

IRBY UPON HUMBER PARISH COUNCIL

Minutes to the Meeting held by
Irby Upon Humber Parish Council
On Thursday 22nd February 2024
At 7.30pm at St Andrews Church Hall
Church Lane. Irby upon Humber

Present: Cllr Dee (Chair)
Cllr Rooke (Vice Chair)
Cllr Cleve
Cllr Moody
Cllr Fuller

Clerk for Irby Parish Council

Meeting Started:19.30

2202/1 Appointment of Locum Clerk

The Chair and Vice Chair introduced the proposed new Clerk (who had attended an interview previously) to the other Councillors. After a brief discussion regarding hours, pay rate and the contract, it was unanimously agreed by a vote that she would be appointed to the position of Parish Clerk.

Proposed: Cllr Dee
Seconded: Cllr Cleve

2202/2 Appointment of Temporary Responsible Financial Officer (RFO)

It was unanimously agreed by a Councillors vote that the Chair would take on the voluntary role of Responsible Financial Officer for the foreseeable future.

Proposed: Cllr Rooke
Seconded: Cllr Moody

2202/3 Apologies

There were no apologies given.

2202/4 Declarations of Interest/Dispensations

There were no declarations of interest.

2202/5 Minute Approval

Minutes of the Bi-monthly meeting held by Irby upon Humber Parish Council on the 11th January 2024 were agreed by all Councillors present at that meeting and signed by Chair.

2202/6 Approval to correct previous minutes

It was explained by Chair that there was an omission in the Minute Ref IPC04 from the meeting held on 24th August 2023 and approval was needed by councillors to make an addition to those minutes. Although stated at the meeting, the minutes neglected to record that Cllr Moody would need to complete the acceptance of office and declaration of interest forms at or before the subsequent meeting. Approval to correct the previous minutes was unanimously agreed by a Councillors vote that this was approved.

Proposed: Cllr Dee

Seconded: Cllr Rooke

2202/7 Approval to add an additional item to minutes of 24th August 2023 meeting

An addendum was written and unanimously agreed by a Councillors vote, to be inserted to the meeting of the above date. Cllr Moody confirmed that all the relevant paperwork had been completed and returned within the required time frame.

Proposed: Cllr Dee

Seconded: Cllr Rooke

2202/8 Finance Approval

It was agreed to pay the previous clerk all monies outstanding for her role as Clerk/RFO. A receipt for stationery items was given to the RFO for recompense. A payment relating to the previous Clerk had been paid to HMRC from the RFO's personal account and would be recuperated from Irby Parish Council account. This was agreed by all Councillors during a vote.

Proposed: Cllr Cleve

Seconded: Cllr Moody

2202/9 Bank Account

The RFO reported that the signatories for the Irby Parish Council bank account had been changed, updated and verified. It was agreed that further signatories would be added at a later date to cover illness and holidays. He continued to report that the account was now available online with telephone banking and debit cards, if required.

2202/10 Verge Damage

A resident had reported concerns caused to the verges by traffic (possibly tractors). Irby Parish Council reported this to NELC (North East Lincolnshire Council), and the response was shown to the councillors. The resident was pleased with the response, but it was agreed by all Councillors that this could become an ongoing issue.

2202/11 Fly Tipping

In relation to correspondence sent to Cllr Moody by a parishioner regarding the laybys – in particular the ones between Irby and Swallow, it was reported that the council would arrive to clear the large objects and would supply some bins. Volunteers would be sought for clearing the remains by advertising. Other laybys where this appears to be an issue were discussed

2202/11 contd and it was noted that the one between the two entrances into Irby, were particular focus for leaving black bags. It was agreed that the Clerk would report this to the NELC.

2202/12 General Correspondence

Local Plan All Councillors have looked through the local plan and it has been brought to the attention of residents. It was noted that there was no potential building work allocated for Irby. It was agreed that as a Parish, no formal response was required, and any personal views would be responded directly to NELC.

Miscellaneous There had been some correspondence from a resident requesting some information from Irby Parish Council. The Chair informed the meeting that he had looked through the past records that were available for the period in question and could not find any of the information requested. The Chair will respond to the request.

Ditches/Flooding Cllr Dee informed the council that a resident had reported some flooding around the pond where the ditches are, close to the pumping station. After clearing them, they had blocked up again and the question who was responsible was asked. Cllr Cleve and Cllr Dee would visit the site to assess the situation. The issues of potential flooding due to the ditches becoming blocked or filled, was discussed at great length and it was agreed that the Clerk would contact NELC for further information.

Planning Application A planning application had been sent to a councillor as a resident and not the Parish Council which highlighted the fact that it had not been sent to IPC. It was agreed that the clerk would contact Planning at NELC and ensure that the parish email address was in the database for future applications relating to Irby. This particular application had been circulated around the village to seek opinions and after no response it was agreed that an extra ordinary meeting would not be required.

Planters It was reported that two planters are no longer being serviced by parishioners and it was agreed that further volunteers would be sought after. The idea of approaching NELC for funding for the planters was suggested, and this will be finalised at the next meeting after enquiries have been made.

Maintenance Cllr Rooke agreed to check the grant balance that was received previously, for some equipment to assist on the maintenance around the pond and furniture for the village hall. It was also noted that the anti-slip covering on the bridge over the pond had been removed and discarded. Cllr Cleve and Cllr Dee agreed to go and see if it was repairable and if not discard it accordingly.

Pond A 'clear up' around the pond was discussed and would be implemented around October of this year. This led to a discussion that there is a strong possibility that there could be a protected species living around and in the pond. Cllr Fuller and Cllr Rooke agreed to research who this needed reporting to for verification and protection of that species.

2202-13 Agenda for the next and future meetings

It was noted that the Financial Regulations would be listed for being revised at the next meeting and the contract content would be discussed for the employment of the Clerk. Website training from the website providers for the RFO/Chair and Clerk would also be listed for discussion.

2202-14 Date of next meetings

A list of dates for the Irby Parish Council meetings for the coming year was discussed and finalised and will be placed on the website in due course.

Meeting closed: 20:45

John Dee

Signed _____

Date 28th March 2024

CHAIR OF IRBY UPON HUMBER PARISH COUNCIL