

**BELTON PARISH COUNCIL**  
**INCORPORATING SANDTOFT AND BELTOFT**

These are the Minutes of the Annual Full Council Meeting of the Belton Parish Council held on Tuesday 17 May 2022, 7:00pm at Belton Public Hall.

**In Attendance:**

Councillors A Baker Cliff (Chair), G Addlesee, S Cliff, L Drury, T Ferris, N Lapish, R Padgett, L Pickersgill, S Walsh G Ulley R Vergette, S Waller and Ward Cllr Mitchell

Clare Boyall Clerk and Responsible Financial Officer

0 Members of the Public

	Item	Proposer
01/5/22	<b>Public Participation Session</b> None present.	
02/5/22	<b>Election of Chairman of Belton Parish Council</b> Cllr Ferris proposed that Cllr Baker Cliff be elected as Chairperson of Belton Parish Council, seconded by Cllr Ulley. All in favour.  It was <b>resolved</b> that Cllr Baker Cliff be elected as Chairperson of Belton Parish Council.	
03/5/22	<b>To Sign and Receive Chairman's Acceptance of Office Form</b> The Acceptance of Office form was signed and received by the Clerk.	
04/5/22	<b>Election of Vice Chairman of Belton Parish Council</b> Cllr Ferris proposed Cllr Padgett be elected as Vice Chairperson of Belton Parish Council, seconded by Cllr Vergette. Cllr Padgett declined to stand. Cllr Cliff proposed that Cllr Ulley be elected as Vice Chairperson of Belton Parish Council, seconded by Cllr Lapish. All in favour.  It was <b>resolved</b> that Cllr Ulley be elected as Vice Chairperson of Belton Parish Council.	
05/5/22	<b>To Sign and Receive Vice Chairman's Acceptance of Office Form</b> The Acceptance of Office form was signed and received by the Clerk.	
06/5/22	<b>Apologies</b> Cllr Hazeltine.	
07/5/22	<b>Declarations of Interest</b> Cllr Padgett 29.5/05/22	
08/5/22	<b>To Review Declaration of Interest Forms</b> Clerk to supply Cllr Lapish with a Change of Interests form. Clerk to check Cllr Walsh's previous Declaration of Interest form.	
09/5/22	<b>Granting of Dispensations (Code of Conduct, 2012)</b> None.	
10/5/22	<b>Chairman's Items</b> None.	

11/5/22

**Ward Councillor Report**

Ward Cllr Mitchell advised that various concerns had been raised recently by parishioners. These include speeding on High Street, Westgate Road and Kind Edward Road. As well as concerns regarding transport in the area.

A meeting has been held at N Lincs Council recently with regard to the traffic issues on Westgate Road. The conclusion that has been reached is that the only viable traffic calming option to use is a system of chicanes with the use of different coloured road markings. Cllr Mitchell advised N Lincs Council of the availability of ANPR cameras for HGVs. Westgate Road may be used as a pilot for this.

Ward Cllr Mitchell has been informed that the Community Payback Scheme cannot take place due to restrictions still imposed for travelling.

Hornsby's will only be running 1 bus service per day. No other bus companies have shown an interest as yet in running a service. N Lincs Council are looking at the possibility of running an Isle shopper service.

12/4/22

**Clerk's Report**

Letter s regarding Westgate Road have been sent to the Police and Crime Commissioner and Cllr Waltham.

A letter has been sent to the solicitors regarding purchasing back of grave spaces.

The Jubilee bunting and flag have been purchased and received.

The Jubilee mugs have been purchased and received and arrangements are in place for representatives of Belton Parish Council to present these to the school children.

The cemetery mapping has begun and is slowly moving forward.

13/4/22

**Draft Minutes of the Full Council meeting held on 19 April 2022**

Cllr Lapish proposed that the minutes of the Full Council meeting held on 19 April 2022 be approved, seconded by Cllr Padgett. All in favour.

It was **resolved** that minutes of the Full Council meeting held on 19 April 2022 be approved.

14/5/22

**Financial Report**

<b>Cheque</b>	<b>Recipient</b>	<b>Purpose</b>	<b>Total</b>
200362	Water Plus	Waste Water Public Hall	56.35
200363	Business Stream	Water Public Hall	32.10
200401 and 200406	Staff Payroll	May	875.28
200401	C Boyall	Home Office Allowance May	26.00
200401	C Boyall	Mileage	37.80
200401	C Boyall	Jubilee Flag	18.47
200401	C Boyall	Jubilee Bunting	229.80
200402	R Padgett	Grass Cutting	5215.20

200403	Beltoft Methodist Chapel	Section 137 Local Government Act Grant	100.00
200404	Dutch Fire Protection	Emergency Light Remedial Work Public Hall	450.00
DD	British Gas	Electricity Public Hall	66.88
200405	BHIB	Annual Insurance	1504.17
200306	HMRC	PAYE	103.20

The Clerk explained that the finance report was not available this month due to the accounts still being with the internal auditor. A report will be issued next month. Cllr Padgett proposed that the cheques be signed, seconded by Cllr Lapish. 12 in favour.

It was **resolved** that the cheques be signed.

**15/5/22 To Receive and Adopt the Complaints Policy**

Cllr Padgett proposed to adopt the Complaints Policy, seconded by Cllr Lapish. All in favour.

It was **resolved** to adopt the Complaints Policy.

**16/5/22 To Receive and Adopt the Management of Transferable Data Policy**

Cllr Ulley proposed to adopt the Management of Transferable Data Policy, seconded by Cllr Pickersgill. All in favour.

It was **resolved** to adopt the Management of Transferable Data Policy.

**17/5/22 To Receive and Adopt the Social Media Policy**

Cllr Padgett proposed to adopt the Social Media Policy, seconded by Cllr Addelee. All in favour.

It was **resolved** to adopt the Social Media Policy.

**18/5/22 To Receive a recommendation from the Personnel Committee to Adopt the Grievance Policy**

Cllr Ulley proposed to adopt the Grievance Policy, seconded by Cllr Cliff. All in favour.

It was **resolved** to adopt the Grievance Policy.

**19/5/22 To Receive a recommendation from the Personnel Committee to Adopt the Bullying and Harassment Policy**

Cllr Cliff proposed to adopt the Bullying and Harassment Policy, seconded by Cllr Vergette. All in favour.

It was **resolved** to adopt the Bullying and Harassment Policy.

**20/5/22 To Receive a recommendation from the Personnel Committee to Adopt the Whistleblowing Policy**

Cllr Pickersgill proposed to adopt the Whistleblowing Policy, seconded by Cllr Lapish. All in favour.

It was **resolved** to adopt the Whistleblowing Policy.

21/5/22	<p><b>To Receive and Adopt the Data Protection Policy</b> Cllr Lapish proposed to adopt the Data Protection Policy, seconded by Cllr Addlesee. All in favour.</p> <p>It was <b>resolved</b> to adopt the data Protection Policy.</p>	
22/5/22	<p><b>To Receive and Adopt the Security Incident Response Policy</b> Cllr Lapish proposed to adopt the Security Incident Response Policy, seconded by Cllr Addlesee. All in favour.</p> <p>It was <b>resolved</b> to adopt the Security Incident Response Policy.</p>	
23/5/22	<p><b>To Receive and Adopt the Subject Access Request Policy</b> Cllr Lapish proposed to adopt the Subject Access Request Policy, seconded by Cllr Ferris. All in favour.</p> <p>It was <b>resolved</b> to adopt the Subject Access Request Policy.</p>	
24/5/22	<p><b>To Receive and Adopt the Councillor Privacy Notice</b> Cllr Drury proposed to adopt the Councillor Privacy Notice, seconded by Cllr Pickersgill. All in favour.</p> <p>It was <b>resolved</b> to adopt the Councillor Privacy Notice.</p>	
25/5/22	<p><b>To Receive and Approve the Email Privacy Notice</b> Cllr Addlesee proposed to adopt the Email Privacy Notice, seconded by Cllr Drury. All in favour.</p> <p>It was <b>resolved</b> to adopt the Email Privacy Notice.</p>	
26/5/22	<p><b>To Receive and Adopt the Financial Reserves Policy</b> Cllr Walsh proposed to adopt the Financial Reserves Policy, seconded to Cllr Ulley. All in favour.</p> <p>It was <b>resolved</b> to adopt the Financial Reserves Policy.</p>	
27/5/22	<p><b>To Receive and Adopt the Co-option Procedure</b> Cllr Drury proposed to adopt the Co-option Procedure, seconded by Cllr Ulley. All in favour.</p> <p>It was <b>resolved</b> to adopt the Co-option Procedure.</p>	
28/5/22	<p><b>To Receive and Adopt the Grant Application Form and Guidance Notes.</b> Cllr Padgett proposed to adopt the Grant Application and Guidance Notes, seconded by Cllr Addlesee. All in favour.</p> <p>It was <b>resolved</b> to adopt the Grant Application and Guidance Notes.</p>	
29/5/22 29.1	<p><b>Planning Applications</b> <b>Application No:</b> PA/2022/689 <b>Proposal:</b> Planning permission to erect a dwelling and associated works <b>Site Location:</b> Land adjacent to 1 Belgrave Close, Belton, DN9 1QS</p> <p>The Parish Council have no comment for this planning application.</p>	

