

OWSTON FERRY PARISH COUNCIL

These are the Minutes of the Annual Full Council meeting of Owston Ferry Parish Council held on Thursday 30 May 2024, 7:00pm in the Parish Room at Coronation Hall.

In Attendance:

Councillors Woodcock (Chair), Coy, Edward, Parkin, Rule, Temperton, Trickett, Walker, Watts and Ward Cllr Rose.

Clare Boyall Clerk and Responsible Financial Officer

1 Member of the Public

	Item	Proposer
01/05/24	Public Participation Session None.	
02/05/24	Election of Chairman of the Owston Ferry Parish Council Cllr Trickett proposed Cllr Woodcock be elected Chairman, seconded by Cllr Temperton. 7 in favour. Cllr Parkin proposed Cllr Trickett be elected Chairman, seconded by Cllr Edward. 2 in favour. It was resolved that Cllr Woodcock be elected Chairman of Owston Ferry parish Council.	
03/05/24	To sign and receive the Chairman's Acceptance of Office form The Acceptance of Office form was signed by Cllr Woodcock and received by the Clerk.	
04/05/24	Election of Vice Chairman of the Owston Ferry Parish Council Cllr Parkin proposed that Cllr Trickett be elected Vice Chairman, seconded by Cllr Edward. 2 in favour. Cllr Woodcock proposed that Cllr Coy be elected as Vice Chairman, seconded by Cllr Walker. 7 in favour. It was resolved that Cllr Coy be elected Vice Chairman of Owston Ferry Parish Council.	
05/04/24	Apologies Cllrs Bell and Brumby.	
06/05/24	Declaration of Interest Review No changes declared.	
07/05/24	Declarations of Interest None.	
08/05/24	Granting of Dispensations (Code of Conduct, 2012) None.	
09/05/24	Draft Minutes of the Full Council meeting held on 25 April 2024 Cllr Rule proposed that the minutes of the Full Council meeting held on 25 April 2024 be accepted as a true record, seconded by Cllr Walker. All in favour It was resolved that the minutes of the Full Council meeting held on 25 April 2024 be accepted as a true record.	

10/05/24

Clerk's Report

The documentation for the Hurricane fly past has been signed and submitted. The request for the flight path to be changed to over the recreation field has been agreed. However, due to recent events the fly past may not happen although official notification has not been received from the BBMF.

The D Day 80 events have been sent to the radio station and they have agreed to advertise them.

The internal audit has been completed with no issues identified. Work is being undertaken for the required documentation and information to be sent to the external auditor.

The Police and NATS team have been contacted regarding the issue with e-scooters in the village. The Police will patrol the area and put out a social media post.

A D Day 80 wreath has been ordered to be laid at the Lancaster Memorial site on 6 June.

A reply was sent to the resident following their enquiry relating to riverbank access.

The Best Kept Village competition entry has been submitted.

11/05/24

Financial Report

102374	C Boyall	May Salary	Confidential
102375	C Boyall	Mileage	27.90
102375	C Boyall	Home Office Allowance Jun-Aug	78.00
102376	B Keighery	Cut 6 Owston Ferry Rec and Cut 5 Gunthorpe	450.00
102376	B Keighery	Cut 7 Owston Ferry Rec and Cut 6 Gunthorpe	450.00
102376	B Keighery	Cut 8 Owston Ferry Rec and Cut 7 Gunthorpe	450.00
102376	B Keighery	Cut 9 Owston Ferry Rec and Cut 8 Gunthorpe	450.00
102377	B Coy	First Aid Kit	30.64
102377	B Coy	Flag Pole Rope	10.95
102378	P Hinds	Grass Cutting/Strimming at Cemetery and Closed Churchyard 20.4.24	245.00
102379	George Tune and Sons	Plants	1321.50
102379	George Tune and Sons	Plants	349.00
102380	C N Temperton and Sons	Compost	96.00
102381	S Temperton	Buckets	179.85
102381	S Temperton	Buckets	214.53
102381	S Temperton	Buckets	179.60
102381	S Temperton	Buckets	129.70
DD	Business Stream	Cemetery Water	2.50

Cllr Rule proposed that the financial report be accepted and the cheques should be signed seconded by Cllr Walker. All in Favour.

