

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF HEALING PARISH COUNCIL HELD ON TUESDAY 8TH MAY 2018 AT THE VILLAGE HALL, GREAT COATES ROAD, HEALING AT 7.15 PM.

Present: Cllr. Smith (Chairman)
Cllrs. Mooney, Wright, Metcalfe, Walker, Hewins and Nijjar

Apologies: Cllr. Hickman

There were 2 members of the public present.

18/18 Election of Chairman

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

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

18/19 To receive and accept apologies for absence

Cllr. Hickman – received and accepted.

RESOLVED: That apologies be received and accepted

18/20 DECLARATIONS OF INTEREST (Code of Conduct 2012) –

None made.

18/21 Election of Vice-Chairman

Cllr. Walker elected unanimously as Vice-Chair for the year.

RESOLVED: That Cllr. Walker be elected as Vice-Chair for the year

18/22 Election of Committees, Committee Chairmen and Adoption of Terms of Reference for each Committee

To elect Committees as per list below, appoint Chairman and adopt terms of Reference for each Committee:

Personnel Committee –

Cllr. Walker (Chairman) and members as Cllr. Hickman and Nijjar

Named substitute – Cllr. Hewins

Noted that the Personnel Committee has full delegated powers and Terms of Reference adopted as circulated.

Any other Committees – none.

RESOLVED: That Committees be appointed as shown and Terms of Reference be adopted As per circulated.

18/23 Election of Representatives onto Outside bodies

To appoint representatives onto the following outside bodies:

Town and Parish Liaison Committee – Cllr. Hewins, Cllr. Hickman or Chairman.

ERNLLCA District NE Lincs. Committee – Chair + Clerk + any member

Friends of Moated Site Group – Cllr. Hewins and Cllr. Metcalfe

Any other bodies – none.

RESOLVED: That those members named be appointed as official representatives onto the Outside bodies shown

18/24 Review of governance/procedural documents for Council for year

To consider and agree any reviews/amendments/necessary actions on following:

Asset Register – any assets purchased during the year will be added

Insurance Provision – in place and no changes

Website Provision £300.00 agreed to upgrade if discount can be obtained by Clerk.

Publication of Information Statement – no change

Risk Management Strategy and also necessary Risk Assessments for all Council Activities - ongoing

Training Criteria and ongoing strategy – That all members take up training if offered and PC would support

Schedule of Delegation – As current and Pc to look at loaded card for staff to use

Bad Debt Recovery Policy – no changes

Standing Orders – new version out and to be considered at future meeting

Financial Regulations – no changes

Bank Mandate – no changes

GDPR compliance – working towards compliance.

Internal audit arrangements – all in place.

Councillors' Registers of Interest – Clerk reminded all those present that these needed reviewing and updating if necessary

Position regarding Casual Vacancies and also impact on quorum – one vacancy still exists and quorum back to usual amount.

RESOLVED: That all governance documents have been considered and updates/amendments Agreed as shown

18/25 To approve minutes of the previous meetings held in April 2018 –

Main Council meeting from April

Approved and signed by the Chairman.

RESOLVED: That the minutes be approved as a true record and signed by the Chairman

18/26 Police Report

To receive police report for month - noted.

To consider Neighbourhood Watch scheme and agree any further actions – one last further mention via social media etc. and then Council will consider suspending any further action.

18/27 Highways/footpaths and Traffic Issues

a) To receive update on resurfacing of Chapel Footpath for information only
Mariner Groundworks instructed and Clerk awaiting start date. Noted.

b) To receive update on arrangements for additional verge grass cutting within the Village during the 2018 season and receive notice of meeting with Grounds Maintenance at ENGIE on 11th May 2018 for Clerk and Chairman.

Clerk declared an interest under the SCC Clerks' Code. Agreed that first cut be undertaken by contractor 2 at cost of £300 and then remaining cuts for year at lower rate.

Chair and Clerk would be attending meeting on 11th with ENGIE to discuss.

RESOLVED: That Contractor A be asked to carry out first cut and collect grass for cost of £300 and that Contractor B be then asked to continue with contract as agreed For remainder of season and Clerk to seek assurances from Contractor B that The following season the first cut can be undertaken

c) To receive update on any footpaths/highways and agree any necessary actions
Agreed that Ward Cllrs. be asked about progress with verge reinstatement and resurfacing issues.

RESOLVED: That Ward Cllrs. be asked about progress on matters

18/28 Planning Matters

The following planning applications were considered:

DM/0282/18/FUL BASF Moody Lane Grimsby

Removal of two redundant 200 m3 storage tanks and install a tank base and on 200 m3 storage tank

No objections.

DM/0184/18/FUL 1 Energy Park Way, Grimsby

Retrospective application for change of use from private car park to private HGV trailer park with ancillary wash down canopy and facilities to include shower, WC and mess room, erect 1.8 m high fencing to perimeter to include access gates and create new vehicular access

No objections

DM/014/18/FULA 18A Radcliffe Road, Healing

Erect single storey extension with roof lights to rear of study

No objections.

To receive any planning decisions and any representations regarding development made at the meeting for information only - non received.

18/29 Land Management

Healing Moated Site

To receive report on Site from FG representative if present

Cllr. Hewins gave report and Chair had already sent out brief notes/minutes. Status confirmed of land. Agreed the current balance of funds and that the PC would donate £205 once a year. Next meeting on 18th July 2018.

Propose that Cllr. Hewins go back to next meeting with clear proposal that the PC will make available 50% of the annual stewardship money and that the Group should not accumulate a large balance and keep it in the £500 range. This is dependent upon regular 3 monthly meetings with our nominated representatives.

Clerk will progress with the quotations and treatment of thistles and it was confirmed that any land management costs such as this be paid for by the Parish Council. Clerk advised that the Stewardship agreement, which was a rolling agreement, was due for renewal and it was agreed to renew for this year and Clerk would give a copy to the FG representatives.

RESOLVED: That half of the Stewardship Revenue each year be donated to the FG with the other Half retained by the Parish Council conditional upon meetings being held with the FG at least once every 3 months and the Groups funding balance remaining at or below £500.

Porri's Wood

To consider any works to the site - May inspection of the site to be carried out by Clerk and appointed contractor and Clerk would notify of date. Noted.

Cornflower Copse

To consider any works to the site - as above for site visit. Noted.

18/30 Park Management

- a) To receive update on park management issues including lease arrangements with NELC, future use of the Pavilion and agree any necessary actions

Grounds maintenance meeting with ENGIE arranged for 11th May with Chairman and Clerk.

b) To receive report on activity day during holidays and agree any agree necessary actions
Well attended and successful event but members raised some misgivings about behaviour of Scouts and this was noted. Chairman advised of request to use the tennis courts during the summer holidays for an LTA based scheme for young people - No cost to the Parish Council and this was agreed with assistance being given for publicity via newsletter etc.

RESOLVED: That the PC supports an LTA based initiative and donates the use of the tennis Courts with no charge to the organisers of the scheme once per week during the School six week holidays

- c) To receive update on bowling green maintenance for year and agree any necessary actions

Getting positive feedback on the condition of the green and continuing to cut at least twice per week as agreed. Ongoing issues with the mower which may need action. Noted.

- d) To receive report from annual inspection of play equipment and agree any necessary actions

Annual checks had been carried out and report circulated to all members. Clerk to action those necessary safety repairs identified with Newby Leisure as per quotation received.

RESOLVED: That necessary safety repairs be actioned as agreed with Newby Leisure

18/31 Healing Village Hall

- (a) To receive update on current hirings, consider any matters raised and agree any necessary actions including consideration of formal lifting of restrictions on age limits for parties

Age restriction currently in place. Agreed to limit parties in older young people's age range to 13 - 16 with adult supervision from two adults guaranteed and a £60 deposit with absolutely no alcohol to be brought onto the premises.

RESOLVED: That parties be taken up to the age of 16 only and that 13-16 year old parties Necessitate a £60 deposit and the presence of 2 responsible adults

Agreed that the Council move standing orders to 9.20 pm.

- (b) To receive quotations for grounds maintenance contract for 18/19 and agree the appointment of a contractor

Two quotations received and opened at the meeting by the Chairman. Clerk declared an interest under the SLCC Clerks' Code. Proposal cheapest quote be accepted from DW Garden Services. Probationary period within the contract offered for the first three months. Clerk and Chairman to monitor.

RESOLVED: That grounds maintenance contract be awarded for 18-19 for one year to DW Garden Services as per quotation submitted.

18/32 Reports

Reports received from:

Town and Parish Liaison – 12.04.18

Cllr Hewins had attended and gave brief report.

ERNLLCA District Meeting – 19.04.18

No one had attended.

ERNLLCA Cllrs. Financial Responsibilities Training – 25.04.18

Cllrs Hewins, Metcalfe and the Clerk attended. Informative and well received that Healing PC appeared to be compliant with requirements.

Healing Showcase Meeting

Agreed that now external sponsorship had been received, that the PC withdraw its offer of £1k sponsorship. Event to be held on 7th July. Next planning meeting 14th May.

RESOLVED: That the Parish Council withdraws its offer of £1k sponsorship funding now that The Legion had secured other external funding for the event

FG Meeting – 02.05.18

Cllr. Hewins had given report.

NELC Ward Cllrs. Report – if present

None present.

Any other reports

None.

