



# North Thoresby, Grainsby & Waithe Parish Council

North Thoresby Village Hall, The Square, North Thoresby, DN36 5QL

## Ordinary Minutes

# Monday 7<sup>th</sup> of October 2024 7.00pm

### Present:

Chair	Colin Goodwin
Councillors	Helen Willerton, Mick Orrill, Ian Bunn and Emily Bakes
District Councillor	Terry Aldridge
Public	10 members of the public
Locum Parish Clerk	Jill Davis (via telephone)

### **1. Chair's Welcome: 24/52**

The Chairman opened the meeting at 7.00pm and welcomed everyone. The Chairman informed everyone that the meeting may be recorded and of the safety measures in the Village Hall.

The Chairman informed everyone that the PC meetings are meetings held in public and not public meetings and to remind members of the public to raise their hand rather than shouting out questions. The Parish Council would like to extend a warm welcome to the new owners of the New Inn.

### **2. Apologies for Absence: 24/53**

- a) To receive apologies.  
Cllr Keith Butters – prior engagement
- b) To approve reasons for absence given by Councillors. Resolved – The council approved the absence.

### **3. Declarations of Interest: 24/54**

- a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.  
None offered
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.  
None.

### **4. Approval of Previous Minutes: 24/55**

- a) For the council to consider approving the draft ordinary minutes dated the 2<sup>nd</sup> of September 2024. Resolved. The council approved the minutes.
- b) For the council to consider approving the draft extraordinary minutes dated the 30<sup>th</sup> of September 2024. The council approved the minutes.

### **5. Public Open Forum – 30 Minutes: 24/56**

Members of the public can ask questions or make short statements to the council. Open Forum shall not exceed 30 minutes unless directed by the Chair.

A member of the public informed the council of the recent Facebook activity concerning a request for a speed indicator device – the Chairman informed the member of the public that the council would be discussing that item at number 14 on the agenda.

A member of the public asked if the PC were the sponsors of the recent Live and Local event The member of the public was requested to email the clerk.

A member of the public raised several queries concerning: policies, the annual accounts, invoices for the work completed on the website, the PC minutes, FOI's and other matters.

The Chairman advised the member of the public that going forward there will be no further costs concerning the website as the Parish Council will be taking over the running of the website. The Chairman also advised the member of the public to put any questions in an email to the clerk.

#### **6. District Council Update: 24/57**

To receive updates from any attending District Councillor.

Cllr Alridge provided the following report:

The Planning Policy team met on 12/09/2024 and the report will be available in due course.

The Local Plan will need to be reviewed and will take a serious amount of time to complete

Full Council Meeting 09/09/2024 report to follow

#### **7. County Council Update: 24/58**

To receive updates from any attending County Councillor. No report received.

#### **8. Chairman's Report: 24/59**

a) To update the council concerning the defibrillators

The Chairman informed the PC has applied for two grants for the defib cabinets. Decision to follow

b) To update the council concerning grant applications

The Chairman informed the council that grant opportunities were still being looked into

#### **9. Clerk's Report: 24/60**

a) For the council to note the Temporary Traffic Restriction Grainsby – Please see notification

The clerk informed the council of the temporary traffic restrictions in Grainsby. No action needed.

b) To update the council concerning the Grass Cutting contract

The clerk informed the council that a telephone call had taken place with the contractor concerning the tender agreement and is waiting for information from the contractor.

c) One Freedom of Information Request has been received – PC has complied with the request and the matter is now closed

The clerk informed the council that one freedom of information request has been received and replied.

d) Two wreaths for Remembrance Day have been purchased and will be delivered to the Chairman.

The clerk informed the council that the two wreaths have been ordered.

e) For the clerk to update the council – concerning the Grass Cutting PC contract The item was withdrawn.

f) For the clerk to update the council – concerning ELDC grass cutting contracts

The clerk informed the council that ELDC have confirmed that there are no grass cutting contracts offered by them for the parish.

#### **10. Finance Matters: 24/61**

a) To inform the council that Jill Davis has been approved as an inputter for Unity Trust Bank

The clerk confirmed that she is now an inputter for Unity Trust Bank

b) For the council to consider approving LALC Invoice 14941 – Website Support £216.00

Resolved. The council approved the motion

- c) For the council to consider approving LALC 14980 – Website Support £216.00  
Resolved. The council approved the motion
- d) For the council to consider approving Wave Invoice 14054152 Public Toilets - £51.53  
Resolved. The council approved the motion
- e) For the council to consider approving Wave Invoice 14056181 Village Hall - £197.33  
Resolved. The council approved the motion
- f) For the council to approve the Annual Data Protection Fee (18/10/2024) - £40.00  
Resolved. The council approved the motion
- g) For the council to consider approving Jill Davis’s expenses for September 2024 - £170.90 Resolved.  
The council approved the motion.
- h) For the council to consider approving GMB Accountants Payroll invoice - £204.00  
Resolved. The council approved the motion
- i) For the council to consider approving GMB Accountants Payroll invoice - £18.00  
Resolved. The council approved the motion
- j) For the council to consider approving the quotation from Castle Consulting concerning the Fire Risk Assessment and to consider setting a budget for the work to be completed.  
The council deferred the quotation from castle Consulting. Three quotes were requested. The PC to organise.

