

# Elsham Parish Council Agenda

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

Dear Councillor

You are hereby summoned to attend the meeting of Elsham Parish Council on **Tuesday 16<sup>th</sup> June, 2020**. Proceedings will be held remotely commencing at **6.30pm**.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting. *If you would like to join the meeting please contact the Clerk.*

The recording at Council Meetings is allowed with the full knowledge of the Chairman of the meeting and must be conducted openly.

The agenda is set out below.

D Hotson - **Deb Hotson - Clerk to the Council**      Date of issue –10<sup>th</sup> June, 2020

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

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

**2006/03 To confirm Councillors have reviewed their Register of Interests**

**2006/04 To review the following procedures/policies**

- Standing Orders
- Financial Regulations
- Reserves Policy
- Asset Register
- Financial and H & S Risk Assessments
- Christmas Tree Risk Assessment
- Complaints Procedure
- Members & Officers Protocol
- Scheme of Publication Policy
- General Data Protection Regulations
- Equal Opportunities Policy
- Community Emergency Plan
- Disciplinary & Grievance Procedure
- Child Protection Policy
- Vulnerable Adult Policy
- Co-option Policy
- Terms of Reference of the Personnel Committee.

**2006/05 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.

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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.

## **2006/06 Public Participation**

To resolve if necessary, 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.

## **2006/07 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.

## **2006/08 Minutes of Previous meeting**

Minutes of the Parish Council meeting held on Monday 18<sup>th</sup> May, 2020 to be approved and signed.

## **2006/09 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).

## **2006/10 Report from Ward Cllrs on NLC issues**

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

## **2006/11 Reports**

- a. To receive an update report on the play area determining any actions required.
- b. To receive an update on the Elsham Nature Reserve determining any actions required.
- c. To receive an update from the latest LVF determining any actions required.
- d. To receive the completed safety check sheets determining any actions required.

## **2006/12 Police Matters / NATs / Neighbourhood Watch (NHW)**

To receive an update verbal / written report from: -

- Humberside Police/NATs
- NHW representative.

## **2006/13 Highways / Neighbourhood Services / NLC issues/Parish Issues**

- a. To follow up all outstanding highway issues determining actions required.
- b. To receive an update on a footpath being installed on Barnetby Lane determining actions required.

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- c. To consider any additional cuts required on PROWs or verges in the parish.
- d. To consider the creation of wild flower areas in the parish determining actions required.
- e. To notify the Clerk of any further issues to be taken up with NLC.

## **2006/14 Planning**

- a. To receive any decisions received from North Lincolnshire Council.
- b. To be notified that the following applications was submitted to NLC under the Clerks delegated powers.

## **2006/15 Correspondence for Discussion/Decision**

- a. To be notified of the response received from NLC Enforcement with regard to the alleged breaches at Stoneledge determining any further actions required.
- b. To be notified of the NLC response with regard to the ash tree concerns determining actions required.

### **Correspondence for Information**

- c. ERNLLCA newsletter 3 & 4.
- d. NLC Highway updates.
- e. LVF Agenda for the meeting held 02/06.
- f. Response received from Anglian Water on the use of the new proposed works.

## **2006/16 Accounts**

- a. To consider the SLA renewal for emptying the litter bin and to carry out the annual inspection at the park.
- b. To consider a donation to British Red Cross.
- c. To consider the installation of new dog / litter bins in the parish.
- d. To approve the monthly accounts for payment. See financial report.

18.05.20	JB Rural Services	Grass verge cut	£125.00
19.05.20	LIVES	Donation	£60.00
28.05.20	JB Rural Services	Grass verge cut	£162.00
28.05.20	L Guest	Plants	£409.15
28.05.20	Zurich Municipal	Renewal	£290.74
04.06.20	Ian Bowmer	Handyman - May	£127.50
08.06.20	JB Rural Services	Grass verge cut	£162.00
16.06.20	D Hotson	Salary & Tax	
16.06.20	A Sissons	Play Area cut - June	£100.00
16.06.20	Balfours	Play area rent 24/06-30/09	£30.00

## **2006/17 Minor Items**

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

## **2006/18 Agenda Items for the next meeting**

**2006/19 To confirm the date and time for the next meeting of the Parish Council as Tuesday 21<sup>st</sup> July, 2020 at 6.30pm via a Zoom platform.**

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**2006/20 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.**

- Personnel Committee – Clerks Appraisal.

**Clerks Report - Appendix A**

- a. Clerk provided information to NLC Andrew Taylor with regard to the ash tree and ivy concerns in the Nature Reserve – agenda item.
- b. Clerk has been in contact with NLC NHW Co-ordinator and the Elsham NHW Co-ordinator is now on the main distribution list.
- c. Clerk has reported all NLC highway issues. Agenda item.
- d. The Clerk has confirmed with the contactor that the verges will be cut every two weeks along with Doll Lane.
- e. Clerk has reported the alleged breach of planning at Stoneledge. Agenda item.
- f. Clerk has responded to the letter with regard to accessing the Nature Reserve.
- g. Clerk has chased NLC for dog bin costs – waiting a response.