

**Minutes of Laceby Parish Council Planning Meeting**  
**Held at the Stanford Centre, Cooper Lane Laceby on Tuesday 4<sup>th</sup> June 2019 at 7.30pm**

**12287 Present:** Chair - Cllr B Metcalf  
Cllr S Turner, Cllr R James, Cllr L Emerson, Cllr Schofield, Cllr S Greenbeck,  
Cllr D Johnson, Cllr Hasthorpe

**Also present:** 7 members of public were present  
Clerk – Nicola Ashton

**Apologies:** Cllr H Hudson

Apologies were accepted.

The Chair opened the meeting and welcomed Cllr Emerson as a new member of Laceby Parish Council.

**12288 Minutes from the 2<sup>nd</sup> April 2019**

Minutes from the meeting held on the 7<sup>th</sup> April 2019 were put forwards for approval. Cllr Metcalf requested an alteration to the minutes 12254 regarding the donation to Laceby in Bloom as it read wrong. The Clerk will correct this and the agreed minutes were proposed by Cllr Turner, and seconded by Cllr Schofield. Cllr Metcalf requested a show of hands; all Councillors were in agreement and minutes were approved.

**12289 Declaration of Interests & Dispensations**

Cllr Johnson declared an interest regarding finance as he is due to be reimbursed expenses at tonight's meeting. There were no further declarations of interest or dispensations recorded.

**12290 Public Forum**

The public in attendance confirmed they had nothing to discuss at this point, and so the public forum was closed.

**12291 Police Matters**

Police report shared with Parish Council; conversation held around the incidents across the village. Cllr Metcalf pointed out that the graffiti on the Stanford Centre had not been recorded on the sheet. Questions were raised around the nature of the crime reported at the Laceby Lodge; the Clerk will query this.

**Action** Clerk to query crime at Laceby Lodge.

**12292 Ward Councillors**

There were no Ward Councillors present.

**12293 Planning Matters**

**DM/0137/19/FULA – two storey rear extension and first floor extension; 25 Willow Close, Laceby.**

Plans were inspected and discussed by all in attendance, no objections were raised and a full show of hands confirmed that there were no objections to be recorded.

**Action** Clerk to advise NELC Planning of the outcome.

**DM/0295/19/LBC- listed building works to windows and openings to the Coach House; The Rookery, Grimsby Road, Laceby.**

Plans were inspected and discussion held, no objections were raised and full show of hands confirmed that there were no objections to be recorded.

**Action** Clerk to advise NELC planning of the outcome.

**DM/0317/19/FUL – extensions and alterations to garage and raising the roof to first floor to create living accommodation: 5 Old Chapel Lane, Laceby.**

Plans were inspected and discussion held, no objections were raised and full show of hands confirmed that there were no objections to be recorded.

**Action** Clerk to advise NELC planning of the outcome.

**12294 Matters Arising**

**Town and Parish Elections**

Cllr Metcalf explained that Cllr Hasthorpe did not get his nomination paper in, however, he would still like to remain as a Parish Councillor; if everyone was in agreement he could be co-opted at the next meeting. Cllr Turner proposed that Cllr Hasthorpe be co-opted, and this was seconded by Cllr Greenbeck and a full show of hands as everyone was in agreement.

**Action** Clerk to notify Cllr Hasthorpe and include on June agenda.

Cllr Metcalf confirmed that this would leave the Parish Council with two further vacancies. The Clerk will advertise these on the noticeboard and website and notify NELC.

**Action** The Clerk asked all Councillors to complete a new Declaration of Interest, for those taking them away, please fetch them back to the June meeting or send them to the Clerk asap.

**Defib**

There has been a problem getting quotes from electricians to do the work; we are currently waiting on two quotes. Cllr Metcalf explained that in order to get the Defib in place as soon as possible she would use her discretionary powers (to limit of £300) to approve the works. This was agreed in full by all Councillors present.

It will be placed around 1-2 meters along the side of the building. Cllr Emerson asked if it would be publicised so people know there is one there, and Cllr Metcalf explained that because it was donated, they would be looking for some promotion of it. It was suggested that there is a notice of the location of Defibs in Laceby.

Cllr Emerson asked if the Defibs were checked regularly; Cllr Metcalf explained that they were checked by EMAS and the defib at the Stanford Centre was in need of a new battery.

