

Minutes of a Meeting of East Halton Parish Council held in the Village Hall, East Halton on Friday 3rd June 2016 at 7.30 pm

Present: Cllr. Beadle (Chairman)
Cllrs. Grant, Petch, Reeve, Pankhurst and Portess

Apologies: Cllr. North

In Attendance: Cllr. Wells, Ward Cllr. – N Lincs

There was 1 member of the public present.

16.35 To receive any apologies for absence

Received from Cllr. North due to holidays.

RESOLVED: That apologies be received and accepted

16.36 Declarations of Interest

Cllr. Reeve declared a personal and prejudicial interest in planning application for wetlands due to owning land opposite the site.

16.37 Chairman's Announcements

None.

Public Participation Session

Footpath 75 raised by Gentleman from Immingham Ramblers. Waymarker signs had been promised at either end of footpath by the North Lincs Officer. Chairman of Rambling Club asked if there had been any feedback as there have been no waymarker signs erected. Clerk to check with N Lincs. Council and feed back to gentleman present.

16.38 To approve minutes of previous meetings held in May 2016 including Annual Parish Meeting

Minutes, as circulated, including those from the Annual Parish Meeting, approved as true record and signed by the Chairman.

RESOLVED: That the minutes be approved as a true record of the meetings held in May

16.39 Police Report

To receive policing group report – this had already been circulated electronically to all members.

16.40 Correspondence

To receive any other correspondence for information only – none received.

16.41 Highways and Transport

(a) To note response received from N Lincs re fly tipping and agree any actions

Noted from last meeting and no further action notified.

(b) To receive notice of any issues and receive update on previous issues raised
And other issues from Clerk for information only

None raised.

16.42 Planning

The following planning applications were considered:

Application No. PA/2016/704 Land Off College Road, East Halton

Proposed outline application to erect three detached dwellings with all matters reserved

No objections – appreciate the plots are large enough and note comments about off road parking and turning circle and would wish to see those incorporated.

Application No. PA/2016/649 Land to the East of Skitter Road, Halton Marshes

Planning permission for creation of habitat primarily wet grassland

Cllr. Reeve had declared a prejudicial interest and left the room taking no part in debate or discussion but before leaving stated that she had no objections to the application.

No objections. Conditions that it will be well managed.

RESOLVED: That comments as agreed be submitted to N Lincs Council

16.43 Parish Matters

(a) To receive update from Clerk on website and agree any actions

Clerk advised of further scheme to apply for funding for ongoing website maintenance. Agreed that Clerk submit claim based on hosting and number of hours spent by Clerk on updating.

RESOLVED: That Clerk submit funding bid to ERNLLCA for further website support funding

(b) To receive update on Summer Event including confirmation of receipt of funding from N. Lincs Council and agree necessary actions/arrangements

Funding had been received. Clerk to reserve bouncy castle for afternoon, suitable for older and younger children. Village Hall Committee would provide and run a Pimms Tent and they would retain the proceeds. Clerk to apply for Temporary Event Notice Licence for sale of alcohol.

RESOLVED: That the event be managed on the terms agreed as above

(c) To receive update on publication and circulation of a village Newsletter and agree any actions

Cllr. Pankhurst apologised for delay but all details now completed. Agreed 250 number required. Cover to be light colour and Clerk to put pdf version on website. Clerk to issue invoices to the Advertisers on formal basis and be responsible for finance for Newsletter.

RESOLVED: That 250 copies of Newsletter be printed, that Cllr. Pankhurst will organise Distribution with assistance from Council members. Clerk to put pdf version On website and Clerk to take responsibility for financial issues including Advertising revenue invoices

(d) To receive notification of new updated model documents for Standing Orders and Finance Regulations and agree necessary actions

Clerk to send out and matter to be c/f to future meeting. Noted.

16.44 Future Dates

Next Parish Council Meeting – Friday 1st July 2016 – Clerk to be absent due to holidays. Cllr. Petch advised she would take the minutes. Clerk to publish agenda before holiday and organise collection of paperwork ready for meeting. Agreed to defer as much as possible to August meeting.

RESOLVED: That Clerk organise meeting paperwork to cover her absence and that Cllr. Petch Act as minute taker for meeting.

Office Closure – Friday 24th June to Friday 8th July 2016 (inclusive)

16.45 Reports

To receive the following reports:

Village Hall Committee Meeting – May 2016

Written minutes will be forthcoming. Progressing well and lots of events planned and getting on top of financial and administration issues. They will be reinstating the planters around the village signs and filling with plants etc. Noted.

Any other reports – none.

16.46 Finance

(a) To approve payments and receipts as per list circulated

All payments, as per list circulated, were approved for payment.

RESOLVED: That all payments as per list be made

(b) To agree completion of Annual Return and submission to external auditors

Clerk had circulated copies of annual return paperwork to all members and members agreed the financial figures were accurate and authorised and also completed the governance section and authorised the Chairman to sign and the Clerk to submit to external audit.

RESOLVED: That the Annual Return be authorised for completion, signed by the Chairman And Clerk and that it be submitted for external audit

(c) To receive update on bank mandate changes and agree any necessary actions

Clerk to visit the Branch as problem appears to exist on updated information. Noted.

16.47 To consider 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 information

16.48 To approve salary payments

To approve salary payments as per timesheet received

RESOLVED: That all payments be authorised.

The Chairman declared the meeting closed at 8.30 pm.

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| Signed: | Date: |
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