

# Grimoldby and Manby Parish Council

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## 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 21<sup>st</sup> April 2021 by telephone conference 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(s) should advise the Clerk, using the email address below, in advance and may 'join' the meeting using the following details:

To join: At least 5 minutes before 7.30pm you should telephone 0330 606 0403 and follow the instructions given. The access code is 4551356. Upon joining please make yourself known to the Clerk.

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



**Mrs. L.M. Phillips**

**Clerk**

Dated this 16<sup>th</sup> Day of April 2021

## 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 17<sup>th</sup> March 2021 and authorise the Chairman to sign the official minutes. (Attached).
5. **Finance**  
To receive, note and duly resolve to authorise:
  - a. The Financial Report for April, showing a closing balance on 4<sup>th</sup> March 2021 of £48,310.50 which agrees to the closing balance on the bank statement issued on 12<sup>th</sup> March 2021. (Attached).
  - b. Cheques for payment, listed on the Cheque Schedule 042321 totalling £595.48. (Attached).
6. **Planning**
  - a. **Applications received by the Local Planning Authority**  
To consider current applications including those listed in the schedule (Plans\_04\_23\_21) (Attached).
  - b. **Planning Decisions to Note**
    - i. N/067/00250/21 – 6 Tinkle Street, Grimoldby, LN11 8SW - ELDC have granted full planning permission.
    - ii. N/067/00141/21 – Land to the North of Mill Lane, Grimoldby, LN11 8TB – ELDC have granted outline planning permission.
    - iii. N/113/00290/21 – Rivelyn, Grange Lane, Manby, LN11 8HF – ELDC have granted full planning permission.
7. **Telephone Box**  
Council to consider a request from the WI as circulated by email 13/04/21.
8. **Future Meetings of the Council**  
Council to receive a report from Clerk (attached) and resolve as necessary.
9. **Any Other Business**  
Councillors to exchange information, if required. Please note, no decisions may lawfully be taken during this item.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL  
HELD BY TELEPHONE CONFERENCE  
ON WEDNESDAY 17<sup>th</sup> MARCH 2021**

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

**Councillors:** Mrs. E. Billings (EB), M. Bruce (MB), D. Copeland, C. Fairburn (CF), Mrs. L. Knowles (LK), M. Starsmore (MS), Mrs. N. Turney (NT), T. Vamplew (TV)

**Councillors not present:** None.

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

**221. Apologies for Absence**

There were no apologies for absence.

**222. Chairman's Remarks**

The Chairman remarked that the Lancaster Inn was hoping to open as soon as possible. ELDC have received an application for another drive in movie in August. The WI had asked if they could use the telephone box (this would be on the next agenda). Legislation allowing remote meetings would expire on 6<sup>th</sup> May and if not extended the Council would need to look at meeting in person again but the Council would need to ensure that this could be done safely.

**223. Declarations of Interest**

There were no declarations of interest.

**224. Council Minutes**

Following a vote of the Council it was **RESOLVED** to approve as a correct record the Minutes of the Council Meeting held on 17<sup>th</sup> February 2021.

**225. Finance**

The Council received, noted and duly **RESOLVED** to authorise the following:

- a. The Financial Report for March, showing a closing balance on 4<sup>th</sup> February 2021 of £48,863.78 which agrees to the closing balance on the bank statement issued on 12<sup>th</sup> February 2021. (Attached).
- b. Cheques for payment, listed on the Cheque Schedule 031721 totalling £641.28. (Attached).

**226. Planning**

**a. Applications received by the Local Planning Authority**

The Council considered current applications including those listed in the schedule (Plans\_03\_17\_21) and resolved as follows?:

- i. N/067/00250/21 – Support.
- ii. N/067/00276/21 – Object to this application as it feels that it is far too large to be in character with the rest of the dwellings on Hawthorne Close, and would be detrimental to the property to the north eastern side.

The drawings do not fully show the positions of the existing site boundaries. Particularly to the boundary to the north east side, nor the rear north west side. The existing rear north western boundary would appear to show that the existing hedge is within the land owned by the neighbour situated to the left side of the applicant.

The property is situated with access from Hawthorne Close which is a narrow, privately owned road, with access from that road. There is insufficient space for anything other than a smallish fixed axled delivery vehicle for delivery and site storage of debris and new building materials. Delivery is therefore likely to block access to the remaining 7 dwellings on each side of Hawthorne Close.

There are no drainage details shown on the submitted drawings, and this extension will more than double the impermeable roof areas for storm water drains. Is the existing drainage system sufficient to receive this?

