



Redbourne Parish Council

Jo Curtis – Parish Clerk

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MINUTES of the Annual Council Meeting of Redbourne Parish Council held on: Tuesday, 6 May 2025 19:00 at St Andrews Church, Redbourne.

Present: Cllr L Wainwright (Chair - outgoing), Cllr M Belza, Cllr J Brown, Cllr T Eaden, Cllr P Hawley, Cllr P Hotham (Chair – Incoming), Cllr P Stevenson
Ward Councillors – None
Parish Clerk - J Curtis

Public Participation

No members of the public attended

25/26 – 001 Election of Chair

Councillor Wainwright informed the meeting she was stepping down as the Chair. The meeting proceeded to elect a new Chair. Cllr Wainwright nominated Cllr Hotham for the position of Chair. No other nominations were received. Councillor Hotham was unanimously voted into office. Councillor Wainwright officially handed over the Chair's position to Councillor Hotham. Cllr Hotham agreed to accept the office of Chair for one year. The Declaration of Acceptance of Office was signed by Cllr Hotham and received by the Clerk

25/26 – 002 Apologies

Cllr R Didlock, Cllr T Foster, Cllr D Garritt

25/26 – 003 Election of Vice-Chair

It was resolved that Cllr Wainwright be elected as Vice-Chair.

Proposed: Cllr Belza

Seconded: Cllr Eaden

25/26 – 004 Election of other Committee Representatives

It was resolved that the following representatives were elected:

- Personnel Committee – Cllr Wainwright, Cllr Stevenson, Cllr Eaden

Proposed: Cllr Hawley

Seconded: Cllr Belza

- NATS representative – Cllr Hawley

Proposed: Cllr Brown

Seconded: Cllr Eaden

25/26 – 005 To approve the appointment of the Internal Auditor for 2025/26

It was resolved to appoint Anthony Whitley as the internal auditor for the 2025/26 financial year.

- 25/26 – 006 To review and approve the following policies and procedures**
- Standing Orders & Financial Regulations – reviewed and approved
 - Code of Conduct - reviewed – item 3.9 a link to the safeguarding adult's policy and safeguarding children's policy would be added. Approved
 - H & S and Financial Risk Assessment policies - reviewed and approved
 - Scheme of publication policy - reviewed and approved
 - Equal Opportunity policy - reviewed and approved
 - Complaints procedure - reviewed and approved
 - Members and officer protocol - reviewed and approved
 - Terms of reference for the Personnel Committee. - reviewed and approved
 - Disciplinary & Grievance Procedure. - reviewed and approved. It was noted that there wasn't a disciplinary policy on the website. The clerk would investigate
 - Child Protection and Safeguarding Vulnerable Adults policies. - reviewed and approved
- Thanks were given to Cllr Eaden for reviewing the policies. A few minor amendments were made and approved by full council. **Resolved**
- 25/26 – 007 To confirm all Councillors have reviewed their register of interests**
Councillors present confirmed they had reviewed their Register of Interests
- 25/26 – 008 To review and approve the dates for the ordinary Parish Council meetings for 2025/26**
Resolved - The dates were set for 2025/26 as follows: 3 June, 1 July, no meeting in August, 2 September, 7 October, 4 November, 16 December, no meeting in January, 3 February and 3 March, 7 April.
- 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.
Item 25/26 – 11 (vii) Cllr Brown payment of expenses for plants £53.75
Item 25/26 – 11 (vii) Cllr Stevenson -VE day expenses £278.69
Item 25/26 – 11 (vii) Cllr Wainwright treatment for planters – expenses £24.58
Item 25/26 – 11 (vii) Cllr Hawley – VE day expenses £17.71
- To note any dispensations granted to any member of the council in respect of the agenda items listed below. **None**
- 25/26 – 010 Minutes of Previous meeting**
To approve the Minutes of the Parish Council Meeting held on Tuesday 1 April 2025. Approved and signed by the Chair
Proposed: Cllr Hotham Seconded: Cllr Brown

Governance & Financial Matters

- i. Year End Accounts 2024/25- 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.

All reports Approved
- ii. Governance Statements – to receive and sign off
 - Internal Auditor's Report 2024/25
 - Members received the Internal Audit Report for the 2024/25 year and noted the recommendations **Approved**
 - Annual Governance Statement 2024/25
 - The Annual Governance Statement 2024/25 was discussed and approved by the members, and signed by the Clerk and Chair.

