

# WINTERTON TOWN COUNCIL

52 West Street, Winterton, Scunthorpe,

North Lincolnshire, DN15 9QF

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## Minutes of the Meeting of Winterton Town Council held on Tuesday 14th January, 2020 at 6.00pm in the Old School Hall, West Street, Winterton.

### Present:

Cllr D. Johnson (Mayor)	Cllr M. Harrison (Deputy Mayor)	Cllr A. Bazley
Cllr B. Bridge	Cllr N. King	Cllr E. Marper
Cllr P. McCartan	Cllr R. Ogg	Cllr H. Rowson

Miss L. Newstead - Clerk

No members of the public were present.

Nicki Byrne – Town Centre Manager for North Lincolnshire Council and organiser for the Food Fest Events.

Prior to the meeting, Prayers were led by Rev'd Pat Cooke.

Cllr D. Johnson welcomed Nicki Byrne to the meeting. Mrs Byrne gave an overview of her role at the Council and the food fest events. The event brings street food to the town, with a variety of different food and produce available. Local businesses are encouraged to take part and take priority over other stall holders, although all regular stall holders are from the North Lincolnshire area. The events take place on a Friday and operates from 12pm until 8pm. Stalls cost £20 for local businesses and gazebos can be hired for £10. A number of towns have already signed up to hold the event.

2001/1 The meeting was opened and Councillors were welcomed by the Mayor, Cllr D. Johnson.

2001/2 Apologies  
No apologies.

### 2001/3 Declaration of Interests / Dispensations

#### a. Interests

<u>Cllr A. Bazley</u> 2001/7	Precept	Pecuniary	Resident
<u>Cllr B. Bridge</u> 2001/7	Precept	Pecuniary	Resident
<u>Cllr M. Harrison</u> 2001/7	Precept	Pecuniary	Resident
<u>Cllr D. Johnson</u> 2001/7	Precept	Pecuniary	Resident
<u>Cllr N. King</u> 2001/7	Precept	Pecuniary	Resident
<u>Cllr E. Marper</u>	Precept	Prejudicial	Ward Cllr

2001/7 <u>Cllr P. McCartan</u>	Precept	Pecuniary	Resident
2001/7 <u>Cllr R. Ogg</u>	Precept	Prejudicial	Ward Cllr
2001/7 <u>Cllr H. Rowson</u>	Precept	Prejudicial	Ward Cllr
2001/7			

- b. The Clerk reported Dispensations had been granted to all nine councillors to allow members to stay in the meeting and vote on the setting of the Precept. The dispensations are valid for the period of four years from the date of the meeting.

2001/4 Minutes of Previous Meeting  
a. The Council considered the Minutes of the Winterton Town Council Meeting held on the 10<sup>th</sup> December, 2019.  
**Resolution: That the Minutes be signed as a true and accurate record.**

**ACTION: Clerk**

2001/5 Committees  
a. Personnel Committee  
(i) To receive the minutes from the Personnel Committee meeting held on Tuesday 23<sup>rd</sup> December 2019.

**Resolution: That the minutes be deferred to the February meeting.**

**ACTION: Clerk**

Cllr D. Johnson asked Councillors to consider moving agenda item 10 – Food Fest, forward to allow members time to discuss the proposal, whilst Mrs Byrne was still present to answer any questions that may arise.

**Resolution: The Council agreed to move agenda item 10 – Food Fest forward.**

Cllr D. Johnson asked Councillors to consider suspending standing orders to allow Councillors to ask Mrs Byrne some questions for further clarification.

**Resolution: The Council agreed to suspend standing orders.**

2001/10 Food Fest  
Councillors discussed the proposal and asked Mrs Nicki Byrne for clarification and additional information.

**Standing Orders were resumed.**

Councillors discussed the matter further and the dates available to the council, should they wish to proceed.

**Resolution: The Council agreed for the Food Fest event to come to Winterton on Friday 28<sup>th</sup> August and agreed to hold further discussions on location.**

**ACTION: Clerk**

- 2001/6 Report from Ward / North Lincs. Councillors  
Cllr R. Ogg reported on behalf of the Ward Councillors  
(Available to view at [www.wintertoncouncil.co.uk](http://www.wintertoncouncil.co.uk) on receipt)
- ACTION: Clerk**
- 2001/7 Town Council Precept/Budget Setting 2020/21  
Cllr D. Johnson reported that North Lincolnshire Council had written to the Council in regard to the setting of the 2020/2021 Precept and the Council was required to submit its requirements by the 31<sup>st</sup> January 2020. Once again, the Discretionary Support Grant was available with the same terms as previous years.  
The estimated Tax base for Winterton is £1,371.30, a slight increase on last year's figure of £1.90.  
Keeping the Council Tax level for Band D properties at £83.34 as previous years, would generate an income of £114, 284.14 for the Council.  
The Council has been working towards the terms of the grant and is already compliant in a number of areas, such as the Emergency Plan, online portal use and Reserves Policy.
- a. The Council considered the 2020/2021 precept.  
**Resolution: The Council agreed to keep the Council Tax level at the same as previous years, keeping Band D properties at £83.34.**  
**The precept is to be set at £114,284.14 (Band D £83.34 x Taxbase of £1371.30)**
- ACTION: Clerk**
- b. The Council considered the Discretionary Support Grant available from NLC to the value of £12,327 and the conditions attached to accepting the grant.  
**Resolution: The Council agreed to apply for the Discretionary Support Grant of £12,327 and agreed to continue working towards achieving the terms of the grant.**
- ACTION: Clerk**
- c. The Council reviewed the NLC Reply Form and went through each grant term individually and agreed to all five terms  
**Resolution: The Council agreed to all five terms, as listed on the NLC reply form.**
- ACTION: Clerk**
- 2001/8 Internal Audit Report  
Cllr D. Johnson reported that the Clerk is continuing to work through the action plan from the Internal Audit.
- 2001/09 ERNLLCA Training  
The Council considered attending the "Being a Good Employer" training course on Friday 14<sup>th</sup> February 2020 in Hull, at a cost of £90.00 plus VAT per person.  
**Resolution: The Council agreed for Cllr D. Johnson and the Clerk to attend the course.**
- ACTION: Clerk**
- 2001/10 Agenda item moved forward.

2001/11

Biffa/Roxby Landfill Site

The Council considered the current situation with regards to the landfill site at Roxby. Despite reassurances from Biffa that the repair to a split weld would be carried out prior to the 20<sup>th</sup> December and that drilling would cease before Christmas, the strong smell of gas continued to linger over the Christmas period. The latest resident update gives details of odour surveys and weekly FID surveys but no results from these surveys.

Complaints have also been received over mud and debris coming off the tyres when lorries are leaving the site and flying off the back of lorries due to unsecure netting and lorries “parked” on the A1077. Lorries are reportedly waiting along on the A1077 close to the entrance of the site, waiting for the gates to open. Cllr D. Johnson reported the matter to the site, and it was agreed to open the site from 6am instead of 7am. However, lorries are still waiting along the A1077 but at the earlier time of 5.45am instead of 6.45am.

***Resolution: The Council agreed to write to Biffa to raise their concerns, with copies being sent to the Environment Agency and Roxby Parish Council.***

***The Council to request the results from all odour surveys on a weekly basis and the locations of receptors or areas surveyed.***

**ACTION: Clerk**

Cllr P. McCartan highlighted Whites Recycling are regularly bringing tankers on and off a field along the A1077 and suggested writing to them to enquire about what procedure they have in place for minimising the amount of mud and debris left on the highway.

***Resolution: The Council agreed to write to Whites Recycling to enquire about their procedures for cleaning the tyres of tankers.***

**ACTION: Clerk**

2001/12

Review of Christmas Events

a. The Council reviewed both Christmas events, the Light switch on event held on Friday 29<sup>th</sup> November and Carols around the tree on Christmas tree. Both events were busier than previous years and the feedback from residents was very positive. Cllr D. Johnson thanked the Clerk and her team for all their hard work, arranging the events. Cllr P. McCartan asked if more hymn books could be ordered for next year as the number of books seems to of dropped.

***Resolution: The Council agreed to order additional hymn books for next year’s event.***

**ACTION: Clerk**

b. The Council considered the date for this year’s Christmas light Switch on Event.

***Resolution: The Council agreed to hold the Christmas Light Switch on, on Friday 27<sup>th</sup> November.***

**ACTION: Clerk**

2001/13

Risk Management

The Council reviewed a number of Risk Assessments written by the Clerk, covering different aspects of the Council. The Council agreed Risk Management would be a rolling agenda item to allow all assessment to be brought up to date in the coming months.

**Resolution: The Council agreed to adopt the following risk assessments:**

- **Loss of IT Systems**
- **Conducting Council Meetings**
- **Loss/damage to Civic Regalia**
- **Operating the Councils Website**
- **Failure to ensure proper use of funds under specific powers/S137**
- **Failure to comply with Customs and Excise Regulations**
- **Council Documents**

- 2001/14      Police Matters  
a.Cllr B. Bridge reported on the NATs meeting held on Wednesday 8<sup>th</sup> January 2020 at 4.30pm. The committee was given crime figure reports for the period of January – December 2019 and the figures show a reduction across the Burton and Winterton Ward by 35%. No further action required.
- 2001/15      Youth Club  
Cllr D Johnson read out the response of Kathy Egan, Quality and Sufficiency Officer, Learning Skills and Culture for NLC: Our role and position of funding has moved on, we are no longer in a position to fund ONGO to deliver services.  
We prioritise short term funding to those places in most need. This is determined following a scoping exercise of a particular area or location looking at what activities and facilities are available to young people and what the young people themselves voice as their likes and needs. We will be completing a scoping exercise in Winterton in the New Year, but at this point in time I am not able to commit any funding.  
  
Cllr D. Johnson added that Winterton 2022 is waiting on the results of the scoping exercise before making any further decisions.  
**Resolution: The Council agreed to wait for the results of the scoping exercise before making any other decisions on this matter.**
- 2001/16      Neighbourhood Planning  
The Council considered the Neighbourhood Plan  
**Resolution: The Council agreed to promote the plan in the spring edition of the OAAIW magazine and include the results of the neighbourhood plan on the council's Facebook page, to encourage community engagement and generate interest.**  
**ACTION: Clerk**
- 2001/17      Parking  
No update available
- 2001/18      Enhancing the Environment  
Cllr D. Johnson reported that the Council had received an update from Dawn Lings at NLC. The fund is not yet open to applications. Additional information, including how to apply will be sent out as soon as it is available.

- 2001/19      All Saints Church  
 The Council considered contracting a Structural Engineer to assess the Churchyard wall along West Street.  
**Resolution: The Council agreed to contract the services of a Structural Engineer to assess the perimeter wall along West Street and advise the Council on the condition of the wall and what action is required if any.**  
**ACTION: Clerk**
- 2001/20      Repairs to the Council Notice Board  
 The Council considered replacing the perspex and the backing board due to damage, the cost of which is £268.95 plus VAT.  
**Resolution: That the repairs be carried out at the cost of £268.95.**  
**ACTION: Clerk**
- 2001/21      Red Phone Box  
 Cllr D. Johnson reported that the old-fashioned red Telephone Phone boxes are in fact, available to adopt for £1 from BT. The first step in acquiring one is to complete a register of interest form, which has been actioned and BT will be in touch to discuss the matter further. If Councillors wish to proceed in adopting a box, there is an agreement document to consider prior to placing an order.  
**Resolution: Council agreed to review the agreement in preparation for next month's meeting.**  
**ACTION: Councillors**
- 2001/22      Winterton 2022  
 Councillors were provided with a list of themes approved by Winterton 2022 and The Local Trust, as part of their new plan. The four themes remain the same as previous but some of the activities have changed. The four themes include: Sustainable, Clean and Green, Prosperous Community, Learning Community, Active and Healthy and Engaged Community.  
 No further action.
- 2001/23      Planning/Consultations  
 a. To consider the following Planning Applications:
- (i)      **Application No:** PA/2019/1895  
**Proposal:** Planning permission to erect a first-floor extension and conservatory to rear.  
**Site location:** 97 Park Street, Winterton, DN15 9UB  
**Applicant:** Mr Shane Smith.  
**Resolution: The Council to submit "No comment" to the application.**  
**ACTION: Clerk**

- 2001/24 Finance  
a. **APPENDIX A:** The Council received Notification of Accounts Paid by the Town Clerk under devolved authority LGA 1972 for December.  
b. **APPENDIX B:** The Council considered the Schedule of Payments for December.  
**Resolution: That all payments be made as detailed.**  
**ACTION: Clerk**
- c. **APPENDIX C:** To receive notification of accounts paid by the Town Clerk under devolved authority LGA 1972, in relation to the Community Pavilion for December.
- d. **APPENDIX D:** Schedule of Payments relating to the Community Pavilion for December.  
**Resolution: That all payments be made as detailed.**  
**ACTION: Clerk**
- e. **APPENDIX E:** The Council received 2019/20 Summary of Spend to date – for information only.
- f. **APPENDIX F:** The Council received the Summary of Spend and Bank Reconciliation up to 31<sup>st</sup> December 2019.
- g. The Council considered transferring £22,000 from the council's general fund, into the Councils Ear Marked Reserves Fund.  
**Resolution: The Council agreed to transfer £22,000 from the general fund to the Ear Marked Reserves fund.**  
**ACTION: Clerk**
- 2001/25 Agenda for next and future meeting  
The following items were put forward for the February agenda:
  - Red Phone Box
  - Youth Club
  - Risk Assessments
  - Biffa/ Roxby Landfill Site
  - Parking
- 2001/26 Date of next Meeting  
The date and time of the next Full Town Council meeting was agreed as (subject to any change in circumstances):
- Tuesday 11<sup>th</sup> February, 2020**  
**at 6.00pm**  
**In the Old School Hall, West Street, Winterton**
- 2001/27 Exclusion of Public and Press  
The Council considered the exclusion of the public and press.  
**Resolution: That the public and press be excluded.**  
**ACTION: Clerk**
- 2001/28 Appeal Panel

The Council considered the appointment of an appeal panel and the offer of assistance from ERNLLCA on such matter.

***Resolution: It is resolved that this council utilises its power under the Local Government Act 1972, section 101, to devolve responsibility to another town council to provide three of its number to comprise an appeal panel and agree to meet any travel cost incurred; and that ERNLLCA be asked to secure the services of such a panel from a town council outside of North Lincolnshire. Further that ERNLLCA be asked to provide a venue for the appeal and an officer to make the official record of the meeting and advise the panel accordingly.***

**The meeting closed at 8.00pm.**