

# Minutes of the Annual Meeting of Ashby cum Fenby Parish Council held at Ashby cum Fenby Church Hall on Monday 15th May 2023 at 7.00PM

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**Present:** Cllrs: John Shaw (Chairman), Hornby, Pettigrew, Shaw and Thomson.

**In attendance:** The Parish Clerk, Ward Cllr Jackson and 3 members of the public.

**01:05/23**      **To elect a Chairman for the year 2023/2024:**

**RESOLVED:**      Cllr John Shaw was elected as Chairman for the year 2023-24.

**02:05/23**      **Signing by the Chairman of the declaration of office:**

*The Chairman signed the declaration of office, witnessed by the Proper Officer.*

**03:05/23**      **To appoint a Vice-Chair for the year 2023/2024:**

**RESOLVED:**      Cllr Pettigrew was appointed as Vice-Chair for the year 2023-24.

**04:05/23**      **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.

None

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

None

**05:05/23**      **Apologies for Absence:**

All Members were present.

**06:05/23**      **Open Forum:**

To enable any resident to raise any items with the Parish Council.

A member of the public raised a question in relation to a planning comment uploaded to the NELC Planning Portal.

**07:05/23**      **Minutes of the Previous Meeting(s):**

To approve the minutes of the previous meeting(s).

**RESOLVED:**      **The minutes were approved as a true record.**

**08:04/23**      **Police Report:**

To receive the latest police report.

Date:

Signed:

The report was noted.

**09:05/23 Finance & Governance:**

a) To approve payment of accounts to 15th May 2023.

The following payments were approved: -

Supplier	Description	Net	VAT	Gross
HMRC	Tax/NI Month 1	33.40	0.00	33.40
Employee 1	Wages Month 1	XXX	XXX	XXX
Employee 1	Expenses April 23	20.70	0.00	20.70
Francene Woods	Internal Audit Services	130.00	0.00	130.00
Alexanders Gardens	Grounds Maintenance April	27.00	0.00	27.00
Southern Electric	Electricity Bill 4/4/23-2/5/23	9.87	0.49	10.36
Zurich Insurance	Annual Insurance Renewal	214.00	0.00	214.00

b) To review Standing Orders and Financial Regulations.

**RESOLVED: That Standing Orders and Financial Regulations be approved.**

c) To review the Council's register of assets.

The asset register was updated.

**RESOLVED: That the updated asset register be approved.**

d) To review the Council's financial risk management document.

**RESOLVED: That the financial risk management document be approved.**

e) To review the Emergency Plan .

**RESOLVED: That the Emergency Plan be approved subject to the checking of contact details and permission to be included confirmed by the Clerk.**

f) To review arrangements for insurance cover in respect of all insurable risks and to consider insurance renewal quotations for 2023-2024.

**RESOLVED: That a quotation of £214 from Zurich Insurance for the year 2023-24 be accepted, with delegation to the clerk to seek a multi-year deal.**

g) To receive and note the annual internal auditor's report.

The internal auditor's report was noted.

h) To approve year end accounts 2022-2023.

**RESOLVED: That the year-end accounts be approved.**

i) To approve the Annual Governance Statement 2022-2023 (AGAR Section 1).

**RESOLVED: That the Annual Governance Statement 2022-23 be approved.**

j) To approve the Accounting Statements 2022-2023 (AGAR Section 2).

**RESOLVED: That the Accounting Statements 2022-23 be approved.**

k) To approve the Certificate of Exemption.

**RESOLVED: That the Certificate of Exemption be approved.**

Date:

Signed:

- l) To agree that any declaration of office not signed at or before the meeting may be signed at a later date in the presence of the Proper Officer.

*This item was skipped as all Members had signed declaration of office.*

- m) To agree meetings dates for the year 2023-2024

Monday 5<sup>th</sup> June 2023

Monday 3<sup>rd</sup> July 2023

Monday 7<sup>th</sup> August 2023

Monday 4<sup>th</sup> September 2023

Monday 2<sup>nd</sup> October 2023

Monday 6<sup>th</sup> November 2023

Monday 4<sup>th</sup> December 2023

Monday 8<sup>th</sup> January 2024

Monday 5<sup>th</sup> February 2024

Monday 4<sup>th</sup> March 2024

Monday 8<sup>th</sup> April 2024 (2<sup>nd</sup> Monday due to Bank Holiday)

**RESOLVED: That the meeting dates be approved.**

**10:05/23 General Power of Competence:**

- a) To agree that the Parish Council continues to meet the criteria for eligibility (two thirds elected members and a CiLCA qualified clerk).

**RESOLVED: That the Parish Council continues to meet the criteria for eligibility.**

- b) To agree to continue to exercise the Council's General Power of Competence.