Approved
 - Accounting Statements 2024/25
 - The Accounting Statements 2024/25 were approved by the members and signed by the Clerk and Chair. **Approved**
 - To consider and approve Certificate of Exemption for 2024/25

Approved

 - Agree dates for public notice for period of exercise of public rights to 2024/25 accounts
 - The public notice would be placed on noticeboards and the website from 24 June 2025 where it would remain for no less than 30 working days. **Approved**
- iii. To consider membership renewal for ERNLLCA for 2025/26. **Approved**
- iv. To consider membership renewal for CPRE for 2025/26. **Approved**
- v. To consider renewing the Zurich insurance policy and determine any actions required. **Reviewed and approved**
- vi. To review the British Gas electricity contract due for renewal on 24 June 2025 **Reviewed and approved**
- vii. Payments - To approve the monthly accounts

Paid

British Gas	Bill no. 10619259	36.08
HSBC	Bank charges up to 31March 2025	5.00

Approve for payment

HSBC	Bank charges up to 30 April 2025	5.00
J Curtis	Salary and expenses April	363.40
HMRC	Income tax April	90.75
J Curtis	Expenses re visit to auditor	68.88
Zurich	local council insurance premium	820.02
Cllr Brown	Plants	£53.75
Cllr Stevenson	VE day expenses	£278.69
Cllr Wainwright	treatment for planters – expenses	£24.58
Cllr Hawley	VE day expenses	£17.71

All invoices approved for payment

25/26 – 012 Report from Ward Councillors
Ward Councillors to update the Parish Council on activities within North
Lincolnshire Council – **No report**

25/26 – 013 Planning
To discuss and resolve any action on:

- 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
- the local planning authority considers that the development would not comprise EIA development.
Action: Following discussion Cllr Wainwright said she would ring the planning officer for clarification.
- 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).
Action: The clerk would forward the planning inspector's email to the ward councillors to ask for their input and assistance with this matter.

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.
The building was now in situ. Cllr Hotham would check whether it was where it should be according to the plans.
- PA/2025/458 - Application to determine if prior approval is required to erect a stock shed agricultural building for Pyewipe Farm – **awaiting decision**
- 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 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 - No further updates.

- Update on traffic calming measures
Road safety, North Lincs had emailed to say that their data shows the average speed on the road is 28.8mph at the northern end of Redbourne and 31.2mph at the southern end. Consequently, the provision of additional road calming is not being considered at this time. However, they suggested a number of options:
 - Community speed watch
 - Asking the local policing team to attend and carry out speed enforcement with their hand-held speed guns in the village
 - Humberside Police operate a scheme called Operation Snap, which is a secure online platform for submitting video evidence of driving offences witnessed by members of the public

Their response had been forwarded to the resident who had made the request

25/26 – 015 Community Facilities and Open Space Management

To discuss and resolve any action on:

- Play Area projects:
It was decided to purchase a lead paint testing kit to ascertain if the paint used on the play equipment contained lead.
- Updates from the Gardening Group
Cllr Wainwright put in a request to purchase paint from the Gardening budget to paint the small planters. Scott had quoted £60 to paint them.
Proposed: Cllr Eaden Seconded: Cllr Brown
Approved
- Update on ownership of the old A15 land.
- No updates
- Updates on funding and quotes to repair the church clock
The clerk had been advised by Community grants that as part of the grant guidelines, quotes must be directly comparable. The quote from Smith of Derby did not include automatic winding or automatic regulation. The clerk would request a revised quote.
- Other Community Facilities and Open Space Management matters

25/26 – 016 Clerk's & Councillor Updates

- Clerk to update on outstanding Highways / Footpaths / NLC issues
Not discussed
- All to update on items requiring attention since the April meeting not already discussed
 - Cllr Belza reported the bus stop at the corner of School Lane needs cleaning and she offered to wash it.
 - The Lincolnshire fencing on Vicarage Lane has been in place since January this year. The overall opinion of the residents of the Falconers was not to plant the whips. They prefer to just have the fence.
 - Cllr Hawley had been in touch with LIVES. A representative would be available any Saturday in June or July to offer group training on CPR and use of the defibrillator. There would be a charge.

- To receive agenda items for the next meeting
 - To set the date for the Christmas tree lights switch on.
 - To discuss having a post box installed near the Fire Engine shed where residents can post correspondence specifically for the parish council.

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

Tuesday, 3 June 2025. Cllr Belza suggested starting meetings at 6.30pm.

All approved.

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

Approved