



Redbourne Parish Council

Jo Curtis – Parish Clerk
clerk@redbourneparishcouncil.gov.uk
www.redbourneparishcouncil.gov.uk

**MINUTES of the Parish Council Meeting of Redbourne Parish Council held on:
Tuesday, 9 July 2024 19:00 at St Andrews Church, Redbourne.**

Present: Cllr L Wainwright (Chair), Cllr M Belza, Cllr J Brown, Cllr T Eaden, Cllr P Hawley,
Cllr P Hotham

Ward Councillors – None
Parish Clerk - J Curtis

Public Participation

No members of the public attended

24/25 – 030

Apologies

Cllr T Foster, Cllr R Didlock, Cllr P Stevenson

24/25 – 031

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 P Hawley – expenses of £125 against Scunthorpe Lawnmower Services invoice 30064 for servicing the lawnmower - Item 24/25 – 033 (iii)

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

24/25 – 032

Minutes of Previous meeting

The Minutes of the Parish Council Meeting held on Tuesday, 11 June 2024 were **approved** and signed by the Chair.

Proposed: Cllr Brown

Seconded: Cllr Belza

24/25 – 033

Governance & Financial Matters

i. To adapt the new financial regulations to Redbourne Parish Council's needs. The clerk had begun to adapt the new regulations in consultation with chair.

ii. To receive the Bank Reconciliation up to end June 2024 **Approved**

Invoice Date	PAYEE	Description	Invoice/Reference	TOTAL RECEIPTS	TOTAL PAYMENTS	Transfers from Savings account	BALANCE
07/06/2024	British Gas	Electricity 21 Apr to 21 May	7738924	0.00	32.21		45740.77
12/06/2024	HMRC	income tax May	391PC001832562502	0.00	81.00		45659.77
12/06/2024	J Curtis	salary and expenses	May	0.00	347.00		45312.77
12/06/2024	Wicksteed	playground inspection	825334	0.00	158.40		45154.37
12/06/2024	G H Fillingham	cut 3 and 4 April & May	GFC0114	0.00	1080.00		44074.37
12/06/2024	CPRE	best kept village comp	739036	0.00	25.00		44049.37
22/06/2024	HSBC	BANK CHARGES 31 MAY 2024		0.00	5.00		44044.37
25/06/2024	G H Fillingham	Cuts 1 and 2 and 1st PROW	GFC0103	0.00	1080.00		42964.37
25/06/2024	G H Fillingham	cut 3 and 4 April & May	GFC0114 - to be credited paid twice	0.00	1080.00		41884.37
25/06/2024	Kyanite Consulting	SSL certificate	8432	0.00	51.94		41832.43
25/06/2024	P Stevenson	expenses for Dday celebrations	and play park sign	0.00	138.11		41694.32
26/06/2024	ICO	DP registration Certificate	Z324143X	0.00	35.00		41659.32
27/06/2024	L Wainwright	expenses for sustainable planting	grant CGF0454	0.00	221.81		41437.51
07/06/2024	HSBC	bank interest	interest	194.30	0.00		41631.81
28/06/2024	Lincs Pressure Washing	clean play area and tennis courts	invoice 159	0.00	720.00		40911.81
25/06/2024	HSBC	transfer of funds between accounts		0.00	0.00	4000.00	40911.81

Bank reconciliation as at 30 June 2024

current a/c 3462.85
savings acc 37448.96
40911.81

iii. To approve invoices awaiting payment for this period **Approved**

Date	Payee	Description	Total
24/06/2024	British Gas	electricity 21/05/2024-21/06/2024	25.97
28/06/2024	L Wainwright	CGF 0454 plants 2 rose bushes	25.98
02/07/2024	G H Fillingham	cut 5 and 6 PROW 16 June	720.00
24/05/2024	T Eaden	Photobooth - grant CGF0469	250.00
14/06/2024	Phoenix	payroll Apr to June	19.80
09/07/2024	HMRC	income tax June	100.60
09/07/2024	J Curtis	salary and expenses	425.58
			<u>1567.93</u>

North Lincs Council Grant Payments Received for			
02/07/2024	Grass cutting contract		4290.00
09/07/2024	Community grant CGF 454	Sustainable planting	221.00
09/07/2024	Community grant CGF 469	D-Day 80 th commemoration	<u>250.00</u>
			<u>4761.00</u>

iv. To update councillors having .gov email addresses

The clerk would send a letter to Kyanite Consulting confirming the transfer of the .gov domain from VisionICT to Kyanite to manage the councillors' email addresses.

The chosen format is cllr.name@redbourneparishcouncil.gov.uk.

- v. Clerk to give an update on matters attended to since the June meeting
The grass cutting contractor had contacted the clerk to report the problems he was experiencing cutting the public rights of way. There were sections that were so overgrown and inaccessible due to fallen trees and branches. He had been advised to liaise with the farm office to let them know which areas he could not cut due to access problems as it was their responsibility to clear any debris from the footpaths to enable him to get his cutting equipment through. It was suggested it would be beneficial to all parties if the contractor took photos before and after cutting which would highlight any problems experienced. The chair and clerk confirmed that he was working to the correct maps supplied by North Lincs Council. He was contracted to cut the PROWs 4 times a year, however, the clerk confirmed he had only cut the PROWs twice in 2023. After much discussion, it was agreed that the contractor should primarily report any problems through the clerk. Councillors approved payment of the invoice.

24/25 – 034 Report from Ward Councillors
No report

24/25 – 035 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. Current status – no decision

PA/SCR/2024/4 - EIA screening request for the extension of Slate House Quarry, Redbourne Road, Hibaldstow had been submitted to planning on 9 April 2024 and the opinion given to the applicant was that an Environment Impact Assessment was not required. On this basis members were expecting a further planning application to be submitted. It was noted that the road from the quarry onto B1206 had been widened and the road surface was white with dust, which suggests the wheel wash is not being used. Residents of Redbourne were experiencing high levels of dust settling in their homes. There was a new sign on Mill Lane pointing to the haul road.

PA/2022/951, 1282, 1294 - Breach of planning – modules – There had been movement of modules from the site on Sundays, which breached planning conditions.

Other Planning matters and applications between meetings

- NLC Land – Hibaldstow Airfield – update study for the feasibility and installation of green energy to benefit the local communities. Ongoing
- 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. Ongoing
- PA/2019/235 - Update on planning breaches at Slate House Quarry – no reports

- PA/2018/792 PA/2021/1240 PA/2022/1818 – Fairfield - Planning permission for residential development with all matters reserved - Carr Lane.

The remaining hedge had been removed. No further work had been carried out on the infrastructure.

24/25 – 036 Community Safety Matters

To discuss and resolve any action on matters affecting Community Safety - Nothing to report

24/25 – 037 Community Facilities and Open Space Management

To discuss and resolve any action on:

- i. Play Area projects:
 - Tennis court – the tennis court, play equipment, safety surfaces and seating had been cleaned on 21 June 2024. Councillors commented how much better the play area looked.
 - Playground inspection
Following the findings in the Wicksteed annual inspection report, the clerk had contacted Zurich insurance to establish whether the play equipment is considered safe for children to use and confirm whether it is covered under the public liability section of the policy. Zurich had responded that they would still be able to cover the old play equipment, especially as it is low risk. They recommended that these items are inspected annually by ROSPA. Any recommendations on safety given by ROSPA then ought to be acknowledged by our Risk assessments and implemented accordingly. The clerk would contact ROSPA to arrange an inspection.
 - It was decided to site the new play park sign in the same place as the old sign.
 - It was noted that a neighbouring property’s hedge had been cut by a contractor and the clippings had been left on the play park side near the tennis court.
- ii. Updates from the Gardening Group
 - Update on repairing/replacing the hedge on Vicarage Lane – Cllr Stevenson and Cllr Didlock had inspected the area and found that the ivy roots went very deep and needed digging up before planting could commence. After discussion it was also decided to involve residents in the Falconers and immediate area to find out their preferred option for the replacement. The three choices offered are:
 - Just Lincolnshire Fencing
 - Just Whips
 - Lincolnshire fencing plus whips planted either side.
 The clerk would prepare a leaflet to put through doors.
- iii. Proposal for Village 'Clean Up' – Councillors agreed it was a good idea to do a one-off general clean-up of the village, to include cleaning the pavements, street signs, village signs, repairing the trash screen and bus shelters. Cllr Hawley also suggested as part of the village tidy that a monthly/ bi-monthly gathering of villagers willing to help keep the village tidy would be beneficial. Action: Cllr Eaden offered to produce a notice to put on noticeboards.

- iv. Update on ownership of the old A15 land. - To receive a Report from the Rights of Way Task and Finish Working Group.

The Rights of Way Advisory Group has been created by Redbourne Parish Council (referred to as 'Full Council') at its 11th June 2024 council meeting as a 'task and finish' advisory committee to Full Council with the following role:

- 1) To review the Definitive Map (the legal record of all public rights of way) as it relates to Redbourne Parish.
- 2) To provide residents and visitors with opportunities to give feedback concerning the Rights of Way which serve the parish, through a series of walking and other events.
- 3) To walk all the Rights of Way in the Parish of Redbourne, identifying any practical matters that are making it difficult to exercise the Right, and report back to Full Council with recommendations as to how these matters can be resolved.
- 4) Report back to Full Council on any apparent errors, omissions or discrepancies found in the Definitive Map's statement of the location of rights of way in Redbourne Parish, with recommendations on any actions required to assist in the correction of any errors, omissions or discrepancies identified.

Cllr Belza presented two papers to Full Council for approval:

- a) The Draft Redbourne Parish Council Rights of Way Advisory Group Terms of Reference.
- b) The action points from the first meeting for Full Council's comments, including the draft schedule of work for the group.

Proposed: Cllr Hotham

Seconded: Cllr Hawley

Full Council APPROVED

- v. Updates on funding and quotes to repair the church clock.

The Project framework terms of reference had been received from the Church Conservation Trust. Full Council were required to approve the TOR and return to the CCT

Proposed: Cllr Belza

Seconded: Cllr Hawley

Full Council APPROVED

- vi. Other Community Facilities and Open Space Management matters
Lighting in churchyard – the old lamp holders in the lamps needed changing. The light outside the church door needed changing to a sensor light. Cllr Hotham would contact the electricians.

24/25 – 038

Clerk’s & Councillor Updates

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

Self Service Portal No.	Location	Request	Comments
FS495617233 EN 631009 07/03/2023	1 St Albans House Cllr Foster would check with the legal team whether it was illegal to park on verges	Occupier parking car on pavement. Reported to parish council on 7 March	Nothing parked when inspected on 14/03/2023, 22/03/2023, 05/04/2023 Reported again still happening Consider putting some wooden posts on the verge to prevent cars being parked on the verge
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
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. Replacement covers ordered
FS575991254 EN642578 09/01/2024	Footpath 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. June 2024 - Cllr Hawley had made contact
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.
FS596333626 EN 646111 18/03/2024	Missing sign "Haybery" Carr Lane, Redbourne	replace the dog fouling sign on lamp post at top of the drive	Update: Cllr Foster has the replacement dog sign

- All to update on items requiring attention since the June meeting not already discussed.
Cllr Hawley asked when the next NATS meeting would be. The clerk would find out.
- To receive agenda items for the next meeting

24/25 – 039

Date and time of the next meeting

3 September 2024 at 7.00pm

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

24/25 – 040

Staff Payments

- To authorise payment of Clerk’s salary and expenses
Approved