12/05/24	<p>It was resolved that the financial report be accepted and the cheques should be signed.</p> <p>Election of Owston Ferry Parish Council's Snow Warden Cllr Edward proposed that Cllr Temperton be elected the Snow Warden, seconded by Cllr Parkin. All in favour.</p>	
13/05/24	<p>It was resolved that Cllr Temperton be elected the Snow Warden.</p> <p>Election of Personnel Committee Cllr Woodcock proposed Cllr Trickett, seconded by Cllr Coy. All in favour. Cllr Trickett proposed Cllr Coy, seconded by Cllr Parkin. All in favour. Cllr Woodcock proposed Cllr Walker, seconded by Cllr Coy. All in favour.</p>	
14/05/24	<p>It was resolved that Cllrs Trickett, Coy and Walker be elected as members of the Personnel Committee.</p> <p>To Review and Approve the Standing Orders Cllr Parkin proposed that the Standing Orders be approved, seconded by Cllr Coy. All in favour.</p>	
15/05/24	<p>It was resolved that the Standing Orders be approved.</p> <p>To Approve the Financial Regulations Cllr Walker proposed that the new Financial Regulations be adopted, seconded by Cllr Parkin. All in favour.</p>	
16/05/24	<p>It was resolved that the new Financial Regulations be adopted.</p> <p>Risk Management Policy Cllr Parkin proposed to adopt the Risk Management policy, seconded by Cllr Walker. All in favour.</p>	
17/05/24	<p>It was resolved to adopt the Risk Management policy.</p> <p>To Review and Approve the Asset Register Cllr Rule proposed to approve the Asset Register, seconded by Cllr Coy. All in favour.</p>	
18/05/24	<p>It was resolved to approve the Asset Register.</p> <p>Recording of Meetings Policy Cllr Parkin proposed to approve the Recording of Meetings policy, seconded by Cllr Coy. All in favour.</p>	
19/05/24	<p>It was resolved to approve the Recording of Meetings policy.</p> <p>Records Retention Policy Cllr Edward proposed to approve the Records Retention policy, seconded by Cllr Walker. All in favour.</p>	
20/05/24	<p>It was resolved to approve the records Retention policy.</p> <p>Scheme of Delegation Cllr Rule proposed to adopt the Scheme of Delegation, seconded by Cllr Parkin. All in favour.</p> <p>It was resolved to adopt the Scheme of Delegation.</p>	

21/05/24	<p>Biodiversity Cllr Coy proposed to adopt the Biodiversity policy, seconded by Cllr Parkin. All in favour.</p> <p>It was resolved to adopt the Biodiversity policy.</p> <p>The action plan will be considered at the next meeting of council.</p>
22/05/24	<p>Policies and Procedures Cllr Parkin proposed to approve the policies and procedures of Owston Ferry Parish Council, seconded by Cllr Edward. All in favour.</p> <p>It was resolved to approve the policies and procedures of Owston Ferry Parish Council.</p>
23/05/24	<p>Bank Signatories Cllr Trickett proposed that the bank signatories remain the same, seconded by Cllr Walker. All in favour.</p> <p>It was resolved that the bank signatories remain the same.</p>
24/05/24	<p>Schedule of Meetings 2024 2025 Cllr Trickett proposed that the Full Council meeting will be held on the last Thursday of each month and that no meeting be held in August and December, seconded by Cllr Parkin. All in favour.</p> <p>It was resolved that the Full Council meeting will be held on the last Thursday of each month and that no meeting be held in August and December.</p>
25/05/24	<p>Annual Internal Auditor's Report 2023 2024 Cllr Walker proposed to note the Internal Auditor's report, seconded by Cllr Rule. All in favour.</p> <p>It was resolved to note the Internal Auditor's report.</p>
26/05/24	<p>Section 1 Annual Governance Statement 2023 2024 The Annual Governance Statement 2023 2024 was considered and completed. Cllr Parkin proposed to approve the Annual Governance Statement 2023 2024, seconded by Cllr Rule. All in favour.</p> <p>It was resolved to approve the Annual Governance Statement 2023 2024.</p>
27/05/24	<p>Section 2 Annual Accounting Statement 2023 2024 Cllr Walker proposed to approve the Annual Accounting Statement 2023 2024, seconded by Cllr Edward. All in favour.</p> <p>It was resolved to approve the Annual Governance Statement 2023 2024.</p>
28/05/24 28.1	<p>Planning Application Application No: PA/2024/447 Proposal: Outline planning permission for a rural worker's dwelling and detached garage with all matters reserved for subsequent consideration Site Location: Owston Ferry Fisheries, Owston Ferry Road, Owston Ferry, DN9 1BJ</p> <p>Cllr Watts proposed to object to the outline planning application and to comment that this is outside of the development area, seconded by Cllr Coy. All in favour.</p>

