

# ***SOUTH FERRIBY PARISH COUNCIL***

**Approved Minutes of the Parish Council Meeting held on  
Monday 8<sup>th</sup> February, 2010 at 7.00pm in South Ferriby Village Hall.**

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## Present

Cllr Roy Holloway (Chair)

Cllr Alan Fisher

Cllr Sara Haddon

Cllr Kate Smith

Cllr Sally Yarrington

Ward Cllrs Nigel Sherwood and John Berry and six members of the public.

1002/1

## Apologies

Apologies for absence were received from Cllrs Dave Mouncey and Carol Smith, Ward Cllr Carl Sherwood and NLC Cllr Ali.

Cllr Holloway informed the Council that he had received a letter of resignation from Paul Heathfield and that the necessary paperwork was being undertaken prior to the post being advertised (should an election not be called).

1002/2

## Declaration of Interests

Cllr Kate Smith declared a prejudicial interest regarding item 8 on the Agenda, Councillor Vacancy.

1002/3

## Minutes of Previous Meeting

The Minutes of the Meeting held on 7<sup>th</sup> December, 2009 were approved and signed.  
Prop: AF, 2<sup>nd</sup>: SY, unanimous.

1002/4

## Public Comment

The following issues were raised by / on behalf of members of the public:

a. (i) It was reported that there is a pot hole on Old Post Office Lane and another on Low Street needing attention and the Clerk was asked to report this. **ACTION: Clerk**

(ii) Further to the December meeting, all Cllrs were asked to forward a digital photograph of themselves to the Clerk for publication on the website and in the next newsletter.

**ACTION: All Cllrs  
Clerk**

(iii) The Clerk informed the meeting that she had discussed the future of Winterton Tip with NLC and had been informed that the site was owned / managed by Hull City Council and/or East Riding District Council. Cllr Nigel Sherwood said he would make further enquiries about this and report to the March meeting. **ACTION: Ward Cllr Sherwood**

(iv) It was requested that the Council consider the siting of a 'teen-shelter' in the village. The member of public concerned stated that full funding is currently available and it was agreed to agenda the item for discussion at the March meeting. **ACTION: Clerk**

b. The Clerk reported that no further information has been received regarding the bus stops on Sluice Road.

1002/5

## Report from Ward Councillors

Ward Councillor Nigel Sherwood reported that:

(i) The proposed NLC Development Framework will be open for consultation in September 2010 when the Council will be asked to comment. It is believed that South Ferriby will be highlighted as a good village for development.

(ii) Following the recent bad weather, all potholes should be reported as usual however there may be delays in their repair.

- 1002/6 Police Matters  
a. APPENDIX A: The Council considered the latest police report and no issues were raised.  
b. It was agreed that the purchase of a Low Villages Speed Camera be re-agenda'd following discussion by the Low Villages Forum.
- 1002/7 Cemex Liaison Issues  
a. APPENDIX C: Cemex Issues - report by Cllr Haddon. **It was resolved** for Cllr Haddon to undertake the actions listed in her report. Prop: SH, 2<sup>nd</sup> AF, unanimous.  
**ACTION: Cllr Haddon**  
It was further reported/discussed:  
(i) Cemex is still operating on one kiln.  
(ii) The latest dust monitoring report should be available shortly. A wind measuring device has been installed on the Cemex conveyor and further analysis is to be made on dust particles of varying sizes.  
(iii) Discussion had taken place about road safety - see 1002/20a.  
b. Cllr Haddon reported on her attendance at the recent Cemex Liaison Meeting - see 1002/7a  
c. The Council considered the possible attendance by Cllrs Haddon and Mouncey at a Cemex Book Launch at the House of Lords on 24<sup>th</sup> February, 2010. Following discussion, **attendance was approved** providing there be no expense to the Council. Cllr Haddon added that she would be procuring copies of the book for donation to South Ferriby School. Prop: SH, 2<sup>nd</sup>: KS, unanimous.  
**ACTION: Cllr Haddon  
Cllr Mouncey**
- 1002/8 Councillor Vacancy  
Cllr Kate Smith declared an interest in this item and left the room for the discussion and vote. The Council discussed the Councillor applications received from Mr Michael Riley, Mr Phil Riley, Mrs Rachel Riley and Mr Gavin Richards (not in attendance). Each attending candidate made a short presentation on their reasons for wishing to join the Council and were then asked to leave the room for discussion and voting to take place. Following much debate with no candidate showing a majority vote, **it was finally resolved** that the item be deferred until the April meeting when it is likely there will be two vacancies and full Council attendance. Prop: AF, 2<sup>nd</sup>: SH, unanimous. **ACTION: Clerk**
- 1002/9 Tennis Courts  
a. The Clerk informed the Council that work on the tennis courts is due to commence week commencing 15<sup>th</sup> February and all the necessary paperwork is now in place. Cllr Holloway informed the group that he is to speak with the Bowls Club regarding future disposal of grass-cuttings.  
**ACTION: Cllr Holloway**  
Cllr Haddon offered to approach South Ferriby School about their donation to the project and **this was approved**. **ACTION: Cllr Haddon**  
b. APPENDICES D [PARTS (i), (ii) and (iii)]:  
(i) Following discussion **the Council agreed to** the adoption of the NLC Safeguarding Policy. Prop: SY, 2<sup>nd</sup>: KS, unanimous.  
(ii) Following discussion **the Council agreed to** the adoption of the NLC Equity Policy. Prop: KS, 2<sup>nd</sup>: AF, unanimous.  
(iii) **The Council further agreed to** the wording of appendices for the above. Prop: AF, 2<sup>nd</sup>: SY, unanimous.  
c. **The Council agreed to** the Clerk's attendance at a North Lincolnshire Council Safeguarding Children Training Course at a cost of £25 plus expenses. Prop: SH, 2<sup>nd</sup> AF, unanimous.  
**ACTION: Clerk**  
d. Cllr Holloway informed the Council that following an inspection by tree surgeon Lee Drinkall, he had been advised that the two Lombardi Poplars adjacent to the tennis courts had only a few years left before felling would be required and it had been recommended that this be undertaken prior to commencement of the works. It was agreed Cllr Haddon should approach Cemex to obtain permission to fell both trees and **it was resolved** for Mr Bill

Lowish remove the trees subject to consent being given to the Clerk at no cost to the Council. The siting of replacement trees to be agenda'd for March. Prop: SH, 2<sup>nd</sup>: AF, unanimous.  
**ACTION: Clerk**

1002/10 Clerks Report

a. The Clerk reported:

(i) Two companies have been in touch requesting information and prices for advertising on the Parish Council website and she has responded accordingly.

(ii) A complaint has been received from a member of the public that a Bridleway sign on Piggery Hill has been replaced with a Public Footpath sign. She has followed this up and as it is part of the Viking Way, 'a highway maintainable at public expense', it has been suggested that a new sign be erected stating 'Viking Way to South Ferriby'. **This was agreed** providing Horkstow Parish have no objections. Clerk to administrate.

**ACTION: Clerk**

(iii) A precept demand of £13,120 has been submitted to N.L.C.

b. APPENDIX H: Following discussion, **it was resolved** to approve the attached Policy on the Retention and Destruction of Documents. **It was further agreed** that all archive records be retained / destroyed in accordance with the Policy on or before 31/12/10. Prop: KS, 2<sup>nd</sup>: AF, unanimous.  
**ACTION: Clerk**

1002/11 Low Villages Forum

a. APPENDIX E: Following discussion, **it was resolved** to adopt the attached Low Villages Forum Constitution. Prop: AF, 2<sup>nd</sup>: SH, unanimous. Clerk to administrate.

**ACTION: Clerk**

b. The Council discussed the latest L.V.F. Minutes (*forwarded 27/1/10*) and Cllr Holloway reported that there is still much discussion on speeding in the Low Villages. The nationwide speed review is currently underway and it is expected that individual Councils will be asked for their comments before June 2010 with the full report being made available in October.

1002/12 Gardening Contract

It was agreed that no additional work would be required prior to the March meeting.

1002/13 Playing Field

The Clerk reported that following discussions with North Lincs. Council regarding the Playing Field Rates, no relief would be available prior to the formation of a Playing Fields Association and **it was resolved** to pay the outstanding accounts. Prop: AF, 2<sup>nd</sup>: SY, unanimous.  
**ACTION: Clerk**

1002/14 Playground/Park Renovation and Village Signage

Following Cllr Heathfield's resignation, **it was resolved** to re-agenda an update on progress with village signage for the April meeting.

It was further reported that the park gates are in need of adjustment and Cllr Holloway agreed to arrange this.  
**ACTION: Cllr Holloway**

1002/15 Training

a. The Councillor considered a Training Seminar for Councillors offered by ERNLLCA on 'The Role of the Clerk'. Following discussion, **it was resolved** to ask Cllr Carol Smith to attend at a cost of £30. Clerk to administrate. Prop: SH, 2<sup>nd</sup>: SY, unanimous.

**ACTION: Clerk**

b. The Councillor considered an invitation to attend a Code of Conduct Meeting for Clerks with Legal and Democratic Services, NLC. **It was resolved** that the Clerk could attend this meeting with details of any costs to be forwarded to Council prior to the event. Prop: AF, 2<sup>nd</sup>: KS, unanimous.  
**ACTION: Clerk**

- 1002/16 Village Flood Plan
- a. Cllr Holloway explained that he is currently working on a draft E.A. Flood Plan for approval and implementation and asked that the item be re-agenda'd for the March meeting.  
**ACTION: Cllr Holloway**
- b. Cllr Haddon suggested the drafting of a tri-fold leaflet for village distribution explaining current E.A. flood strategy and following discussion **it was agreed** that this should be drafted for approval at the March meeting prior to sending to the E.A. for their comments.  
**ACTION: Cllr Haddon**
- c. The Council discussed the NLC Scrutiny Panel's 2007 Flooding Report (*forwarded 27/1/10*) and agreed that it was important that local input had been deemed essential along with easier distribution of vital information.

- 1002/17 Ongoing Items
- (i) Cllr Holloway informed the Council that he and Cllr Kate Smith were looking into possible funding sources for the Village plaque.
- (ii) Cllr Kate Smith advised the Council that she would be visiting the Archives at Lincoln to attempt to progress the Freelanding registration.

- 1002/18 Matters Arising from Previous Minutes
- Appendix B (attached) for Councillors' updates on matters from previous minutes.

- 1002/19 Planning
- No Planning Applications were received following publication of the Agenda.

- 1002/20 Highways
- a. The Clerk reported that following discussion at a recent Cemex liaison meeting, a representative from NLC had contacted her to discuss the possible location of a zebra crossing in the village. A meeting had taken place between the Clerk and NLC and a report on any possible sites and the reasoning behind this will be issued prior to the March meeting when Cllr Ali of NLC will be attending to consider this further. Discussion followed and **it was agreed** that the Council, along with the Low Villages Forum, should continue its pressure on NLC for a speed reduction in the village.
- b. See issues raised under 1002/4 Public Comment.  
It was further requested that the Clerk report that the Anglian Water cover opposite Sands Lane has sunk and requires further work.  
**ACTION: Clerk**
- c. The Clerk updated the Council on several outstanding issues which she has been assured will be attended to shortly.

- 1002/21 Accounts
- a. The Clerk presented December paid accounts:

General Account

300178	Clerk's Salary and Expenses	£	338.83
300179	Low Villages Forum	£	60.00

Website Account

400048	Clerk's Salary and Expenses	£	78.65
400049	G. Richards (Christmas Tree Donation)	£	75.00

- b. The following accounts were approved for payment:

Clerks Salary and Expenses (Jan and Feb 2010)		
Playing Field Rates 2008/9 and 2009/10	£	319.08
Chairman's Allowance	£	240.00
Hook & Oakley (retrospective approval)	£	250.00
SLCC (Society of Local Council Clerks)		
Annual Membership Fee	£	82.00
BT Telephone Bill	£	132.71

Russell Leisure (MUGA)  
Prop: KS, 2<sup>nd</sup>: SY, unanimous

£59192.00

c. APPENDIX G Parts (i) & (ii): The Clerk presented the 3<sup>rd</sup> quarter accounts and budget check (Pre-checked By Cllr Carol Smith) and these were accepted.

1002/22 Correspondence

a. For discussion/decision/action:

Owston Ferry Parish Clerk re riverfront life belts (*forwarded 4/1/10*) - It was agreed that no action be taken at the present time.

To consider attendance at the Net Gain Meeting (*information forwarded 20/1/10*) on 11<sup>th</sup> February, 2010 - It was agreed that no attendance necessary

ERNLLCA - to consider nomination for Garden Party (*information forwarded 21/1/10*) - No nominations were given.

b. For Information

Co-op Bank - Info re Post Office Deposits

NLC - Register of Electors 2010

Brigg Police Authority Neighbourhood Panel - poster displayed

CE Electric - Preparing for Mother Nature - Info ordered for noticeboards and website

2 x ERNLLCA Newsletters (*forwarded 4/1/10 and 25/1/10*)

Brocklesby Estate - letter requesting info re website advertising - Clerk emailed details 4/1/10

Michael Capp Car Valeting - letter requesting info re website advertising - Clerk emailed details 27/1/10

G Fillingham Contractor - Sales literature

Green Grass Contracting - Sales literature

SSP - Sales Literature (Industrial and Commercial Products)

2 x Co-op Bank Statements

NLC - Sport & Physical Activity Directory info - poster displayed.

NLC - Forthcoming meetings information - poster displayed

Clerks and Councils Direct Magazine

The Clerk Magazine

Nat West - Bank Statement

Active Parishes Grant Programme (*forwarded 27/1/10*)

E.A. - Waste Duty of Care Document - Put on website

Plunkett Foundation Survey info (*forwarded 27/1/10*)

Neighbourhood Watch info - Put on website

Humberside Airport - Letter informing notified stakeholders that plans for reclassification of airspace have been put on hold for the immediate future.

Wybone Ltd - Sales Literature on Litter Bins, benches etc.

1002/23 Minor Items

a. The following items of correspondence were received following publication of the agenda and any actions delegated to the Clerk:

Co-operative Bank Statement

Article on Humber Bank Pumping Station (*forwarded 4/2/10*)

Plunkett Foundation Survey Results (*presentation forwarded 4/2/10*)

G Fillingham - email re grass cutting etc.

HWRCC Briefing (*forwarded 4/2/10*)

South Ferriby Friendship Club - letter requesting donation. Clerk to agenda for March meeting and inform Club of this. **ACTION: Clerk**

b. Items of interest

Cllr Fisher advised the Council that the re-cycling bins were again being emptied at 7am and the Clerk offered to look into this. **ACTION: Clerk**

1002/24 Agenda for next meeting  
No further items were agenda'd for the March Meeting:

1002/25 2010/2011 Meeting Dates

a. APPENDIX F: The Council provisionally confirmed the 2010/11 meeting dates presented with the exception that:

The April date be amended to Monday 19<sup>th</sup> April

The January meeting be cancelled unless there is notification of any urgent issues.

Clerk to publish dates and send to all concerned.

**ACTION: Clerk**

b. The date and time of the next Parish Council meeting was confirmed as (subject to any change in circumstances):

**Monday 8<sup>th</sup> March, 2010 at 7.00pm** in South Ferriby Village Hall

Diarised Items

Telephony  
Asset Register  
Pond Top Seat  
Playing Fields Association formation  
Village Car Park - letter to Chief Exec., NLC  
Flood Plan Update  
Village Allotments  
Asset Registration  
Low Villages Speed Camera