29.2	<p><b>Application No:</b> PA/2022/707  <b>Proposal:</b> Retain stable block as built with change of use of land to include for the keeping of horses  <b>Site Location:</b> Rear of 105 Westgate Road, Westgate, Belton, DN9 1PY</p> <p>Cllr Ferris noted that the stable block had been built before a decision was made by N Lincs Council. Cllr Ferris proposed to object to the planning application, seconded by Cllr Walsh. All in favour.</p> <p>It was <b>resolved</b> to object to the planning application.</p>	
29.3	<p><b>Application No:</b> PA/2022/720  <b>Proposal:</b> Outline planning permission for a residential development with all matters reserved for subsequent consideration  <b>Site Location:</b> Land adjacent The Cottage, Green Lane, Westgate, Belton, DN9 1QD</p> <p>Cllr Drury proposed to object and comment that the Parish Council have concerns with regard to access and egress, seconded by Cllr Pickersgill. 6 in favour, 1 abstention.</p> <p>It was <b>resolved</b> to object to the planning application with the above comment.</p>	
29.4	<p><b>Application No:</b> PA/2022/785  <b>Proposal:</b> Planning permission to erect three antennas for amateur radio communications  <b>Site Location:</b> 18 Westgate Road, Westgate, Belton, DN9 1QG</p> <p>Cllr Drury proposed to object to the planning application due to the impact on the landscape and the previous comments made by the Parish Council in the previous planning application, seconded by Cllr Addlesee. All in favour.</p> <p>It was <b>resolved</b> to object to the planning application die to the impact on the landscape and previous comments made by the Parish Council.</p> <p>Cllr Padgett left the meeting room.</p>	
29.5	<p><b>Application No:</b> PA/2022/653  <b>Proposal:</b> Outline planning permission to erect a dwelling with all matters reserved for subsequent consideration  <b>Site Location:</b> Land off Belshaw Lane, Belton,</p> <p>Cllr Addlesee proposed to support this planning application, seconded by Cllr Drury. All in favour.</p> <p>It was <b>resolved</b> to support this planning application.</p> <p>Cllr Padgett re-entered the meeting room.</p>	
29.6	<p><b>Application No:</b> PA/2022/440  <b>Proposal:</b> Planning permission for a change of use of land for use associated with the museum (Use Class F.1); erect a sectional concrete garage for use as an engine and carriage shed; construct a 300m-long narrow-gauge railway (184mm-gauge) for public operations; create a station building and carriage shed from a converted shipping container; create a new natural pond and create a new car parking area</p>	

	<p><b>Site Location:</b> Sandtoft Transport Centre, Belton Road, Sandtoft, DN8 5SX Cllr Ferris advised that there are specific regulations on how a railway track should be laid including over an open dyke. There are bridging, ballast and fixing regulations that need to be adhered to. Cllr Drury suggested that screening should be used for the car park. Cllr Drury proposed to support the planning application and submit the above comments, seconded by Cllr Padgett. All in favour.</p> <p>It was <b>resolved</b> to support the planning application with the above comments.</p>	
<p><b>30/5/22</b></p>	<p><b>Planning Permission Granted and Refused</b> Cllr Ulley proposed to note the planning permissions granted and refused, seconded by Cllr Pickersgill. All in favour.</p> <p>It was <b>resolved</b> to note the planning permissions granted and refused.</p>	
<p><b>31/5/22</b></p>	<p><b>Belwood Pre-School Grant Application Section 137 Local Government Act 1972</b> Cllr Cliff proposed to grant £100 under Section 137 of the Local Government Act 1972, seconded by Cllr Walsh. All in favour.</p> <p>It was <b>resolved</b> to grant £100 under Section 137 of the Local Government Act 1972.</p>	
<p><b>32/5/22</b></p>	<p><b>Public Hall</b> Cllr Vergette stated that a meeting took place between representatives of the Parish Council and Belwood Pre-School. The schedule of works has been shared with the Pre-School. The Pre-School are keen to move forward with the lease and solicitors on both sides will now work towards this. Cllrs Vergette advised that there are certain repairs that could be completed by the Parish Council. He also advised that the level of soil from a neighbouring property has caused the joists in the back room to rot.</p>	
<p><b>33/5/22</b></p>	<p><b>Public Hall Charitable Bank Account</b> The Clerk explained the issues that have arisen with regard to opening the Charitable bank account. HSBC failed to contact the Clerk for the scheduled business banking telephone call. However, the Clerk has managed to speak to a Business Manager at HSBC and they will now help the Parish Council open a new account. Various information is required in order to do this. Cllr Padgett proposed that the Trustees of the Charity be the Cllrs that are signatories on the HSBC account, seconded by Cllr Lapish. All in favour.</p> <p>It was <b>resolved</b> that the Trustees of the Charity be the Cllrs that are signatories on the HSBC account.</p> <p>The Clerk will arrange for a meeting with 2 Cllrs and the Business Manager and compile the documentation needed.</p>	
<p><b>34/5/22</b></p>	<p><b>Communication from a Resident</b> This item was discussed at length. Cllr Baker Cliff proposed that the Clerk draft a response and circulate to all Cllrs for comments, seconded by Cllr Drury. All in favour.</p> <p>It was <b>resolved</b> the Clerk draft a response and circulate to all Cllrs for comments.</p>	

35/5/22	<b>Date and Time of next meeting</b> Tuesday 21 June 2022 at 7:00 at The Public Hall Belton Noted.  Meeting closed at 8.25 pm	