



# Crowle & Ealand Town Council

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Minutes of the **Business Council Meeting** of Crowle and Ealand Town Council held at Crowle Community Hub, Crowle on **25 September 2018**.

**Present:** Cllr D Middleton (Chair), Cllr N Arrand, Cllr M Bailey, Cllr E Dinsdale, Cllr J Dunn, Cllr R Oldfield, Cllr R Pender, Cllr J Ramsden, Cllr J Reed

**Officers Present:** Kirsty Dunn (Clerk), Vicky Maw (RFO)

**Members of the Public:** Nil

**Press Present:** None

**Public Forum:** None

**The Business Council Meeting began at 19:00**

## **216/18 Apologies for absence**

Cllr A Rayment (Deputy), Cllr S Dinsdale, Cllr H Osborne

**217/18 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 E Dinsdale Item 13

## **218/18 Minutes of the Business Council Meeting held on 26 June 2018:**

The minutes were approved as a true record. Proposed Cllr R Oldfield, seconded Cllr N Arrand. **Resolved**

## **219/18 Mayors Report**

- a. Meadows Cottage has new tenant in place and carpet has been replaced. It was confirmed that all the items of interest (archived pictures) have been saved. Mr Dave Pearce, heating and water engineer has been commissioned to carry out urgent works on the building and it was discussed that a maintenance agreement should be in place for repairs/urgent requirements/checks etc. The RFO believes we may be able to extend the current Homeserve policy that is in place with Cemetery House to cover Meadows Cottage and will look into this.
- b. Follow up action from meetings is in danger of falling through the gap between meetings. The clerk will email a list of actions that have been agreed to by councillors the morning after each meeting. This list will also be available to view on the Task Board in the office.
- c. June to September saw the double markets running extremely successfully and has helped to establish good footfall. As previously discussed, monies for entertainments are saved when possible in order to book more expensive entertainments periodically, example being the donkeys. Councillors around the table commented on the success of this particular market. Cllr Middleton said that they requested a further booking for the Xmas market; the donkeys are made 'Christmassy'. Cllr R Pender informed council that Thorpe Meadows also offer this service with their Shetland Ponies and we should contact them first. This was supported by Cllr J Dunn and Cllr E Dinsdale agreed to liaise with Thorpe Meadows on 26 Sep 18. A new

system for accountability of funds has been implemented. The 3 sections of the market; coffee shop, stalls and entertainments have individual forms to record monetary transactions and works efficiently.

### **220/18 Action Plan Update**

1. Replacement bin inserts are not required at present and will be removed from the action plan. George will assume responsibility of the cemetery bins and inspect for damage when emptying. The dog bin is ongoing. Clerk is to contact Regen with regards to their additional bins to ensure they have them listed on the NLC collection rota and not on George's list.
2. Emergency plan to be completed and emailed to Cllr E Dinsdale. Approved at this level and to be forward to NLC for their approval. Clerk to action.
3. Manor & Ealand park refurbishments were discussed at length. Councillors requested clarification for the delay in progress and highlighted concerns over the safety implications for the repairs not being actioned promptly. Further to the last minutes, the RFO reiterated the reasons for delays, the costs of repair and that further quotes as requested are still pending. The matting at West Butterwick Park was confirmed as sun bleaching visual damage only and did not affect the product safety. It was proposed by Cllr E Dinsdale that any play equipment within the parks that is found unsafe should be removed where possible, taped off with hazard tape and evidentiary photographs taken and passed to the Town Clerk. Seconded Cllr J Ramsden and carried. It was further proposed by Cllr J Reed that the pending tender quotes be given 5 working days to reply. If not received, we take forward the quotes received and continue with the repairs. Seconded by Cllr N Arrand and carried.
4. Market place signage is still actioned for ordering. 2 additional signs for the 30 minute bays are order to ensure clearer signage. The 2 hr parks and under legal process to be amended to 3 hrs maximum for all areas.
5. The SLA for George is to be reviewed along with his submitting of a monthly timesheet as current monthly pay is not reflective. Cllr J Dunn raised concerns over the safety of councillors when tasked to carry out community work. He believes that external contractors should be used, therefore valid insurance in enforced and our councillors are not being unnecessarily endangered. Council agreed that this is a valid request. Cllr D Middleton will contact Lewis Teamby from Countryside Services, the 'Man with a Van' from the meadows cottage removals to see if he is prepared to come onto council books as a self-employed maintenance employee and also be the additional cover required for George.
10. Letter sent to Crowle Primary regarding the fence. No further information received.

### **221/18 Finance**

- a. External audit report to be reviewed at next full council meeting.
- b. The current appointed internal auditor is up for renewal. No extra cost has been quoted for 6 monthly housekeeping with Fleurlfirth. Proposed to support the RFO with continuance with this service Cllr E Dinsdale, seconded Cllr J Reed. Unanimously agreed and carried.

### **222/18 Parks – Urgent Repairs**

The wooden picnic bench at Manor Park has been vandalised. George has repaired to a safe standard. Cllr E Dinsdale reminded council that the supplier of the benches said they would be repaired/replaced should they become damaged/faulty or vandalised. Officer V Maw is to review the contract and contact the provider for replacement bench.

### **223/18 Chapels**

Cllr E Dinsdale pointed out that a number of the items are owned by the Regen Project. A letter to the Regen is to be written requesting that they remove the items. The reminder of the contents need to be annotated as keep/dispose or sell. Cllr E Dinsdale and Cllr J Reed have agreed to meet at 10am on Sat 29<sup>th</sup> Sep to go through this matter. Once confirmed, the payback team and possibly a contractor will be appointed to clear the chapels into a skip (date to be confirmed for booking).

## 224/18 'There but not There' Silhouettes

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The council were updated on the situation of land ownership and concerns from the War Memorial Society with regards to placing the 'There but not There' figures on/near the war memorials. Cllr E Dinsdale highlighted the sensitivity of the matter in relation to the feelings of residents. Cllr M Bailey proposed that the figure bases be fixed to the ground in, but not on the war memorial and the figure be attached for specified short periods of remembrance throughout the year and removed at all other times to avoid vandalism, theft and public upset. Seconded by Cllr J Dunn and unanimously agreed.

## 225/18 Market Committee Meeting Minutes

Minutes from the Market Committee Meeting 14 Jun 18 were noted as recorded and distributed.

Minutes from the Market Committee Meeting 13 Sep 18 were proposed by Cllr E Dinsdale, seconded by Cllr N Arrand and carried.

## 226/18 Public using council property for private business

Cllr R Pender agreed to write the policy covering this issue.

## 227/18 Tenders for Leaning Stones

Not returned in time for discussion. Moved to October full meeting.

## 228/18 Planning

PA/2018/1587	Planning permission to erect a pair of semi-detached dormer bungalows and construct new access. <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1587">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1587</a> General observation regarding sewerage and drainage to be submitted
PA/2018/1781	Planning permission to erect a two-storey side extension and a single storey extension to rear of dwelling. Old Peat Works, Access Road to Warpings Farm, Medge Hall, Crowle, DN8 5SP <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1781">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1781</a> No observations
PA/2018/1823	Planning permission to erect an extension to the rear. 3 Regent Drive, Crowle, DN17 4TB <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1823">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1823</a> No observations
PA/2018/1758	Outline planning application with all matters reserved to erect a dwelling for an agricultural worker. Middle Moor Farm, Dole Road, Crowle, DN17 4BL <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1758">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1758</a> No observations DOI (PPI) Cllrs M Bailey & J Reed. Both left room for discussion on this application.
PA/2018/1450	Planning permission to erect a first floor extension on top of an existing ground floor extension. 25 The Slack, Crowle, DN17 4LZ <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1450">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1450</a> No observations
PA/2018/1760	Planning permission to install a replacement shop front. Scissor Sisters, 74 High St, Crowle, DN17 4LB <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1760">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1760</a> Support application DOI (PI) Cllr J Reed
PA/2018/1473	Planning permission to erect a single storey rear extension and carry out a loft conversion to include a hip to gable roof alteration and dormer window to rear roof slope. <b>Previous request for extension in bringing to council submitted 15 Aug 18</b> <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1473">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1473</a> No observations
PA/2018/1333	Notice of intention to prune tree back the boundary line of 3 Market Court, Crowle

	from ground level to the top of the tree. Situated within Crowle's conservation area. <b>Previous request for extension in bringing to council submitted 15 Aug 18</b> <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1333">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1333</a> No observations
PA/2018/1350	Planning permission to change the car park surface from permeable paving to tarmac with additional surface water attenuation measures. The Axholme Academy, Wharf Rd. Crowle, DN17 4HU. <b>Previous request for extension in bringing to council submitted 15 Aug 18</b> <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1350">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/1350</a> No observations
PA/2018/938	Planning permission to erect two detached dwellings on land adjoining The Old Vicarage, Church St, Crowle <a href="http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/938">http://www.planning.northlincs.gov.uk/plan?ref=PA/2018/938</a> <b>GRANTED</b> Update only

### **229/18 Application for variation of a premises license – Tesco**

Council discussed this issue which resulted in for and against the application. Proposed by Cllr J Dunn that prior to supporting Tesco they should first make sure that customer and public safety is tackled as the access and egress to the store is extremely unsafe and frequently results in accidents and near misses. Seconded by Cllr N Arrand, 1 against, noted and carried.

**Meeting closed at 21.00**

**Voting to extend the meeting was proposed by Cllr M Bailey, seconded by Cllr J Reed and unanimously agreed.**

**Extended meeting opened at 21.00**

### **230/18 Highways, Footpaths and Street Lighting Matters**

Nothing reported.

### **231/18 Standing Orders Review**

Amendments proposed by Cllr J Reed; Section 4 – Sub Committees. Remove the listed sub-committees. Amended paragraph to read:

“Sub-committees will assist the full Council by undertaking work associated. All sub-committees shall comprise of 5 members”

The clerk will also amend the outdated wording on Data Protection/Freedom of Information/GDPR etc throughout the document.

The Chair NOTED Cllr J Dunn argument that the validity of smaller sub-committees may be required to stop things falling through the gaps between council meetings.

### **232/18 Invoices to be paid**

Agreed unanimously:

- a. Addelee Skip Hire
- b. External Auditor

### **233/18 S12a Meeting Minutes**

S12a minutes from 10 Apr 18. Proposed Cllr E Dinsdale, seconded Cllr J Ramsden. Carried.

S12a minutes from 14 Aug 18. Amend 192/18 paragraph 2 to read “because it’s a council matter’. Proposed Cllr J Reed, seconded Cllr R Pender. Carried.

Signature: Original signed copy on file.

Date: