

**Minutes of Laceby Parish Council Full Council and Planning Meeting
Held at the Stanford Centre, Cooper Lane Laceby on Tuesday 6th November 2018 at 7.30pm**

12156 Present: Chair - Cllr B Metcalf
Cllr R James, Cllr S Turner, Cllr D Johnson, Cllr P Schofield

Ward Cllr D Hasthorpe

Also present: 1 member of Laceby in Bloom
Clerk – Nicola Ashton

Apologies: Cllr J Howells, Cllr S Greenbeck, Ward Cllr M Dickerson

The Chair opened the meeting and welcomed everyone. Apologies were accepted.

12157 Minutes from the 2nd October 2018.

Minutes from the meeting held on the 2nd October 2018 were put forwards for approval. The Minutes were approved by Cllr Johnson, and seconded by Cllr Metcalf. Cllr Metcalf requested a show of hands, all Councillors were in agreement and minutes were approved.

12158 Declaration of Interests & Dispensations

Declarations of Interest were made by Cllr Schofield in respect of item 8d. Cllr James requested the following statement be recorded:

"I am Chair of North East Lincolnshire Borough Council's Planning Committee and I am present here in my role as Parish Councillor and not as chair of North East Lincolnshire Council's Planning Committee. I am able to participate as the proposal before us does not substantially effect the well being or financial standing of the Parish Council, and must make it clear that my views and vote are expressed on the limited information before me. I must reserve judgement and the independence to make up my own mind on each separate proposal, based on my overriding duty to the whole of North East Lincolnshire, not just to the people in the parish, as and when I hear all of the relevant information when it comes before me at Planning Committee.

I will not in any way commit myself as to how I or others may vote, or what may be said, when the proposal comes before Planning Committee. I will declare a personal interest in relation to my being a member of the Parish Council when the item is before Planning Committee."

There were no dispensations recorded.

12159 Co-option of Councillor to Casual Vacancy

Cllr Metcalf read out a letter from Cllr Hasthorpe in regards to the casual vacancy, then proposed the co-option of Cllr Hasthorpe onto the Parish Council. A show of hands confirmed full agreement and Cllr Hasthorpe was co-opted onto Laceby Parish Council. Cllr Hasthorpe requested the following statement be recorded:

"I am a member of North East Lincolnshire Borough Council's Planning Committee and I am present here in my role as Parish Councillor and not as a member of North East Lincolnshire Council's Planning Committee. I am able to participate as the proposal before us does not substantially effect the well being or financial standing of the Parish Council, and must make it clear that my views and vote are expressed on the limited information before me. I must reserve judgement and the independence to make up my own mind on each separate proposal, based on my overriding duty to the whole of North East Lincolnshire, not just to the people in the parish, as and when I hear all of the relevant information when it comes before me at Planning Committee.

I will not in any way commit myself as to how I or others may vote, or what may be said, when the proposal comes before Planning Committee. I will declare a personal interest in relation to my being a member of the Parish Council when the item is before Planning Committee."

12160 Public Forum

As Laceby in Bloom was an agenda item there was no requirement for the public forum.

12161 Police Matters

A report from PC Wood was circulated for consideration. PC Wood has presented the report differently this month in line with Parish Council request. It was agreed this was a better way of presenting the information. No issues were raised from the report.

12162 Ward Councillors Report

Cllr Hasthorpe explained that there was nothing to report, adding that there was opportunity to put items forwards. He confirmed that work had taken place on the road between Laceby and Aylesby, adding that the blocks of tarmac were to do with the development of Blyth Way.

Concern was raised about the stone chippings that were causing problems across the village after the resurfacing work.

Action Clerk to contact highways to request the roads are swept of the additional stone chippings and that the paths along Grimsby Road are attended to as well.

12163 Planning Matters

Cllr Metcalf explained that there were 9 items for consideration.

DM/0827/18/REM – reserved matters application following DM/0335/14/OUT; outline application for 100 dwellings Blyth Way, Laceby.

Cllr Metcalf gave details of the planning application confirming that this was now being handled by Alison Homes. Plans were laid out and discussion took place; query was raised as to where the drainage for the 2nd pond was going. It was incredibly difficult to make sense of the information; all Cllr's in agreement that a representative from Alison Homes should be invited to the next meeting to discuss the plans and landscaping.

Action Clerk to send letter for invite to clarify plans and landscaping.

DM/0834/18/FUL – erect a drive thru' coffee shop with car parking; Wm Morrison's, Hilmore Road, Laceby.

Cllr Metcalf gave details of the planning application and the plans were inspected by all present. Resident's objections were noted. Opening hours for McDonalds and the Petrol station were checked. By full agreement letter to be sent saying that there are no objections to the application but that the opening hours should be brought in line with McDonalds.

Action Clerk to send letter to state that Parish Council had no objections, but request condition to opening hours.

DM/0820/18/FUL – variation application to condition 6 (approved plans) as granted DM/0637/15/FUL; 55a Caistor Road, Laceby

Cllr Metcalf gave details of the planning application and plans were inspected; it was identified that there was a possible change to the location of windows but it was felt that the details for consideration were not clear. It was requested that the clerk write to planning and request clarification of changes and the application was deferred to the next meeting.

Action Clerk to send letter as above to request clarification.

DM/0887/18/FULA – demolish existing single story rear extension and erect a 2 story rear extension. Canopy to front elevation, alterations to window openings, render cladding to all elevations and installation of wood burning stove; 21 Cemetery Road, Laceby.

Cllr Schofield left the meeting as interest declared in minute 12158.

Cllr Metcalf provided details of the planning application and plans were inspected by the remaining Councillors. It was recognised that the plan was in keeping with the surrounding properties and area. Cllr Metcalf suggested that traffic be kept to a minimum and that construction traffic asked not to block the road; where possible construction traffic should park on the property & off road to allow access along the road.

Action Clerk to send letter advising the Parish Council has no objections, but with above request re traffic.

Cllr Schofield returned to the meeting.

DM/0873/18/AG – create an agricultural lagoon/reservoir on existing hollow pond; Millfield Farm, New Road, Laceby.

Cllr Metcalf provided details of the planning application. There were no objections raised and all Councillors in agreement.

Action Clerk to send letter stating no objections to this planning application.

DM/0279/18/FUL and DM/0278/18/ADV – appeal to the Secretary of State re The Nags Head Car Park, Caistor Road Laceby

Cllr Metcalf advised that she had met with a member of the planning team in regards to obtaining more information; she was advised that this was no longer with NELC, but the Secretary of State as an appeal had been made. Discussion followed as there has been a significant material change at the site, the lease is at an end and a peaceful repossession has been made by the freehold owners. The camera and signage have been removed, and the ticket machine is not working. Parish Councils earlier comments still stand, but new information should be considered by the inspectorate.

Action Clerk to send letter to Planning Inspectorate.

Marshall's BMW, Grimsby Road, Laceby.

Cllr Metcalf confirmed that 2 letters had been received in response to the objection made at last meeting by the Parish Council. The letter stated an amendment had been made to the plans in response to the feedback they had received. It was agreed by all that a letter be sent to thank MDG Architects for their letter and that Parish Council will await to received the amended set of plans.

Action Clerk to send letter to MDG and copy planning into the response.

Approved planning applications

Cllr Metcalf confirmed that the following plans had been approved:

- DM/0757/18/FUL – 8 Elm Lane, Laceby – plans approved
- DM/0499/18/FUL – Chapel House, Cottages Plot, Laceby – plans approved
- DM/0420/18/FUL – Sandscoe Kennels, Butt Lane, Laceby – plans approved

12164 Matters Arising

The Clerk confirmed there was one matter still outstanding in regards to the yellow lines. A response had been finally received from Highways this week; however the Clerk has queried the response. Cllr Turner added that she too had raised a query in regards to this matter and was not happy with the response.

