

Saxby All Saints Parish Council

Minutes of the Annual Parish Council Meeting held on Wednesday 25th May 2022 at 6.45pm in Saxby All Saints Village Hall

Present

**Cllr Andrew Simpson (Chairman)
Cllr Hannah Shreeve**

**Cllr Charlie Barton
Cllr Charles Szabo**

Public Participation

Resident enquired as to why the Parochial Church Council had received a grant from NLC for a new path to the vestry when that money could be better utilised elsewhere at the church. They also understood that NLC have no legislation to permit such spending on a religious institution. Cllr Barton suggested that this query was best put to the Ward Councillors as it is not a PC matter.

250522/1 **Election of Chairman and Chairman's Declaration of Acceptance of Office**

Cllr Barton nominated Cllr Simpson for the position of Chairman, and this was seconded by Cllr Shreeve. No other nominations were received, and Cllr Simpson was unanimously voted into office.

250522/2 **Election of Vice-Chairman**

It was agreed to leave this position unfilled.

250522/3 **Apologies**

Cllr P Leitch.

250522/4 **Declarations of Interest**

- a) No declarations of interest by any member of the council in respect of the agenda items.
- b) No dispensations given to any member of the council in respect of the agenda items.

250522/5 **Minutes of Previous Meeting**

The minutes of the meeting held on the 13th April 2022 were approved by members and signed by the Chairman.

Proposed: Cllr Shreeve, seconded: Cllr Simpson.

250522/6 **Reports from Ward Councillor(s)**

None present. Councillors agreed that they would like, at a minimum, a short written report if none are present. Additionally, it is hoped that they could operate a rotation system between the three of them to ensure a Ward Councillor is always present. Clerk to relay these requests.

250522/7 **Internal Audit 2021/2022**

Report from Public Sector Audit was received, recommendations noted and approved.

250522/8 **Annual Governance Statement 2021/22**

- a) The Chairman read out the Governance Statement for Member's consideration.

Date _____

Signature _____

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- b) Members resolved the approval of the Governance Statement.
- c) The Governance Statement was signed and dated by the Chairman and Clerk.

250522/9 Annual Accounting Statement 2021/22

- a) The Chairman read out the Accounting Statement for Member's consideration.
- b) Members resolved the approval of the Accounting Statement.
- c) The Accounting Statement was signed and dated by the Chairman.

250522/10 Annual Governance and Accountability Return (AGAR) 2021/22

- a) Members considered the conditions of the Certificate of Exemption:
 - The authority has been in existence since on 1st April 2018.
 - Neither received gross income, nor incurred gross expenditure, exceeding £25,000.

In relation to the preceding financial year (2020/21), the external auditor has not:

- Issued a public interest report in respect of the authority or any entity connected with it.
 - Made a statutory recommendation to the authority, relating to the authority or any entity connected with it.
 - Issued an advisory notice under paragraph 1(1) of Schedule 8 to the Audit and Accountability Act 2014 ("the Act") and has not withdrawn the notice.
 - Commenced judicial review proceedings under section 31(1) of the Act.
 - Made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration.
 - The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.
- b) Members resolved the approval of the above statement.
 - c) Certificate of Exemption to be signed and dated by the Chairman and Responsible Financial Officer.

250522/11 Election of Meeting Representatives

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

- a) Neighbourhood Watch Representative(s) – Cllr Shreeve.
- b) Low Villages Forum Representative(s) – Cllr Simpson.
- c) Police NATS Committee Representative(s) – Cllr Szabo
- d) ERNLLCA District Committee Representatives(two) – Cllr Barton & Cllr Leitch.

250522/12 Election of Committee Representatives

Following discussion, the following Councillors were elected:

- a) Personnel Committee – Cllr Leitch and Cllr Shreeve.
- b) Neighbourhood Planning Committee – it was resolved to cease its continuation at this time.

Signature _____

Date _____

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250522/13 Policies and Procedures

- a) The adoption of the NALC model Standing Orders (2020) was approved with the amendment to the revised tendering thresholds for public contracts. Review 1 year.
 - b) The adoption of the NALC model Financial Regulations (2019) was approved. Review 1 year.
 - c) The adoption of the Asset Register was approved. Review 1 year.
 - d) The adoption of the Risk Assessments were approved. Review 1 year.
 - e) The adoption of the procedure for handling requests made under the Freedom of Information Act 2000 was approved. Review 1 year.
 - f) The adoption of the Data Protection policy was approved. Review 1 year.
 - g) The adoption of the Health & Safety policy was approved. Review 1 year.
 - h) The adoption of the Financial Reserves policy was approved. Review 1 year.
 - i) The adoption of the GDPR policies/procedures were approved. Review 1 year.
 - j) The adoption of the General Power of Competence was approved. Review 1 year.
- Proposed: Cllr Simpson, seconded: Cllr Barton.

250522/14 Highways/Footpaths/Public Right Of Way

- a) Updates and action resolved:
 - Maintenance of bus shelters – ongoing.
 - Seating/bench provision – ongoing.
 - Tree maintenance – some of the trees on Main Street are overhanging and being hit by tall vehicles such as lorries. These trees are owned by residents, however, NLC have previously trimmed them. A streetlight is also obscured by foliage on Church Lane. Cllr Szabo and Cllr Barton will take a walk around the village to assess the condition of the trees in public spaces.
 - Saxby Mill Lane repair works – ongoing.
- b) Notification of other issues – the two stiles have yet to be repaired/replaced by NLC. Clerk to contact PROW to request a lead time for action.

250522/15 Open Space & Asset Management

Following a resident's request, it was agreed to instruct the grass-cutting contractor to cut further up Saxby Hill, as far as the stile and then back down the road.

250522/16 Planning

- a) Applications made to North Lincolnshire Council and comment resolved:

Application No:	PA/2022/799
Proposal:	Planning permission to erect a two-storey rear extension to the dwelling and a two-storey double garage, to make internal alterations and associated works (including the demolition of the existing outbuildings)
Site Location:	57 Main Street, Saxby All Saints, Brigg DN20 0PZ
Applicant:	Mr Gareth Heggie
Comment:	Resolved as, <ul style="list-style-type: none">• The roofline on the extension is too high i.e. above the existing roof.• The dormer windows are large and intrusive by overlooking the neighbouring property.• Concern regarding the amount of material that would be dug out for the patio and double garage.

Signature _____

Date _____

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Being on a spring line makes the property vulnerable to flooding as the neighbouring property has experienced this year. This will be exacerbated by the applicants already removing trees. It is hoped that a hydrology survey has been carried out to investigate the potential issues that the spring line could cause.

- Concern regarding the size of the garage and that the gym upstairs may be converted into a granny flat in the future.
 - The removal of significant amounts of soil could cause subsidence. As an old cottage it would have very shallow foundations.
 - The architectural plans are inconsistent – 1 window is missing from various drawings. The scale is not clear.
 - Trees have been removed without planning permission.
 - Work has commenced on the roof without planning permission.
 - Out of character for the village. The PC would be keen to hear the views of the Conservation Officer.
- b) Decisions made by North Lincolnshire Council:
PA/2022/160 – 4 Hillside Cottage, vary conditions – granted.
PA/2022/481 – 6 Main Street, tree works – granted.
PA/2022/598 – Stoneholme, 17 Main Street, tree works – granted.
PA/2022/632 – 4 School House, Church Lane, tree works – granted.
PA/2022/419 – 18 Manor Cottage, Main Street, extension and alterations – granted.
- c) No planning applications received after the agenda had been posted.
d) No other planning matters.

250522/17 Police Matters/Neighbourhood Watch/NAT

Vehicle checks at Mill Lane has discovered fake registrations; however, the police will not take further action by way of fines. There were no crime figures presented but Marsh Lane in Barnetby and Middlebarn Hill in Worlaby was highlighted. 'Knockers', from Manchester, have been reported. Residents are encouraged to ring 101 if they are approached. It has been made illegal to swim at Horkstow Bridge. The youths that congregate there are mainly from Hull, after getting the bus to South Ferriby.

250522/18 Accounts

The April/May 2022 accounts for payment (see also Financial Reports) and bank statements were approved by members and signed by the Chairman.

Proposed: Cllr Shreeve, seconded: Cllr Szabo.

15/4/2022	Zurich Municipal	2022 – 2023 insurance renewal	£373.44
03/5/2022	Public Sector Audit	Review of council's internal controls YE March 2022	£385.00
25/5/2022	Cllr Shreeve	Jubilee bunting	£41.28

Signature _____

Date _____

Saxby All Saints Parish Council

25/5/2022	Cllr Barton	Jubilee catering	£355.09
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250522/19 Insurance Renewal 2022/2023

The Zurich Municipal renewal at a cost of £373.44 was agreed with consideration to the asset register.

Proposed: Cllr Shreeve, seconded: Cllr Barton

250522/20 Queen's Platinum Jubilee June 2022

- It was agreed to increase the budget to £1000 for the village event.
Proposed: Cllr Simpson, seconded: Cllr Barton.
- The commemorative bench was chosen with the inscription to say 'Platinum Jubilee, Queen Elizabeth II, 1952-2022, Saxby All Saints'. It costs £504.17 and it was agreed that it would be delivered to Cllr Barton.

250522/21 Correspondence

Correspondence received, noted and action resolved:

- i. Appleby Parish Council - Approach to Saxby Bridge.
- ii. NLC - Forthcoming Meeting for May 2022.
- iii. HWRCC - April 2022 Volunteer Hub Newsletter.
- iv. ERNLLCA April 2022 Newsletter.
- v. NLC PROW – Saxby Bridge access.
- vi. NLC - Standards Training 29 March 2022 – resources.
- vii. ERNLLCA - Finance training.
- viii. NLC - Brigg NAT Reminder - 19th May 2022.
- ix. Resident – grass verges on the hill.
- x. CPRE Countryside Voice – it was agreed to go paperless and receive only electronic copies.

250522/22 Minor Items

- a) Matters of correspondence received following publication of the agenda: Environment Agency newsletter, ERNLLCA – Private Members ballot on Local Electricity Bill and Alliance Volunteer Hub May 2022 newsletter.
- b) Points from Councillors, questions received and items of interest to note – Cllr Shreeve confirmed that she will provide quarterly (July, Sept, Dec & Mar) Speed Watch updates. The group are still waiting for the photo opportunity with the Chief Constable, Lee Freeman and then an article will be written for the Low Villages Newsletter.

250522/23 Agenda for next and future meetings

Welcome pack.

250522/24 Next Meeting

The date and time of the next meeting is, subject to any change, Wednesday 15th June 2022 at 7pm.

The meeting closed at 8.45pm.

Signature _____

Date _____