

MINUTES OF A PARISH COUNCIL MEETING OF STALLINGBOROUGH PARISH COUNCIL HELD ON WEDNESDAY 14TH APRIL 2021 AT 7.30 PM VIA THE ZOOM VIRTUAL PORTAL*

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

Apologies: None

In Attendance: Cllrs S and K Swinburn, Ward Cllrs., NELC

21/01 To receive and accept apologies for absence

None – all present.

21/02 Declarations of Interest

Cllr. Scott declared a personal and prejudicial interest in donation to School owing to employment. Noted.

21/03 To approve minutes of previous meeting in March 2021

Minutes as circulated approved as a true record.

RESOLVED: That minutes be approved as a true record of the meeting held

21/04 Police Report for information only

Received and circulated prior to the meeting. Noted.

21/05 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

Next Highways Meeting with NELC/ENGIE on Wednesday 19th May at 2.00 pm.

Cllr. Swinburn advised that fencing by the railway would be completed within next week. Layby on Riby Road would be closed permanently. Humber Link Road being well used and welcomed by many. Chairman thanked Cllr. Swinburn for assisting in having the layby permanently closed.

Cllr. Swinburn requested to ask for extra post on cycle track and would look at community projects to get play equipment repainted if possible.

Cllr. Scott asked about the possibility of extra markings on the speed table by the Park and Cllr. Swinburn advised he would look at this but after the local election date. All noted.

- b) To agree schedule for grounds maintenance contract and agree publication to receive quotations for same

Clerk had circulated proposed invitation to quote and this was approved for publication. Clerk to report back to next meeting with any received quotations.

RESOLVED: That invitation to quote be published as agreed.

21/06 Planning Matters

The following planning applications were considered

Planning Application Reference: DM/0288/21/FUL

Proposal: Partial change of use from residential garden to allow for exercising dogs and rental/ business to include the erection of shed

Location: Gatehouse Farm Bungalow Stallingborough Road Immingham

No objections.

Planning Application Reference: DM/0302/21/REM

Proposal: Reserved matters application following DM/0105/18/FUL to consider access, appearance, landscaping, layout and scale

Location: Land Off Stallingborough Interchange Kiln Lane Stallingborough

No objections.

Planning Application Reference: DM/0273/21/FUL

Proposal: Variation of Condition 3 (iii - Preliminary works) to delete reference to piling and Condition 11 (Piling) to vary timing of submission of piling information details as granted on DM/1070/18/FUL

Location: Land Rear Of Power Station Hobson Way Stallingborough

No objections.

Planning decisions for information – circulated as received.

To receive any other planning correspondence

21/07 Future Dates (for information only)

Next meeting date – Wednesday 12th May 2021 – Annual Parish Council meeting - and to receive update from Clerk on legislation concerning virtual meetings and agree necessary actions

Clerk advised legislation allowing virtual meetings to take place would expire on 7th May 2021 and from that date meetings would have to be held in person. Agreed that Hall availability made meetings in person viable and the Hall was a covid-secure venue. Scheduled for in person on Wednesday 12th May for the Annual Parish Council meeting, with Clerk to advise when further updates on physical meetings received.

To consider date for Annual Parish Meeting for Stallingborough – 12.05.21 – 7.00 pm prior to main meeting.

RESOLVED: That meetings be held socially distanced face to face in covid-secure venue of Stallingborough Village Hall on dates agreed pending further updates from Clerk On updated legislation

Town and Parish Liaison – Thursday 15th April 2021 – now cancelled by NELC

Any other future dates – none received.

21/08 Reports

To receive any reports – none received.

21/09 Correspondence/Information Update/Parish Matters

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

Layby and highways updates and mention Remembrance Day. Noted.

b) To receive update on Hall reopening dates and agree any necessary actions

Clerk updated on those hirers set to return as appropriate and this was noted. Cllr. Reed proposed quotation for piano tuning and any other potential work to refurbish and Clerk to obtain quotation.

RESOLVED: Quotation be obtained for piano tuning and possible refurbishment

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

Panel missing from fencing and is still on playing field. Clerk to ask Hodson and Kauss to repair. Rubber matting had fault and Clerk to pass to Newby Leisure for advice and quotation for possible repair. Clerk to ask for quotation for soldier silhouette and possible metal poppies for community garden from Hodson and Kauss.

RESOLVED: That quotations be sought as agreed and that repairs be carried out as necessary.

d) To agree items for Remembrance Day event for November 2021 including budget
Clerk to use local contact to source lamp post poppies and report back. Noted.

e) To receive update from school re emergency procedure measures and keyholders for the village hall and agree any necessary actions

Primary School had requested that they keep a key to the Village Hall for emergency access and this was agreed. Cllr. Scott advised she would liaise and Clerk to send keyholder confirmation form through for signing by school staff as required.

RESOLVED: That Stallingborough Primary School be allowed key and alarm code to Village Hall for emergency access only as per terms and conditions set out by the Clerk For keyholders.

21/10 Finance

a) To approve payment list for April 2021

All payments approved to be made as per list circulated.

RESOLVED: That payments be approved to be made.

b) To receive and consider request for donation to Stallingborough School and agree any necessary actions

Cllr. Scott had declared interest and was put in the waiting room for the item and took no part in discussions or debate.

Proposal of £250.00 donation made and agreed.

RESOLVED: That donation of £250.00 be made towards purchase of outside equipment.

c) To receive and formally approve full year accounts, account reconciliation for fy 20/21

Clerk had sent out full copy of cash book for whole year, account reconciliation and bank statement to all members prior to meeting and these were formally received and approved.

RESOLVED: That full year accounts for fy 20/21 be formally approved.

d) To receive notice of audit schedule from PKF Littlejohn, external auditors, and agree schedule for audit compliance

Clerk had received notification of annual audit for fy 20/21 and would ensure necessary dates were met and paperwork provided. Noted.

Personnel Items

21/11 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)

21/12 Personnel Items

a) To approve salary payments as per schedule

Approved as per schedule circulated and Clerk asked members to note changes due to national living wage increases which had been applied as appropriate.

RESOLVED: That salaries be paid as per schedule circulated.

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

Clerk advised that claims still being submitted and one employee on part time furlough for April with others to move to this for May 2021. Noted.

c) To receive notice from Clerk of end of year PAYE procedures

Clerk advised that PAYE had been finalised for fy 20/21 and all staff issued with P60 as required. New system for 21/22 already commenced. Noted.

Chairman closed the meeting at 8.22 pm.

Signed:	Date:
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