**RESOLVED: That the Parish Council will continue to exercise the General Power of Competence.**

**11:05/23 Planning:**

Planning decisions:

- i) Planning Application Reference: DM/0765/22/FUL

Proposal: Erect timber horse shelter with associated works  
(amended applicant and site location)

Location: Paddock, South West of Goshen Post Office Lane Ashby  
Cum Fenby North East Lincolnshire. APPROVED

- a) Planning Applications:

- i) Planning Application Reference: DM/0343/23/FUL

Proposal: Erect extension to side to create store with associated works

Location: Aldolyn Post Office Lane Ashby Cum Fenby North East  
Lincolnshire

**RESOLVED: That Ashby cum Fenby Parish Council has no objections to this application.**

Date:

Signed:

- ii) To resolve action regarding a planning comment submitted to the NELC planning portal in December 2022.

*The Clerk advised Council regarding procedure for a Special Motion.*

b) Pending Applications:

Erect extension to side to create store with associated works

Aldolyn Post Office Lane Ashby Cum Fenby North East

Lincolnshire DN37 0QS

Ref. No: DM/0343/23/FUL | Validated: Wed 19 Apr 2023 | Status:

Pending Consideration

Erect detached outbuilding to include tennis pavilion, store and changing facilities with roof terrace solar panels and roof light, erect glass house and potting shed, creation of walled garden and natural swimming pool and associated works

Fenby Hall Barton Street Ashby Cum Fenby North East

Lincolnshire DN37 0RU

Ref. No: DM/0173/23/FUL | Validated: Wed 15 Mar 2023 |

Status: Pending Consideration

Erect single storey rear extension to form training pool and garage to include the installation of a new driveway (Amended Description and Amended Plan received 19th January 2023 to include new driveway)

Fenby House Post Office Lane Ashby Cum Fenby North East

Lincolnshire DN37 0QS

Ref. No: DM/1045/22/FULA | Validated: Tue 13 Dec 2022 |

Status: Pending Consideration

Change of use from paddock to residential garden. Installation of new driveway, pillars and gates. Erection of detached garden pavilion with associated outdoor kitchen and facilities and installation of tennis court with 3m high fencing and associated works

Park View Ashby Lane Ashby Cum Fenby North East Lincolnshire  
DN37 0RT

Ref. No: DM/1015/22/FUL | Validated: Tue 06 Dec 2022 | Status:

Pending Consideration

Erect 6 holiday huts to include landscaping and new access (amended layout March 2023)

Land At Hall Farm Restaurant Ashby Lane Ashby Cum Fenby North East Lincolnshire DN37 0RT

Date:

Signed:

Ref. No: DM/0987/22/FUL | Validated: Tue 15 Nov 2022 | Status:  
Pending Consideration

Erect new detached dwelling, garage and stables, with new  
boundary wall and gate in connection with farm and stud, with  
associated works

Moorhouse Farm Brigsley Road Ashby Cum Fenby North East  
Lincolnshire

Ref. No: DM/0873/22/FUL | Validated: Fri 30 Sep 2022 | Status:  
Awaiting decision

#### **12:05/23 Highways/Public Rights of Way:**

- a) To receive any correspondence or reports from councillors regarding highways matters.

Flooding to the highway adjacent to the Village Green was discussed. It was confirmed that this had been reported. Councillors discussed a system of inspections to identify and highways issues, with reports coming back to future meetings.

- b) To discuss the Public Right of Way off Post Office Lane and agree any action.

**RESOLVED: That no further action was required at this time.**

#### **13:05/23 Parish Assets/Projects:**

- a) To receive an update on the repairs to the village signs.

**RESOLVED: That the Clerk shall contact NELC Highways to advise that there are currently insufficient Parish Council funds for the highway control measures stipulated.**

- b) To receive any quotations for wooden 'no verge parking' signs.

**RESOLVED: That that this matter be deferred to a future meeting.**

- c) To consider works completed to reinstate the village green land and agree any further actions.

**RESOLVED: That the contractor be invited to the June meeting to discuss the Village Green reinstatement. The Clerk to obtain a quotation for levelling and re-seeding.**

#### **14:05/23 Village Newsletter:**

To agree any action regarding the next edition of the village newsletter.

**RESOLVED: That a summer newsletter be produced, with Councillors volunteering to deliver throughout the village.**

#### **15:05/23 Future Dates:**

- a) Next Parish Council Meeting – Monday 5<sup>th</sup> June 2023 at 7PM – Ashby cum Fenby Church Hall. An extraordinary meeting may be called – to be confirmed.
- b) Matters for discussion and inclusion on the next meeting agenda.

None raised.

Date:

Signed:

**Exclusion of Press and Public: To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve legal privilege and the likely disclosure of private and confidential information.**

**RESOLVED: That press and public be excluded.**

**16:05/23 Personnel:**

To approve the Clerk's wages.

To approve staff annual leave.

**RESOLVED: That the wages and leave be approved.**

*The meeting closed at 8.15PM*

Date:

Signed: