

# Minutes of the Ashby cum Fenby Parish Council Meeting held at Ashby cum Fenby Church Hall on Monday 4<sup>th</sup> November 2024 at 7.00PM

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

**In attendance:** The Parish Clerk, Ward Cllr Jackson and 1 member of the public.

## **01:11/24      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

## **02:11/24      Apologies for Absence:**

To receive any apologies from Members not able to attend the meeting.

No apologies had been received.

## **03:11/24      Open Forum:**

### **STANDING ORDER NO. 3**

- e Members of the public may make representations, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
- f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ( 15 ) minutes unless directed by the chair of the meeting.
- g Subject to standing order 3(f), a member of the public shall not speak for more than ( 5 ) minutes.
- h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.
- i A person shall raise his/her/their hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chair of the meeting may at any time permit a person to be seated when speaking.
- j A person who speaks at a meeting shall direct his/her/their comments to the chair of the meeting.
- k Only one person is permitted to speak at a time. If more than one person wants to speak, the chair of the meeting shall direct the order of speaking.

Date:

Signed:

**04:11/24 Minutes of the Previous Meeting(s):**

To approve the minutes of the previous meeting.

**RESOLVED: That the minutes be approved as a true record.**

**05:11/24 Police Report:**

To receive the latest police report.

The report was noted.

**06:11/24 Finance & Governance:**

a) To approve payment of accounts.

**RESOLVED: That the following payments be approved: -**

Employee 1	Wages Month 7	£XXX
Employee 1	Expenses Month 7	£7.02
Southern Electric	Electricity Bill 1/9/24-30/9/24	£15.28
HMRC	Tax/NI 24-25 Months 4-6	£105.40
Mariner Computing	Annual Antivirus	£24.00

b) To receive an update on the bank mandate variation form.

**RESOLVED: That the form be resubmitted to the bank.**

c) To receive the Yr 24-25 quarter 2 bank reconciliation. The nominated councillor to sign the bank statement and reconciliation.

**RESOLVED: That the signing of the bank statement and reconciliation be noted.**

d) To receive a budget report and consider the budget for the financial year 2025-26

**RESOLVED: That the draft budget be approved.**

e) To receive information from the Clerk regarding Parish Council documentation.

**RESOLVED: That the Clerk shall contact NELC Archives to request a list of any Parish Council documents that are held at the Archives.**

f) To receive the final Emergency Plan.

**RESOLVED: That the completed Emergency Plan be noted.**

g) To consider guidance received on preventing sexual harassment in the workplace and consider adoption of a draft Sexual Harassment Policy.

**RESOLVED: That the Sexual Harassment Policy be adopted.**

**07:11/24 Planning:**

a) To note the following planning decisions received from NELC: -

i) Planning Application Reference: DM/0323/24/FUL

Proposal: Erect single storey extension to side and rear to provide additional stores area - AMENDED PLANS (Extension moved away from neighbour boundary)

Location: Freshney Cottage Post Office Lane Ashby Cum Fenby North East  
Lincolnshire

Date:

Signed:

APPROVED

**b) To consider any comment on the following planning application(s): -**

None received.

**c) Pending Applications – Awaiting Decision: -**

*For information only – the Parish Council has already submitted comments on these applications:*

[Outline application for the erection of two 5 bed dwellings with garages, driveways, landscaping, and new boundary fencing with all matters reserved](#)

Land Adj the Old Rectory Main Road Ashby Cum Fenby North East Lincolnshire DN37 0QW

Ref. No: DM/1222/23/OUT

[Change of use of land from field/paddocks to 23 holiday cabins with vehicle parking, landscaping, and associated works](#)

Willow Lakes Ashby Hill Top Farm Barton Street Ashby Cum Fenby North East Lincolnshire DN37 0RU

Ref. No: DM/0523/23/FUL

To receive any response to an enquiry made to NELC Drainage

[Planning Application Reference: DM/0799/24/FULA](#)

Proposal: Erect 1.6m high boundary wall with access gates, alterations to widen existing highway access and associated works

Location: Springfield Main Road Ashby Cum Fenby North East Lincolnshire

**d) To receive a response from NELC Drainage regarding concerns over a package sewage treatment plant on the development at Willow Lakes.**

The Clerk advised that NELC Drainage had passed on the Parish Council's concerns about the proposal to use a package sewage treatment plant on the development to NELC Planning.

**e) To receive any responses regarding a planning enforcement case.**

The Clerk advised that no responses had been received. Ward Cllr Jackson provided an update to the meeting.

**08:11/24 National Grid Consultation:**

To discuss proposals for upgrades to the electricity network.

It was noted that the dates for the second round of consultation have not been announced.

**09:11/24 Highways/Public Rights of Way:**

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

The Clerk shall report a pothole on Maon Road to NELC Highways.

**b) To consider matter deferred from the previous meeting – hedges on private land.**

**RESOLVED: That a letter be sent to a property in the village regarding trees.**

Date:

Signed:

**10:11/24 Parish Assets/Projects:**

- a) To receive an update from the Clerk regarding ownership of the 'Village Green'.

**RESOLVED: That the agenda item be deferred until land ownership has been confirmed.**

- b) To agree a way forward for acquisition of a new noticeboard for the Village Green.

**RESOLVED: That the Chair will contact a resident regarding sponsoring a new noticeboard.**

- c) To agree design/any quotations for fencing/posts for the Village Green and to agree to apply for the NELC Stronger Communities Fund following NELC approval to install.

**RESOLVED: That the item be deferred until ownership of the land has been confirmed.**

- d) To receive any updates on the telephone box and resolve any actions.

A report was received. A contractor had visited the site to establish works that needed to be done.

**11:11/24 Village Newsletter:**

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

**RESOLVED: That comments on the draft edition shall be sent to the editor.**

**12:11/24 Future Dates:**

- a) Next Parish Council Meeting – Monday 2<sup>nd</sup> December 2024 at 7PM – Ashby cum Fenby Church Hall.

The date was noted.

- b) Matters for discussion and inclusion on the next meeting agenda.

Review of the Village Plan – January 2025

**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 the press and public be excluded on grounds of legal privilege and the likely disclosure of private and confidential information.**

**13:11/24 Personnel:**

- a) To approve Clerk's wages and expenses payments.

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

- b) To receive an update from the Clerk regarding annual leave.

The update was noted.

- c) To note that the NJC nationally agreed pay award for 2024-25 has been agreed and the contractual adjustment to staff pay has been made.

**RESOLVED: That the pay award be noted.**

*The meeting closed at 9.00PM*

Date:

Signed: