

Grimoldby and Manby Parish Council

To the Members of the Parish Council of Grimoldby and Manby:

You are hereby summoned to attend a meeting of Grimoldby and Manby Parish Council, which will be held on Wednesday 16th July 2025 in The Pavilion, Gibson Way, Manby at 7.30pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note that the meeting will begin at 7.30pm UNLESS any public are present in which case there will be a public forum when members of the public may ask questions or make short statements to the Council.

Any public wishing to speak, on an agenda item or "sit in" on the meeting please contact the Clerk, using the email address below, in advance to discuss attendance arrangements. If possible, please provide written representation rather than attending in person.

Members of the public should note that they will not be allowed to speak during the formal meeting.

L.M. Phillips

Mrs. L.M. Phillips

Clerk

Dated this 11th Day of July 2025

AGENDA

1. **Apologies for Absence**
To note apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
2. **Chairman's Remarks**
3. **Declarations of Interest / Dispensations**
To receive declarations of interest in accordance with the Localism Act, 2011 – these being **any** interest in agenda items not previously recorded on Members' Register of Interests. Council to consider granting dispensation(s), as per written requests received by the proper officer to councillors under section 22 of the Localism Act.
4. **Council Minutes**
To approve as a correct record the draft Minutes of the Council Meeting held on 18th June 2025 and authorise the Chairman to sign the official minutes.
5. **Finance**
To receive, note and duly resolve to authorise:
 - a. The Financial Report for July, showing a closing balance on 13th June 2025 of £81,115.35 which agrees to the closing balance on the bank statement issued on 13th June 2025.
 - b. Cheques for payment, listed on the Cheque Schedule 071625 totalling £3328.76.
6. **Planning**
 - a. **Applications received by the Local Planning Authority**
To consider current applications including those listed in the schedule (Plans_07_16_25) / ratify comments already made by the Planning Working Group. (No planning applications had been received at the time of publication).
 - b. **Planning Decisions**
At the time of printing there were none.
7. **Grimsby to Walpole Consultation – Stage 2**
Further to receipt of details by email on the above, Councillors to resolve upon whether to make a corporate response.
8. **Allotments**
Council to resolve upon whether to fence of a further section of the allotments, behind plot 3.
9. **Safeguarding Policy**
Council to consider approving the attached policy for use.

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10. St. Mary's RC Church, Manby

Council to receive an update from those attendees of the public meeting held on 3rd July and consider the way forward.

11. Construction of Gas to Grid Anaerobic Digestion Facility at Manby Airfield

Council to:

- a. Note that a response has been received from Mr. J. Dorman of Manby BGE Ltd., confirming any future liaison should go through the email address he has now supplied and that a Liaison Committee will be set up within one month of the development commencing. It is envisaged that the development will commence during the 4th quarter of 2025. However, Manby BGE Ltd is currently completing the full due diligence process (with the funders external consulting team) that leads to the Final Investment Decision. In parallel to this process Manby BGE Ltd., is actively going about the discharge of any planning conditions that can be completed before the formal development commencing. Mr. Dorman wishes to reassure that Manby BGE Ltd., will discharge its responsibilities in a timely manner. With regard to the Liaison Committee he reiterates the planning officer's proposals that this should be made up of a broad suite of representatives and confirms that Manby BGE Ltd., is already in contact with some of these regarding other matters connected to the development. He confirms that he will represent Manby BGE Ltd., on the committee and asks for the name of the Council's nominated representative. Finally, he confirms that all communications will go through the parish council.
- b. Resolve upon who the Council's representative at Liaison Committee meetings will be.

12. Any Other Business

Councillors to exchange information, if required. Please note, no decisions may lawfully be taken during this item.

13. Next Meeting

Council to note that the date of the next scheduled meeting is Wednesday 17th September 2025.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL
HELD AT THE PAVILION, GIBSON WAY, GRIMOLDBY
ON WEDNESDAY 18TH JUNE 2025**

Present Councillor T. Knowles (TK) (in the chair)

Councillors: C. Fairburn (CF), N. Hind (NH), Mrs. L. Knowles (LK), R. Hampton (RH), T. Vamplew (TV)

Councillors not present: Mrs. E. Billings (EB), M. Bruce (MB), A. Bunting (AB), M. Starsmore (MS)

The Clerk, Mrs. L.M. Phillips was also present. No members of the public spoke in the public forum.

T28. Apologies for Absence

Apologies for absence were received from Cllr. Mrs. EB.

T29. Chairman's Remarks

The Chairman reported that the meeting regarding Beech House which should have taken place on 12th June had been cancelled. He also reported that hangar signs had been installed on the B1200 but that someone had turned them around so that they were pointing in the wrong direction. LCC were to rectify this.

T30. Declarations of Interest / Dispensations

No declarations of interest were declared.

T31. Council Minutes

It was proposed, seconded and **RESOLVED** to approve as a correct record the Minutes of the Annual Council Meeting held on 21st May 2025.

T32. Annual Grimoldby and Manby Parish Meeting 2024/25 Draft Minutes

It was proposed, seconded and **RESOLVED** that the Council should receive, note and duly authorise the following:

- a. The Financial Report for June, showing a closing balance on 13th May 2025 of £84,057.22 which agreed to the closing balance on the bank statement issued on 14th May 2025.
- b. Cheques for payment, listed on the Cheque Schedule 061825 totalling £3,494.75
- c. 2024/25 Final Accounts.
- d. 2024/25 Cashbook

T33. Annual Governance and Accountability Return (AGAR) 2024/25

It was proposed, seconded and **RESOLVED** as follows:

- a. To receive and note the report of the internal auditor which raised no concerns.
- b. To approve completion of the Annual Governance Statement (Section 1 of the AGAR) for the financial year 2024/25 by the addition of ticks against 'Yes' in boxes 1 to 8, a tick against 'N/A' in box 9 and authorise signing by the Chairman and the Clerk.
- c. To approve the Accounting Statements (Section 2 of the AGAR) for the financial year 2024/25 as certified by the RFO and authorise signing by the Chairman.
- d. To note that the period for the exercise of public rights must include the first 10 working days of July, must be at least 30 consecutive working days long, must commence as soon as possible after approval of the AGAR and with this in mind, approve that the period for the exercise of public rights should be set from Friday 20th June 2025 to Thursday 31st July 2025.

T34. Planning

a. Applications received by the Local Planning Authority

There were no planning applications to consider

b. Planning Decisions

The Council noted the following planning decision:

- i. 02139/25/FUL – 13 Meadow Close, Grimoldby, LN11 8HY – ELDC approved 30th May 2025.

T35. Review of Policies and Procedures

The Council reviewed its policies and procedures relating to GDPR, Complaints, FoI and Co-option. It was proposed, seconded and **RESOLVED** to approve these (listed below) for continued use with no changes other than to dates.

a. General Data Protection

- i. Data Protection Policy

- ii. Subject Access Requests Policy
- iii. Social Media and Electronic Communication Policy
- iv. Secure Disposal of Information Policy
- v. Retention of Documents Policy
- vi. General Privacy Notice
- vii. Staff and Councillor Privacy Notice
- viii. Information Security Incident Policy
- b. Complaints Procedure
- c. Policy on Handling of Freedom of Information Requests
- d. Co-option Policy

T36. Pavilion and Football Field Agreement

The Council undertook its annual review of the above. It was proposed, seconded and **RESOLVED** to approve for continued use with amendments to dates only for 2025/26.

T37. Grimsby to Walpole Consultation – Stage 2

Further to receipt of details by email on the above, Councillors discussed the way forward and it was agreed that the Clerk should circulate the Council's previous comments and a corporate response should be discussed at the July meeting.

T38. The Great Grid Upgrade

Following receipt of information and discussion about the above on 21st May it was proposed, seconded and **RESOLVED** that the Council should reiterate its previous comments in support of comments in objection made by its neighbours.

T39. Any Other Business

- a. Councillors noted that there was to be a public meeting on 3rd July from 7pm at St. Mary's RC Church in Manby to discuss ways to save it. It was agreed that several Councillors would attend this and report back.
- b. It was noted that the village sign on the Cockerington approach was overgrown. Cllr. TK confirmed that he would contact LCC through Cllr. McNally to have this rectified.

T40. Next Meeting

Council to note that the date of the next scheduled meeting is Wednesday 16th July 2025.

The meeting closed at 8.05pm

Signed _____ (Chairman) Dated _____

Financial Report - July 2025

			£	£
Opening balance as at 14th May 2025				84,057.22
ADD receipts				
				<u>84,057.22</u>
LESS payments				
1541	Mr. K. Towler	Village Maintenance March	433.33	
1542	Mr. K. Towler	Village Maintenance August (replacing chq 1494 (lost in post, now stopped at bank))	433.33	
1543	Mr. K. Towler	Village Maintenance January (replacing chq 1526 (lost in post, now stopped at bank))	433.33	
1544	LALC	Allotments Training & Annual Membership	539.88	
1545	G&M1	Employer Costs April	683.66	
1546	HMRC	Employer Costs April	236.42	
1547	Mr. K. Towler	Village Maintenance April & Pavilion Downpipe Repair	568.00	
1548	Information Commissioners Office	Data Protection Fee	52.00	
1549	D&D Engineering (Lincs) Ltd	Repair to 2 x grids at play park	96.00	
1550	G&M1	Employer Costs May	683.46	
1551	HMRC	Employer Costs May	236.62	
1552	British Gas Trading Ltd	Pavilion Electric	120.32	
1553	Mr. K. Towler	Village Maintenance May	520.00	
1554	Dave Skells Traffic Management Ltd	Grass Cutting April and May	492.00	
1555	Zurich Municipal	Insurance	1,402.35	
1556	J. Cooper	Internal Audit	40.00	
1557	G&M1	Employer Costs June	683.66	
1558	HMRC	Employer Costs June	236.42	
1559	Mr. K. Towler	Village Maintenance June	520.00	
1560	SCIS UK Ltd	.gov Emails	448.60	
1561	G&M1	Employer Costs July	683.46	
1562	HMRC	Employer Costs July	236.62	
1563	Mr. K. Towler	Village Maintenance July	520.00	
	Lloyds	Bank charges ref 457174246	7.25	
			<u>10,306.71</u>	<u>73,750.51</u>
ADD Uncleared Cheques				
1543	Mr. K. Towler	Village Maintenance January (replacing chq 1526 (lost in post, now stopped at bank))	433.33	
1548	Information Commissioners Office	Data Protection Fee	52.00	
1549	D&D Engineering (Lincs) Ltd	Repair to 2 x grids at play park	96.00	
1550	G&M1	Employer Costs May	683.46	
1551	HMRC	Employer Costs May	236.62	
1552	British Gas Trading Ltd	Pavilion Electric	120.32	
1553	Mr. K. Towler	Village Maintenance May	520.00	
1554	Dave Skells Traffic Management Ltd	Grass Cutting April and May	492.00	
1555	Zurich Municipal	Insurance	1,402.35	
1556	J. Cooper	Internal Audit	40.00	
1557	G&M1	Employer Costs June	683.66	
1558	HMRC	Employer Costs June	236.42	
1559	Mr. K. Towler	Village Maintenance June	520.00	
1560	SCIS UK Ltd	.gov Emails	448.60	
1561	G&M1	Employer Costs July	683.46	
1562	HMRC	Employer Costs July	236.62	
1563	Mr. K. Towler	Village Maintenance July	520.00	
			<u>7,404.84</u>	
Closing balance as at 13th June 2025				<u>81,155.35</u>

Cheque Schedule 071625

July 2025								
Cheque No.	Supplier / Payee	Details		Cheque Total	Invoice Total	VAT	Net	Ref
1557	G&M1	Employer Costs June		683.66	683.66	-	683.66	
1558	HMRC	Employer Costs June		236.42	236.42	-	236.42	
1559	Mr. K. Towler	Village Maintenance June		520.00	520.00	-	520.00	33
1560	SCIS UK Ltd	.gov emails		448.60	448.60	74.77	373.83	
TOTALS				1,888.68	1,888.68	74.77	1,813.91	

August 2025								
Cheque No.	Supplier / Payee	Details		Cheque Total	Invoice Total	VAT	Net	Ref
1561	G&M1	Employer Costs July		683.46	683.46	-	683.46	
1562	HMRC	Employer Costs July		236.62	236.62	-	236.62	
1563	Mr. K. Towler	Village Maintenance July		520.00	520.00	-	520.00	
						-	-	
TOTALS				1,440.08	1,440.08	-	1,440.08	

TOTAL	3,328.76	3,328.76	74.77	3,253.99
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Grimoldby and Manby Parish Council

**Planning Schedule
16th July 2025**

Our Ref	Authority	Application No.	Type	Applicant	Proposal	Location	Comments	Deadline for Comments
4/25	ELDC	02466/25/INC	Form B Application	Northern Powergrid (Yorkshire) Ltd	Notification of proposed works to replace existing overhead line.	Proposed H Pole North of Gatehouse, Eastgild Lane, Grimoldby		10/07/2025
5/25	ELDC	02541/OUT	Outline Erection	Hetse Property Ltd	Outline erection of 1no. dwelling.	Land Adjacent to Blinney and Bowen House, Manby Park, Manby		21/07/2025
6/25	ELDC	N/067/ 00679/23	Planning Permission	Mr. P. Marwood	Erection of 5no. houses with detached and attached garages, construction of a vehicular access and internal access road. Amendment: amended plans received.	Development Off Church Walk, Grimoldby		30/07/2025

Grimoldby and Manby Parish Council

SAFEGUARDING CHILDREN POLICY

1) Introduction

Grimoldby and Manby Parish Council abides by the duty of care to safeguard and promote the welfare of children and is committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with the best practice requirements.

- a) We recognise that the welfare of children is paramount in all the work we do and in all the decisions we take.
- b) All children, regardless of age, disability, gender assignment, race, religion or belief, sex or sexual orientation have an equal right to protection from all types of harm and abuse.
- c) Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- d) Working in partnership with children, young people, their parents/carers and other agencies is essential in promoting children's welfare.

2) Purpose

Grimoldby and Manby Parish Council will:

- a) Protect children and young people who receive Grimoldby and Manby Parish Council's service from harm. This includes the children of adults who use our services.
- b) Provide staff and volunteers, as well as children and their families, with the overarching principles that guide our approach to safeguarding.

This policy applies to anyone working on behalf of Grimoldby and Manby Parish Council including senior managers, paid staff, volunteers, sessional workers, agency staff and students. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

3) Definitions

- a) **The Children Act 1989 definition of a child is:** anyone who has not yet reached their 18th birthday, even if they are living independently, are a member of the armed forces or is in hospital.
- b) **Child Abuse:** children may be vulnerable to neglect and abuse within their family or harm outside of the family. There are 4 main categories of abuse which are: sexual, physical, emotional abuse and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:
 - i) Bullying and cyber bullying
 - ii) Child sexual exploitation
 - iii) Child criminal exploitation
 - iv) Child trafficking
 - v) Domestic abuse
 - vi) Emotional abuse
 - vii) Female genital mutilation
 - viii) Grooming
 - ix) Neglect
 - x) Non-recent abuse
 - xi) Online abuse

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xii) Physical abuse

xiii) Sexual abuse

c) **Safeguarding children:** Safeguarding children is defined in Working Together to Safeguard Children 2018 as:

i) Protecting children maltreatment

ii) Preventing impairment of children's health or development

iii) Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care

iv) Taking action to enable all children to have the best outcome.

4) Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from <https://learning.nspcc.org.uk>. Legislation provides the framework for safeguarding and child protection in England. It makes clear the expectations and requirements around duties of care to children and creates accountability for these. The main legislation in England is the Children Act 1989, the Children Act 2004 and the Children and Social Work Act 2017.

5) Prevent Duty

The Prevent strategy is part of the UK Counter Terrorism Strategy (CONTEST) published by the Government in 2011. Prevent has three main objectives to:

a) respond to the ideological challenge of terrorism

b) support vulnerable people and prevent people from being drawn into terrorism

c) work with key sectors and institutions and address risks.

It focuses on early intervention before any illegal activity takes place. The aim is to reduce the likelihood of individuals who support a violent extremist ideology of becoming terrorists.

6) Training and Awareness

Grimoldby and Manby Parish Council will ensure an appropriate level of safeguarding training is available to its employees, volunteers, and any relevant persons linked to the organisation who requires it (e.g. contractors).

For all employees who are working or volunteering with children, this requires them as a minimum to have awareness training that enables them to:

a) Understand what safeguarding is and their role in safeguarding children

b) Understand the difference between safeguarding children and child protection

c) How to spot the signs of abuse and neglect

d) How to respond to the indicators of abuse and neglect and keep children safe

e) Understand dignity and respect when working with children

f) Have knowledge of the Safeguarding Children Policy

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7) Confidentiality and Information Sharing

Grimoldby and Manby Parish Council expects all employees and volunteers to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if a child is deemed to be at risk of significant harm or contact the police if they are in immediate danger, or a crime has been committed. For further guidance on information sharing, see Grimoldby and Manby Parish Council's Data Protection policy.

8) Consent

Whilst professionals should in general discuss any concerns with their child, their parents/carers and where possible seek their agreement to making referrals to the Lincolnshire Safeguarding Children Partnership. This should only be done where such discussion and agreement-seeking will not place the child or others at increased risk of suffering significant harm.

Consent/agreement is not required for child protection referrals, however the professional referring would need to, where possible, discuss with and inform parents or carers that they are making a referral as stated above, unless alerting them would put the child or others at risk.

9) Recording and Record Keeping

A written record must be kept about any safeguarding concerns. This must include details of the person involved, the nature of the concern and the actions taken, the decision made and why it was made.

All records must be signed and dated. All records must be securely and confidentially stored in line with GDPR and according to Grimoldby and Manby Parish Council's Data Protection Policy.

10) Safe Recruitment and Selection

There is a duty under Section 11 of the Children's Act 2004 for Grimoldby and Manby Parish Council to be committed to safe employment and safe recruitment practices that reduce the risk of harm to children from people unsuitable to work with them or have contact with them.

Grimoldby and Manby Parish Council will adopt policies and procedures which cover the recruitment of employees and volunteers such as a Recruitment and Selection Policy and a Co-option Policy.

11) Use of Mobile Phones and Other Digital Technology

All employees, Councillors and volunteers should be aware of Grimoldby and Manby Parish Council's Social Media and Electronic Communications Policy regarding the use of mobile phones and any digital technology and understand that it is unlawful to share images and content on any digital platform without the explicit consent of the person with parental responsibilities.

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12) Escalation

Professionals providing services to children and their families should work co-operatively across all agencies, using their confidence, skills and experience to make a robust contribution to safeguarding children and promoting the welfare within the framework of discussions, meeting, conferences and case management.

All professionals have a responsibility to work together and to help to prevent disagreements from escalating where possible. On occasions, situations may arise where there is a professional disagreement in relation to safeguarding a child. Resolution is an integral part of professional joint working to safeguard children and if such a situation arises and the problem cannot be resolved through discussion and negotiation between professionals on a front line level then the matter should be escalated as required.

13) Whistleblowing

It is important people within Grimoldby and Manby Parish Council have the confidence and support to come forward and speak or act if they have concerns that have not been addressed by escalation. Additional knowledge, advice and guidance must be sought from designated safeguarding leads at all times.

Whistleblowing occurs when a person raises concerns about dangerous or illegal activity, or any wrong-doing within their organisation. This includes concerns about another employee or volunteer. There is a requirement by Grimoldby and Manby Parish Council to protect whistleblowers.

Important Contact Numbers

If you believe that a child may be a victim of neglect, abuse or cruelty call:

Children's safeguarding 01522 782111 (Mon to Fri 8am to 6pm); or 01522 782333 (outside of office hours)

Police Emergency 999

Non-emergency 101

NSPCC Helpline 0808 800 5000

Child sexual exploitation

Say Something If You See Something Child Exploitation 116000

Grimoldby and Manby Parish Council

Safeguarding vulnerable people from extremism

Helping to reduce the threat from terrorism and extremism and knowing how to report a concern.

The Prevent strategy is part of the UK Counter Terrorism Strategy (CONTEST) published by the Government in 2011.

Prevent has three main objectives to:

- respond to the ideological challenge of terrorism
- support vulnerable people and prevent people from being drawn into terrorism
- work with key sectors and institutions and address risks.

It focuses on early intervention before any illegal activity takes place. The aim is to reduce the likelihood of individuals who support a violent extremist ideology of becoming terrorists. Find out more about National Prevent Strategy at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/97976/prevent-strategy-review.pdf

Reporting concerns

Don't rely on others. Please report any concerns you have about an adult or child who you think may be vulnerable to being drawn into extremism.

Reporting a concern: If you are concerned about any adult or child who you think may be vulnerable to being drawn into extremist activity, please report your concern.

Call 01522 885350 or email: prevent@lincs.pnn.police.uk

Spotting the signs

There is no single profile of a person likely to become involved in extremism and the process of radicalisation is different for every individual.

Radicalisers use normal social processes such as loyalty, self-perception, and fear of exclusion to influence others.

Signs that an individual may be being groomed into extremism could be:

- vulnerable individuals becoming withdrawn and stopping participating in their usual activities
- they may express feelings of:
 - anger
 - grievance
 - injustice
- or go missing from their home, school or care setting
- a new group of friends who have an extremist ideology
- using language that supports 'us and them' thinking
- or possessing or searching for extremist literature online.

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Making a Prevent referral

How to report concerns about a child or adult at risk of extremism:

- **Make safe**

If emergency services are required call 999 or non-emergency call 101. Take responsible steps to ensure that there is no immediate danger.

- **Refer**

Refer concerns identified by members of public or professionals using the following link: <https://www.lincs.police.uk/reporting-advice/terrorism/preventing-extremism/>