28.2	<p>It was resolved to object to the outline planning application and to comment that this is outside of the development area.</p> <p>Application No: PA/2024/394 Proposal: Outline planning permission to erect 2 dwellings, with all matters reserved for subsequent consideration Site Location: Land opposite Victoria Cottages, Gunthorpe</p> <p>To note the above planning application was dealt with under the Clerk's delegated powers. Resolved: No Comment.</p> <p>Cllr Walker proposed to note that the planning application was dealt with under the Clerk's delegated powers and that no comment was made, seconded by Cllr Parkin. All in favour.</p>	
29/05/24	<p>It was resolved to note that the planning application was dealt with under the Clerk's delegated powers and that no comment was made.</p> <p>Planning Permission Granted Cllr Walker proposed to note that PA/2024/418 has been granted, seconded by Cllr Parkin. All in favour.</p>	
30/05/24	<p>It was resolved to note that PA/2024/418 has been granted.</p> <p>Playground Inspection Report The biannual playground inspection report and work to be carried out were discussed. The bin will be removed. Cllr Rule will get someone to assess the weld on the netball post. Cllrs will provide the Clerk with the telephone number of the contractor for jet washing the play surface and equipment.</p>	
31/05/24	<p>Playground inspection Cllr Rule advised that no inspection had taken place this month. Cllr Woodcock advised that it is important that these inspections are carried out monthly. Cllr Rule will perform an inspection next month and forward the documentation to the Clerk.</p>	
32/05/24	<p>D Day 80 A D Day 80 wreath has been ordered. Cllr Coy gave an update on progress. The risk assessment is in progress. Leaflets have been delivered to residents.</p>	
33/05/24	<p>Cllr Woodcock thanked Cllr Coy and the members of the Working Group for their hard work.</p> <p>Best Kept Village Volunteers for watering the village planters were noted.</p>	
34/05/24	<p>Lancaster Memorial Site Cllr Walker proposed that the quotation of £60 per cut be accepted for the grass cutting to take place 2-3 times per year and once at £100 for a full cut at the Lancaster Memorial site, seconded by Cllr Coy. All in favour.</p>	
35/05/24	<p>It was resolved that the quotation of £60 per cut be accepted for the grass cutting to take place 2-3 times per year and once at £100 for a full cut at the Lancaster Memorial site.</p> <p>Gate Burnham Road Cllr Parkin stated that a resident had accessed the land past the gate but had then not been able to get back as the gate had been locked. This is a new gate</p>	AP

	that has been installed. Cllr Parkin has reported this to Ward Cllr Rose. Ward Cllr Rose confirmed that this had been reported to enforcement. Cllr Parkin proposed to note that the new gate has been reported to enforcement, seconded by Cllr Coy. All in favour.	
36/05/24	It was resolved to note that the new gate has been reported to enforcement.	AP
	CCTV This was discussed. The Clerk will be provided with the contact details for Safer Neighbourhoods.	
37/05/24		IWalker
	Lychgate Fence Cllr Walker advised that it has been some time now since the fence had been treated. Clerk to obtain a price for jet washing prior to treatment.	
38/05/24		AP
	Closed Churchyard Pathway The path has some broken areas. The Clerk confirmed that she had consulted one of the Church Wardens and a Faculty is not needed for patching these areas. Cllrs Parkin and Edward will obtain photos of all the affected areas to bring back to full council.	
39/05/24	Planning Training Cllr Parking proposed that the Clerk attend planning appeal and enforcement training, seconded by Cllr Trickett. All in favour.	
	It was resolved that the Clerk attend planning appeal and enforcement training.	
40/05/24	D DAY 80 Sculpture Cllr Trickett proposed to note that a request has been made to Coronation Hall to place a sculpture on their land to commemorate D Day 80, seconded by Cllr Walker. All in favour.	
	It was resolved to note that a request has been made to Coronation Hall to place a sculpture on their land to commemorate D Day 80.	
41/05/24	NATS Meeting Cllrs Edward and Parkin gave a report on items raised at the recent NATS meeting. Residents are encouraged to report incidents including e-scooters via 101. Cllr Parkin and Cllr Edward are happy to attend these meetings.	
42/05/24	Correspondence to Note Isle of Axholme Community Network Feedback ERNLLCA – Midlands Net Zero Hub ERNLLCA – AGM Motion ERNLLCA – District Committee Meeting	
	Cllr Walker proposed to note the correspondence, seconded by Cllr Rule. All in favour. It was resolved to note the correspondence.	
43/05/24	Ward Councillor Report Ward Cllr Rose advised that devolution had been put on hold until after the General Election. Enforcement have been asked look into activity taking place at Fourways Fisheries.	
44/05/24	Chairman's Items None.	
45/05/24		

	Date and Time of next meeting	
	The next full council meeting will be held on Thursday 27 June 2024 at 7 pm in the Parish Room of Coronation Hall.	
	Noted.	
	Meeting closed at 8.16 pm.	