

***NOTE THESE MINUTES ARE SUBJECT TO CONFIRMATION AT THE  
NEXT MEETING OF THIS COMMITTEE***

## **TOWN AND PARISH COUNCILS' LIAISON COMMITTEE**

**7<sup>th</sup> July 2022**

Present: Councillors Dawkins, Hasthorpe and Pettigrew

J Bratton  
T Crofts  
P Fieldgate  
J Gale  
K Kiddle Bailey  
L Mumby  
D Raper

Barnoldby Le Beck Parish Council  
Stallingborough Parish Council  
Healing Parish Council  
Immingham Town Council  
Waltham Parish Council  
Waltham Parish Council  
New Waltham Parish Council

Also in attendance:

Levi Andersonjordan  
Mary Marsh  
Deb Swatman  
Paul Windley

Environmental Strategy Officer  
CSSU Specialist  
Traffic Team Manager – Engie  
Democratic and Scrutiny Team Manager

### **LM.1 APPOINTMENT OF CHAIR**

Nominations for the appointment of Chair of this committee for the Municipal Year 2022/23 were received for Councillors Hasthorpe and Pettigrew. On a show of hands it was:

RESOLVED – That Councillor Hasthorpe be appointed as Chair of this committee for the municipal year 2022/23.

COUNCILLOR HASTHORPE IN THE CHAIR

### **LM.2 APPOINTMENT OF DEPUTY CHAIR**

RESOLVED – That Councillor Pettigrew be appointed as Deputy Chair of this committee for the municipal year 2022/23.

### **LM.3 APOLOGIES FOR ABSENCE**

Apologies for absence from this meeting were received from Councillor Breed (New Waltham Parish Council), Councillor V Turner (Bradley Parish Council), Humberston Parish Council, Supt French (Humberside

Police) and Councillors Astbury, Hudson, Shreeve and S Swinburn (North East Lincolnshire Council).

#### **LM.4        DECLARATIONS OF INTEREST**

There were no declarations of interest by any Committee Member in respect of items on the agenda for this meeting.

#### **LM.5        MINUTES**

The minutes of the Town and Parish Council Liaison Committee held on 27<sup>th</sup> January 2022 were approved as a correct record, subject to correction of the spelling of Councillor Gale's surname.

#### **LM.6        POLICING MATTERS**

This item was deferred to the next meeting of this committee as Humberside Police were unable to attend this meeting. An offer was made to take up any matters of concern raised by this committee at this meeting but no such issues were raised.

#### **LM.7        WORKING TOGETHER ON GREEN AGENDA**

The committee received a presentation outlining ways of working together on the green agenda. Ms Marsh explained the green agenda and North East Lincolnshire Council's response in the context of the United Nations' sustainable development goals. She set out future delivery plans and explained how parish councils could get involved.

The Chair asked that the presentation slides be forwarded to all town and parish council clerks.

Councillor Gale noted that Immingham Town Council had established an Environment Committee and she enquired about training opportunities and green agenda policies.

Ms Marsh referred to the Carbon Literacy Trust for training materials and offered to look into providing further information around policies

Councillor Gale also expressed an interest in accessing grants and the rating of carbon emissions.

Ms Marsh reported that there were a number of grants available, particularly with regard to tree planting. There were a number of ways of measuring carbon emissions but it was difficult to capture everything.

**RESOLVED** – That the presentation be noted and the slides be circulated to all Town and Parish Clerks.

## **LM.8 TOWN AND PARISH CHARTER**

The committee considered a review of the Town and Parish Charter noting that it was 2016 since the current charter had been adopted.

The Chair suggested a small working group be set up to conduct the review, reporting back its findings to this committee. This was agreed with membership as the Chair, Councillor Fieldgate and Councillor Kiddle-Bailey.

Councillor Kiddle-Bailey raised particular concern about compliance with paragraph 16 of the Charter relating to responses to communications within 10 days. She felt that this did not happen and provided examples of such.

Mr Windley reminded the committee of his position as parish council liaison officer and noted that he was always happy to follow up on matters and escalate as appropriate.

The Chair reminded the committee of the customer portal on North East Lincolnshire Council's website.

RESOLVED – That a working group be established to review the Town and Parish Charter and report back its findings to this committee.

## **LM.9 ISSUES RAISED BY TOWN/PARISH COUNCILS**

### Waltham Parish Council

Waltham Parish council requested information about North East Lincolnshire Council's policy on trimming trees/hedges around road signs.

Ms Swatman explained that there was a statutory duty around road safety and the first port of call for such requests should be the highway enforcement team. If it related to overgrown hedges from private land then the team would ask the landowner to cut them back. Ms Swatman added that parish councils could also request verge cuts as well. It was agreed to circulate appropriate contact links for the cutting back of both hedges and verges.

RESOLVED – That appropriate contact links for the cutting back of hedges and grass verges be circulated to town and parish clerks.

## **LM.10 HIGHWAYS/TRAFFIC UPDATE**

The committee received an update on highways/traffic matters.

Ms Swatman reminded the committee of the one.network website which provided live updates on the road network up to 12 months' ahead. She also noted that one of the wooden 'Welcome to Grimsby' signs had recently collapsed and reminded the parish councils to routinely inspect their own signs.

The committee noted that this was Ms Swatman's last meeting before leaving her post. The committee thanked her for all her support and wished her well for the future.

RESOLVED – That the updated be noted.

## **LM.11 MEMBER DEVELOPMENT UPDATE**

The committee considered any development issues.

Councillor Pettigrew enquired about planning training and whether this could be broadened out to include parish councils. Mr Windley agreed to take this back.

RESOLVED – That the possibility of including parish councils in planning training being provided by North East Lincolnshire Council be further investigated.

## **LM.12 REFERRALS TO SCRUTINY**

There were no matters referred to scrutiny.

There being no further business, the Chair closed the meeting at 7.54 pm.