18/33 Future Dates

Next Parish Council Meeting – Tuesday 11th June 2018

External Audit target date – first stage 11th June 2018 now 18th June 2018

Date for internal audit – Thursday 24th May 2018

18/34 Healing Village News

- (a) To receive notice of next edition – June 2018– and agree any necessary actions including leader article

Monday 14th May was closing date. Highlight showcase. Chairman to do Leader Article updating on recent issues etc. noted.

18/35 Correspondence/Information Update/Parish Matters

- a) Info from NELC/ERNLLCA etc. all for circulation

All circulated as received.

- b) To consider and agree procedures/mandate for Officers for meeting/liaison with NELC/ENGIE

An issue had been discussed at Town and Parish Liaison Committee regarding liaison meetings with Parish Councils and Officers from Engie and comments had been made regarding such. Chairman advised that this was part of an ongoing matter and it was agreed that the Parish Council were more than satisfied at how these meetings had been held previously and that the Clerk had a remit from the Council to conduct such meetings and represent the views of the council. Members were reminded that the Clerk always alerted members to when these

meetings were being held and any member was happy to attend should they wish to do so.

RESOLVED: That the Clerk has a remit from the Council to conduct meetings with other Bodies as agreed and that members be notified of such meetings if they wish To attend

c) To receive any further information regarding new GDPR and agree any necessary actions
Agreed that the Council is continuing to work towards compliance. Clerk would be asking Mariner Computers to check all electronic compliance and this was agreed by the Council and hiring agreements for the Hall had already been amended to notify hirers of the legislation.

RESOLVED: That the Parish Council continues to work towards compliance with GDPR

d) To receive any update on village hall project and agree any further necessary actions
Chairman advised that no response had been received recently from the School. Agreed that the Clerk write formally with letter to the school. The Parish Council has a time imperative and a closing date of end of May 2018 requested for the school to make a commitment to proceed with the purchase of the village hall. Agreed that the plans needed to be progressed as funding streams etc. if required could not be accessed without planning permission and no progress could be agreed without knowing a cost for the project which could not be sourced without appropriate drawings.

RESOLVED: That a formal letter be sent to the Healing Academy asking if it would make a Commitment by end of the May over the village hall purchase and that the Necessary plans for a new hall be drawn up in the interim by Dieter Nelson Planning consultancy as per quotations received

e) To consider the provision of a second defibrillator for the village and agree any necessary actions

Chairman had spoken to Top club and they are happy to have a defibrillator on the outside of the building. Machine will cost £1k, £450 cabinet and £200 for replacement equipment but Chairman will investigate if any funding available.

RESOLVED: That the matter be left with Chairman to see if funding could be sourced

f) To receive update on Ceilidh event on 1st September 2018 and agree small Committee to move forward and agree details for event.

Clerk advised that the Band is booked. Small Working Group agreed of Chair, Vice-Chair and Clerk and Cllr. Wright to progress within budget and report back.

RESOLVED: That small working group be formed of Chair, Vice-Chair, Cllr. Wright and Clerk

g) To consider Healing Citizenship Award for 2018/19 and agree any necessary actions
To be placed in next Healing News asking for nominations.

RESOLVED: That the Award be publicised and nominations sought

18/36 Finance

a) To approve payment of cheques as per list for this meeting

That cheques for payment be approved as per list

RESOLVED: That payments be made as per attached list

b) To receive year end accounts for fy 17/18 with account reconciliation for approval
Clerk had circulated full cash book, account reconciliation to bank statement and copy of final bank statement to all members and accounts were approved as correct and received by the Council.

RESOLVED: That the full year accounts for fy 17-18 be approved by the Council

c) To agree schedule of works for internal audit for fy 17/18 for internal auditor to carry out
Clerk had agreed date of Thursday 24th May for internal audit to be carried out and members were welcome to attend if they wished to do so. The full report would be presented at the June meeting and the Annual Return once agreed needed to be submitted by 18th June 2018.

RESOLVED: That the audit procedures be agreed as shown

18/37 Chairman's Items

To consider and discuss community issues and engagement by the Parish Council with possible events and agree any actions - none received.

18/38 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information¹

18/39 Personnel Matters

a) To agree salary payments as per list circulated

All salary payments agreed as per list circulated.

RESOLVED: That all salary payments be agreed as per list circulated.

b) To receive and note new salary scales from NALC/SLCC for Officers for 18/19 for implementation

Clerk had received new salary scales for Officers from ERNLLCA. These had been shown to the Personnel Committee Chairman and amendment to Clerk's Contract agreed to show increase in salary payments for year 18/19.

RESOLVED: That new pay scales for officers for 18/19 be implemented as agreed

Chairman closed the meeting at 9.20 pm.

Signed:

Date:

¹ Under Part 1 of Schedule 12A of the LGA 1972 (as amended)