

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

Telephone: 0784 220 1877

Email: clerk@newhollandparishcouncil.gov.uk

Minutes of the monthly meeting of New Holland Parish Council held at 6.30pm on Wednesday 17<sup>th</sup> June, 2020 at New Holland Community Centre, Barrow Road, New Holland.

Present: Cllr G Booker, Cllr O Booker, Cllr Graves, Cllr Robinson & Cllr Woodhead (Chair).

Also present: 2 residents & Deb Hotson – Clerk to the Council.

---

**2006/01 To note apologies for absence**

Apologies received from Cllrs Ascher and Rank.

**2006/02 To approve the Internal Auditor for 2020/21**

**Resolved** – R Dixon was approved as the Auditor.

**2006/03 To confirm the meeting dates for 2020/21**

Dates all confirmed and noted. These are on the website too.

**2006/04 To confirm Councillors have reviewed their Register of Interests**

Those present confirmed that their ROI's were up to date.

**2006/05 To elect a Planning Representative(s)**

**Resolved** – Cllr Graves was elected as the Planning Representative.

**2006/06 To receive the Fire Safety Risk Assessment for 2020 determining any actions required**

Cllr G Booker stated that the Boiler Room was not to be used for storage. All combustible material to be removed.

All Areas. Joints between walls and ceilings to be sealed. High Priority.

Val's Room. Stored combustible items. Items donated for jumble sale, medium/high priority, will be removed once centre is available to carry out proposed sale.

Cllr Booker to scan in the completed assessment for the Clerk to circulate for approval at the next meeting.

**2006/07 To review the following Parish Council procedures/policies**

- Standing Orders
- Financial Regulations
- Reserves Policy
- Asset Register
- Financial and H & S Risk Assessments
- To receive the annual Fire Safety Risk Assessment for the Centre.
- Complaints Procedure
- CCTV Policy & Request Form
- Members & Officers Protocol
- Scheme of Publication Policy
- General Data Protection Regulations
- Equal Opportunities Policy
- Community Emergency Plan
- Disciplinary & Grievance Procedure

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

Telephone: 0784 220 1877

Email: clerk@newhollandparishcouncil.gov.uk

- Child Protection Policy
- Vulnerable Adult Policy
- Co-option Policy
- Terms of Reference of the Emergency Management Committee & Personnel Committee.

**Resolved** – all policies and procedures were reviewed and approved.

## **2006/08 To review/approve the following Community Centre procedures/policies**

- Booking Process/Scale of charges
- Keyholder agreement
- Weekly H & S check sheets
- Lone Working Policy
- Environmental Policy

**Resolved** – all policies and procedures were reviewed and approved.

## **2006/09 To resolve that this Council utilizes its powers under the Local Government Act 1972, section 101, to devolve to the Clerk the authority to make decisions on planning applications where:**

- a. The application falls between meetings and it is not possible to obtain from the Planning Authority an extension of time to consider the matter; and
- b. The Chairman is unavailable to convene an extra-ordinary meeting or particular circumstances are such that the convening of an extra-ordinary meeting is impractical.

In both circumstances the Clerk shall have authority to respond on the Council's behalf, taking into account the Local Plan; the content of any planning policies; community plan or Neighbourhood Plan adopted by the council; and precedent. Moreover, where it is practicable, the Clerk is to contact ALL Councillors to confirm they are content with the response to the specific Planning Application requiring this action.

This authority will not apply to applications where there are known objections by neighbours; multiple housing development; and new land allocations.

**Resolved** – approval of delegated powers to the Clerk as detailed above.

## **2006/10 Public Participation**

**Resolved** - to temporarily suspend the meeting for a period of no more than 15 minutes to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened.

A resident stated that a couple of residents had raised concerns with regard to the parking on the footpath outside the property on Hann hill, Barrow Road. This has already been reported. Clerk to report to NLC again.

