issues**

To receive a report from the Ward Councillors on North Lincolnshire Council issues.

Cllr Clark said all Ward Cllrs have retained their roles and look forward to working with the Parish Council again.

## **1905/07 Community Centre**

a. To determine, that due to the lack of community members whether a Committee is required or issues can be dealt with via the Parish Council.

It was agreed to resolve all Community Centre issues as part of the Parish Council meetings until further notice.

b. To be notified of the grant funding received determining further actions.

The Parish Council have been issued with £10,000 which will cover external maintenance and repairs to the Centre and the purchase of new notice boards for the village. One to be placed at the bus shelter, which NLC have kindly agreed to install and one to be located on the Centres wall. Clerk to update Andrew Howarth, order the notice boards and inform the selected contractor.

c. To receive an update on the café determining any actions required.

Cllr Hickman stated that the café has had a good start but due to personal circumstances would be closing at the end of the month. Cllr Hickman was thanked for all the work she had done to date.

d. To determine and review any other actions.

No further issues raised.

## **1905/08 Delegate Reports**

a. To receive a report from the Recreation Ground Committee.

The New Holland at War event in April went well and raised over £600. Preparations have already started for next years event. Car booting may be an option for next year and this will be looked into.

The planning application for the refurbishment of the play area is nearly ready for submission and once submitted grant funding will be sought.

b. To receive an update from the Railway & Transport representative about the station determining actions required.

Cllr Graves attended the last meeting. The OGM is the next meeting scheduled. The wooden planters at the railway station are being repaired and a further two planters are available from Harbour Station and the Clerk will be informed once available. It was suggested this could be put on to the train and transported to New Holland.

## **1905/09 Police Matters / NATs / Neighbourhood Watch (NHW)**

a. To receive comments on police matters, determining any actions required.

Cllrs Graves and Rank attended the last meeting. The next NATs will be held at the Centre.

b. To be notified of any CCTV requests for footage which have been made to the Parish Council from Humberside Police.

No requests received.

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## **1905/10 Highways / Footpaths / NLC issues / Parish Issues**

- a. To receive an update report on a competition for children to participate in the creation of an anti-dog fouling poster determining actions required.

Cllr Graves to contact the school again to see when the competition will take place.

- b. To receive an update with regard to the planting of trees along the verges, at the roundabout and any other areas via the Woodland Trust.

The Clerk has received a mixed response from NLC and it was agreed that the Clerk will pursue the planting of trees.

- c. To determine actions required with regard to carrying out a litter pick at the Millennium Park.

Cllr Graves as been approached by a resident who wants her children to partake in some community work. It was agreed that litter picking would be a great task and sense of pride for the young children to participate in. Cllr Hannigan is organising some litter picking sets to be delivered to the centre and Cllr Graves to create a risk assessment and ensure all children participating wear the relevant protection. The litter will be taken to the centre for collection by NLC and the children will be provided with a drink and sandwich.

Cllr Taylor suggested that the Police have local community certificates that could be awarded. Clerk to contact the PCSO to enquire.

- d. To determine actions required with regard to the placement of the boat planters in the parish.

Mrs Barraclough has offered to ensure the boats are located back at the centre for a decision to be made on planting them up and locating in a secure place.

- e. To review the pilot grass verge and parish path maintenance determining any actions required.

There has been some confusion over what areas of grass needed to be cut which has now been resolved and the Parish Council are cutting all within the parish and the intertown verges and additional cuts allocated by NLC. Additional funds have been received and all the works can be carried out within the allocated funds.

The Parish paths have received their first cut which has gone well.

A cut to be instigated on the dyke bank and up to the trees on the opposite side along the Millennium Walk. Clerk to get a couple of quotes.

The maintenance plan and agreements to the parish paths cuts are being more difficult to sort out, the Clerk has sent lots of emails to different people and has a meeting arrange on 5<sup>th</sup> June with one of NLC Directors Peter Williams to try and resolve.

The Clerk has monitored each grass verge cut to date and issues have been resolved. The grass will continue to be monitored.

- f. To be notified of the further correspondence received from a resident with regard to the Millennium Park ground maintenance carried out earlier in the year, determining any actions required.

For the benefit of the new Councillors the Clerk read out the various emails received from the resident with regard to comment on his fencing and works carried out at the park in December of last year.

**Resolved** – the Clerk to respond with the same wording as per the last discussion as follows: -

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Clerk to respond to the resident stating that if there were ongoing problems with the fencing due to the allegedly damage caused by the contractor then the resident must pursue this with the contractor.

Anyone has a right to cut back overhanging branches and put back over the fence.

The Millennium Park was in need of a good cut back and this originated from an email for the resident with regard to the height of the trees and some overgrowing into their garden. This resulted in a full ground maintenance project on the park.

It was unfortunate that a fence was put up prior to this work being carried out and the Parish Council sympathise with this but the Parish Council except no responsibility for any damage caused. The Park will now receive a yearly cut back to ensure it is managed.

Clerk to look through the Parish Council deeds for any boundary maps.

g. To notify the Clerk of any issues to be taken up with NLC.

Cllr Booker stated that the footpath verges are all encroaching onto the footpaths and need cutting back. This is crumbling the footpaths in certain areas. Clerk has already reported and will chase this up.

Some residents had received letter from NLC with regard to the road sweepers coming around. Resident moved their cars and unfortunately the road sweeper did not turn up.

Cllr Hannigan is obtaining the timetable to provide residents with the rolling timetable.

Clerk to report that the damaged pavement on Morgan's Way has still not been repaired which is now over 12 months.

