



# Redbourne Parish Council

Jo Curtis – Parish Clerk  
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## **MINUTES of the Council Meeting of Redbourne Parish Council held on: Tuesday, 5 September 2023 19:00 at St Andrews Church, Redbourne.**

**Present:** Cllr L Wainwright - Chair, Cllr M Belza, Cllr J Brown, Cllr T Eaden, Cllr G Hawley,  
Cllr P Hawley, Cllr P Hotham, Cllr P Stevenson,  
Ward Councillors – Cllr T Foster  
Parish Clerk - J Curtis

### **Public Participation**

There was one member of the public present. The resident enquired about two planning applications PA/2023/1460 - Listed building consent to retain timber summer house to be used as a display area for products/goods associated with the forge & PA/2023/1331 - Planning permission to retain timber summer house to be used as a display area for products/goods associated with the forge. Councillors unanimously confirmed they would support the applications.

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**23/24 – 028      Apologies**  
Cllr D Garritt

**23/24 – 029      Declarations of Interest**  
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.

Cllr Wainwright declared a personal interest in item 23/24-033

To note any dispensations granted to any member of the council in respect of the agenda items listed below:      **None**

**23/24 – 030      Minutes of Previous meetings**  
The minutes of the Parish Council Meeting held on Tuesday, 4 July 2023 were approved and signed by Cllr Wainwright. **Approved**

Proposed: Cllr T Eaden      Seconded: Cllr P Stevenson

The minutes of the extraordinary Parish Council Meeting held on Tuesday, 25 July 2023 were approved and signed by Cllr Wainwright. **Approved**

Proposed: Cllr P Stevenson      Seconded: Cllr M Belza

**Report from Ward Councillor**

1. Missing document to prove old A15 is designated a Public Right of Way  
Colin Wilkinson was still trying to find the missing document. He had asked the landowner if he had any records. Cllr Wainwright referred to minutes from the November 1994 meeting referencing the legal process before the public were allowed onto the land. It seemed that the documentation Was lost during the transistion from Humberside to North Lincolnshire Council, resulting in the Public Right of Way not being added to the definitive map, which is the legal record of all public rights of way and maintained by North Lincs Council.  
Councillors requested a time limit be set to find the records with a view to starting the process again. Cllr Foster would contact Colin Wilkinson again.
2. Hibaldstow Airfield – Cllr Stevenson had written to Humberside Fire Service. They had visited the site but did not raise any concerns. A fire extinguisher had been installed. They reported the hay bales were only single deep and very wet so consequently did not pose a threat. However, they would be keeping an eye on the site.
3. Hibaldstow Airfield. The sugar beet waste which had been deposited on the NLC land had been removed.
4. A15 Attenuation Pond – NLC had attempted to purchase the land about 2 years ago, however the landowner does not want to sell, he prefers to rent the land. Unfortunately, this is preventing completion of the flood mitigation scheme for Redbourne. For NLC to compulsory purchase the land a formal application must be made, which can take 2 to 3 years. Cllr Wainwright was concerned about the lack of progress and asked if Cllr Foster would confirm that the funding to complete the project was still available. Cllr Foster confirmed it was.
5. PROW snicket – A resident had complained to NLC about the surface being slippery and hazardous, particularly in Winter. Cllr Foster had spoken to Highways. The work was scheduled for September/October.
6. Quarry – Cllr Foster had spoken to planning. It was confirmed that the planning application PA/2023/1218 should not have been submitted on the grounds of the lack of relevant detail in the information provided.
7. Blocked gullies in the village. Nothing to report.
8. Cllr Foster had reported the footpath on the B1206 between Redbourne and Hibaldstow. The grass and nettles had been cut back, however in parts the edging needed cutting back as it was not wide enough.  
Action: The clerk would report on the NLC online portal and Cllr Foster would also report.
9. Cllr Foster asked the clerk if the online reporting portal was working any better. The clerk needed to update the reporting log.
10. Church Clock – Cllr Hotham had completed the two-stage paperwork required by the Church Conservation Trust, which is awaiting approval at their next meeting. Cllr Reed at NLC had entered the application on the online portal.

**North Lincolnshire Council Matters**

No further matters. Cllr Foster then left the meeting

**23/24 – 033 Governance & Financial Matters**

- i. To receive the Bank Reconciliation for 1 July 2023 to 31 August 2023 and approve payments for this period

Invoice Date	PAYEE	Description	Invoice/Reference	TOTAL RECEIPTS	TOTAL PAYMENTS	VAT	Transfers from Main Account	Transfers from Savings account	BALANCE
04/07/2023	G H Fillingham	grass cutting June 2 cuts	GFC0024	0.00	1080.00				41398.66
04/07/2023	HMRC	June income tax 2023	Jun-23	0.00	75.00				41323.66
04/07/2023	J Curtis	salary and expenses June 2023	Jun-23	0.00	323.00				41000.66
22/07/2023	HSBC	Bank charges for June 2023	bank charges	0.00	5.00				40995.66
13/07/2023	Cameron Huggins	lamp post covers	2023/inv/0003	0.00	160.00				40835.66
05/07/2023	Penny Stevenson	plants	Gardening Group	0.00	33.70				40801.96
05/07/2023	Lynn Wainwright	plants	Gardening Group	0.00	180.22				40621.74
05/07/2023	Lynn Wainwright	KEYS	94	0.00	24.70				40597.04
31/07/2023	J Curtis	salary and expenses July 2023	Jul-23	0.00	323.00				40274.04
31/07/2023	HMRC	July income tax	Jul-23	0.00	75.00				40199.04
05/07/2023	TRANS			0.00	0.00			2000.00	40199.04
31/07/2023	British Gas	21 June - 20 July	5212725	0.00	19.56	0.93			40179.48
02/08/2023	G H Fillingham	2 grass cuts July	GFC0035	0.00	1080.00				39099.48
01/08/2023	HSBC	bank charges 1 July to 31 July 2023	bank charges	0.00	5.00				39094.48
03/08/2023	CPRE	Membership 030723-020724	739036	0.00	60.00	0.60			39034.48
24/08/2023	British Gas	21 July to 21 August 2023	5451823	0.00	25.54	1.22			39008.94
29/08/2023	J Curtis	Salary and expenses August	01/08/2023	0.00	323.00				38685.94
29/08/2023	HMRC	August Income tax	Aug-23	0.00	75.00				38610.94
25/08/2023	CPRE	refund for overpayment of membership fee	Aug-23	24.00	0.00				38634.94
29/08/2023	TRANS			0.00	0.00			2000.00	38634.94
31/08/2023	HSBC	Gross Interest received	Aug-23	151.51	0.00				38786.45

HSBC Bank statements reconcile with ledger

Bank Statements as at 31 August 2023

Current	2,697.53
Savings	36,114.46
<b>Sub Total</b>	<b>38,811.99</b>
Invoices to pay	25.54
<b>Total</b>	<b>38,786.45</b>

**APPROVED FOR PAYMENT**

Cllr Wainwright Humber Merchants Invoice for keys for church 6.48  
 Cllr Wainwright Invoices for refurbishment of VE Day bench 241.11  
 Total 247.59

Thanks were given to R Wainwright for making keys to the church, each set comprising: 1 to the tower, 1 for the main door, and 1 for the internal door.

Scott Roberts Gardening Services – painting bus shelters 160.00

- ii. Policies and Procedures to be reviewed:

- Grievance policy and Disciplinary and Grievance Hearing Procedure:  
 - Reviewed and approved
- Gardening Group terms of reference and Gardening Group Risk Assessment:  
 - Reviewed and approved
- Safeguarding Adults: - Cllr Eaden agreed to be the Designated Protection Person  
 - Reviewed and approved
- Safeguarding Children: - Cllr Eaden agreed to be the Designated Protection Person  
 - Reviewed and approved
- Asset Register: – Reviewed and approved

- Community Emergency Plan Review  
The Humber Emergency Planning Service at Beverley had been in contact with Town and Parish Councils about their plans to adopt a new format for Community Emergency Plans, which have shared with us. Our Community Emergency Plan is over 2 years old and ideally should be updated every 3 years. After discussion, it was decided to form a sub-committee comprising Cllr Eaden, Cllr Stevenson and the clerk.