12165 Finance Matters

The following items were approved for payment:

RBL Poppy Appeal donation	£100.00
Salaries for 3 members of staff November 2018	£1382.14
HMRC – Income Tax, October 2018	£284.61
Cllr Metcalf – Chairs Allowance	£20.00
Clerk & Groundsman Petty Cash	£23.28
Stanford Centre Hall Hire for August 2018	£9.00
Skip hire	£180.00
Play area repairs	£8.38
Post Office Ltd – Clerks telephone line	£20.50
Anglian Water Business Ltd	£61.79
Audit of Parish Council Accounts for 2017/18	£360.00
Clerk training	£118.50
Refund of Allotment key	£10.00
Total payments made	£2578.50

Payments checked by Cllr Turner, proposed by Cllr James and seconded by Cllr Hasthorpe; and a show of hands confirmed full agreement by all Councillors for payment of the above items.

Cllr Metcalf explained that in October there was difficulty in getting cheques signed due to the limited signatories on the account. Cllr's Hasthorpe and Johnson agreed to become signatories.

Action Clerk to obtain the paperwork for DH & DJ, and they will need to attend the bank with ID and the completed forms.

12166 Laceby in Bloom (LiB)

Mrs Jenny Griffiths attended the meeting to give an overview of the work that had been completed this last year which included Solar Funding, works at Victoria Park and the Beck.

- The Beck – work with the D of E continues in Spring and Autumn to stop evasive plants and the river being blocked. Children have built a bug hotel and perching bench and 2 information boards are currently being made to go up for bugs and flowers.
- Solar Funding - has enabled LiB to buy new equipment and PPE; the money is for educational purposes.
- Victoria Park – recent Education day was a huge success and Environmental Health and Ecology officer were there to talk to the children about the plants and trees. There is now a bench made of recycled materials with a concrete plinth for disabled access, and plans for information boards on the history of the park. Plan is to develop a wildflower meadow in the Spring of 2019 (97% less wildflower meadows now than in the 1930's) and this is the

opportunity for Laceby to do their bit. NELC will take the top layer off along the flat section of the park's grassed area and it will then be seeded. Currently looking to find a farmer to cut and bail each Autumn – there will be long grass during the summer months but this is for ecology of the area as it will revitalise the area. This will be perfectly safe and NELC will continue to conduct their safety checks.

Mrs Griffiths asked that the Autumn LiB newsletter be displayed on the notice board in the square; the Clerk confirmed that it can also be added to the website.

Cllr Metcalf confirmed that the Parish Council would like to see the presentation of what the village achieved at the December meeting. Cllr Metcalf also congratulated Mrs Griffiths and the LiB team for their award.

Action Presentation to be added to next month's agenda.

12167 Church and Cemetery Matters

Item:

- a) Gravel around Cenotaph - Cllr Metcalf confirmed that 2 quotes had been received in regards to finishing the Cenotaph works. Works to be completed were confirmed for each company. Quote A is £480.00, Quote B is £700.00. It was confirmed that both specifications were similar, and after a discussion Quote A was accepted as the better value. This was proposed by Cllr Hasthorpe, seconded by Cllr Schofield and a show of hands showed all in agreement.

Action Cllr Johnson to contact the company and advise them to begin work after Remembrance Sunday.

- b) Trees and hedges for pruning at Cemetery – Cllr Metcalf confirmed the works to be completed and that 2 companies had met her to quote for the work; the second company suggested that consideration was also given to an annual tree report, this way the work would be kept on top of and only work that needed to be done would be done. 2 other companies declined the opportunity to quote. We are now waiting on quotes.
- c) Cemetery – new section plan. Cllr Metcalf confirmed that there were only 4 plots now left and that we needed to find the plans for the new section. Cllr Schofield confirmed he would speak with a resident who helped with the plan to see if they have a copy. The Clerk will check the filing cabinets at Stanford Centre to see if there is any records in there.