There is no roof plan on the drawings for the single storey part of the extension.

G&M PC request that ELDC officially notify all the effected occupiers of what their situation would be regarding access to their properties.

- iii. N/113/00290/21 - G&M PC would stress that the initial demolition of the existing building must be carried out within the site, and all waste materials removed prior to starting the new construction. This to enable existing users to be able to use the Lane.

G&M PC note that the existing pond is to be removed. Will this create problems in removing rain water from the site? ELDC will note that they are held responsible for the surface water risk. No details of the proposed drainage scheme are provided.

G&M PC would request that a condition be attached to any approval that ELDC may grant stating that all deliveries of building materials, must be taken within the site, whilst leaving sufficient space on the frontage for delivery vehicles to stand. This to ensure that access to properties beyond the site remain fully accessible at all times.

**b. Planning Decisions to Note**

- i. N/067/02357/20 – Land Off Middlesykes Lane, Grimoldby, LN11 8TE - ELDC have granted full planning permission.

**c. Appeals**

The Council noted that an appeal had been lodged regarding N/067/01054/20 – Land at Church View, Tinkle Street, LN11 8SW. Previous comments had been forwarded to the Planning Inspectorate. The Council considered whether it wished to withdraw these, modify them or make further comments. The deadline for representations is 12<sup>th</sup> April 2021. It was **RESOLVED** to leave as was.

**227. Issues and Options Consultation**

The Council received a draft corporate response prepared by the Planning Working Group to the above and **RESOLVED** to authorise its submission.

**228. Asset Register**

The Council reviewed its Asset Register (as circulated by email on 9<sup>th</sup> March 2021) and **RESOLVED** to approve it with an amendment to the description of the location of two bus shelters and the removal of two noticeboards.

**229. Risk Management**

The Council reviewed its Risk Management arrangements (as circulated by email on 9<sup>th</sup> March 2021) and **RESOLVED** to approve these. However, it was agreed that the Clerk would check whether business travel for Councillors could be included in the Council's insurance policy and it was agreed that two Councillors should be appointed as representatives to oversee the Allotments and Pavilion.

**230. Internal Auditor**

The Council **RESOLVED** to delegate authority to the Clerk to appoint a suitably qualified internal auditor for 2020/21.

**231. Closed Session Items**

The Council **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a confidential, commercial and third party nature in relation to:

**a. Amenity Grass Cutting**

The Council considered quotes for amenity grass cutting and resolved to appoint Glendale as its contractor for 2021/22.

**b. Village Maintenance**

The Council considered quotes for village maintenance and **RESOLVED** to appoint Mr. K. Towler as its contractor for 2021/22.

**c. Allotment and Football Field Grass Cutting**

The Council considered quotes for allotment and football field grasscutting and **RESOLVED** to appoint Glendale as its contractor for 2021/22.

**232. Any Other Business**

Cllr. MS reported that he had spoken to the relevant planning officer re. N/067/00141/21 and had been told that the likelihood of the Council's requests in this case being met was slim. Cllr. TK suggested that Cllr. MS speak to Mr. Booth and he confirmed that he would too.

Cllr. TV enquired as to whether a digester was being moved into Manby. Cllrs. discussed the possibility of this and how horrendous such an event would be. Cllr. Mrs. NT asked if there was any news on Beech Grove. Cllr. TK confirmed that he had been approached by a lady who was interested in purchasing Beech Grove, he had put her in touch with ELDC.

The meeting closed at 8.16pm

Signed \_\_\_\_\_ (Chairman)      Dated \_\_\_\_\_

**Financial Report - April 2021**

			£	£
Opening balance as at 14th February 2021				48,863.78
ADD receipts				-
				<hr/>
				48,863.78
LESS payments				
1177	HMRC	PAYE/NIC for June 2019	81.00	
1273	G&M1	Wages January 2021	353.08	
1274	HMRC	PAYE/NIC January 2021	88.20	
1275	SLCC	Membership	112.00	
1276	G&M1	Wages February	353.08	
1277	HMRC	PAYE/NIC February 2021	88.20	
1278	G&M1	Wages March	353.08	
1279	HMRC	PAYE/NIC March 2021	88.20	
1280	Mimi's Mission	Grant	200.00	
			<hr/>	
			1,716.84	<hr/>
				47,146.94
ADD Uncleared Cheques				
1177	HMRC	PAYE/NIC for June	81.00	
1276	G&M1	Wages February	353.08	
1277	HMRC	PAYE/NIC February 2021	88.20	
1278	G&M1	Wages March	353.08	
1279	HMRC	PAYE/NIC March 2021	88.20	
1280	Mimi's Mission	Grant	200.00	
			<hr/>	
Closing balance as at 4th March 2021			1,163.56	<hr/>
				48,310.50
VAT owed as at 12th April for 2020/21				<hr/>
				345.28

**Cheque Schedule April 2021**

<b>Cheque No</b>	<b>Supplier / Payee</b>	<b>Details</b>	<b>Cheque Total</b>	<b>Invoice Total</b>	<b>VAT</b>	<b>Net</b>
1281	G&M1	Wages for April 2021	353.08	353.08	-	353.08
1282	HMRC	PAYE/NIC for April 2021	88.20	88.20	-	88.20
1283	Mrs. L. Phillips	Reimbursement re. payment to HMRC, (previous cheque ???? uncashed by bank)	88.20	88.20	-	88.20
1284	Allotment Society	Membership Renewal	66.00	66.00	11.00	55.00
<b>TOTALS</b>			<b>595.48</b>	<b>595.48</b>	<b>11.00</b>	<b>584.48</b>

Grimoldby and Manby Parish Council

Planning Schedule April 2021

Our Ref	Authority	Application No.	Type	Applicant	Proposal	Location	Comments	Deadline for Comments
05/21	ELDC	N/067/00524/21	Planning Permission	Mr. J. Lammin	Erection of a horse schooling area with fencing to a maximum height of 1.22m.	Eastfield Farm, Eastfield Lane, Grimoldby, LN11 8TD	Support.	24/04/2021
06/21	ELDC	N/067/00276/21	Planning Permission	Mr. J. McAlinden	Extension and alterations to an existing dwelling to provide an en-larged kitchen, a gym and a bedroom with 2 no. bedrooms on the first floor.	The Haven, Hawthorne Close, LN11 8SR		

## Clerk's Report to Grimoldby and Manby Parish Council – 23<sup>rd</sup> April 2021

### Future Meetings of the Council

Council to note that the Government has confirmed that it has no plans that the legislation allowing remote meetings will not be extended either temporarily or permanently beyond 6<sup>th</sup> May 2021. However, as the Government's roadmap out of lockdown does not provide for indoor meetings of more than two households before 21<sup>st</sup> June, social distancing may still be recommended and ACRE have advised that village halls may not be able to open until 17<sup>th</sup> May with limited capacity, there is the possibility that face to face meetings will not be able to take place before at least 21<sup>st</sup> June. Council to consider:

- 1. Face to Face Meetings** – *To resolve that a return to face to face meetings should be instigated as soon as legislation requires and arrangements can be made to satisfy government recommendations and the Council's obligations as an employer, relating to Covid-19 such as social distancing, cleaning, checking attendees.* Council to note that meetings should be open to the public and the Council is unable to turn public away if they wish to sit in on a meeting (unless the Council is in closed session). Therefore, this places constraints on venues.
- 2. Annual Council Meeting** – This is currently scheduled to take place on 19<sup>th</sup> May and must take place in May according to Standing Orders and the LGA 1972 Sch. 12. *Council to resolve that should the legislation allowing remote meetings not be extended before 29<sup>th</sup> April the Annual Council Meeting be brought forward to Wednesday 5<sup>th</sup> May to allow it to take place by Teleconference in May.*
- 3. Annual Parish Meeting** – This usually takes place immediately before the Council's Annual Meeting and is therefore currently scheduled to take place on 19<sup>th</sup> May from 7pm. *Council to resolve that should the Annual Council Meeting be brought forward to 5<sup>th</sup> May the Annual Parish Meeting also be brought forward to this date and this be held by teleconference at 7pm.* The meeting will be publicised and residents will be able to join the meeting. Council to note that this meeting must take place by 1<sup>st</sup> June, as set out in the LGA 1972, Sch 12.
- 4. Contingency Planning** – *Council to resolve that delegated authority be given to the Clerk for the period commencing 7<sup>th</sup> May 2021 and finishing no longer than 2 months later (notwithstanding relative Government legislation or medical/relevant body advice or best/safe practice) to undertake such day to day, additional and decisive duties (wherever possible and within legal constraints and with the best intentions of public safety and to promote infection control) as are required in order to minimise disruption to service provision and ensure business continuity in consultation with the Chairman / Vice Chairman of the Council.*

### Recommendations:

That the above report be noted and that each of the proposals within the 4 sections above be supported.