**23/24 – 034**

**Planning**

To discuss and resolve any action on:

- PA/2022/951,1282, 1294  
No further updates

Other Planning Matters

- PA/2023/1218 - Siting of a Concrete Batching Plant for the production of Ready-Mix Concrete for the construction industry.  
Cllr Wainwright asked why the application had been accepted when there was obviously not enough information provided to mitigate concerns, on this basis it was unanimously agreed to strongly object to the application. A number of residents had already posted their objections on the planning portal
- PA/2023/1436 - Planning permission for aircraft hangar extension  
Redbourne Parish Council would submit their objections to the planning application due to the lack of information provided and referenced current issues with storage and the industrialisation of Hibaldstow Airfield.
- PA/2023/1460 & PA/2023/1331 - Listed building consent to retain timber summer house to be used as a display area for products/goods associated with the forge.  
Councillors unanimously agreed to support the applications.
- Decision notice - PA/2023/1235 - Notice of intention to undertake pruning on 3 trees, situated within Redbourne Conservation Area  
- Approved
- Decision Notice - PA/2023/663 – to undertake various pruning on five yew trees in G7 at The Old Orchard, Vicarage Lane, Redbourne,  
- Approved

**23/24 – 035**

**Community Safety Matters**

- Trash Screen on the grass verge on B1206 - A resident had reported the exposed Matting on the grass near the trash screen to be a tripping hazard since the grass had died following work on the Redbourne Flood Alleviation Scheme. This area had been left in a poor state since work had been undertaken by LLFA. The clerk would contact the local flood authority again.
- The police had received a report of a burglary on the airfield over the bank holiday weekend. They had visited a number of properties on

Carr Lane to ask if residents had seen any unusual activity on the airfield. Concern was expressed by Cllrs that the modules currently stored on the airfield were attracting crime to the countryside.

## **23/24 – 036 Community Facilities and Open Space Management**

To discuss and resolve any action on:

### **i. Play Area**

The Playground had passed the inspection by Wickstead. There were a few items requiring remedial work.

- The toot toot slide has a number of splits in the wood, which could cause rotting and may need remedial work. It was only three years. The clerk would give Sutcliffe's a call to find out if it was still under guarantee.
- The large climbing frame did not pass BS EN 1176 standard because it didn't have a slide bar fitted. After discussion, the clerk was asked to contact NLC to find out if they could recommend any tradespeople to repair it.
- Playground sign – it was decided to replace the sign and ask local children to write their own rules when using the playground. The intention was to give them ownership and respect for their play area. Cllr Stevenson would arrange the consultation with local children.

ii. Updates from the Gardening Group – the village was looking particularly lovely at the moment.

iii. CPRE – Redbourne had been highly commended in the small village group. The presentations will take place on Monday 2 October in the community pavilion, Winterton.

iv. Update on ownership of the old A15 land. - Discussed in Ward Councillor's report.

v. Condition of footpaths on Vicarage Lane, School Lane, and High Street, School Lane/Little Redbourne Snicket - re-surfacing.- Discussed in Ward Councillor's report.

vi. Updates on funding and quotes to repair the church clock. - Discussed in Ward Councillor's report.

vii. Councillors' Consultation meeting – Cllrs Stevenson, Eadon and Hotham would form a sub-committee to discuss ideas for an event.

viii. Replacement fencing at St Andrews Church, School Lane, Redbourne.

Rev. Eames had replied to the clerk's email. He confirmed that Scawby Parochial Church Council would pay for the new fencing with the proceeds from a recent wedding at St Andrew's Church. He would send a cheque for £450. The clerk would contact the successful company to book a date.

**23/24 – 037 Clerk & Councillor Updates**

- Clerk and Councillors' updates:
  - The clerk would need to update the list of outstanding issues reported on the NLC portal.
  - The next Town and Parish Councils Liaison meeting was organised for 28 September.
  - The clerk had sourced a new internal auditor for the 2023-24 year end.
  - The Clerk asked if anyone had any news for the Hibaldstow Voice. Cllr Belza would pen an article.
  - The Christmas tree lighting would be held again this year on 24 November 2023. Cllrs P and G Hawley would organise.
  - Cllr P Hawley confirmed that NLC were responsible for maintaining the defibrillator. It was due to have the batteries changed in the near future.

**23/24 – 038 Date and time of the next meeting**

It was agreed to hold the next parish council meeting on 3 October 2023 at 7.00 pm

**23/24 – 039 To approve staff payments**

The clerk's salary and expenses were approved for payment.

**Approved.**

Meeting closed at 9.06 pm