



# WINTERTON TOWN COUNCIL

52 West Street, Winterton, Scunthorpe,  
North Lincolnshire. DN15 9QF

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## Minutes of the Annual Meeting of Winterton Town Council held on Tuesday 21st May, 2019 at 7.30pm in the Old School Hall, West Street, Winterton.

### Present:

Cllr D. Johnson (Mayor)	Cllr M. Harrison (Deputy Mayor)	Cllr B. Bridge
Cllr N. King	Cllr E. Marper	Cllr P. McCartan
Cllr V. Mumby	Cllr H. Rowson	

c.5 Members of the Public were present.

Prior to the meeting, Prayers were led by Rev'd Helen Croft.

1905/1 Cllr V. Mumby welcomed Councillors and members of the public to the meeting.

1905/2 Election of Mayor  
The Council considered nominations for 2019/20 Mayor.  
**Resolution: Cllr D. Johnson was duly appointed as Mayor. The Declaration of Acceptance of Office was signed and read to the meeting.**

1905/3 Election of Deputy Mayor  
The Council considered nominations for 2019/20 Deputy Mayor. Cllrs B. Bridge and M. Harrison were nominated.  
**Resolution: Cllr M. Harrison was duly appointed as Deputy Mayor. The Declaration of Acceptance of Office was signed and read to the meeting.**

Cllr D. Johnson read out a letter received from Mr M. Buckley asking councillors to support British Steel by lobbying local MPs to back the campaign to save our steel industry and jobs of thousands of men and women.

Councillors agreed to pledge their support and agreed the Council should write to Mr Andrew Percy MP, Nic Dakin MP and Martin Vickers MP, copying in Mr Buckley.

**Resolution: Cllr D. Johnson agreed to write to MPs on behalf of the council.**

**ACTION: Cllr D. Johnson**

1905/4 Apologies  
Apologies for absence were received from Cllr R. Ogg.

1905/5

Declaration of Interests / Dispensations

- a. Interests  
None
- b. No dispensations were requested/granted.

Cllr D. Johnson asked members to consider bringing forward agenda item 27(i) PA/2019/371 forward to allow members of the public to hear the discussion without having to wait until the end of the meeting.

**Resolution: That item agenda item 27 (i) be brought forward.**

**ACTION: Clerk**

- a. To consider the following Planning Application:

(i) **Application No:** PA/2019/371

**Proposal:** Outline planning permission to erect up to 140 dwellings with all matters reserved for the subsequent approval.

**Site location:** Land opposite Winterton Observatory, Top Road, Winterton, DN15 9TE

**Applicant:** Zyda Law Limited

**Resolution: The Council to submit "It Strongly objects" to the planning application on the grounds of:**

- **It is outside of the development line**
- **Winterton's housing allocation is 244 houses; we are already up to 290 with applications already approved**
- **There is only one access and egress, which is onto a busy high speed road**
- **High density**
- **Concerns over drainage**
- **Concerns over accessing appointments at the Health Centre and parking problems at the Health Centre.**
- **Greenfield site**

**ACTION: Clerk**

1905/6

Mayor's Allowance

Cllr D. Johnson declared a Prejudicial Interest and left the room. Cllr M. Harrison took on the role as Chair, in the absence of the Mayor.

The Council considered the amount of the 2019/20 Mayor's Allowance in pursuance of section 15(5) of the Local Government Act 1972.

**Resolution: That the sum of £380.00 be awarded.**

**ACTION: Clerk**

1905/7

Annual Return

Signing of the Annual Return to be deferred to the June meeting as it was not received prior to the meeting.

1905/8

Declaration of Interests Forms

- a. All members confirmed having completed a Declaration of Office form.
- b. All members confirmed having completed a Declaration of Interest form.

1905/9

Council Documentation

The Council considered the following Council Documents for adoption/review:

- (i) Appendix A: Standing Orders
- (ii) Appendix B: Financial Regulations
- (iii) Appendix C: Asset Register

- (iv) Appendix D: Complaints Procedure
- (v) Appendix E: Media Policy
- (vi) Appendix F: NLC Code of Conduct
- (vii) Appendix G: Risk Assessments

Appendix A: Standing Orders

**Resolution: That the Standing Orders be adopted.**

**ACTION: Clerk**

Appendix B: Financial Regulations

**Resolution: That the Financial Regulations be adopted.**

**ACTION: Clerk**

Appendix C: Asset Register

**Resolution: That the Asset Register be adopted.**

**ACTION: Clerk**

Appendix D: Complaints Procedure

**Resolution: That the Complaints Procedure be adopted.**

**ACTION: Clerk**

Appendix E: Media Policy

**Resolution: The Council adopted the Media Policy.**

**ACTION: Clerk**

Appendix F: NLC Code of Conduct

**Resolution: The Council adopted the NLC**

**ACTION: Clerk**

Appendix G: Risk Assessments to be reviewed by the Policy and Finance Committee at the next meeting.

1905/10

Power of Competence

Standing Orders requires that a Council reaffirms its power of competence at the Annual meeting in an election year. The item was placed on the agenda whilst the Clerk looked into the matter further.

The Council does not have the power of competence and therefore no further action is required at this time.

1905/11

Finance

- a. The Council considered appointing three members as signatories for the Councils bank accounts.

**Resolution: The Council agreed to Cllrs D. Johnson, M. Harrison and B. Bridge as signatories.**

**ACTION: Clerk**

- b. Cllr D. Johnson gave an overview of the Councils Insurance policy. There was a slight increase of £263 from last year's premium.

**Resolution: The Councils approved the Councils Insurance Policy and agreed the premium of £3719.58.**

**ACTION: Clerk**

1905/12

Dates of Meetings

The Council considered the dates and times of ordinary meetings of the Council for the ensuing year.

Cllr H. Rowson asked Councillors to consider moving the meetings forward to start at 6.30pm. Cllr D. Johnson explained the hall was booked by another user until 7.15pm and therefore would not be possible. Cllr P. McCartan said he would not be able to attend if the meeting were to start at 6.30pm. Cllr H.

Rowson suggested moving the start time to 7.00pm and looking at a different date to accommodate starting earlier.

**Resolution: That Council agreed to look at the availability of other days/times for future meetings however Councillors approved the calendar of dates.**

**ACTION: Clerk**

1905/13

Committees

a. The Council considered the appointment of members to serve on the under-mentioned committees:

(i) Personnel

**Resolution: That the following Councillors were appointed:**

- **Cllr D. Johnson**
- **Cllr M. Harrison**
- **Cllr N. King**
- **Cllr P. McCartan**
- **Cllr V. Mumby**

(ii) Policy & Finance

**Resolution: That the following Councillors were appointed:**

- **Cllr B. Bridge**
- **Cllr M. Harrison**
- **Cllr D. Johnson**
- **Cllr E. Marper**
- **Cllr R. Ogg**
- **Cllr H. Rowson**

1905/14

Working Groups

The Council considered the appointment of members to attend the following working group meetings (*for recommendation only*):

(i) Neighbourhood Plan

(ii) In Bloom

(iii) Emergency Planning

(iv) Allotment Holders

**Resolution: That the following Councillors were appointed:**

(i) **Neighbourhood Plan** **Cllr E. Marper**  
**Cllr P. McCartan**

(ii) **In Bloom** **Cllr B. Bridge**  
**Cllr M. Harrison**

(iii) **Emergency Plan** **Full Council**

**ACTION: Clerk**

1905/15

Outside Bodies

The Council considered the appointment of members to the under-mentioned outside bodies:

(i) NATS

(ii) NLC Town and Parish Council Liaison

(iii) Multi Agency Meeting

**Resolution: That the following Councillors were appointed:**

- |       |                                 |   |
|-------|---------------------------------|---|
| (i)   | <b>NATS</b>                     | <b>Cllr B. Bridge</b><br><b>Cllr R. Ogg</b>       |
| (ii)  | <b>NLC T&amp;PC Liaison</b>     | <b>Cllr D. Johnson</b><br><b>Cllr M. Harrison</b> |
| (iii) | <b>NLC Multi Agency Meeting</b> | <b>Cllr D. Johnson</b><br><b>Cllr M. Harrison</b> |

- 1905/16     Terms of Reference  
The Council considered its current Terms of Reference for committees and working groups.  
**Resolution: That the Terms of Reference for committees and working groups be approved.**  
**ACTION: Clerk**
- 1905/17     ERNLLCA District Committee Meetings  
As requested by ERNLLCA, the Council considered electing two councillors to represent the council at ERNLLCA district committee meetings.  
**Resolution: The Council elected Cllrs Don Johnson and Marilynne Harrison to represent the council.**  
**ACTION: Clerk**
- 1905/18     Memberships/Subscriptions  
The Council considered its annual memberships.  
**Resolution: The Council agreed it is happy to continue with its annual memberships.**  
**ACTION: Clerk**
- 1905/19     Minutes of Previous Meeting  
The Council considered the Minutes of the Winterton Town Council Meeting held on the 16<sup>th</sup> April, 2019.  
**Resolution: That the Minutes be signed as a true and accurate record.**  
**ACTION: Clerk**
- 1905/20     Report from Ward / North Lincs. Councillors  
a.Ward Cllr H. Rowson reported there was no update from the Ward Councillors due to purdah and the elections.  
b.There were no actions arising from the report.  
  
Cllr H. Rowson suggested the Council write to previous councillors, those who chose not to stand in the election and those that did and thank them for their time on the council.  
**Resolution: The Council agreed to write to the Councillors who choose not to stand in the election and those that did but did not get onto the Council and give thanks for their time served.**  
**ACTION: Clerk**
- 1905/21     Police Matters  
a.The Clerk reported changes to the local policing team; PCSO's Chabe and Henrickson have left to begin training to become police officers and been replaced by PSCO Dyas who is covering from Barton whilst training another PCSO to cover Winterton. An officer has been covering the area since PC Barnett left, however this may change in the near future.  
**Resolution: The Council to write to PCSO's Chabe and Henrickson to thank them for their support whilst covering Winterton.**

**ACTION: Clerk**

- b. No further action
- c. Cllr D. Johnson reported on the multi-agency meeting held on Wednesday 8<sup>th</sup> May. The library had been the target of anti-social behavior recently, however the group was working together and overall, it was a positive meeting.

1905/22

Community Transport

Cllr D. Johnson read an email from Donna Murphy, Director of Operations and Development at Age UK Lindsey. The Council wrote to Ms. Murphy after the April meeting when the closure of Age UK Lifestyle centre was brought to the attention of the Council and the impact of its closure on the Disabled Club. Ms. Murphy reported the charity are in discussions with various people to see if the service can be relocated and to find support to keep it going both financially and operational. The charity will know more during June and any updates will be communicated out.

**Resolution: Community transport to be kept as a rolling agenda item.**

**ACTION: Clerk**

1905/23

ERNLLCA Member Council Development Programme 2019-20

a. The Council considered members attending the training course on Charimanship. The course is open to all members not just the Chairman. The Course is to be held on Thursday 11<sup>th</sup> July, 2019 and costs £87 plus VAT per member.

**Resolution: Subject to availability, it was agreed that the Mayor, Deputy Mayor and Clerk attend the training.**

**ACTION: Clerk**

b. The Council considered members/the Clerk attending the training courses "Being a good Councillor" at the Angel Suite in Brigg. The training is split into 3 sessions; members may attend all 3 sessions or select specific subjects. Each session costs £37.50 per member.

**Resolution: The Council agreed to Cllr N. King attending all 3 sessions subject to availability.**

**ACTION: Clerk**

1905/24

VE Day 75 – 8<sup>th</sup> May 2020

Councillors recieved information relating to VE Day 75 – 8<sup>th</sup> May 2020 prior to the meeting.

Cllr D. Johnson informed members, the Winterton branch of the British Legion were also in receipt of the event information.

**Resolution: The Council agreed to offer their support to the Legion should they decide to take part.**

**ACTION: Clerk**

1905/25

Winterton in Bloom

a. This agenda item was requested a previous councilor. Cllr D. Johnson gave a brief overview of the work required to enter the East Midlands in Bloom competition. In comparison to the CPRE competition.

b. The Council considered entering the East Midlands in Bloom competition at a cost of £20.00.

**Resolution: The Council agreed not to enter the competition this year.**

**ACTION: Clerk**

Cllr P. McCartan raised concerns of recent path resurfacing works carried out on Westwinds and Henderson Way. Sods of grass were left for over week on the verges before being taken away and materials used were blasted everywhere. Care should be taken whilst carrying out works and the area kept tidy during and after the works are completed each day.

