

**MINUTES OF THE MEETING OF SOUTH KILLIGHOLME PARISH COUNCIL HELD ON MONDAY
7th DECEMBER 2015 AT 6.30PM IN THE COMMUNITY CENTRE.**

Present : Chairman: Cllr Hull
Cllr C Stinson, Cllr G Hare, Cllr P Crofts, Cllr S Bainbridge,
Cllr A Morbin, Cllr K Hesketh, Cllr J Berry.

In attendance : Mrs K Pickering – clerk.
Cllr's Hannigan, Wells and Clark.
Seven members of the public.

1. **Apologies :** Cllr's Evans, McInnany and Johnson.

2. **Declaration on Interest on any agenda item:** No declarations received.

The Chairman permitted standing orders to be suspended to allow agenda item 13 to be brought forward and discussed out of sequence and to allow members of the public to participate in the discussion.

The chairman welcomed PC D Grantham and his PCSO colleague to the meeting who advised that he was here to support the village and try to bring an end to the antisocial behaviour by young people in the village along with the criminal damage and intimidation. PC Grantham advised the meeting that it was vital that good evidence is collated – be that CCTV evidence or witness statements. It is important to identify the young individuals involved and proceed down the reprimand, youth caution, arrest route. PC Grantham agreed to return to the village school before the children broke up for Christmas to reinforce his message that this antisocial behaviour will not be tolerated and that there will be severe consequences for their actions.

Cllr Berry informed the meeting that he had been personally attacked along with his house and that the locks at the doctors surgery had been glued up today resulting in all the locks having to be changed.

PC Grantham was asked if the CCTV footage of the damage to the community centre had been handed in to the police – PC Grantham advised that he was not aware of any footage from the community centre and it would probably be too late to use it as evidence now.

Cllr Morbin suggested that it was important that the young people of the village were provided with something to do be it a youth club, drop in centre, activity place etc.

Cllr Hesketh reminded the Police of the problems with quad bikes in the village which was not tackled by the police very effectively.

PC Grantham advised the meeting that they could have confidence that residents are being listened to by the police and that he was here to try and sort this problem out. Cllr Hannigan suggested that the police and N.L.C safer neighbourhoods team work together on this problem.

3. Adoption of the minutes of the Parish Council meeting held on 2nd November 2015

Amendments to the minutes of the meeting held on 2nd November 2015:

Page 37 – end of item 6(vii) Cllr's Hannigan and Clark left the meeting.

Page 37 – item 6(vii) – Clerk asked to look into where all the parish councils assets are stored.

Declaration of personal interest for Cllr's Evans, Hull and Berry – to be recorded at the commencement of item 7(i)

Item 7 (I) – to be recorded that no chairman was elected and the clerk chaired this agenda item.

Item 7(i) – to record that Cllr Bainbridge did not make a proposal – but strongly recommended that the chairman should write a letter of apology to Cllr Berry.

Item 8 – delete a number and replace with 2 residents spoke supporting the chairman and delete 'could not understand why her resignation was being called for'.

Item 8 – This resident suggested that some (not all) councillors should seriously consider all training available to them.

Item 12 (ii) – Cameras are to placed on staple lane (not St Denys) to monitor traffic.

Taking the above corrections into consideration the minutes of the meeting were approved and signed by The Chairman with 7 votes in favour and one against.

4. Matters arising from the minutes of the Parish Council meeting held on 2nd November 2015

- i. Nameplate sign – Mayflower Close – N.L.C have been asked to re-instate the second nameplate sign but have advised the clerk that the policy is one nameplate per street.
- ii. Primitive Chapel Lane road surface – Inspected by N.L.C 14/10/15 who have advised that there are no issues to be seen. Cllr Berry will take another look and advise clerk of problems to report.
- iii. Trees – Mayflower Close – Site visit 21/10/15 – 5 trees to be crown lifted to give clearance of 3.0m above ground level – this will be put forward for prioritisation in monthly budget.
- iv. Response from N.L.C regarding not supplying copies of plans for planning applications to parish councils – clerk awaiting response from N.L.C.
- v. Deeds to Community Centre – location of deeds to community centre not established as yet.
- vi. Website – work on the website has commenced and updates sent through to Kyanite Consulting. Councillors asked to take a look at the site and give clerk any comments/feedback. Cllr Stinson to look into how the official parish council can be the first link when searching for the site.
- Vii) Cllr Berry stated that all councillors should abide by the parish council standing orders and the Code of Conduct. No chairman was appointed for Item 7(i) at the November meeting therefore this item should be considered invalid.
Cllr Bainbridge to email clerk a suitable agenda item/statement for inclusion on the next parish council agenda.

5. Planning

Opportunity was given to one person (member of the public) from each side to state, within 3 minutes, objections or support for the application.

- i) Application PA/2015/1445 – Application for determination of the requirement for prior approval for signal box demolition – Signal box. Killingholme Road, Ulceby.

No comments to take forward to N.L.C.

6. To give consideration to holding Public Forum prior to the commencement of the Parish Council meeting – as recommended by ERNLLCA and in accordance with local council procedure.

MOTION: Cllr Berry proposed that this item be deferred for further consideration, seconded by Cllr Croft.

3 Votes received in favour of this amendment, 4 votes received against.

IT WAS RESOLVED to hold public forum prior to the commencement of the Parish Council meeting – 4 votes received in favour, 2 against and 1 abstention.

The agenda item was carried.

7. Community Centre and Bar Matters.

- i) To receive report on investigations undertaken and findings of the community centre committee and to receive recommendations.

Cllr Bainbridge read the report provided by the community centre committee – report attached to these minutes.

It was agreed that the clerk would be advised of any matters which councillors would like as specific agenda items for the next parish council meeting.

Cllr Morbin spoke to the meeting about the bowls club area of the community centre regarding the idea of turning the bowls club area of the community centre into a youth centre/recreation centre/activity centre. There are a number of factors to consider before this can take place:

- Fire exit door requires repair
- Adequate alternative storage for existing equipment
- Radiators need attention, along with plumbing and heating for this area
- Lighting – both inside and outside to ensure safe passage for fire exit route to carpark
- Rats/vermin control – loose items removed to prevent spread of disease.
- Electricity metre – needs to be made secure and establish how it functions/calibration.
- Water metre – ensure metre can distinguish between community centre and bowls club area.
- A fire risk assessment is required for the bowls club area of the community centre.
- Sports Field – asset – could provide income if hired to outside groups and used to engage the community.

- Utilising the bowls club area of the community centre as a meet and greet shelter/drop in shelter might help bridge the generation gap in the village.
- It was suggested that the young people of the village visit the bowls club area of the community centre and make suggestions to how they would like the building to be developed for their use.
- The councillors were asked to consider if they would support this project – including financially – not only set up costs but for general running of the building and club as well. It was agreed that this would be a specific agenda item at the next parish council meeting.
- The meeting agreed to make repairs to the fire door and commence control of the vermin in the building – the power to undertake these matters is from emergency repairs/matters within the financial regulations.

Cllr Hare suggested that the fire door would cost approximately £100 to repair and Cllr Morbin suggested all other emergency repairs/matters requiring immediate attention would not exceed £250.

Cllr Morbin reminded all councillors working on the community centre voluntarily should make adequate health and safety assessments prior to commencing work.

Clerk to make enquiries with council insurance company regarding cover for councillors working voluntarily.

Cllr Evans attended the meeting at this point.

- ii) To report that the community centre boiler has been serviced – there is a recommendation to place a cowl on the chimney – awaiting written report and invoice.
- iii) Bowls Club area of the community centre – resume under Item 7(i)
- iv) To discuss any new community centre or bar matters: No new matters to report.

Cllr Hannigan left the meeting at this point – he advised councillors that he would ask safer neighbourhoods to contact the police.

MOTION: Proposed by Cllr Berry, seconded by Cllr Morbin to suspend standing orders and extend the meeting until 9.00pm.

8. Correspondence.

VANL – training course diary

Rural Services Network – information

N.L.C – weekly road works list.

Broxap and Glasdon – product information – local councils.

N.L.C – Precept for 2016/17 – to N.L.C by 29th January 2016.

Creative play – information

Letters x 3 from South Killingholme residents – clerk read to the meeting.

Email from resident regarding dog fouling.

Certification of public footpath diversion

Police and crime Commissioner Elections – Use of premises as polling station – 5/5/16

9. Public Forum.

No matters raised under public forum.

10. Finance**i) ACCOUNTS FOR PAYMENT :**

Payee	Cheque no	Amount
XLN Telecom	DD	35.93
N.L.C – Rates	DD	54.00
Tesco's – bar stock	Debit card	104.00
Tesco's – bar stock	Debit card	91.32
Tesco's – bar stock	Debit card	65.32
Npower	DD	391.60
G Hare – Lock	400737	3.99
N.L.C – replacement bin	400738	67.40
Mrs K Pickering – Admin expenses	400741	40.03
Photocopying/envelopes – 27.50, stamps – 12.53		
AON Insurance – Mid term adjustment	400742	188.11
ERNLLCA – Training course	400743	36.00
Kyanite Consulting – website	400744	126.00

The above accounts were proposed for payment by Cllr Hull seconded by Cllr Stinson and unanimously agreed.

Income (November):

Bar Takings – 380.00 (wedding),

Hire: KCB – 120.00(Oct),

Other : 106.12 – VAT repayment, 200.00 – Sandpit field rent,

ii) To receive the income and expenditure year to date analysis - circulated at meeting.

Cllr Berry asked that the correspondence sheet, accounts for payment and Income and expenditure analysis be provided with the agendas prior to the meeting.

11. North Lincolnshire Council Matters

i) New matters to report: The street lighting is all out on the Manby Road roundabout – Cllr Stinson will provide the numbers of the street lights which are out.

It was reported that there is a leak on Greengate Lane – it is from a private dwelling.

12. Delegates Reports :

- i. Reports from Parish Councillors attending meetings – No reports to receive
- ii. North Lincolnshire Council Representatives – No reports to receive.

13. Police Matters:

- i) NATS meeting - Next meeting 17/12/15. Clerks note: The damage to the community centre was reported at the 15/10/15 NATS meeting – Police Officer present – PC Tom Stevens.

ii) New Police matters to report : No new matters to report.

Cllr Morbin left the meeting at this point.

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14. Parish Matters

- i) To give consideration to asking N.L.C highways representatives to visit Baptist Chapel Lane between the hours of 4 – 6pm to witness traffic issues in this area – it was noted that Roy Hindmarsh has undertaken traffic monitoring (golden rivers) in this area recently, however the data does not reflect how badly this volume of traffic affects such a small, narrow road. N.L.C have indicated that as the traffic data collected does not provide evidence for intervention/action nothing more can be done.
- ii) Dog fouling Greengate Lane/Mayflower Close – clerk circulated information provided by resident for councillors information.
- iii) New Parish Matters: It was noted that there is a green parish salt bin situated outside the Fish and Chip shop.

15. Agenda Items For Next Month's meeting.

Specific items for the agenda of the next meeting must be with the clerk no later than **WEDNESDAY 23rd DECEMBER 2015.**

16. Date of Next Meeting – MONDAY 4th JANUARY 2016 at 6.30pm - Community Centre.

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**SOUTH KILLINGHOLME PARISH COUNCIL – MEETING HELD ON 7th DECEMBER 2015.
AGENDA PART (B) – CLOSED MEETING - Private and Confidential.**

1. To receive the confidential accounts to pay and approve:

PAYEE	CHEQUE NO	AMOUNT
Angela Stepan - November	400739	268.00
Mrs K Pickering – November salary	400740	Gross: 355.70 Net: 350.50

The above accounts were proposed for payment by Cllr Hull, seconded by Cllr Stinson and unanimously agreed.

2. STAFFING: To receive the terms, conditions and contracts for all members of staff employed by South Killingholme Parish Council.

Information circulated – Appendix 2

a) Ms Angela Stepan – Caretaker/Cleaner

b) Mrs Karen Pickering – Clerk and Responsible Financial Officer

There was no time available to discuss Item 2. Cllr Berry asked the clerk to provide a complete contract for the clerk (a model draft contract had been made available to all councillors). The clerk advised that it was for the employer(The parish Councillors) not the employee (Clerk) to write and insert the detail of a specific contract.