12168 St Francis Grove Play Area matters

Cllr Metcalf explained that the litter picker had advised there was a large number of broken glass around the play area which was continually being cleaned up. Cllr Metcalf suggested that a letter be written to go on the website and the Laceby Community Facebook page about the vandalism and the amount repairs are costing. Cllr Hasthorpe suggested that photo's were taken of what the play area looks like and that the letter clearly states that this is what the precept money is being spent on and whether this is acceptable use of money. Cllr Metcalf confirmed that football posts were now at Butt Lane playing field and that she had tried to speak to the groups of teenagers to find out why they were vandalising the play area and to try to encourage them to make use of Butt Lane rather than damage the equipment playing football and smashing bottles on it. She was met with foul language.

Action Clerk and Cllr Metcalf to draft a letter

Cllr Johnson asked about the repairs to the soft surface. The Clerk explained that she had spoken to Wickstead who were going to do a site visit and advise on what repairs were needed and the cost.

12169 Stanford Centre Report

Cllr Metcalf confirmed that the furniture and books had been purchased for the Solar Funding Grant. An author event is due to take place on the 7th November between 6.30pm and 8.30pm, a

Christmas Fair is being organised for the 27th November and the application for Solar Funding to replace the Heating at the Centre has been made, so fingers are crossed.

12170 Allotment Matters

A request has been received for additional standpipes to be put in at the Allotments. The Clerk confirmed that there were 11 standpipes currently in place – approximately 2 per aisle. After a brief discussion, the conclusion was reached that at the moment there is no need to increase the number of standpipes, however, Cllr Schofield will attend site to check that all taps are in good working order.

Action Clerk to advise the allotment holder of the outcome.

As discussed at the last meeting, letters had been sent to the allotment holders notifying them that their plots had been taken back by the Parish Council. One allotment holder had been in touch to appeal against this decision. Cllr Metcalf and the Clerk advised of the history of this plot and after a discussion the decision to take the plot back was agreed by all Councillors.

Action Clerk to let the allotment holder and allotment association aware of the decision.

12171 GDPR (General Data Protection Regulations)

The policies detailed below were presented for final approval:

- Data Protection Policy – October 2018
- Freedom of Information Policy – October 2018
- FOI Charging Policy – October 2018
- Confidentiality Policy – October 2018
- SAR Policy – October 2018
- Publication Scheme – October 2018
- Privacy Policy and Notices – October 2018

All Councillors were in agreement to approve the above policies, the policies were duly adopted.

The Clerk asked who would take the role of DPO (Data Protection Officer) and provide details of the role. Cllr Johnson agreed to take on the role of DPO; this was proposed by Cllr Schofield and seconded by Cllr Hasthorpe, a show of hands showed all in agreement with the decision.

12172 New Defibrillator

Cllr Metcalf explained she had been approached in regards to the donation of a defibrillator for village use; for which One Stop has offered to locate this on their outside wall. There will be the cost of electric and installation as for the defibrillator in place at the library. Discussion continued as to the best location for the defibrillator and the limits of the conservation area. Cllr Metcalf explained she would contact the Conservation Team and find out whether this would be a problem. It was agreed fully that the Parish Council would like to accept the donation on behalf of the village.

Action Cllr Metcalf to check with Conservation Team, and alternative locations for consideration.

12173 Correspondence

Cllr Metcalf shared the letter from the PCC in regards to the Church Hedge proposals, and plans for next year. There is a query on the boundary of the hedge as the Parish Council would need to ensure the boundary was maintained.

Cllr Schofield explained that he had been approached in regards to the loose coping stones on the church wall, they are in need of rebedding. Cllr Metcalf advised that 3 quotes would be needed.

Action 3 quotes for church wall coping stones needed.

12174 Information Exchange

Cllr Metcalf went around the table. Cllr Turner explained that the path along Grimsby Road was a mess with stone chippings and tar and requested this be swept. Cllr Turner also explained that the verge along Grimsby Road needs clearing as presently there is not enough room for a pram or wheelchair to safely go along this section of the path. The verge has grown over on to the path quite significantly. Cllr Hasthorpe offered to speak to the appropriate person within NELC on our behalf.

Action Cllr Hasthorpe to speak to NELC appropriate officer re overgrown path.

The Chair confirmed the next meeting dates and times and declared the meeting closed at 9.30pm.

Signed:

Chair

Dated: