

**MINUTES OF THE MEETING OF SOUTH KILLIGHOLME PARISH COUNCIL HELD ON MONDAY
5th OCTOBER 2015 AT 6.30PM IN THE COMMUNITY CENTRE.**

Present : Chairman: Cllr Evans
Cllr Hull, Cllr McInnany, Cllr L Johnson, Cllr C Stinson, Cllr G Hare,
Cllr A Morbin, Cllr K Hesketh, Cllr J Berry, Cllr P Crofts.

In attendance : Mrs K Pickering – clerk.
Ten members of the public.

1. **Apologies :** Cllr S Bainbridge, Cllr's Hannigan, Wells and Clark.
2. **Declaration on Interest on any agenda item:** Cllr P Crofts – Item 4(ii) – personal.
3. **Adoption of the minutes of the Parish Council meeting held on 7th September 2015**
The minutes of these meetings were approved and signed by The Chairman.
4. **Matters arising from the minutes of the Parish Council meeting held on 7th September 2015**
 - i. Nameplate sign – Mayflower Close – N.L.C have been asked to re-instate the second nameplate sign.
 - ii. Parish Plan Partnership Scheme – To consider if South Killingholme Parish Council wish to participate in this scheme.
MOTION: To invite Tim Allen of N.L.C to return to South Killingholme to provide further details on this scheme and accurate funding available.
PROPOSED by : Cllr J Berry. **SECONDED** by: Cllr A Morbin
VOTE: 4 votes in favour of this motion, 6 votes against – **MOTION NOT CARRIED.**
 - iii. HGV trailers parking on double yellow lines on Eastfield Road – N.L.C traffic warden has attended and moved vehicles on.
 - iv. Traffic Monitoring – Baptist Chapel Lane – Roy Hindmarsh of N.L.C provided the council with data relating to traffic monitoring on Baptist Chapel lane. The data concludes that, as a result of the monitoring, Baptist Chapel lane will not appear in the North Lincolnshire Speed management Strategy programme – Aril 2016 – March 2017 – as there is no evidence of speed offending.
 - v. Pothole – near 3 St Denys Close – this has been reported for repair.
 - vi. North Lincolnshire Council – list of road works and closures in North Lincolnshire - clerk asked to pick out which road wroks and closures were relative to South Killingholme and advise the council accordingly.
 - vii. Dyke – Eastfield Road – It was reported that KAAG have looked at this dyke but do not feel any action is required at present.

5. Planning

Opportunity was given to one person (member of the public) from each side to state, within 3 minutes, objections or support for the application.

No planning applications received.

6. Community Centre and Bar Matters.

- i) To report recent vandalism/damage to the community centre and to report emergency repairs undertaken (or still required) and to approve repairs undertaken and required.

It was reported that a pane of glass was broken to the side panel of the door which was repaired under emergency regulations.

Cllr Berry asked if this vandalism had been reported to The Police and if names were available these names should be given to The Police along with cctv footage. It was suggested that if The Police were not responsive to this vandalism a letter of complaint should be written to The Chief Constable.

The Clerk advised the meeting that safer neighbourhoods had been in touch to advise that they recognised that South Killingholme anti social behaviour figures were higher than surrounding villages and that they want to pilot a streetsports scheme for 10 weeks – to be held on a Friday evening. They will also try to put on other activities within the community centre for the young people of the village.

- ii) To give consideration to painting the curb stones around the community centre and to set a budget for the materials/labour required.

MOTION: To purchase paint for the curb stones around the community centre.

PROPOSED by Cllr Evans. **SECONDED** by Cllr Hull – **MOTION WITHDRAWN.**

- iii) To give consideration to making repairs to the fascia boards at The Bowls Club and to set a budget for these repairs.

The meeting agreed to obtain quotations to replace the fascias (Upvc) and to make any necessary roof repairs to the bowling club area of the community centre.

- iv) To give consideration to making improvements to the heating system in the community centre and to discuss an appropriate course of action to make these improvements if required.

The meeting agreed to invite companies to assess the community centre and to receive recommendations for the best way forward to improve the heating system in the community centre.

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- v) To report that the re-cycle bins (plastic and glass) have been stolen from the community centre and to advise that a charge for the loss of the two bins will be made by N.L.C of £67.40 +vat
To advise that the clerk has negotiated not to have the glass re-cycle bin replaced (as there was evidence of no use) but legislation dictates that the plastic/card/cans re-cycle bin must be replaced and used (otherwise a fine will be imposed).

MOTION: To ask N.L.C to lock the plastic recycle bin to a wall or fence at the community centre, when delivered, to prevent theft – and the parish council will cover any costs incurred to ensure the bin is secure.

PROPOSED by Cllr Berry. **SECONDED** by Cllr Hull.

APPROVED UNANIMOUSLY – MOTION CARRIED.

- vi) To discuss any new community centre or bar matters.
It was reported that the electric box outside the community centre needed locking and making secure. Cllr Hesketh agreed to undertake this task and it was noted that the electricity company could be asked to provide a combination lock in future.

7. Correspondence.

- a) VANL – training course diary
b) Rural Services Network – information
c) N.L.C – weekly road works list.
d) Letters from two residents regarding posting on facebook page – clerk to read.
Cllr Berry asked for these letters to be made an agenda item next month.
e) Standards Training for newly elected/coopted councillors – Wednesday 7th October 2015 – 6-8pm – Civic Centre, Scunthorpe. **Clerk to ask N.L.C if further training will be available.**
f) Humberside Airport – Consultative Committee – Weds 25th November 2015 – 10.00am
g) South Humber Bank newsletter – managing the risk of flooding.
h) Children In Need – Fund raising information
i) Winter salt requirements – N.L.C – **agenda item for consideration next month.**
j) Public Footpath 94 - diversion confirmed.
k) Smart Wind – DONG Energy - Offshore Wind Farm – project 2 – **Cllr Morbin took information to progress.**

8. Public Forum.

A resident from Baptist Chapel Lane commented on the traffic monitoring/speed data received from Roy Hindmarsh on Baptist Chapel lane. The resident informed the meeting that the volume of traffic using this lane has increased dramatically since the road works commenced in the area. The resident informed the meeting that a reduced speed limit and perhaps speed bumps on the lane might slow traffic down – although there is no evidence of speeding, in the residents opinion 30mph on this lane is too fast. It was suggested that a N.L.C highways officer visit the lane between 4-6pm to witness the volume and speed of traffic using this lane. It was suggested that perhaps wraparound traffic restrictions could be introduced – restricting traffic at peak times but giving free access at other times.

A member of the public advised the meeting that they felt the hire charges for the community centre were too high – it was agreed to make community centre hire charges an agenda item next month.

A member of the public advised the council that they recognised it had been a quiet year for the community centre but didn't want the community centre to close.

A member of the public suggested that the list of road closures could be placed on the website – once up and running.

9. Finance**i) ACCOUNTS FOR PAYMENT :**

Payee	Cheque no	Amount
1. XLN Telecom	DD	33.57
2. N.L.C – Rates	DD	54.00
3. Mrs K Pickering – Admin expenses	400721	49.28
Printing of standing orders, Code of conducts and Financial regs – 32.40 (Newton Printers) Stamps– 5.67, stationery/copies – 11.21		
4. HMRC – tax clerks salary	400722	5.20
5. Npower – electricity	DD	403.57
6. Safe and Secure	400723	178.74
7. N Roberts – windows	400724	25.00
8. Dianne Evans – bar stock	400725	54.30
9. Phh Commercial (Insurance valuation)	400726	180.00

The above accounts were proposed for payment by Cllr Hull, seconded by Cllr T McInanny and unanimously agreed.

Income (September):

Bank Interest – 0, Bar Takings – 0, Hire – 0, Other – 328.93

ii) To receive the income and expenditure year to date analysis and bank reconciliation for quarter 2 - circulated at meeting.

- iii) Website – To advise the clerk is to attend a course on the implementation of the transparency code and to advise that funding may be available to set up a website (obtained through ERNLLCA) and a full report will be provided at the next meeting.
- iv) To note the receipt of the External Auditors certificate for the year ended March 2015 and to receive comments made by the external auditor and to agree/review actions required in light of external auditors comments.

Comments received:

- a) In our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
- b) In his report the internal auditor has identified weaknesses in the maintenance of the asset register and also in the councils risk assessment. We note the actions being taken or which have been taken by the council in response.
- v) Insurance and Asset Register – to report an insurance valuation of the community centre has been undertaken and to review the Insurance schedule prior to renewal.
Clerk advised the meeting that the Insurance was due for renewal 7/10/15 and that the clerk had continued the policy with AON (Specialist parish council Insurance) with the proviso of adjusting the insurance valuation of the community centre and contents if required when professional valuation received.
Cllr Morbin suggested that further quotations should be sought for the parish council insurance (although this may be too late for this years policy as renewal is 7/10/15). The clerk advised that other Insurance companies do not always offer the level of cover – and specialist cover – required by parish councils and the auditors and the clerk felt that AON was the correct Insurance company to use with the clerks duty to ensure that the level of cover was adequate and correct for the parish council concerned. The clerk agreed to talk to one other Parish Council Insurance company to try and get a comparable insurance quotation.
The clerk advised the meeting that the insurance valuation for the community centre building by PHH commercial was £700,000 and the building is currently insured for £688,466.40 – clerk to advise Insurance company of revised valuation.
The community centre contents (this includes items held in the bowls club) are insured for £76,239.08. Clerk is currently producing an asset register for the community centre and although the figure of £76,239.08 may seem a little on the high side – if flooring, redecoration, new stage etc had to be replaced this figure is probably reasonably accurate.
The AON insurance cover for street furniture (benches etc), sports equipment, war memorials etc is a blanket cover based on village population. The clerk advised that the insurance cover for these categories is more than adequate for South Killingholmes assets.

MOTION: To accept Insurance cover provided by AON Insurance – with adjustments for community centre valuation and community centre contents valuation.

PROPOSED by Cllr Hull. **SECONDED** by Cllr McInnany.

AGREED UNANIMOUSLY, MOTION CARRIED.

10. North Lincolnshire Council Matters

- i) New matters to report: The road surface on Prinitive Chapel lane needs attention – potholes.

Mayflower Close – trees need trimming back on the green – clerk to contact N.L.Homes or N.L.C.

11. Delegates Reports :

- i. Reports from Parish Councillors attending meetings – No reports to receive
- ii. North Lincolnshire Council Representatives – No reports to receive.

12. Police Matters:

- i) NATS meeting - Next meeting scheduled for 15/10/15 to be held In South Killingholme. Cllr's Evans and Hull to attend.
- ii) New Police matters to report : No new matters to report.

13. Parish Matters

- i) To give consideration to purchasing a dog bin for the South side of the village and to set a budget for the purchase of a bin – approximate cost £140.00.
The meeting agreed in principal to purchase a dog bin for the south side of the village – subject to agreement on siting and quotation from N.L.C. This is to be an agenda item next month – councillors to give consideration before the next meeting on a suitable location for the bin.
- ii) New Parish Matters: The hedge on Greengate lane (empty property) is still overgrown – N.L.C advise that it is not at a stage where enforcement can be instigated.

14. Agenda Items For Next Month's meeting.

- 1) Community Centre improvements and security.
- 2) Staffing – terms, conditions and contracts.

15. Date of Next Meeting – MONDAY 2nd NOVEMBER 2015 at 6.30pm in the Community Centre.