

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF STALLINGBOROUGH
PARISH COUNCIL HELD ON WEDNESDAY 12TH MAY 2021 AT 7.30 PM AT
STALLINGBOROUGH VILLAGE HALL, STATION ROAD, STALLINGBOROUGH**

Present: Cllr. Gilbert (Chairman)
Cllrs. Crofts, Sears, Genney, Reed, Nicholls and Scott

Apologies: None

In attendance: Cllrs. K and S. Swinburn and Cllr. G. Astbury, NELC Ward Cllrs.

There was 1 member of the public present.

(All those present were socially distanced as required under guidance)

21/13 Election of Chairman

Cllr. Gilbert elected unanimously as Chairman for the year and signed a Declaration of Acceptance of Office for Chairman.

RESOLVED: That Cllr. Gilbert be elected as Chairman for the year

21/14 To receive and accept apologies for absence

None – all present.

21/15 Declarations of Interest

None made.

21/16 Election of Vice-Chairman

Cllr. Crofts elected unanimously as Vice-Chairman for the year.

21/17 Election of Committees and Committee Chairmen and terms of reference:

Personnel Committee – Cllr. Croft (Chairman)

Members – Cllrs. Sears and Genney.

Any other Committee – none agreed.

Terms of Reference giving full delegated powers to the Personnel Committee approved.

RESOLVED: That Committee be appointed as agreed and terms of reference adopted

21/18 Election of Representatives onto outside bodies:

Town and Parish Liaison with NELC

Cllr. Crofts and Cllr. Reed

ERNLLCA NE Lincs District Meeting

Chair and Vice-Chair and/or Clerk

BCCRP

Cllr. Reed

Catch/Community Liaison Panel

Chair and Vice-Chair and any other interested members.

Any other outside bodies

One Voice – Cllr. Scott when available.

RESOLVED: That representatives be appointed as agreed.

21/19 Review of documentation/policies/governance documents and agree any necessary

Actions:

Standing Orders and Chairmanship
Financial Regulations
Scheme of Delegation
Electronic banking protocol
Audit procedures including internal audit
Website and email provision
Publication of information statement
GDPR policies and procedures
Risk management strategy
Bad Debt Recovery Policy
Registers of Interest
Training policy and commitment
Licensing requirements for Bar provision
Any other documents brought to attention at meeting

RESOLVED: That all documents were considered appropriate and fit for purpose at the present Time.

21/20 To approve minutes of previous meeting in April 2021

Minutes as circulated approved as a true record.

RESOLVED: That minutes be approved as a true record.

21/21 Police Report for information only

Received and circulated prior to meeting – noted.

21/22 Highways/Footpaths/Traffic Issues

- a) To receive update on any highways/footpaths/traffic issues from Clerk and members and agree any necessary actions on outstanding matters

Some letters sent out regarding overgrown hedges and Highways Meeting to be held following week. Noted.

- b) To receive quotation for grounds maintenance contract and agree necessary actions – one quotation received for the record

One quotation received. Accepted. Awarded for one year. MKS groundworks.

RESOLVED: That MKS Groundworks be awarded the grounds maintenance contract as Per schedule advertised for one year from June 2021 to May 2022

Public Break

Resident interested in standing for vacancy and Clerk to put on next agenda.

21/23 Planning Matters

The following planning applications were considered:

Planning Act 2008 (as amended) – Section 89 and The Infrastructure Planning (Examination Procedure) Rules 2010 (as amended) – Rules 8(3) and 17
Application by EP Waste Management Limited for an Order Granting Development Consent for the South Humber Bank Energy Centre
Variation of examination timetable and request for further information

Talga Anode U.K Limited are proposing the development of a graphite purification and anode production pilot facility and associated infrastructure on the Humber Gate site at Energy Park Way, Healing, Grimsby, DN31 2TT

Propose presentation to the Parish Council and Clerk to contact. No other comments agreed.

Planning Application Reference: DM/0349/21/FUL

Proposal: Erect single storey rear extension

Location: 7 Anthony Way Stallingborough

Cllr. Nicholls declared a prejudicial interest due to residency and took no part in discussions or debate and did not vote.

No objections.

Planning Application Reference: DM/1065/20/FUL

Proposal: Erection of detached storage building

Location: Global Shipping Kiln Lane Stallingborough

No objections.

Planning decisions for information – circulated as received.

To receive any other planning correspondence – none received.

RESOLVED: That all comments and actions be submitted as agreed

21/24 Future Dates *(for information only)*

Next meeting date – Wednesday 9th June 2021

ERNLLCA Training – May and June to be attended by Clerk.

Highways Meeting with NELC – Wednesday 19th May 2021

Any other future dates

21/25 Reports

ERNLLCA NE Lincs District Meeting – no one attended.

Ward Cllrs. report from NELC – given during the Annual Parish Meeting.

Communications Strategy, ERNLLCA – Clerk attended and gave short report.

To receive any other reports – none received.

21/26 Correspondence/Information Update/Parish Matters

a) To receive update on current and next Newsletter for June/July 2021

Annual Report agreed to be included. Youth Club advertisement. Short articles as advised from Ward Cllr. Update. Consultation to see if anyone is interested in In Bloom. Noted.

RESOLVED: That next edition proceed with articles included as agreed

b) To receive update on repainting of play equipment and agree necessary actions

Cllr. Scott proposed that rather than have the playground repainted on volunteer group basis that it be done professionally in view of grants received during the year. Agreed that Clerk obtain quotes for refurbishing playground professionally through cleaning and painting, that flooring repairs and/or new flooring quotation be obtained and that Clerk and Cllr. Scott look at possible additional equipment for the playing field.

RESOLVED: That the Council looks to update the playground professionally through Refurbishing current equipment, cutting back trees, flooring repairs and/or new Flooring and additional equipment. Clerk and Cllr. Scott to lead and obtain quotes

- c) To receive pricing for soldier silhouette for community garden and agree any necessary actions

Quotation received for £275 for silhouette soldier. Agreed to order from Hodson and Kauss and for it to be situated in community garden. Clerk to liaise with WI representative on position in garden.

RESOLVED: That soldier silhouette be ordered as agreed and sited in the community garden in Readiness for Remembrance Day.

- d) To receive update on ordering of lamp post poppies and agree any further necessary actions

Forward to next agenda – ordered and awaiting confirmation of receipt. Noted.

- e) Playing Field – to receive any issues on the playing field for consideration and agree any necessary actions

CLlr. Scott proposed repairs to building and it was agreed that Clerk contact a building contractor recently used at another Hall and get him out for a site visit.

RESOLVED: That Clerk progress quotations for repairs to Pavilion building.

- f) To receive notice of restarting of Youth Club and agree any necessary actions

New Youth Club organisers were now in place and would commence in early June once a fortnight at the present time. Noted.

- g) To consider bar provision for future hirings and agree necessary actions

Clerk reminded members that whilst she would continue with finance, as required, for the oversight of the Bar, the restocking for events would require a member of staff. Clerk to speak to existing staff to ascertain interest. Noted.

It was also agreed to have shrubs underneath the kitchen window removed as there did not appear to be any risk to security with windows barred etc. and so Clerk would obtain quotations and appoint cheapest contractor to carry out the works.

RESOLVED: That the overgrown shrubs be removed from the rear of the Hall and Clerk to Obtain quotations and instruct the cheapest contractor to carry out the works

21/27 Finance

- a) To approve payment list for May 2021

Approved to be made. CLlr. Reed checked and signed the schedule.

RESOLVED: That payments be approved to be made.

- b) To note date for internal audit – Tuesday 18th May 2021 at 10.00 am.

Noted.

Personnel Items

21/28 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting on the grounds that discussion of the following business is like to disclose exempt information contained within Paragraph 1, Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)

21/29 Personnel Items

- a) To approve salary payments as per schedule

Payments approved to be made.

RESOLVED: That all salary payments be made as per schedule circulated.

b) To receive update on jrs scheme and part time furloughing of employees

Staff to be unfurloughed from May.

RESOLVED: That no further furlough scheme claims be made from May 2021.

Chairman closed the Meeting at 8.38 pm.

<i>Signed:</i>	<i>Date:</i>
----------------------	--------------------