



Crowle & Ealand Town Council

Town Council Office, Community Hub, 52-54 High Street, Crowle, Scunthorpe,
North Lincolnshire, DN17 4LB. Email: clerk@crowleandelandcouncil.org

Minutes of the **Business Council Meeting** of Crowle and Ealand Town Council (C&ETC) held in the Council Meeting Room, Community Hub, Crowle on **22nd September 2020**.

Councillors (Cllrs) Present: Cllr R Pender (Mayor), Cllr J Reed (Deputy Mayor), Cllr M Bailey, Cllr C Mason, Cllr J Ramsden, Cllr A Rayment, Cllr S Walshe

Officers Included: Kirsty Dunn, Town Clerk (TC), Emma Von Sembach Responsible Finance Officer (RFO)

Members of the Press/Public: Nil

Public Forum: Nil

B/113/20 Apologies for absence

Council resolve to accept apologies as listed: Cllr I Mason (work Commitments), Cllr R Stewart (technical issues)

B/114/20 Declaration of Interest: To note any declarations of interest made by Councillors in respect of items on this meeting's Agenda (in accordance with the Council's Model Code of Conduct and the Localism Act 2011):
Cllr J Ramsden, Item 14 PA/2020/1386 PI

B/115/20 Previous Minutes:

Full Council meeting 8th September 2020 and Personnel Committee meeting minutes resolved as a true record.

B/116/20 Mayors Report

Cllr R Pender reiterated that Skype is not the best platform to conduct meetings due to technical issues experienced by Cllrs. It was confirmed that on receipt of new office laptops meetings will be migrated over to Microsoft Teams for all future virtual meetings.

B/117/20 Clerks Report

For information: Council website will have the accessibility statement and button uploaded by 23 September 2020 and all remedial works completed in accordance with the statement.

B/118/20 Ward Report

Report provided by Cllr J Reed:

- Just Go is proving a success. Residents requested to avoid peak times for social and pleasure trips.
- Post Office complaints are being addressed by the Ward Cllrs.
- The COVID situation is being closely monitored and frequently reviewed to ensure public safety.

B/119/20 Feedback from External Meetings

Community Hall: Meetings suspended until further notice and works have started.

COVID-19: Lower numbers support to the community and wider region continues and will remain in place during the current uncertainty around possible increase in restrictions. Donations still being received via Co-op.

B/120/20 Action Plan Update

(1) **Highways Report:**

- North Lincs Council have done a great job of cutting back at Windsor Rd/Potts Lane junction.

- Ward Cllr requested to investigate the path extension or post box re-siting at Wharf Rd/Outgate, Ealand.
- (2) Playground reports:
- Anti-social behaviour and social gathering at the parks has increased. Police presence to be requested.
 - RoSPA reports were reviewed post actions taken. Very few issues found. Equipment and supplies needed for minor repairs was unanimously approved. TC/RFO to order and pass to Community Support Worker for action.
 - Soil and seed by the gardening contractor at £350 was approved to repair any trip hazards within both parks.
 - PPE clothing up to £300 approved for the Community Support Worker (CWS).
- (4) Chapel Restoration: Draft tender for damp course approved. TC to produce a draft renovation document.
- (6) Health and Safety (H&S) Risk Assessments(RAs): RAs sent to Council for review along with H&S policy. To be brought back to the next meeting for resolution.
- (10) Council IT: Difficulties procuring due to public demand. Cllr J Reed is chasing.
- (11) Asset Register: Asset stickers received. TC will commence labelling all assets as non-urgent task.
- (12) Crowle Cemetery Entrance Resurfacing: Contractor confirmed project is a 4 day job. TC to clarify public access and advertise to inform public of full details. No vehicle access will be possible for the duration of the works.

B/121/20 Finance Reports & Updates

- a. Payments as advertised resolved to be paid.
- b. Quarterly Budget v Actuals variance noted as received.
- c. Crowle Christmas lights grant approved.

B/122/20 Staff Update

Chairman of the Personnel Committee (PC) briefed council on the PC meeting held on 14th September 2020. The following matters brought to full council were ratified:

- a. Self-employed CWS role be brought onto PAYE with National Joint Council (NJC) pay scales appointed. The CWS signed his contract including job description and terms and conditions with effect of the meeting date.
- b. All staff are brought onto the correct Spinal Column Point (SPC) level and in line with NJC pay awards which are automatically backdated to Apr.
- c. The RFO has an increase from 8 hours per week to 12 hrs per week with effect from 1st Oct 2020.
- d. All relevant staff training and personnel development required to be undertaken will be fully supported by this council and where necessary following council update an award of 1 point on the SPC is granted.

All staff confirmed their amended contracts and had no welfare issues at this time (including COVID matters).

B/123/20 Crowle Cemetery

- Aerial mapping to be investigated by TC/RFO and brought back to Council for review.
- Staff training as per RFO report was fully supported.
- Plot prices to increase in line with Retail Index rate at the beginning of each financial year, commencing in Apr 2021.
- Cemetery Policies will be reviewed in Apr following any price increases.
- All other cemetery matters will be brought to a specific cemetery meeting to be held in Nov. Date TBC.

B/124/20 Council Policies for review and adoption

The following policies were reviewed and adopted; any amendments annotated:

Town and Parishes Code of Conduct

Grievance Policy

Complaints Policy

Standing Orders

Market Terms of Reference – To be amended to bi-annual review and adoption

B/125/20 Community Hub Car Park

Resolved send up to £500 without consultation and additional £500 if required with Chairman consultation to install posts and bollards at intervals along the Community Hub Car verge to deter drivers illegally driving over and destroying the verges to park in the car park.

Resolved to order and display car park sign to notify public.

Both matters pending Regen agreement.

B/126/20 Planning Applications

PA/2020/1386	Planning permission to erect detached chalet bungalow, 40 High Street, Crowle, DN17 4LD http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/1386 Ensuring adequate drainage and sewage infrastructure is implemented, this Council has no further observations
PA/2020/817	Outline planning permission to erect a dwelling with all matters reserved for subsequent consideration. 21 Wharf Rd, Crowle, DN17 4HS http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/817 For information only. Planning committee review 23 Sep 20
PA/2020/915	Outline planning permission to erect a dwelling with all matters reserved for subsequent consideration – AMENDED FRA at land adjacent The Cobbles, Bowling Green Lane, Crowle, DN17 4NL http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/915 Application Granted
PA/2020/1020	Planning permission to erect a replacement outbuilding at Wynlande, 17 Cross Slack, Crowle, DN17 4LY http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/1020 Application Granted with condition order
PA/2020/1079	Planning permission to erect first floor side extension at 74 Windsor Road, Crowle, DN17 4EF http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/1079 Application Granted with condition order
PA/2020/811	Planning permission to erect a dwelling and detached garage at 6 Marsh Road, Crowle, DN17 4EU http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/811 Application Granted with condition order

B/127/20 Highways, Footpaths & Street Lighting

Nil

B/128/20 Future Agenda Items

Flashing speed signs – Council purchase

Meeting Closed 20:53 hours

Signature: Original Signed R PENDER

Date: 13th October 2020

Designation: Mayor