



Redbourne Parish Council

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

Dear Councillor

You are hereby summoned to attend the **Annual Parish Council Meeting** on **Tuesday, 6 May 2025**. The meeting will be held at **St Andrew's Church**, Redbourne and will commence at **19:00**.

The agenda is set out below.

Members of the public and press are welcome.

Jo Curtis

Jo Curtis – Parish Clerk
28 April 2025

Public Participation

Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda. Meetings may be recorded.

Agenda

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| 25/26 – 001 | Election of Chair
To appoint the Chair of Redbourne Parish Council for 2025/26 and signing of the Chair's Declaration of Acceptance of Office |
| 25/26 – 002 | Apologies
To note apologies for absence |
| 25/26 – 003 | Election of Vice-Chair
To appoint the Vice-Chair of Redbourne Parish Council for 2025/26 |
| 25/26 – 004 | Election of other Committee Representatives <ul style="list-style-type: none">▪ Personnel Committee▪ NATS representative |
| 25/26 – 005 | To approve the Internal Auditor for 2026/27 |

- 25/26 – 006 To review and approve the following policies and procedures**
- Standing Orders & Financial Regulations.
 - Code of Conduct
 - H & S and Financial Risk Assessment policies.
 - Scheme of publication policy.
 - Equal Opportunity policy.
 - Complaints procedure.
 - Members and officer protocol
 - Terms of reference for the Personnel Committee.
 - Disciplinary & Grievance Procedure.
 - Child Protection and Safeguarding Vulnerable Adults policies.
 - Community Emergency Plan.
- 25/26 – 007 To confirm all Councillors have reviewed their register of interests**
- 25/26 – 008 To review and approve the dates for the ordinary Parish Council meetings for 2025/26**
- 25/26 – 009 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
- To note any dispensations granted to any member of the council in respect of the agenda items listed below
- 25/26 – 010 Minutes of Previous meeting**
- To approve the Minutes of the Parish Council Meeting held on Tuesday 1 April 2025
- 25/26 – 011 Governance & Financial Matters**
- i. Year End Accounts - to receive and approve reports
 - Explanation of Variances Report 2024/25
 - Year-end Summary of Receipts and Payments
 - To review and approve the financial risk assessment.
 - To review and approve the asset register.
 - ii. Governance Statements – to receive and sign off
 - Internal Auditor's Report 2024/25
 - Annual Governance Statement 2024/25
 - Accounting Statements 2024/25
 - To consider and approve Certificate of Exemption for 2024/25
 - Agree dates for public notice for period of exercise of public rights to 2024/25 accounts
 - iii. To consider membership renewal for ERNLLCA for 2025/26.
 - iv. To consider membership renewal for CPRE for 2025/26.
 - v. To consider renewing the Zurich insurance policy and determine any actions required.
 - vi. To review the British Gas electricity contract due for renewal on 24 June 2025
 - vii. Payments - To approve the monthly accounts for payment.

- 25/26 – 012 Report from Ward Councillors**
Ward Councillors to update the Parish Council on activities within North Lincolnshire Council
- 25/26 – 013 Planning**
- PA/SCR/2025/2 Proposal: EIA screening opinion request for a planning application for erection of 2 no. broiler poultry units (meat production) with feed silos, ancillary buildings and hardstanding Site Location: Land off Redbourne Road, Redbourne, Gainsborough - **Update**
 - Comp/2025/0023 **Condition Compliance At: SLATE HOUSE FARM, REDBOURNE ROAD, HIBALDSTOW, BRIGG, DN20 9NN** – the clerk had written to NLC for an update on the remaining modules on the airfield as they should have been removed by the end of November 2024. The Planning Enforcement officer has investigated the complaint and will keep us informed of the progress and final outcome of the case (reference PA/2022/951,1282, 1294 - Breach of planning – for reference and update)
- Planning applications for reference and monitoring
- Update PA/2024/791 - Planning permission to erect a detached garage/garden room at 8 The Old School Yard, Redbourne, Gainsborough, DN21 4QN. for reference and monitoring
 - NLC Land – Hibaldstow Airfield – update study for the feasibility and installation of green energy to benefit the local communities. – for reference
 - 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.
 - PA/2019/235 - Update on planning breaches at Slate House Quarry – for reference. Continue to monitor.
- 25/26 – 014 Community Safety Matters**
To discuss and resolve any action on matters affecting Community Safety
- Update on Dog attacks
 - Update on traffic calming measures
- 25/26 – 015 Community Facilities and Open Space Management**
To discuss and resolve any action on:
- Play Area projects
 - Updates from the Gardening Group
 - Update on ownership of the old A15 land.
 - Updates on funding and quotes to repair the church clock
 - Other Community Facilities and Open Space Management matters
- 25/26 – 016 Clerk's & Councillor Updates**
- Clerk to update on outstanding Highways / Footpaths / NLC issues
 - All to update on items requiring attention since the April meeting not already discussed
 - To receive agenda items for the next meeting

25/26 – 017 Date and time of the next meeting

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

25/26 – 018 Staff Payments

- To authorise payment of Clerk's salary and expenses