#### **11. Planning Matters: 24/62**

- a) Planning Permission – N/133/01254/24. Alterations to existing dwelling to convert existing integral garage to additional living accommodation and erection of a detached double garage. Date for comments 15/10/2024. MARFLEETS, LUDBOROUGH ROAD, NORTH THORESBY, GRIMSBY, DN36 5RF.  
Resolved. The Parish Council support with the application with no comments. Clerk to action.
- b) Planning Permission - N/133/01255/24. Change of use of existing store building to provide 2no. holiday cottages and the siting of 1no. secure container. Date for Comments 18/10/2024. LAND REAR OF MICKLEMORE HOUSE, MAIN ROAD, NORTH THORESBY (Deferred from the September PC meeting)  
Resolved. The Parish Council object to the application due to access issues causing the build up on the A16. Clerk to action.
- c) Planning Permission - N/133/01215/24. Erection of a storage building, excavation of land to form an extension to the existing pond and bunding to a maximum height of 1.5m on the site of existing stables which are to be demolished. Date for Comments 15/11/2024. LAND NORTH OF MEADOW COTTAGE, CHURCH LANE, NORTH THORESBY.  
The PC noted the decision
- d) Planning Decision – N/133/00720/24. ROBINSONS LANE, NORTH THORESBY, GRIMSBY, DN36 5QY.  
Full Planning permission Granted. Council to Note. The PC noted the decision.

#### **12. Administration Matters: 24/63**

- a) For the council to consider approving the draft Grants Policy  
Resolved. The council approved the motion
- b) For the council to consider approving the draft Keyholder Policy  
Resolved. The council approved the motion
- c) For the council to approve/adopt the LGA Code of Conduct Resolved. The council approved the motion

#### **13. Outstanding Projects: 24/64**

For the Parish Council to consider any actions relating to item 13.

- a) Disclaimers on members devices – still not completed. The PC approved for the completion of the task by the 30/09/2024 – What are the next steps
- b) The calendar – Update from the council. What are the next steps

- c) Fire Risk Assessment ongoing– Mandated to Cllr Orrill
  - d) Facebook Page – Update from the council. What are the next steps. The PC approved the policy
  - e) Donation to the Sports Club £200.00 – Still waiting for confirmation of distribution
  - f) For the Zoom Planning training to be organised
  - g) Chase the developer concerning Beanland’s meeting
- The Parish Council resolved to complete all the outstanding matters.

**14. Village Hall Matters/ Village Matters: 24/65**

- a) To ratify that the Live and Local Event on the 5<sup>th</sup> of October was a PC Sponsored Event Resolved. The council approved the ratification
- b) To update the council with the Live and Local Event that took place on the 5<sup>th</sup> of October Deferred. The Chairman informed the council information will be available in due course.
- c) For the council to consider a Councillor to be mandated to have the responsibility for the next event as the PC is now the sponsor. Resolved. Cllr Goodwin was mandated.
- d) For the council to consider investigating who owns the land at the play park (Cllr Willerton) Resolved. The council requested the clerk to research who owns the land and report back in due course.
- e) For Cllr Orrill to update the council with the Fire Risk Assessment  
Cllr Orrill informed the council of the outstanding issues with the Fire Risk Assessment and was looking into quotations and training for the caretaker.
- f) For the clerk to inform the council of the reply from Highways concerning weight restrictions on the roads in the parish.  
The clerk informed the council that Lincolnshire County Council are reviewing environmental weight limits in the county at the moment and therefore will not consider any requests. A decision will be made later in the year. Further details will be made available once the decision has been made.
- g) For the clerk to inform the council of the reply from Highways concerning speeding problems in the parish.  
The clerk informed the council of the communication from Lincolnshire County Council. Lincolnshire County Council has agreed to complete two surveys in the parish to gain information concerning speeding issues in the parish. When the report is available it will be shared with the Parish Council and the Police. The clerk will update the council once the report has been received.
- h) For the council to consider any actions from the information concerning Community Speed Watch supplied (hand held devices)  
The clerk informed the council of the information concerning the Community Speed watch.  
Resolved: The council approved for the Community Speed Watch to be actioned in the parish and to organise the training with the Police. The council also resolved for the hand-held device to be checked to ensure it can be used.
- i) For the council to consider the instigation/update the Parish Emergency Plan  
The council discussed the item and requested the clerk to support with the item.  
Resolved. The council approved for the clerk to support with this item.
- j) For the council to consider a monthly email account service to provide monthly information to parishioners/members of the public The item was deferred.
- k) For the council to consider any actions for Christmas 2024 and to consider a budget  
The council discussed the item. The Christmas tree is to be will be put up on the 30<sup>th</sup> of November.  
There will be a Christmas Lights On  
Village Hall will be open to serve refreshments.  
Resolved. The council approved a budget of £100.00 for the activities.

**15. Employment Matters: 24/66**

- a) For the council to consider the updated Parish Clerk Advert, job description and person specification and to consider the associated costs.  
Resolved. The council approved the motion. Clerk to action

- b) For the council to consider approving the overtime for August 2024 28 hours Resolved. The council approved the motion.
- c) For the council to consider approving the overtime for September 2024 35 hours (1 day in the parish) Resolved. The council approved the motion.

**16. Financial Year 2024 - 2025: 24/67**

- a) For the RFO to minute that a financial overview has been circulated to the council
- b) S137 Power of Last Resort Expenditure £10.81 per elector = £9761.43
- c) VAT number 1 reclaim requested £2101.28
- d) VAT number 2 reclaim requested £555.68
- e) For the RFO to minute that the bank statements (current and savings) from the 01/04/2024 – 31/08/2024 have been circulated to the council
- f) To inform the council the Bank Balances at 30/09/2024 is £36,894.79
- g) For the council to approve April’s 2024 bank reconciliation
- h) For the council to approve May’s 2024 bank reconciliation
- i) For the council to approve June’s 2024 bank reconciliation
- j) For the council to approve July’s 2024 bank reconciliation
- k) For the council to approve August’s 2024 bank reconciliation
- l) For the council to review the Internal Audit Report
- m) For the RFO to minute that all invoices per month have been circulated to the council (Up to end of August 2024)
- n) For the council to consider approving the budget for 2024 – 2025  
Resolved. The council approved for an Extraordinary Meeting to be held to discuss finance matters.

The clerk to organise the date.

**17. Payments – For the Council to consider approving the October Payments 2024: 24/68**

Invoice Name:	Reason for Payment:	Sub Total:	Vat:	Total:
Jill Davis	September 2024 Salary	£446.75		£446.75
Mr Wilson	September 2024 Salary	£702.00		£702.00
HMRC	September 2024 Payment	£111.60		£111.60
Lincolnshire Association of Local Councils	Website Support	£180.00	£36.00	£216.00
Lincolnshire Association of Local Councils	Website Support	£180.00	£36.00	£216.00
Locum Clerk	2 hours of previously approved Locum support	£34.00		£34.00
Wave Invoice	Public Toilets Invoice (15/06/ - 14/09)	£51.53		£51.53
Wave Invoice	Village Hall Invoice (15/06 – 14/09)	£197.33		£197.33
ICO	Data Protection Fee	£40.00		£40.00
Jill Davis	September 2024 Expenses	£170.90		£170.90

GBM Accountants Limited	Payroll Service Invoice 2302	£170.00	£34.00	£204.00
GMB Accountants Limited	Payroll Service 2303	£15.00	£3.00	£18.00
	<b>TOTAL:</b>	£2299.11	£109.00	£2408.11

Payments 1 – 12 were approved for payment.

Jill Davis – Inputter

Cllrs Goodwin and Butters – to approve

**18. Next Meeting Date: 24/69**

- a) To note the next meeting is scheduled for Monday 4<sup>th</sup> of November 2024  
The Chairman informed the council that the next ordinary meeting will be taking place on the 4<sup>th</sup> of November.
- b) Deadline Date for items for the agenda – Friday 25<sup>th</sup> of October 2024  
The Chairman informed the council that the deadline date for items for the agenda is the 25<sup>th</sup> of October.

**19. Temporary exclusion of press and public: 24/70** Pursuant to the Public Bodies (Admission at Meetings Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed) Consideration and reason required: The PC approved for the temporary exclusion of the press to discuss items of a confidential nature.

The open section of the meeting was closed at 8.30pm. The closed section of the closed meeting was opened 20.36pm

**20. Miscellaneous Matters: 24/71**

- a) For the council to consider any actions from the updated paper submitted concerning an ongoing issue.  
The clerk informed the council of the correspondence sent and was waiting for a reply.
- b) For the council to consider any actions from correspondence received.  
The clerk informed the council of correspondence received. The council requested the clerk gain further information.

With no further business to transact the Chairman thanked everyone for attending and closed the meeting at 8.48pm

Signed:.....

Dated:.....