

BRIGSLEY PARISH COUNCIL



Clerk - Mrs. Kim Kirkham, 14 Househams Lane, Legbourne, Louth LN11 8LG
e-mail – brigsleyparishcouncil@hotmail.com

Minutes of the Meeting held on Tuesday 2nd July 2019. Brigsley Village Hall, St Helens Crescent, Brigsley, DN37 0RG.

Present: Cllr S. Dixon (Chair)
Cllr A. Hansen and Ward Cllr N. Pettigrew
K. Kirkham (Clerk)

ANNUAL PARISH MEETING

19/012 **Apologies**

Apologies received from Ward Cllr P Jackson.

19/013 **To receive Chairman's Report & Annual Report for the Financial Year 2018/19**

The Annual Report had been circulated for review prior to the meeting.
In brief; eight planning applications received, precept set in December 2% increase and liaised with NELC on verges, signs, drains, road safety and public rights of way.
The Chair thanked the Clerk for all her work.

RESOLVED: Clerk to place the Annual Financial Report on both notice boards.

19/014 **To receive report form Ward Councillors**

Ward Cllr Pettigrew advised that it has been an interesting year with the Conservative party winning the recent elections. He reported that some of the roads in the area have been resurfaced and recently new litter bins have been installed by NELC. The Village Hall committee have more funding.

19/015 **To consider questions/issues raised by members of the public**

Cllr Dixon reported that a resident has raised concerns regarding cars parking in St Helens Crescent, blocking driveways and the safety issues this creates

Annual Parish Meeting Concluded.

Annual Parish Council Meeting

19/016 **Election of Chairman**

Nominations were received by the clerk for the position of Chairman. Cllr Simon Dixon was nominated, proposer Cllr. N Pettigrew seconded by Cllr. A Hansen. Cllr Dixon agreed to accept the position. Chair duly elected; Declaration of Office signed.

19/017 **Declaration of Interest** (Localism Act 2011)

- a) No interest was declared on any item listed on the agenda.
- b) No dispensations.

19/018 **Election of Vice-Chairman**

Chair proposed Cllr A. Hansen; seconded by Cllr N. Pettigrew. Vice-Chair duly elected; Declaration of Office signed.

19/019 **Review of Governance/Procedural Documents for Council for the year**

To review and agree any amendments/necessary actions on the following:

Personnel Committee members – No changes.

Risk Management Strategy including any necessary Risk Assessment – Approved.

Governance Documents of Standing Orders and Financial Regulations – All in place; no amendments.

Emergency Plan – Changes to be agreed at the next meeting.

Fixed Assets – No changes

Register of Interests – Councillors reviewed and signed their Register of Interest (DPI) forms

Website Provision – In place.

Insurance Provision - Approved

Training Criteria and ongoing development strategy - Council's strategy agreed that all new members were offered training courses and existing members encouraged to renew their training as offered, but without compulsion for any member.

RESOLVED: Clerk to action each item as stated.

19/020 **Minutes of Previous Meetings**

It was agreed that the minutes of the meeting held on the 2nd April 2019 were a true record and were duly signed by the Chairman, Cllr S Dixon.

19/021 **Update of Matters Outstanding from Previous Meeting**

- a) Update on the fallen tree opposite St Helens Crescent – Arrangement for the removal were discussed and agreed.

RESOLVED: No further action required.

19/022 **Police Report**

Clerk distributed copies of the Police report for July to the Councillors prior to the meeting. The police were unable to attend the meeting. There have been twenty-one crimes reported in the Waltham Ward during June.

RESOLVED: Clerk to put Police Report on notice boards.

19/023 **Planning Matters**

Application Received:

- a) **DM/0447/19/FUL – 1 & 2 St Helens Crescent, Brigsley.**

Erect two storey extensions to no.1 and 2 St. Helens Crescent to create two additional dwellings including various alterations, parking and landscaping. The

Parish Council agreed to oppose this application on the grounds of safety that two extra dwellings will have on the current parking issues. St Helens Crescent already has major problems with parking and extra dwellings will only exacerbate the issues that already exist. The normal condition re hours of construction/demolition should be applied to this application; that no work shall be carried out before 08.00 or after 18.00 Mondays to Fridays inclusive, before 08.00 or after 13.00 on Saturdays and at any time on Sundays or Bank Holidays. Reason: To protect the amenities of nearby residents

b) **DM/0415/18/OUT – The Paddock**

Outline application to erect one detached dwelling with garage with access, layout and scale to be considered (AMENDED LOCATION PLAN AND BLOCK PLAN – (NEW ACCESS)). Councillors reviewed the amended plans and recommended approval.

19/024 **Future Dates**

- a) Planning Committee Meeting – Wednesday 17th July 2019 at 9.30am, Town Hall, Grimsby.

