



Redbourne Parish Council

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MINUTES of the Council Meeting of Redbourne Parish Council held on Tuesday, 5 March 2024 19:00 at St Andrews Church, Redbourne.

Present: Cllr L Wainwright - Chair, Cllr M Belza, Cllr J Brown, Cllr R Didlock, Cllr T Eaden, Cllr P Hotham, Cllr P Stevenson,
Ward Councillors – none
Parish Clerk - J Curtis

Public Comment

There were no members of the public or press present.

23/24 – 089

Appointment of Vice-Chair

Councillors nominated Cllr Hotham to the office of Vice-Chair.

Proposed: Cllr Belza

Seconded: Cllr Eaden

Resolved – Cllr Hotham accepted the appointment and signed the declaration of acceptance of office.

23/24 – 090

Apologies

Cllr P Hawley, Cllr T Foster, Cllr D Garritt

Councillors were disappointed there had been no ward councillor representation since 7 November 2023 meeting

23/24 – 091

Declaration 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 Stevenson re item 23/24 – 95: reimbursement of £25 expenses for the purchase of D-Day 80th Anniversary leaflets

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

23/24 – 092

Minutes of Previous meetings

The Minutes of the Parish Council Meeting held on Tuesday, 6 February 2024 were approved with one amendment and signed by Cllr Wainwright.

Proposed: Cllr Hotham

Seconded: Cllr Belza

Report from Ward Councillors

Cllr Foster's report was submitted by email on 4 March in lieu of his absence.

- Council tax increase of 3.79% set at recent budget meeting. This one of the lowest rises in the UK.
- NLC has retained OFSTED outstanding rating. A magnificent achievement again.
- NLC has THE best Children's Services in the UK.
- Still funding the magnificent Imagination Library scheme.
- Still funding the Community Grant Scheme.
- Waste services had issues in January / February with illness and vehicle breakdowns leading to some missed brown bin collections.
- Still pushing for prioritisation on Redbourne / Hibaldstow footpath.
- Planning Enforcement closely monitoring airfield activities and in direct contact with the owners.
- Planning Enforcement monitoring quarry activities.

Cllr Wainwright as Chair had responded by email on 5 March to request detailed updates on the following issues:

1. Redbourne Flood Mitigation Scheme:
 - Update on the License of land off A15
 - Update and timescales for completion
2. Planning Matters:
 - PA/2019/235 - Planning permission for an extension to Hibaldstow Quarry - update on planning breaches and resulting action by NLC enforcement team
 - PA/2023/1218 - Erection and siting of a Concrete Batching Plant for the production of Ready-Mix Concrete for the construction industry - consultation end date 03 November 2023 - update from NLC planning dept
 - PA/2022/951, 1282, 1294 - Planning permission for a temporary change of use for the storage of prefabricated units - update on action being taken by NLC enforcement regarding breach of planning - end of February date has passed and modules are still sited on the airfield.
 - PA/2018/792 PA/2021/1240 PA/2022/1818 - Planning permission for residential development with all matters reserved - Carr Lane - 23 conditions were imposed on the outline application, NLC have been made aware that a number of these conditions are not being met by the developer and although enforcement have been to site work continues - update required and actions taken by enforcement.
3. Old A15 – PROW: Despite work by Colin Wilkinson, we appear to be no further forward - update on who owns the land and necessary actions to enable tree planting.
4. Hibaldstow Airfield NLC land - update, 2/3 of this land lies within Redbourne Parish.
5. Update on NLC Outstanding Highways/Footpaths/NLC Issues - (copy attached to agenda)

6. Badly fitting replacement drain covers for those stolen. Wood is being used in order to keep the grid in place - is this a temporary measure? There are still some to be replaced - Sheena Alexander made aware.
7. Cllrs agreed to email Heads of Department at NLC to request updates of outstanding issues.

23/24 – 094

North Lincolnshire Council Matters

To discuss and resolve any action on:

- Existing matters/issues – no report – deferred to next meeting
- Issues reported at the meeting – none – deferred to next meeting

23/24 – 095

Governance & Financial Matters

- i. To receive the Bank Reconciliation for the period 1 February 2024 to 29 February 2024

Approved by members and signed by the Chair

| Invoice Date | PAYEE | Description | Invoice/Reference | TOTAL RECEIPTS | TOTAL PAYMENTS | VAT | BALANCE |
|--------------|-----------------------|--------------------------------------|----------------------------|----------------|----------------|---------|----------|
| 06/02/2024 | J Curtis | January salary and expenses | | 0.00 | 347.00 | | 34664.96 |
| 06/02/2024 | HMRC | INCOME TAX January | | 0.00 | 81.00 | | 34583.96 |
| 06/02/2024 | British Gas | 21 December to 22 January | 6692519 | 0.00 | 26.11 | 1.24 | 34557.85 |
| 01/03/2024 | HSBC | bank interest on BMM account | bank interest to 29 Feb 24 | 157.72 | 0.00 | | 34715.57 |
| 22/02/2024 | HSBC | bank charges January | bank charges | 0.00 | 5.00 | | 34710.57 |
| 26/02/2024 | David Moor TO PAY IN | donation to clock fund | cheque 04551656 | 200.00 | 0.00 | | 34910.57 |
| 29/02/2024 | HMRC TO PAY | Income tax February 24 | 391PC001832562411 | 0.00 | 81.00 | | 34829.57 |
| 29/02/2024 | J Curtis TO PAY | February salary and expenses | | 0.00 | 347.00 | | 34482.57 |
| 01/03/2024 | Vision ICT Ltd TO PAY | email hosted April 2024 - March 2025 | 17971 | 0.00 | 21.60 | 3.60 | 34460.97 |
| 09/03/2024 | British Gas TO PAY | 22 January to 22 February | 6952633 | 0.00 | 27.21 | 1.30 | 34433.76 |
| | | | | 25334.67 | 20022.20 | 2025.72 | |

HSBC Bank statements reconcile with ledger

Bank Statements as at 29 February 2024

| | |
|------------------|------------------|
| Current | 2,976.73 |
| Savings | 31,733.84 |
| Sub Total | 34,710.57 |
| Receipts to add | 200.00 |
| Invoices to pay | 476.81 |
| Total | 34,433.76 |

- ii. To approve invoices awaiting payment for this period – **Approved**

| | | | |
|------------|-----------------|---|---------------|
| 29/02/2024 | HMRC | Income tax February 24 | 81.00 |
| 29/02/2024 | J Curtis | February salary and expenses | 347.00 |
| 01/03/2024 | Vision ICT Ltd | email hosted April 2024 - March 2025 | 21.60 |
| 09/03/2024 | British Gas | 22 January to 22 February | 27.21 |
| 26/02/2024 | Penny Stevenson | Reimbursement of Expenses for purchase of D-Day leaflets from Brigg Office Supplies | 25.00 |

Cllr Wainwright asked if there had been a reduction in the electricity bill since the outside lights had been changed to LEDs. The clerk would do a comparison of 2022 and 2023 usage and report back at April's meeting.

- iii. To approve the appointment of Anthony Whitlock as the internal auditor for the 2023/24 audit.
The clerk had obtained two quotes from internal auditors. The first was for £1,232+vat. The second from Anthony Whitlock was for a fixed price of £480 per annum, fixed for two years (until the 2025/26 audit cycle) based on one audit per annum.
Proposer: Cllr Hotham Seconder: Cllr Didlock
Councillors approved the appointment
- iv. The clerk had submitted a VAT126 reclaim of £2020.82 to HMRC
- v. At this point Councillor Wainwright mentioned the amount of money held in the savings account. Currently, £20,000 had been earmarked for projects: £5000 for the church clock. It was hoped that the NLC Community Funding' grant would be made available for the major costs for repair once CCT had given permission for the work to proceed, and £15000 for play equipment.
- vi. To receive an update on the Community Emergency Plan
The clerk had made progress, completing the majority of sections including the what3words reference points and would bring it to the May meeting for sign off.

23/24 – 096

Planning

To discuss and resolve any action on:

PA/2023/1218 - Siting of a Concrete Batching Plant for the production of Ready-Mix Concrete for the construction industry.

Refer to 23/24 – 093 Ward Councillors report

- Planning Enforcement monitoring quarry activities.

Other Planning matters and applications between meetings

- Update on PA/2022/951,1282, 1294 –**Refer to 23/24 – 093 Ward Councillors Report** – Planning Enforcement closely monitoring airfield activities and in direct contact with the owners.

- NLC Land – Hibaldstow Airfield – update study for the feasibility and installation of green energy to benefit the local communities.

Cllr Wainwright mentioned a grant which NLC had received from the Landfill tax to develop a nature area which had never happened.

- Update on Redbourne Flood Mitigation Scheme – A15 Attenuation Pond – the completion of the upstream attenuation pond on the A15 at Island Pond Plantation is vital and the major prevention for further flooding in the village. Until this part of the scheme is completed the village remains at risk of further flooding. Formal request to be made to NLC asking for update and timescale for completion. Cllr Wainwright was concerned on what progress had been made since the last ward reports in October/November regarding the lease agreement between NLC and the landowner.

- PA/2019/235 - Update on planning breaches at Slate House Quarry
The clerk was logging all incidences on a spreadsheet and reporting the breaches on North Lincs Planning portal. The last report of Sunday working was in January.

Further to Councillor Wainwright's email to Cllr Foster, councillors discussed at length the problems in not receiving detailed updates on the following planning applications. They decided to write 3 separate emails to Martin Wilson, Enforcement Officer about:

- PA/2022/951,1282, 1294 concerning the removal of modules;
- PA/2019/235 - Update on planning breaches at Slate House Quarry and
- PA/2018/792 PA/2021/1240 PA/2022/1818 – Fairfield - Planning permission for residential development with all matters reserved - Carr Lane. Twenty-three conditions were imposed on the outline application; however, a number of these conditions are not being met by the developer. In particular, the old agricultural boundary hedge, (made up of Cherry, Wych elm, Hawthorne, Ash, Plane/maple and mature ivy) had been taken out contrary to the conditions attached to the planning application. Cllr Wainwright believed it was LC11 land, which means it is designated as an Area of Amenity Importance. Also, part of the land lies outside the permitted development line. and although enforcement have been to site work continues - update required and actions taken by enforcement.

Councillors agreed to champion each planning application, as follows:

- Cllr Wainwright
 - PA/2022/951,1282, 1294 - removal of modules;
 - PA/2018/792 PA/2021/1240 PA/2022/1818 – Fairfield residential development, Carr Lane
- Cllr Stevenson
 - PA/2019/235 - Update on planning breaches at Slate House Quarry
 - PA/2022/951,1282, 1294 - removal of modules;
- Cllr Belza
 - PA/2019/235 - Update on planning breaches at Slate House Quarry
- Cllr Didlock
 - PA/2018/792 PA/2021/1240 PA/2022/1818 – Fairfield residential development, Carr Lane
- PA/2023/1982 - Planning permission for a pergola structure and 8m flagpole NOT YET DETERMINED

23/24 – 097

Community Safety Matters

To discuss and resolve any action on matters affecting Community Safety:

- Cllr Wainwright reported that the police had distributed notices to some properties in Carr/Park Lanes appealing for witnesses to attempted theft/burglary from Modular Movements on the airfield. It was noted, with concern, an increase in crime since the storing of the units on the airfield. 'Screening' erected around the perimeter edge of the airfield had not helped, blocking vision of the

site from the road – security on the airfield was questioned, it was hoped that once the modules were removed, criminal activity would cease.

23/24 – 098

Community Facilities and Open Space Management

To discuss and resolve any action on:

- i. Play Area
 - Cllr Eaden proposed the parish council purchase a new climbing frame for the play area. The clerk reported she had contacted Wicksteed who confirmed that the existing climbing frame was classified as low risk. The reason it had been highlighted on the 2023 inspection report was due to the British Standard changing since it was purchased in the 1980s. The 2024 playground inspection was due in April/May when the equipment could be discussed in depth and request a written statement as to its condition before making a decision. Cllr Stevenson reported that there were other maintenance issues and she was reluctant to sign off the monthly risk assessment until they had been resolved.
 - The tennis courts were also in need of attention – the surface needs jet washing before it is beyond repair. The fencing also requires attention.
 - Cllr Eadon would donate ferns for planting.
- ii. Updates from the Gardening Group:
 - Falconers hedge. Volunteers had removed and cleared the loose ivy from the central area. It was decided to keep the remaining hedge and strengthen it. Cllr Didlock would source native hedge species to fill the gap. Cllrs Eadon and Stevenson offered to water the replacement hedging once it was planted up.
 - Damage to the flowerbed on the main road due to internet installation was still unresolved. Plants had been damaged; Cllr Stevenson would continue to chase the internet provider for resolution.
- iii. Update on ownership of the old A15 land.

Cllr Wainwright asked the question “Who owns the subsoil”. Was it the adjacent landowner or the public?
Cllr Belza explained there was enough evidence to prove that when the road had been downgraded the public had right of access but because it is not shown on the definitive map these rights could be lost. Cllr Didlock offered to write to the CPRE to seek advice.
- iv. Updates on funding and quotes to repair the church clock.

Cllr Hotham reported that the Conservation Project Manager had left the Trust in February. Cllr Hotham had telephone Head Office in London explaining that we urgently need the confirmation letter stating that the CCT are happy for the project to go ahead. They have assured him they will contact the right people to get the matter resolved. He is hopeful to receive the letter in due course.

- v. Other Community Facilities and Open Space Management matters:
Lighting in churchyard – Work to repair and correct the lighting both inside the ‘church room’ and outside lamp posts continues.
- vi. To discuss organising a 1940s event to commemorate D-Day 80 in June 2024
A successful village meeting was held 3 March where 9 people had offered their assistance. Updates and actions were discussed. The next organisation meeting would be 20 March at 2pm in the Red Lion.
- vii. To discuss applying for a 20mph speed limit through the village
Deferred.

23/24 – 099

Clerk and Councillor Updates

- Clerk to update on outstanding Highways / Footpaths / NLC issues

| Self Service Portal Number | Location | Request | Comments |
|---|---|--|---|
| FS495617233 EN 631009 07/03/2023 | 1 St Albans House | Occupier parking car on pavement. Reported to parish council on 7 March 2023 | Nothing parked when inspected on 14/03/2023, 22/03/2023, 05/04/2023 Report again |
| FS523367908 EN 634775 13/06/2023 | The Falconers on Vicarage Lane | At the entrance to The Falconers block paving was broken and loose. | Reported again as someone has hit the slab and broken it. Clerk to request update |
| FS524288207 FS522748517 EN 634915 15/06/2023 | Metal Fingerpost for Redbourne Hayes/ Riverhead/ Carr Lane | Reported missing needs replacing | Email FP 261 and 267a should be replaced within the next 2 weeks. |
| FS524263098 15/06/2023 | Welton Aggregates quarry PA/2019/235 breach of conditions of planning | Investigate activities. Have been working on Sundays. | Clerk to keep a log and report all breaches of planning conditions |
| FS550163767 EN638609 27/09/2023 | Trash screen in grass verge on B1206 | It needs filling with top soil and reseeding. | Keep job open until Spring |
| FS556909345 25/10/2023 | Metal Fingerpost for Redbourne Hayes/ Riverhead/ Carr Lane | Reported again still missing | Email FP 261 and 267a should be replaced within the next 2 weeks |
| FS569867109 14/12/2023 | Drain - on High Street north of Carr Lane (B1206 adj. to house with steps). | Drain overflowing into dropped kerb and creating poor conditions (ice) during wet weather - | registered disabled person living here. |
| FS577363997 EN 642826 14/01/2024 | Fingerpost - wooden | The public footpath fingerpost at corner of Carr Lane/Park Lane is lying on the grass verge. It is rotten at the base | |
| FS575991254 EN642578 09/01/2024 | Footway between Redbourne and Hibaldstow on B1206. | grass needs trimming back. Also, at the entrance to the airfield where the modules are stored is covered in mud where wide loads have driven over the kerb and grass verge | Sheena Alexander rang the clerk on 30 Jan 24 to discuss. Will chase |

| | | | |
|--|--|---|---|
| FS577532280 23/01/2024 | Drain covers stolen | in addition to these 2 covers there are further thefts of covers along B1206 Redbourne Mere towards the A15 | Crime number: 24000005746 |
| FS581889545 30/01/2024 | Pond Cottage | Problem with drainage - the kerb has dropped low between the road and the footpath, surface water is not being retained | Water is entering the drive making it difficult for the resident. |
| FS582100373 31/01/2024 | Manhole cover stolen west side of village green (1mt from B1206) - | AWA informed and visited – they reported back it is NLC highways issue (surface road water) - open hole is now covered (temporary) but cover needs permanent replacement. | FYI - numerous drain grids in the village were stolen at the same time |
| FS596333626 EN 646111 18/03/2024 | Missing sign "Haybery" Carr Lane, Redbourne | replace the dog fouling sign on lamp post top of the drive | Update: We have carried out an assessment and appropriate action will now be taken. |

The clerk explained that once these jobs were put on the system, it was very difficult to get updates and more importantly find out when the job had been completed. There was no way of getting live updates from the online system. She would send the list to NLC to ask for updates.

FS495617233; 1 St Albans Villas parking on grass verge. Cllr Stevenson suggested put up a no parking sign.

- All to update on items requiring attention since the February meeting not already discussed

Several councillors expressed an interest in the training courses offered by ERNLLCA.

- To receive agenda items for the next meeting
Training needs

The Council will consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the following items to be discussed

23/24 – 100

Staff Payments

- To authorise payment of Clerk's salary and expenses **Approved**

23/24 – 101

**Date and time of the next meeting
Tuesday, 2 April 2024 at 7.00pm**

Meeting closed at 9.12 pm