**Standing Orders**

Standing orders had been distributed prior to the meeting for approval; Cllr Metcalf had been through them and checked the document, all councillors agreed they were happy with the Standing Orders. The Clerk explained if anyone wanted a hard copy to please let her know; Cllr Metcalf asked the Clerk to ensure Cllr Emerson had a copy.

**Action** Clerk to ensure Cllr Emerson has copy of Standing Orders.

**12295 Finance Matters**

**Accounts for payment**

The following items were approved for payment:

|  |          |
|--|----------|
| Salaries for 3 members of staff May 2019 | £1619.76 |
| HMRC – Income Tax, May 2019              | £252.80  |
| Cllr Metcalf – Chairs Allowance          | £20.00   |
| Clerks telephone line                    | £20.50   |
| Payroll service to 5/4/19                | £234.00  |

|  |                 |
|--|-----------------|
| NELC Cemetery Rates – 2019/20          | £726.61         |
| Cemetery Waste collections June 2019   | £40.18          |
| Lawn mower repairs                     | £16.10          |
| Stanford Centre – room hire March 2019 | £9.00           |
| Accounts package Licence               | £339.60         |
| Groundskeeper petty cash               | £45.01          |
| Cllr Johnson – reimbursement           | £23.08          |
| <b>Total</b>                           | <b>£3093.84</b> |

Cllr Greenbeck proposed the payments, and was seconded by Cllr Schofield; a full show of hands confirmed the payments authorised.

### **Year end accounts to 31/3/2019**

The Clerk explained the year end accounts to the Parish Council and as discussed at the budget setting meeting in January 2019, discussions had been held how best to allocate that money to the benefit of the village and its residents. Cllr Metcalf explained that money had been allocated for the replacement of the Cenotaph, but this would now be part reimbursed by a solar fund application. The replacement of the hedge on Church Lane with a wall, will be costly, and that was factored into the budget plans.

Cllr Schofield suggested that water was put in at the top end of the Cemetery as it is a long way to carry water up to the newer sections. Prices will be sought for this work.

Cllr Metcalf suggested that the Council consider putting in some of the exercise equipment (as at the front of the school) in at St Francis Grove as the older children might enjoy this. Concern was raised around the vandalism and damage that was ongoing up at the park. The Clerk will gather some prices for this.

The Clerk explained that she was still trying to find an auditor to verify the accounts before they went off to PKF Littlejohn for external audit. Having spoken to other Parish Councils, ERNLLCA, NELC and SLCC there seemed to be a problem in getting auditors. The Clerk will contact the payroll provider to see if they can assist.

## **12296 Church and Cemetery Matters**

### **Cenotaph Memorial**

The Cenotaph memorial was now under construction, the deposit had been paid and Solar Funding had been secured for the net price as we claim back the VAT. Cllr Johnson explained that there had been a few issues with the current script on the memorial, but that John Smith and the History Group had helped cross reference and research the names to make sure we had the correct spellings and information on there. Cllr's Greenbeck & Johnson explained that there were quite a few mistakes as the original was in stone and when it was copied it was done so incorrectly. All names and information had been checked.

Mr Anderson had advised that the four plaques around the bottom of the Cenotaph used to have a latin inscription on it. Cllr Johnson explained this can be added to the plinth base at a cost of £150 per letter and that Serenity Memorials were producing a drawing for us to approve.

Cllr Metcalf explained that she and Cllr's Greenbeck and Johnson had met with the Royal British Legion (Laceby Branch) and discussed the plans for the Cenotaph; the plans had been met with a 100% approval at the RBL branch meeting.

### **Haagensen Memorial**

Cllr Schofield confirmed that he had volunteers to help lift the lid on the Memorial; and the inside will need cleaning when it is opened. Cllr Schofield also explained that perhaps the actual memorial could be cleaned to return it to its original state? This can be looked into further.

A suitable date for the opening was discussed and Saturday 20<sup>th</sup> July 2019 between 10am and 3pm was put forward, this should catch people before they go off on their holidays. The Clerk will advertise this once confirmed that the volunteers are available this day.

### **Church Wall**

Cllr Metcalf explained that a meeting with the planning officers was arranged and there would be more news on this at the next meeting.

### **RBL Remembrance Parade**

Cllr Metcalf explained that it had been brought to her attention by the RBL that this was a civic parade and therefore a responsibility of the Parish Council. They have agreed to work with us as they have the knowledge and experience where we don't. Cllr Metcalf asked if everyone was willing to do this.

