

Saxby All Saints Parish Council

Parish Clerk – Mrs Louise Ward
9 New Road, Worlaby, Brigg, North Lincolnshire, DN20 0PE
Telephone: 01652 618664
Email: clerk@saxbyallsaints-pc.gov.uk

2nd May 2018

Dear Councillor,

You are summoned to attend the Annual Council meeting of Saxby All Saints Parish Council which will be held on **Wednesday 9th May 2018**. Proceedings will commence at approximately 7.00pm, at Saxby All Saints Village Hall.

Members of the public and press are welcome to attend.

Mrs Louise Ward (Clerk to the Council)

Public Participation

Members of the public may raise subjects that they wish to bring to the attention of the Parish Council. Items relating to matters on the Agenda will be taken first and the time will be restricted to 15 minutes maximum (standing order 1(d)) unless the council decides otherwise. Subject to standing order 1(e), a member of the public shall not speak for more than 5 minutes. Listeners should note that decisions cannot be made at this meeting on items not on the agenda.

Recording of Meetings

This council supports the right of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded. The Public Participation period is not part of the council meeting as such and legal advice should be taken as to the recorders' rights to make any recording during that period.

AGENDA

1. Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office
2. Election of Vice-Chairman
3. Receive Apologies and Approve Reasons for Absence
4. Declarations of Interest
 - 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.
 - b) To note dispensations given to any member of the council in respect of the agenda items listed below.
5. Minutes of Previous Meeting

To approve and sign the minutes of the meeting held on the 11th April 2018.
6. Reports from Ward Councillor(s)

Ward Councillors to update the Parish Council on activities within North Lincolnshire Council. Any items requiring an action must be raised under a separate agenda item.
7. Internal Audit 2017/2018

To receive report from Public Sector Audit and note any recommendations.

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8. Annual Governance Statement 2017/18

- a) Members to consider the Governance Statement.
- b) Members to resolve the approval of the Governance Statement.
- c) Governance statement to be signed and dated by the Chairman and Clerk.

9. Annual Accounting Statement 2017/18

- a) Members to consider the Accounting Statement.
- b) Members to resolve the approval of the Accounting Statement.
- c) Accounting statement to be signed and dated by the Chairman.

10. Election of Meeting Representatives

To elect Councillors to represent the Parish Council at outside meetings and events.

- a) Neighbourhood Watch Representative(s).
- b) Low Villages Forum Representative(s).
- c) Police NATS Committee Representative(s).

11. Election of Committee Representatives

To agree to formation/continuation of any committees and to further agree their Functions and Terms of Reference.

- a) Personnel Committee.
- b) Neighbourhood Planning Committee.

12. Policies and Procedures

- a) To adopt the NALC model Standing Orders (2018).
- b) To review and approve the NALC model Financial Regulations (2016).
- c) To review and approve the Asset Register.
- d) To review and approve the Risk Assessments.
- e) To review and approve the procedure for handling requests made under the Freedom of Information Act 2000.
- f) To discuss and resolve whether to adopt the General Power of Co.

13. GDPR Compliance

To discuss and resolve policy/procedure adoption and any other actions.

14. Planning

- a) To receive any applications made to North Lincolnshire Council and resolve a comment:
 - i. Application No: PA/2018/602
Proposal: Planning permission to change 7 no. windows and 1 no. door and side screen to front and 5 no. windows to rear elevation of dwelling
Site Location: Tall Trees, 42 Main Street, Saxby-all-Saints, DN20 0QB
Applicant: Mr Bryan Bailey
 - ii. Application No: PA/2018/401
Proposal: Planning permission for the erection of 6 No. affordable and 27 No. open market homes, landscaping, associated car and bicycle parking, public open space, pedestrian footways, cycleways, access roads, cyclists' car park and pedestrian and cycle crossing points, including across Low Road
Site Location: Land North of Carr Lane and West of Low Road, Worlaby
Applicant: B & P Truelove, Happy Days Farming Company Ltd, 4a Eastgate, LINCOLN, LN2 1QA
 - iii. Application No: PA/2018/440
Proposal: Planning permission for the demolition of all steel framed barns, conversion of existing brick barns to form

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4 No. flexible commercial units (classes A1, A2, A3 and B1), conversion of brick barns to form 11 No. dwellings, erection of 8 No. affordable and 18 No. open market homes, landscaping, associated car and bicycle parking, public open space, pedestrian footways, cycleways, access roads and pedestrian and within site cycle crossing

Site Location: Land at Worlaby House Farm, Low Road, Worlaby, DN20 0LY

Applicant: B & P Truelove, c/o 4a Eastgate, LINCOLN, LN2 1QA.

- b) To note any planning applications received after the agenda has been posted. To resolve their inclusion on the next agenda and request an extension to the consultation period from North Lincolnshire Council.

15. Accounts

To approve and sign the April/May 2018 accounts for payment (see also Financial Reports) and bank statements.

- a) Vision ICT – biennial fee .gov.uk domain renewal – June 2018 to May 2020 - £66.00.
b) Public Sector Audit – Internal Audit YE Mar 2018 - £298.80.

16. Insurance Renewal 2018/2019

To discuss and resolve any action with regards to the Zurich Municipal renewal at a cost of £356.24 with consideration to the asset register.

17. Highways/Footpaths/Public Right Of Way

- a) To receive updates on the following and resolve any action:
- Application for new village name signs.
 - Renovation of the telephone kiosk.
- b) To receive notification of other issues and to resolve action required.

18. Police Matters/Neighbourhood Watch/NAT

To discuss and resolve any other matters.

19. Emergency Plan

To discuss and resolve any action.

20. Parish Pathways Scheme

To discuss and resolve any action.

21. Neighbourhood Plan

To discuss and resolve any action.

22. Low Villages Newsletter

To discuss and resolve items for submission.

23. Welcome Pack

To discuss and resolve any action.

24. Correspondence

Correspondence received and resolve action:

- i. NLC - Town and Parish Liaison Meeting Reminder – 25th April 2018.
- ii. Low Villages' Forum agenda – 3rd May 2018.
- iii. CPRE Visit to Messingham Sand Quarry, 5th May 2018, 2.00-4.00pm.
- iv. NLC - Forthcoming meetings poster May 2018.
- v. NLC - Town and Parish Liaison Meeting Presentations – 25th April 2018.
- vi. NALC – Employment Briefing E01-18 – 2018-2018 National Salary Award.
- vii. ERNLLCA – GDPR update.

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viii. Appleby Country Fayre, 17th June 2018, 11am - 5pm – notice board request.

25. Minor Items

- a) To note any matters of correspondence received following publication of the agenda.
- b) To take any points from Councillors, receive any questions and to note items of interest:
 - Low Villages Forum – update.
 - Tourism Information booklet – update.
 - Best Kept Village 2018 – update.
 - ERNLLCA - Councillors Financial Responsibilities session – update from Cllr Simpson.

26. Agenda for next and future meetings

To determine any items Councillors wish to agenda for the next or future meetings.

27. Next Meeting

To confirm the date and time of the next meeting as, subsequent to any change, Wednesday 13th June 2018 at 7.00pm.