Concerns were raised with regard to the recent storm which had caused the trees on Manchester Square to damage some of the roofs in the area.

The hedge is now covering, over a third of the footpath along Manchester Square and has potential to cause damage if walked into by children or the elderly.

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

Telephone: 0784 220 1877

Email: clerk@newhollandparishcouncil.gov.uk

The Clerk had requested an update from Ward Cllrs but this had not been forthcoming. It was agreed for the Clerk to write to the Ward Cllrs stating that the Parish Council were disappointed they had not attended any of the Parish Council meetings since lockdown or had provided a report.

Information to be sent to the Clerk to forward to NLC on the PROW from Manchester Square.

**Resolved – the meeting was re-opened.**

## **2006/11 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.  
None declared.
- b. To note dispensations given to any member of the council in respect of the agenda items listed below.  
None outstanding.

## **2006/12 Minutes of Previous meeting**

**Resolved** - Minutes of the Parish Council meetings held on 20<sup>th</sup> May, 2020 were approved and signed as a true and correct record.

## **2006/13 Clerk's Report**

- a. Clerk has reported all NLC highway issues. Agenda item.
- b. Clerk has contacted the Environmental Team again with regard to the Millennium Walk – cutting down of the trees, replacement of PROW signage and repair to the gravelled area.
- c. Clerk has contacted Network Rail with regard to planned works. Agenda item.
- d. Clerk has asked Ward Cllrs to chase up the flying tipping of dyke debris on the grass verges on Barrow Road. This has now been outstanding for 6 months. Clerk has also asked for an update on the cutting back of the trees on the highway from Manchester Square.

## **2006/14 Report from Ward Cllrs on NLC issues**

No apologies received and no report provided.

## **2006/15 Community Centre**

- a. To receive an update on the centre refurbishment project determining further actions.  
The fence has been completed.
- b. To consider the cost for the next phase of refurbishments at the centre.  
**Resolved** - The Parish Council in light of the previous difficulties in obtaining quotes for work to be carried out at the Community Centre will retain the current contractor for all works below £5,000. The Parish Council will endeavour to obtain 3 quotes for any works over this amount. This will be reviewed in 3 years or before if required.  
Cllr G Booker to obtain a breakdown of the quote for internal works and provide to the Clerk for circulation. **Resolved** – once the breakdown was received the works will commence at a cost of £4,250 with a contingency of £500.
- c. To receive the weekly H & S check sheets for the Centre.  
The sheets were received for April, May and June with no issues raised.

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

Telephone: 0784 220 1877

Email: clerk@newhollandparishcouncil.gov.uk

- d. To consider the re-location of the post box from the old post office to the wall of the Community Centre, determining actions required.

**Resolved** – approval for the relocation of the post box. The Clerk had informed the Lesser who has stipulated that if the Parish Council leave the premises, they or the Post Office will pay for its re-location. This was agreed.

It was agreed to ask NLC to remove the notice board on Manchester Square and re-locate the waste bin.

- e. To determine and review any other actions.

No other issues raised.

## **2006/16 Delegate Reports**

- a. To receive a report from the Recreation Ground Committee determining any actions required.

Cllr Woodhead stated that he is waiting for Streetscape to respond to some questions prior to the grant application being submitted.

- b. To receive a report from the New Holland Regeneration Group determining any actions required.

Item deferred.

- c. To receive an update from the Railway & Transport Representative determining any actions required.

There have been no meetings.

## **2006/17 Police Matters / NATs / Neighbourhood Watch (NHW)**

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

No items raised.

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

Cllr Woodhead had received a request to review the footage from an incident. Clerk to ask the CCTV contractor to take a look at camera on the pole with a review to replacing it.

## **2006/18 Highways / Footpaths / NLC issues / Parish Issues**

- a. To consider the information received from NLC on the ownership of the woods on the Millennium Walk that have had trees cut down and taken determining actions required.

It was agreed for the Clerk to inform the owner that trees had been cut down in the woods.

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

Clerk to report the following issues: -

- Pot hole on Oxmarsh Lane between Barrow Road and the level crossing.
- Uneven and dangerous footpath from the Community Centre to the railway station.
- Westburn Avenue – broken up footpath, cars parking on the footpath and a smell and rat sightings.

Clerk to ask if the 30mph could continue after the level crossing on Oxmarsh Lane as this is a single dead-end track.

## **2006/19 Planning**

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

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

Telephone: 0784 220 1877

Email: clerk@newhollandparishcouncil.gov.uk

**2020/175** – retrospective planning permission for a biomass boiler, loading plant and enclosure at Abor Forest Products, Barrow Road, New Holland.

**Resolved** – no objection or comments.

## **2006/20 Correspondence for Discussion/Decision**

- a. To be notified of the NAT member details information received from NLC determining actions required.

Clerk to complete with Cllr Graves information.

### **Correspondence for Information**

- b. ERNLLCA newsletter 3 & 4.  
c. NLC Highway updates.  
d. Update from Network Rail on the rail works schedule who have stated that due to the lack of manpower only critical work has been undertaken and all other works are planned to go ahead when they can.

## **2006/21 Accounts**

- a. To consider taking on the devolved grass verge/PROW cutting for East Halton & Thornton Curtis as requested by NLC.

**Resolved** – approval to take on the devolved grass verge / PROW cutting.

- b. To consider the quotes received for the grass verge/PROW cutting for East Halton & Thornton Curtis.

The contactor was selected.

NLC have also approached the Council to cut Peploe Common along with the PROW cuts.

**Resolved** – approval to take this on and the current contractor will undertake this work.

- c. To consider a donation to the British Red Cross.

It was agreed to provide donations to local organisations only.

- d. To approve the monthly accounts for payment. See financial report.

**Resolved** – approval of the accounts for payment.

28.05.20	Lawn & Order	Grass verge cutting – cut 3	£234.00
28.05.20	Zurich Municipal	Insurance renewal	£340.49
28.05.20	JB Rural Services	Ground Maintenance – Millennium Park, Station & Centre	£120.00
		Grass verges – S & N Killingholme – 1 <sup>st</sup> cut	£618.00
02.06.20	Grove Groundworks	PROW – 1 <sup>st</sup> cut	£195.50
02.06.20	JB Rural Services	Grass verges – S & N Killingholme – 2 <sup>nd</sup> cut	£618.00
		PROW – S & N Killingholme – 1 <sup>st</sup> cut	£180.00
02.06.20	Norton Security	Fire Alarm/CCTV call out and checks	£65.00
09.06.20	JB Rural Services	Grass verges – S & N Killingholme, Thornton Curtis & East Halton	£858.00
		New Holland – supply of plants	£300.00
17.06.20	D Hotson	Salary/Tax – April & May	
17.06.20	D Rowbottom	Gas Safety Check – flat	£50.00

## **2006/22 Minor Items**

- a. To take any points from members.

# **NEW HOLLAND PARISH COUNCIL MINUTES**

Clerk to the Council: Deb Hotson

Telephone: 0784 220 1877

Email: clerk@newhollandparishcouncil.gov.uk

- The current contractor for the flower beds has mistakenly tendered to the School Lane bed. Clerk to ensure this doesn't happen again.
  - There is currently no lid on the dog bin at the Millennium Park. Clerk was delegated to replace with a green plastic bin at a cost of £150.
- b. Matters of correspondence for information which arrived after the agenda was posted.
- No further information received.

## **2006/23 Agenda Items for the next meeting –**

- Dog bins.
- Fire Safety Risk Assessment.

## **2006/24 To confirm the date and time of the next meeting as Wednesday 15<sup>th</sup> July, 2020 at 6.30pm – via a Zoom platform.**

## **2006/25 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 7.30pm.