Firstly; a Marching Brass Band would be needed – the Clerk will put out a notice to see if anyone can help and speak to NELC MAPAS as to whether they may be interested. Cllr Metcalf asked if we would be willing to pay towards a fee if there was one. The Clerk also suggested that we try to find the First Aid cover as that was an issue last year.

Cllr Johnson questioned about liability, Health and Safety and Risk Assessments – Cllr Metcalf confirmed this was all in place and we have liability insurance as a PC.

Cllr Metcalf explained that the next step would be to have a meeting with the Branch Secretary in order to divide responsibilities.

### **Church Floodlights**

Cllr Johnson explained that the floodlights that light the Church were water logged, with sodium bulbs, the wires were degraded and bare cable dangerous. The Church insist on their approved contractor and they could all be replaced for new, more cost-effective LED lights that will reduce the power consumption by 60% for a cost of £650. Cllr Johnson proposed the work be carried out and this was seconded by Cllr Emerson. A full show of hands showed all in agreement.

### **Church Clock**

Cllr Johnson advised that the Church clock had now been serviced, he had been advised that the contract had been cancelled. It has now been reinstated and a bill will be due for the service. There will be some work required and a quote has been requested. As this is specialist work, it was agreed that one quote would be accepted.

### **12297 St Francis Grove Matters**

This was discussed within the Annual Parish Meeting earlier.

### **12298 Stanford Centre**

This was discussed earlier within the Annual Parish Meeting. Cllr Metcalf advised that the Stanford Centre Group were in the process of purchasing new chairs for the hall and were looking at 60 comfortable chairs and 40 stackable chairs that fit on a trolley.

### **12299 Allotments**

Quote received for the repairs identified in the Anglian Water report. The Clerk advised that the alternative was to do the work ourselves as no one was interested because it was such a small job. The quote was £212; Cllr Greenbeck proposed that we went ahead and Cllr Metcalf seconded this, a show of hands confirmed all were happy.

#### **Old Allotment**

Correspondence from Engie had been circulated; the Parish Council asked the Clerk to contact Engie to discuss what options are actually open to us, and what would happen / what would it entail to hand it back.

#### **12300 Correspondence**

Cllr Metcalf explained that we had received a complaint regarding the desecration of a grave. Upon inspection the grave digger has, as agreed many years ago, been filling in the graves that have dropped to even them back out. The Clerk has replied to the complainant; however, they had questioned that this was what had happened. Cllr's Schofield and Greenbeck confirmed that this was what happened and because the graves 'drop' as they collapse there was a greater H&S risk if we didn't fill in the dips to even the ground off. Cllr Metcalf added that grass was already growing through but that he could add grass seed if he wished.

**Action** Clerk to contact complainant to confirm what had happened.

#### **12301 Information Exchange**

Cllr Turner asked if we could contact the traffic wardens in regards to the number of people parking on double yellow lines on Caistor Road near the One Stop. This is causing problems at school times and is dangerous for the children trying to cross the roads.

**Action** Clerk to ask traffic wardens to visit the village.

Cllr Emerson explained that dog waste was a concern and enquired whether we could have some additional bins. Cllr Metcalf explained this was not possible, the Clerk advised she will put it back on the website and noticeboard. Cllr Emerson also asked about the waste collections and recycling and non-collections; Cllr Metcalf advised that all non-collections needed to be reported on the NELC website so that there is a record. Cllr Emerson asked about the speed of cars going around the Church corner; the Clerk will pass this onto the Police.

Cllr Schofield explained that he had been approached by a resident on Spring Lane regarding a tree that was covered in ivy and in a dangerous condition. It also has a TPO on it.

**Action** Clerk to contact NELC to get the tree looked at.

Cllr Greenbeck asked if we could add the 75<sup>th</sup> D-Day anniversary onto next months agenda; it would be nice if we could do something to commemorate this.

#### **The Chair confirmed the next meeting dates as:**

- Planning Meeting - Tuesday 21st May 2019 at 7.30pm (if required)
- Full Council and Planning Meeting – Tuesday 4<sup>th</sup> June 2019 at 7.30pm
- Planning Meeting – Tuesday 19<sup>th</sup> June 2019 at 7.30pm (if required)

**The Chair declared the meeting closed at 9.30pm.**

Signed: .....

**Chair**

Dated: .....