

# Elsham Parish Council Agenda

Parish Clerk – Deb Hotson  
79 Top Road, Worlaby North Lincolnshire, DN20 0NG  
Telephone: 0784 220 1877  
Email: [theparishcouncil@outlook.com](mailto:theparishcouncil@outlook.com)

Dear Councillor

You are hereby summoned to attend the meeting of Elsham Parish Council on **Monday 20<sup>th</sup> May, 2019**. Proceedings will be held at Elsham Village Hall commencing at **6.30pm** after the Annual Parish Meeting and the Annual Meeting of the Parish Council.

The agenda is set out below. Members of the public and press are welcome

▷ Hotson      **Deb Hotson - Clerk to the Council**      Date of issue –14<sup>th</sup> May, 2019

## **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. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda.

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### **1905/1 Apologies for absence**

To note apologies for absence.

### **1905/2 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.
- b. To note dispensations given to any member of the council in respect of the agenda items listed below.

### **1905/3 Minutes of Previous meeting**

Minutes of the Parish Council meetings held on Tuesday 19<sup>th</sup> March, 2019 to be approved and signed.

### **1905/4 Clerk's Report**

To receive a progress report for information. See appendix A. (Items requiring decisions will be on this agenda or placed on the next agenda).

### **1905/5 Report from Ward Cllrs on NLC issues**

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

### **1905/6 Delegates Reports**

- a. To receive an update report on activities with regard to the play area.
- b. To receive an update on the Elsham Quarry with regard to the Management agreement determining any further actions.
- c. To receive an update from the latest LVF, determining actions required.
- d. To receive an update from with regard to the BT Kiosk refurbishment determining any further actions required.
- e. To receive the completed safety check sheets determining any actions required.
- f. To consider enlisting the assistance of a handyman for the summer period to carry out any jobs in the parish.
- g. To receive an update on the parish projects for 2018/19 determining actions required.
  - Heritage Trail.

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## **1905/7 Police Matters / NATs / Neighbourhood Watch (NHW)**

- a. To receive an update on the implementation of a Neighbourhood Watch scheme determining actions required.
- b. To receive an update verbal / written report from Humberside Police / NATs and the NHW representative.

## **1905/8 Highways / Neighbourhood Services / NLC issues**

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

## **1905/9 Planning**

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

**2019/491** – planning permission to raise the ridge line through the installation of dormer window to rear roof slope at Downings, 17 Front Street.

**2019/664** – planning permission to erect bio-mass plant room at Holme Farm Care Home, 9 Church Street.

**2019/706** – planning permission to install a dropped kerb at 23 New Street.

## **1905/10 Correspondence for Discussion/Decision**

- a. To be notified of the response received from NLC with regard to Elsham Aggregate determining actions required.
- b. To be notified of the email received with regard to the replacement coffee shop at Barnetby Top Fuel Station determining actions required.
- c. To be notified of the NALC T & PC VE Day 75 event scheduled for 8<sup>th</sup> May, 2020 determining actions required.
- d. To determine any suggested resolutions to go to the ERNLLCA AGM.
- e. To consider attendance to the Volunteer Showcase Event.
- f. To consider attendance to the ERNLLCA Chairmanship Training Event.
- g. To consider attendance to the ERNLLCA Being a Good Cllr Training Event.

### **Correspondence for Information**

- h. Membership of the ERNLLCA Executive Committee. This is currently included in the Annual Meeting of the Parish Council agenda.
- i. 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.
- j. ERNLLCA minutes of the meeting held 27/03/19.
- k. ERNLLCA March & April Newsletters.
- l. Low Villages Forum request for agenda items for the meeting scheduled 04/06/19.
- m. NLC Highway updates.

## **1905/11 Accounts**

- a. To sign a new mandate for a term of 4 years.
- b. To be notified and approve the Internal Audit report 2018/19 and determine any actions required.
- c. To approve the Annual Governance Statement 2018/19.
- d. To approve the Accounting Statement 2018/19.
- e. To review and approve the 2019/20 Insurance Policy.
- f. To consider the cost of an SSL Certificate to secure the website.

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- g. To consider membership renewal for VANL at £20 for 2019.
- h. To consider membership renewal for ERNLLCA at £301.25 for 2019.
- i. To consider renewing the annual membership to the Low Villages Forum at a cost of £60.
- j. To approve the monthly accounts for payment. See financial report.

04.04.19	A Horner	Tree Works	£10.00
04.04.19	Polydon	Bus Shelter installation	£5,845.20
20.05.19	D Hotson	Salary & Tax	
20.05.19	Zurich Municipal	Insurance renewal	£288.79
20.05.19	Richard Dixon	Internal Audit Fee	£330.00
20.05.19	A Sissons	Elsham Park Ground Maintenance – April & May	£240.00
20.05.19	Elsham Village Hall	Rent May 18 – March 19	£180.00

## **1905/12 Minor Items**

- a. To take any points from members.
- b. Matters of correspondence for information which arrived after the agenda was posted.

## **1905/13 Agenda Items for the next meeting**

**1905/14 To confirm the date and time for the next meeting of the Parish Council as Tuesday 18<sup>th</sup> June, 2019 at 6.30pm at Elsham Village Hall.**

**1905/15 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.**

## **Clerks Report - Appendix A**

- a. Clerk has reported all highway issues to NLC.
- b. Clerk has asked if New Street and Barnetby Lane can be resurfaced earlier than NLC have stated.
- c. Clerk has asked NLC Dave Sanderson to reinstate the chicane on Dolls Lane.
- d. Clerk has informed NLC that that the light within Cllr Busby's property can be changed to LED.
- e. Comments on the Management Agreement for the Quarry have been submitted to NLC.
- f. Clerk has contacted NLC with regard to the double decker buses mounting the kerb to avoid the tree – the tree has now been pruned.
- g. Clerk has submitted a response to the proposed traffic sign and road improvements on Barnetby Lane and Front Street to NLC.
- h. Clerk has contacted NLC Enforcement with regard to Elsham Aggregates – agenda item.