**Resolution: The Council agreed to write to Neighbourhood Services and highlight these issues.**

**ACTION: Clerk**

1905/26

The Mosaic displayed in the former Civic Centre.

Cllr D. Johnson read a response from Mr C Ramsbottom, Head of Service for Asset Management and Development regarding the mosaic displayed in the former Civic Centre building. Mr Ramsbottom confirmed the mosaic will be protected during the refurbishment and be kept in situ within the new college building. NLC have included, within the lease, a clause which prevents the college from damaging or removing it. He stated although this is covered legally, the college is very support of preserving the integrity of the mosaic. Cllr P. McCartan asked if members of the public would be allowed to enter the campus and go into the reception area to view the mosaic.

**Resolution: The Council to write to Mr Ramsbottom for clarification on this matter.**

**ACTION: Clerk**

1905/27

Planning / Consultations

To consider the following Planning Application:

- (i) **Application No:** PA/2019/371  
**Proposal:** Outline planning permission to erect up to 140 dwellings with all matters reserved for the subsequent approval.  
**Site location:** Land opposite Winterton Observatory, Top Road, Winterton, DN15 9TE  
**Applicant:** Zyda Law Limited  
Item brought forward to the start of the meeting.
- (ii) **Application No:** PA/2019/536  
**Proposal:** Planning permission to erect a front boundary wall with pillars and metal railings.  
**Site location:** 26 Cliff Avenue, Winterton, DN15 9SY  
**Applicant:** Mr Martin Wood  
**Resolution: The Council to submit "No comment" to the application.**
- (iii) **Application No:** PA/2019/836  
**Proposal:** Planning permission to erect two-storey rear extension  
**Site location:** 97 North Street, Winterton, DN15 9QW  
**Applicant:** Mrs S Blake

**ACTION: Clerk**

Cllr D. Johnson declared a personal interest, as the location for the application is across the road from his property. Cllr Johnson continued to chair the meeting but did not vote on this item.

**Resolution: The Council to submit “No comment” to the application.**  
**ACTION: Clerk**

- (iv) **Application No:** PA/2019/780  
**Proposal:** Planning permission to erect a new tractor shed.  
**Site location:** 46 Northlands Road, Winterton, DN15 9UN  
**Applicant:** Mr Terrance Tong

Cllrs D. Johnson and H. Rowson declared a personal interest as the applicant has done work for both councillors.

**Resolution: The Council to submit “No comment” to the application.**  
**ACTION: Clerk**

Cllr H. Rowson declared a personal interest as she owns the land adjacent to the location of the application.

- (v) **Application No:** PA/2019/698  
**Proposal:** Planning permission to erect portal shed after demolition of existing portal building and associated sheds.  
**Site location:** Oakwood Lodge, Carr Lane, Winterton, DN15 9QX  
**Applicant:** Mr Paul Horton, Apidae Honey

Cllr H. Rowson declared a personal interest as she owns the land adjacent to the location of the application.

**Resolution: The Council to submit “No comment” to the application.**  
**ACTION: Clerk**

1905/28

Accounts

- a. **APPENDIX H:** The Council received Notification of Accounts Paid by the Town Clerk under devolved authority LGA 1972.  
b. **APPENDIX I:** The Council considered the Schedule of Payments for April.

**Resolution: That all payments be made as detailed.**

**ACTION: Clerk**

- c. **APPENDIX J:** To receive notification of accounts paid by the Town Clerk under devolved authority LGA 1972, in relation to the Community Pavilion.

- d. **APPENDIX K:** Schedule of Payments relating to the Community Pavilion.

**Resolution: No payments to be made.**

**ACTION: Clerk**

- e. **APPENDIX L:** The Council received 2019/20 Summary of Spend to date – for information only.

- f. **APPENDIX M:** The Council received the Summary of Spend and Bank Reconciliation up to 31<sup>st</sup> April 2019.



1905/29 Agenda for next and future meeting  
The following items were requested:

- Community Transport
- Provision of litter bins and dog waste bins
- Mosaic
- Cemetery Chapels

1905/30 Meeting Dates  
The date and time of the next Full Town Council meeting was confirmed as  
(subject to any change in circumstances):

**Tuesday 18<sup>th</sup> June, 2019 at 7.30pm**

**in the Old School Hall, West Street, Winterton.**

**The meeting closed at 9.07pm**