The area of land located on Oxmarsh Lane which housed the caravan is overgrown and encroaching on to the highway. Clerk to report to NLC along with contacting NLC Enforcement and Environmental Department on an update with regard to Manchester Square which seems to have slipped back after a promising start with regard to the litter and repairs to the lane.

Clerk to also contact Cllr Hannigan with regard to the ROW gate.

## **1905/11 Planning**

To receive any decisions and discuss the following application received from North Lincolnshire Council.

**2019/699** – planning application to erect detached garage at 5 Peploe Crescent.

**Resolved** – no objection or comment.

## **1905/12 Correspondence for Discussion/Decision**

a. To be notified of the NALC T & PC VE Day 75 event scheduled for 8<sup>th</sup> May, 2020 determining actions required.

Item to be discussed further at the next meeting.

b. To determine any suggested resolutions to go to the ERNLLCA AGM.

No resolutions were suggested.

c. To consider attendance to the Volunteer Showcase Event.

Item noted with no further actions.

d. To consider attendance to the ERNLLCA Chairmanship Training Event.

**Resolved** – Cllr G Booker to attend the days event. Clerk to book.

e. To consider attendance to the ERNLLCA Being a Good Cllr Training Event.

**Resolved** – all Cllrs to attend. Clerk to send out the timetable again and Cllrs to respond by the end of the week with their available dates.

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## Correspondence for Information

- f. Membership of the ERNLLCA Executive Committee. This is currently included in the Annual Meeting of the Parish Council agenda.
- g. ERNLLCA – Making Tax Digital – VAT. The Parish Council are not VAT registered so therefore can continue to reclaim VAT via paper format as the currently do.
- h. ERNLLCA minutes of the meeting held 27/03/19.
- i. ERNLLCA March & April Newsletters.
- j. NLC Highway updates.

## **1905/13** Accounts

- a. To review and approve the signing of a new mandate for a term of 4 years.  
Clerk to remove the one Councillor no longer on the Council and all others will remain.
- b. To be notified and approve the Internal Audit report 2018/19 and determine any actions required.  
The report was circulated prior to the meeting, the Clerk went through the report and will resolve all issues raised.
- c. To approve the Annual Governance Statement 2018/19.  
**Resolved** – the approval of the Annual Governance Statement 2018/19.
- d. To approve the Accounting Statement 2018/19.  
**Resolved** – the approval of the Accounting Statement 2018/19.
- e. To review and approve the 2019/20 Insurance Policy.  
**Resolved** – the insurance policy was approved for renewal.
- f. To consider the cost of an SSL Certificate to secure the website.  
Item deferred until advice has been received from ERNLLCA.
- g. To consider membership renewal for VANL at £20 for 2019.  
**Resolved** – approval for the membership renewal.
- h. To consider membership renewal for ERNLLCA at £301.25 for 2019.  
**Resolved** – approval for the membership renewal.
- i. To be notified of the outcome of the grant applications submitted for the refurbishments of the Community Centre and installation of new notice boards determining actions required.  
Item discussed under 1905/07b.
- j. To approve the monthly accounts for payment. See financial report.  
**Resolved** – approval for payment of the accounts.

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|----------|-------------------------|--|-----------|
| 04.04.19 | A Sissons               | Ground Maintenance / Flower beds - April | £189.01   |
| 08.04.19 | R Coleman               | Community Centre expenditure             | £1,554.19 |
| 15.04.19 | Norton Security Systems | Fire Alarm maintenance                   | £135.00   |
| 15.04.19 | Lawn N Order            | Grass Verge Maintenance                  | £216.00   |
| 30.04.19 | British Gas             | Community Centre expenditure             | £184.97   |
| 01.05.19 | Grove Groundworks       | Parish Path Maintenance                  | £195.50   |
| 01.05.19 | A Sissons               | Ground Maintenance                       | £35.00    |
| 07.05.19 | Lawn N Order            | Grass Verge Maintenance                  | £492.00   |
| 15.05.19 | R Dixon                 | Internal Audit Fee                       | £345.00   |
| 15.05.19 | Vision ICT              | Web Hosting & Email Annual Fee           | £276.00   |
| 15.05.19 | Zurich Municipal        | Insurance renewal                        | £340.02   |

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| 15.05.19 | D Hotson  | Salary/Tax               |         |
| 15.05.19 | A Sissons | Ground Maintenance - May | £189.01 |

## **1905/14 Minor Items**

### **a. To take any points from members.**

- Cllr Graves stated once the new Councillors were settled in, she was prepared to give up representing the Council at the NATs meetings to allow one of the new Councillors to attend.
- Clerk to contact NLC about the installation of booster in the village to improve the Wi-Fi connectivity. Agenda item for the next meeting.

### **b. Matters of correspondence for information which arrived after the agenda was posted.**

- Guaranteed Security service offer. The Clerk has been in contact with ERNLLCA for advice and they have stated that to monitor the Councils assets was acceptable but to enter into a contract for general service was not advisable. Clerk has also contact Inspector Harvey for his thoughts. It was agreed not to put this on the agenda for further discussion as there were no current issues in the parish.
- A Marketing Solutions company have asked for an update on how the Centre has progressed over the past 12 months. Members to provide the Clerk with any information by the end of the week to forward on.

## **1905/15 Agenda Items for the next meeting –**

- Approval – Being a Good Cllr training.
- Wi-Fi booster.
- Community Emergency Plan.
- NALC T & PC VE Day 75 event scheduled for 8<sup>th</sup> May, 2020.
- To elect a Snow/Flood Warden.

## **1905/16 To confirm the date and time of the next meeting as 19<sup>th</sup> June, 2019 at 6.30pm at the New Holland Community Centre, Barrow Road, New Holland.**

## **1905/17 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**

The meeting closed at 7.45pm.