

Saxby All Saints Parish Council

**Minutes of the Annual Parish Council Meeting held on Wednesday 9th May 2018 at 7.00pm
in Saxby All Saints Village Hall**

Present

**Cllr Ken Bates (Chairman) Cllr Charlie Barton Cllr Dorothy Fagge
Cllr Andrew Simpson Cllr Mel Young**

7 members of the public

090518/1 Election of Chairman and the Chairman's Declaration of Acceptance of Office

Cllr Simpson nominated Cllr Bates for the position as Chairman and this was seconded by Cllr Fagge. No other nominations were received and Cllr Bates was unanimously voted into office and the Declaration of Acceptance of Office signed.
Cllr Young thanked Cllr Bates for his hard work and commitment over the past year.

090518/2 Election of Vice-Chairman

Cllr Young nominated Cllr Simpson for the position as Vice-Chairman and this was seconded by Cllr Fagge. No other nominations were received and Cllr Simpson was unanimously voted into office.

090518/3 Apologies and Reasons for Absence

Cllr P Leitch
Ward Cllr R Waltham

090518/4 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.

090518/5 Minutes of Previous Meeting

The minutes of the meeting held on the 11th April 2018 were approved by members and signed by the Chairman.
Proposed: Cllr Simpson, seconded: Cllr Fagge.

090518/6 Reports from Ward Councillor(s)

None present.

090518/7 Internal Audit 2017/2018

The report from Public Sector Audit was received; recommendations noted and approved.
Proposed: Cllr Simpson, seconded: Cllr Young.

090518/8 Annual Governance Statement 2017/18

- a) The Chairman read out the Governance Statement for Member's consideration.
 - b) Members resolved the approval of the Governance Statement.
 - c) Governance statement was signed and dated by the Chairman and Clerk.
- Proposed: Cllr Barton, seconded: Cllr Simpson.

090518/9 Annual Accounting Statement 2017/18

- a) The Chairman read out the Accounting Statement for Member's consideration.
 - b) Members resolved the approval of the Accounting Statement.
 - c) Accounting statement was signed and dated by the Chairman.
- Proposed: Simpson, seconded: Cllr Barton.

Signature _____

Date _____

Saxby All Saints Parish Council

090518/10 Election of Meeting Representatives

Following discussion, Councillors were elected to represent the Parish Council at the following outside meetings and events:

- a) Neighbourhood Watch Representative(s) – Cllr Bates & Mr Gavin Jobling, Neighbourhood Watch Co-ordinator.
- b) Low Villages Forum Representative(s) – Cllr Bates and Cllr Simpson.
- c) Police NAT Committee Representative(s) – Cllr Bates & Mr Gavin Jobling, Neighbourhood Watch Co-ordinator.

Proposed: Cllr Barton, seconded: Cllr Young.

090518/11 Election of Committee Representatives

Following discussion, Councillors were elected to sit on the following:

- a) Personnel Committee – Cllr's Young, Fagge and Leitch.
- b) Neighbourhood Planning Committee – Cllr Young.

Proposed: Cllr Simpson, seconded: Cllr Barton.

090518/12 Policies and Procedures

- a) The NALC model Standing Orders (2018) were reviewed and approved.
Proposed: Cllr Barton, seconded: Cllr Young.
- b) The NALC model Financial Regulations (2016) were reviewed and approved.
Proposed: Cllr Young, seconded: Cllr Simpson.
- c) The Asset Register was reviewed and approved.
Proposed: Cllr Simpson, seconded: Cllr Young.
- d) The Risk Assessments were reviewed and approved.
Proposed: Cllr Barton, seconded: Cllr Young.
- e) The procedure for handling requests made under the Freedom of Information Act 2000 was reviewed and approved.
Proposed: Cllr Fagge, seconded: Cllr Barton.
- f) It was resolved to adopt the General Power of Competence.
Proposed: Cllr Fagge, seconded: Cllr Barton.

090518/13 GDPR Compliance

The following policies/procedures were approved and adopted:

- i. Information Data Protection.
- ii. Removable Media.
- iii. Email Contact Privacy Notice.
- iv. Neighbourhood Plan Consultation Contact Privacy Notice.
- v. Councillor Contact Privacy Notice.
- vi. Privacy Notice.
- vii. Document Retention and Disposal.
- viii. Retention of Documents – Appendix A List of Documents for Retention and Disposal.
- ix. Social Media.
- x. GDPR Consent to Hold Contact Information Form.

Proposed: Cllr Simpson, seconded: Cllr Young.

090518/14 Planning

- a) Applications made to North Lincolnshire Council:

- 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

Signature _____

Date _____

Saxby All Saints Parish Council

Applicant: Mr Bryan Bailey

After discussion a decision was made by vote to **OBJECT**. 4 Objections, 1 No Objection. See Appendix A at end.

- 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 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.

After discussion, it was unanimously agreed to **OBJECT** to applications ii & iii. See appendix A at end.

- b) Planning applications received after the agenda has been posted:
PA/2018/797 – to fell conifer tree, The Lilacs, 51 Main St, - M Bardle.

090518/15 Accounts

The April/May 2018 accounts for payment (see also Financial Reports) and bank statements were approved by members and signed by the Chairman.

- 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.
c) Cllr D Fagge – telephone kiosk planters - £46.00.

Proposed: Cllr Barton, seconded: Cllr Simpson.

090518/16 Insurance Renewal 2018/2019

The Zurich Municipal renewal was agreed at a cost of £356.24 and with consideration to the asset register.

Proposed: Cllr Simpson, seconded: Cllr Young.

090518/17 Highways/Footpaths/Public Right Of Way

- a) Updates on the following:
- Application for new village name signs – ongoing and will be resolved alongside the new tourism booklet.
 - Renovation of the telephone kiosk – ongoing.
- b) Notification of other issues:

Signature _____

Date _____

Saxby All Saints Parish Council

- Flytipping – Clerk will contact Ward Cllr Waltham regarding the unsatisfactory outcome and lack of action with the intelligence provided by the PC as to where the rubbish originated from. Additionally, notify that glass debris remains.

090518/18 Police Matters/Neighbourhood Watch/NAT

None.

090518/19 Emergency Plan

This item is ongoing. The working group has met, and actions have been allocated to specific members.

090518/20 Parish Pathways Scheme

A 6-month pilot scheme is currently underway with various parishes. The PC are awaiting further contact from NLC.

090518/21 Neighbourhood Plan

Cllr Young has discussed a 'Visioning Day' and the materials to promote it with Dave Lofts, Senior Planning Officer, Regeneration and Planning at NLC. Additionally, Cllr Peter Jones from Worlaby PC is assisting. Another meeting will be called to ensure the agenda is moved along.

090518/22 Low Villages Newsletter

Community Emergency Plan - A note to thank residents who have volunteered to provide assistance during an emergency.

090518/23 Welcome Pack

Items to include:

- Crime prevention.
- Conservation advice.
- This item is ongoing and a working group comprising Cllr's Bates and Simpson has been formed.

090518/24 Correspondence

Correspondence received and noted:

- 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.
- viii. Appleby Country Fayre, 17th June 2018, 11am - 5pm – notice board request was agreed if there is space.

090518/25 Minor Items

- a) No correspondence received following publication of the agenda.
- b) Points from Councillors, questions received or items of interest to note:
 - Low Villages Forum – items discussed included the housing development planning applications at Worlaby, the tourism booklet and speed concerns along the B1204.
 - Tourism Information booklet – work in progress.
 - Best Kept Village 2018 – PC have been entered.

Signature _____

Date _____

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- ERNLLCA - Councillors Financial Responsibilities training – update from Cllr Simpson who felt that the session was interesting but in general only common sense.

090518/26 Agenda for next and future meetings

- Tourism Information booklet.
- Welcome pack.

090518/27 Next Meeting

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

The meeting closed at 9.45pm.

Appendix A

PA/2018/602 Planning Application at Tall Trees, 42 Main Street, Saxby-all-Saints, DN20 0QB

OBJECT to the above application on the following grounds:

1. Saxby All Saints is a Conservation Area protected by an Article 4 direction. Apart from those buildings which are 'listed', a large number of 17th, 18th and 19th century houses have been designated as 'Buildings of Townscape Merit'. These buildings contribute significantly to the unique character of the village. The house subject of this application is one that has been designated as of 'Townscape Merit'.
2. The 'Saxby All Saints Conservation Area Supplementary Planning Guidance' adopted by North Lincolnshire Council in 2004, Section 2.3 deals with buildings of 'Townscape Merit'. The guidance clearly states that in such historically significant buildings:
"All existing traditional architectural features will be retained on these buildings. Alterations will need to incorporate matching designs and materials appropriate to the age and character of the building".
Section 6.6 of the original Conservation Area Appraisal states that:
"The main threat to the character of the Conservation Area comes from minor alterations to historic buildings, such as the removal of original windows and their replacement with uPVC.

The Parish Council's objections are based on a desire to retain the standards and unique historical character of the village and conservation area and not set dangerous precedents for the future. It is recognised that the applicant is a highly respected resident who supports the ethos of conservation. His application is an attempt to balance modern living with this ethos.

Signature _____

Date _____

Saxby All Saints Parish Council

PA/2018/401 & PA/2018/440 Applications for the erection of 70 dwellings on Low Road, Worlaby

OBJECT to the above applications on the following grounds:

1. Lack of Infrastructure and Facilities

Such a large number of dwellings, all built at the north end of the village, will overwhelm the limited infrastructure and facilities that currently exist. The small school, which currently has an intake from other Low Villages, will be heavily oversubscribed and perhaps overcrowded, forcing pupils to other schools in the area. Similarly, the current public transport arrangements for the Low Villages are not sufficient to meet demands of perhaps 300 extra residents in a village that has no shops or facilities.

2. Traffic

The two housing developments envisaged will disgorge a large number of vehicles onto the B1204 at roughly the same location and from opposite sides of the road on severe bends. The road safety aspects and danger which already exist will be greatly exacerbated. This increase in the volume of traffic will impact upon the safety of residents in Saxby All Saints and other villages along the B1204.

3. Wildlife

The land north of Carr Lane and west of the B1204, Low Road, is rich in wildlife and birds. The building of such a large development of housing will destroy the natural habitat of many species of wildlife that add richness to the Ancholme Valley area.

4. Change of Character

Worlaby is one of the string of Low Villages connected by the B1204 in the Ancholme Valley. The essence of each village is characterised by low populations in a very rural, agricultural environment with limited local facilities. The imposition of housing developments of such size in a small village will change the whole character of the village to the detriment of the highly valued sense of community that currently exists.

It is hoped that North Lincolnshire Councillors and Planning Officers will reject these applications in their current form.

Signature _____

Date _____