19/025 **Received Correspondence / Information Exchange**

- a) To receive information from ERNLLCA/NALC/NELC – All information already circulated prior to the meeting.
- b) To receive information regarding Brigsley Bus Stops – Councillors discussed and agreed that that the current shelter opposite St Helens Crescent is used as a bus stop, a new sign to identify that it is a bus stop may be beneficial. Councillors agreed that the bus stop adjacent to St Helens Crescent (opposite the shelter) has never been identified as such and it is not required now.
- c) To receive a request to attend a meeting by Katrina Goodhand (Engagement Officer North East Lincs). Councillors agreed that they do not have any issues at present and will contact her later in the year.
- d) The Chair mentioned that concerns have been raised regarding the new bins that have been installed by NELC. The bin at the top of Church Lane is too close to the seating area and should be moved to the left of the notice board on the grass verge. Grange Close bin should be moved on the grass verge not footpath as it is at present. Councillors asked the clerk to contact NELC to have both bins re-sited and the old bins returned as they are the property of the Parish Council.

RESOLVED: Clerk to action above items as stated

19/026 **Finance**

- a) Cheque for Clerk's salary (April/May/June 2019) agreed and signed £379.05.
- b) Cheque for printer ink & backup stick agreed and signed £17.98
- c) Councillors discussed the annual insurance renewal. Councillors agreed Zurich insurance quote of £164.74. Clerk to post cheque.
- d) Cheque for Room Hire (3 months Feb to April) agreed and signed £75.00
- e) Cheque for Main Road grass verge cut (18/04/19) agreed and signed £60.00
- f) HMRC VAT Return 2018/19 has been completed for submission. Clerk to post.

RESOLVED: Clerk to action above items as stated

19/027 **Audit**

- a) To receive update on Annual Internal Audit Report; agree any necessary actions. Internal audit received; no action required. Section four signed off by Internal Auditor. Councillors agreed usual payment. Clerk to organise.
- b) Certificate of Exception completed and signed prior to the meeting.

- c) Annual Governance Statement Approval 2018/19 (section 1) – Chair read out governance statements and all responses were agreed by Councillors; completed and signed by the Chairman and clerk. Clerk to submit to External Auditors with necessary paperwork required.
- d) Accounting Statement Approval 2017/18 (section 2) – Assertions read, and responses were agreed by Councillors; completed and signed by the Chair.
- e) Clerk advised that the formal arrangements for inspection of accounts has been actioned and placed on the notice boards and Website.

RESOLVED: That the Annual Return be authorised with figures as approved and that Council members approved the Chair’s signature of approval of all Governance matters on the Annual Return.

19/028 **Date of Next Meeting**

Meeting date confirmed as: - Tuesday 6th August 2019 @ 7pm

Meeting ended 8.15pm

Signed ----- Chair 6th August 2019.



Local Community News

Protecting Communities, Targeting Criminals, Making a Difference

Waltham, Brigsley & Ashby-cum-Fenby Update July 2019

Crime

There have been 21 crimes reported in the Waltham Ward during June.

Overnight 2nd & 3rd June a Landover was stolen from a building site on Meadow Croft. The vehicle was found burnt out in a field nearby.

During the early hours of 25th June an attempt was made to remove the headlights from a car parked on Barnoldby Road. The offenders were disturbed by the owner.

There were three reports of criminal damage:

Tyres were slashed on a car parked at Mount Pleasant.

During the late evening of 23rd June, a rock was thrown through the front windscreen of a car parked on Main Road, Ashby-cum-Fenby.

About the same time a rock was thrown at a car parked at an address on Ashby Hill, Ashby-cum-Fenby.

Other crime include:

A male was charged with possess of a controlled drug after a car he was driving ran off the road at Thoroughfare, Ashby-cum-Fenby.

A male has been charged with an offence of malicious communications.

Four assaults.

Shop theft from the Co-Op.

Theft of a parcel which was left in a garden on Archer Road.

There have been three reports of ASB. A complaint of a noisy car driving around Barkwith Court.

Youths riding a motorbike on land behind Rosedale.

Children playing 'knock door run' on Fairway.

How you can help

Your local Neighbourhood Policing Team appreciates the importance of being in the right place, at the right time, for the right reasons to reassure the public, improve public confidence and reduce crime and anti-social behaviour in the area which we all live and work. We encourage all residents to call and report any issues where they live so that we can deal with any issues and also step up our patrols in the area. The number to call for non-emergency issues is 101. If you feel there are issues in your community that your local Police should be prioritising, please inform your local officers or the local Parish Council.

The named officers for Waltham Ward are:

PC 716 Andy Potter andrew.potter@humberside.pnn.police.uk

PC 549 Sarah Swaby sarah.swaby@humberside.pnn.police.uk

PCSO 7602 Lesley Parry lesley.parry@humberside.pnn.police.uk