

# Bonby Parish Council

## Minutes of the Parish Council Meeting

Minutes of the meeting of Bonby Parish Council held at 7.00pm on Monday 16<sup>th</sup> March 2020, at the Village Hall, Bonby.

**Present:** Chair – Cllr Sarah Harriman.  
Cllr Steve Roberts, Cllr Denise Peachey  
Clerk – Holly Hanson

No Ward Councillors were present

### **Public Participation**

No members of the public were present

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#### **19/20 – 0301      Apologies**

- a) Cllrs Bishop, Smith and Riley sent apologies.

#### **19/20 – 0302      Declaration of Interest**

- a) None.

#### **19/20 – 0303      Minutes of Previous meeting**

- a) The minutes of the Parish Council Meeting held on Monday 3<sup>rd</sup> February 2020 were reviewed and agreed as an accurate and true record and signed accordingly.

#### **19/20 – 0304      Clerk's Report**

- a) The Clerk updated Councillors with progress of items not covered on the agenda.
- b) The Clerk presented updated guidance from NALC and Government regarding COVID-19 and Councillors discussed the adjustments that would be required to enable to continuation of the business of Bonby Parish Council  
Resolved – Under section 101 of the Local Government Act 1972, Councillors unanimously resolved to devolve decision-making authority to the Clerk with immediate effect due to the COVID-19. The Clerk will work closely with Cllr Harriman (Chair), and ensure all decisions are discussed and agreed with the Chair.  
For business that is out of the ordinary, or for spending authorisation over the Clerk's spending limit, all Councillors will be consulted by e-mail prior to a decision being made. The only exception to the above is in respect of payment of the Clerk's wages and expenses, which will be authorised and approved by resolution of the Personnel Committee. These arrangements will continue until such time as the Parish Council can resume regular meetings.

#### **19/20 – 0305      Police Matters / Neighbourhood watch / NATs**

- a) There were no Police Matters or NHW updates.

#### **19/20 – 0306      Report from Ward Councillors**

- a) No Ward Councillors were present.

#### **19/20 – 0207      Highways / Neighbourhood Services & NLC issues**

- a) No updates were available on highways matters.
- b) Councillors highlighted that Church Lane still required sweeping, and that this was causing a hazard to drivers, cyclists and walkers.

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Resolved – Clerk to report to NLC

### 19/20 – 0308 Planning

- a) Councillors discussed the following planning application:
  - i) PA/2020/225 - Planning application to erect a two-storey rear extension and garage Shearluc, 85 Main Street, Bonby, DN20 0PW

Resolved – Councillors had no comments to submit on this application
- b) No decisions had been received

### 19/20 – 0309 Community Orchard

- a) Clerk updated Councillors on progress of the Community Orchard Project.
- b) Councillors discussed plans for the Community Planting day to be held on 21st March 2020

### 19/20 – 0310 Planters

- a) The Clerk reported that an application had been made to the Spring in Bloom fund for materials for 2 x new planters and plants. Cllr Smith has agreed to construct the new planters.

### 19/20 – 0311 Playground

- a) In the absence of Cllr Smith, this item was deferred to the April meeting.

### 19/20 – 0312 Policies and Procedures

- a) Councillors reviewed the Safeguarding Children Policy.

Resolved – to adopt the Safeguarding Children Policy
- b) Councillors reviewed the Safeguarding Vulnerable Adults Policy.

Resolved – to adopt the Safeguarding Vulnerable Adults Policy
- c) Councillors reviewed the Health and Safety Policy.

Resolved – to adopt the Health and Safety Policy

### 19/20 – 0313 Website Accessibility

- a) Councillors discussed the new requirements for website accessibility.

Resolved – to engage Vision ICT to provide an accessibility review and statement.

### 19/20 – 0314 Neighbourhood Planning

- a) Councillors discussed North Lincs Council Local Plan Consultation; no action required
- b) Councillors discussed Barton Town Council Neighbourhood Area application; no action required.
- c) Councillors discussed Worlaby Parish Neighbourhood Plan and wished to refer this item to the April meeting to allow for further review.

### 19/20 – 0315 Verge and Grass Cutting 2020/21

- a) Councillors discussed the opportunity to take on responsibility for verge PROW cutting in 2020/21

Resolved – Councillors unanimously voted to take over responsibility for these functions, subject to a revised grant offer to cover the Lower Gilman Trail.  
Councillors reviewed quotes from contractors for the verge and PROW cutting.  
Resolved - to award business to Sissons Gardening Services
- b) Councillors discussed service provision for Gilman Trail and Playground in 2019/20.

Resolved – to continue with current contractor for the forthcoming year.

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### 19/20 – 0316 **Phone Box**

- a) Councillors discussed progress on the Phone Box Project, this item will be deferred to a future meeting.

### 19/20 – 0317 **Accounts**

- a) Current financial position reviewed by all Councillors  
Resolved – That the Financial Summary and Bank Reconciliation be noted and signed by Cllr Harriman

- b) Bank statements  
Resolved – That the document be noted and signed by Cllr Harriman  
No invoices were presented for payment

The following invoices were authorised for payment:

- c) Low Villages News - £220.00
- d) CPRE – Membership Renewal - £36.00

The following invoices were noted as already authorised:

- e) British Hardwood Tree Nursery – Tree Guards - £601.20
- f) Andrew Sissons – Fallen Tree Clearing - £45.00

### 19/20 – 0318 **Minor Items**

- a) No points from members or items of interest.
- b) No matters of correspondence had arrived since agenda was posted

### 19/20 – 0319 **Agenda Items for the next meeting**

- a) No agenda items were raised

### 19/20 – 0320 **Date and time of the next meeting**

The next usual meeting of Bonby Parish Council will be held at Bonby Village Hall on Monday 6<sup>th</sup> April 2020, at 7pm.

### 19/20 – 0321 **To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.**

- a) Resolved – To exclude the public and press owing to the confidential nature of the business to be discussed accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2).

Employment matters

Resolved – To pay Clerks salary and expenses