

## Barrow upon Humber Parish Council

### MINUTES of the ORDINARY MEETING OF THE COUNCIL HELD at THE VICAR'S ROOM, HIGH STREET, BARROW UPON HUMBER on WEDNESDAY 9 SEPTEMBER 2026 at 19.00

Councillors in attendance: Cllr's M. Szakal, C Ellis, J. Hackney, R. Fletcher, A. Jones, M Hughes. Ward Cllr D. Wells

Also in attendance: N/A

Members of the public: 7

Chaired by: Cllr M Hughes

Meeting started at: 19:00

Meeting adjourned at: 19:07

Meeting re-started at: 19:10

| Item    | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| 2609/01 | <b>Election of chair</b><br><b>Proposer:</b> Cllr. J. Hackney<br><b>Seconder:</b> Cllr. M Szakal<br><b>Resolution:</b> The council resolved by casting vote to elect Cllr M Hughes as chair.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2609/02 | <b>Co-Option of new Parish Councillor</b><br>Following the receipt of Sally Shephardson's completed application form she was allowed the designated time to speak.<br><b>Proposed:</b> Cllr C Ellis<br><b>Seconded:</b> Cllr R Fletcher<br><b>Resolution:</b> The council resolved by a majority to approve the exclusion of the members of public.<br><br>The council voted on the acceptability of Sally Shephardson.<br><b>Proposed:</b> Cllr C Ellis<br><b>Seconded:</b> Cllr R Fletcher<br><b>Resolution:</b> That the council unanimously resolved to appoint Sally Shephardson as a councillor of Barrow Upon Humber Parish Council. Cllr Sally Shephardson signed the acceptance of office form and joined the meeting.                                                            |
| N/A     | <b>Public participation:</b><br>A resident noted the potholes on High Street all the way through to Market Place and the significantly uneven surface on Marsh Lane. Clerk noted these have already been raised with Ward Councillors. Clerk to chase this.<br><br>Speeding cars through Ferry Road/Barrow Haven and Barton Lane. Clerk to raise this with the relevant authorities.<br><br>Wren lorries – coming through the village. Cllr M. Hughes contacted Highways and Network Management and forwarded complaint to the Police. Cllr M. Szakal confirmed he had also contacted the Highways team, and provided an update to confirm they can drive down the A1077, and if it happens again then to report it to the police. Clerk to also raise this with the relevant authorities. |

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|         | Cllr A Jones queried weight restriction confirmation. Clerk to query this with the relevant authorities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2609/03 | <b><u>Apologies</u></b><br>An apology was received from Ward Councillor Peter Clark and Councillor David Blakey.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2609/04 | <b><u>Election of external bodies:</u></b><br>Appointing members to the following external bodies: <ul style="list-style-type: none"> <li>• Neighbour Hood Action Teams committee – Cllr J. Hackney<br/><b>Proposer:</b> Cllr R Fletcher<br/><b>Seconded:</b> Cllr M Hughes<br/><b>Resolution:</b> The council unanimously resolved to appoint the above-named Parish Councillor.</li> <li>• North Lincolnshire Council Town and Parish Liaison representative – Cllr S. Shephardson<br/><b>Proposer:</b> Cllr R Fletcher<br/><b>Seconded:</b> Cllr A Jones<br/><b>Resolution:</b> The council unanimously resolved to appoint the above-named Parish Councillor.</li> <li>• East Riding and Northern Lincolnshire Local Councils Association representative – Cllr's M Hughes and S. Shephardson<br/><b>Proposer:</b> Cllr M. Hughes for both elections<br/><b>Seconded:</b> Cllr R. Fletcher and Cllr M Szakal<br/><b>Resolution:</b> The council unanimously resolved to appoint the above-named Parish Councillors.</li> </ul> |
| 2609/05 | <b><u>Declarations of interests / dispensations</u></b><br>Cllr R Fletcher noted that one of the residents that has raised issues in relation to the trees in Midby Park is a neighbour.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2609/06 | <b><u>Minute approval</u></b><br><b>Proposed:</b> Cllr R. Fletcher<br><b>Seconded:</b> Cllr A. Jones.<br><b>Resolution:</b> The council resolved by a majority to approve the amended minutes as a true and correct record of the minutes from the ordinary meeting of the council held on 14 July 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2609/07 | <b><u>Schedule of payments approval</u></b><br><b>July</b><br><b>Proposed:</b> Cllr J. Hackney<br><b>Seconded:</b> Cllr R. Fletcher<br><b>Resolution:</b> That the council unanimously resolved to approve the cashbook summary for July and that the council agreed that the cashbook summary month end tallies with the month end bank statements.<br><b>August</b><br><b>Proposed:</b> Cllr M. Hughes<br><b>Seconded:</b> Cllr R. Fletcher<br><b>Resolution:</b> That the council unanimously resolved to defer the cashbook summary for August until a breakdown of the village caretaker fees is provided to the Parish Councillors. To be included on the next Parish Council agenda.                                                                                                                                                                                                                                                                                                                                        |

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|         | <p><b>Schedule of payments</b><br/> <b>Proposed:</b> Cllr J. Hackney<br/> <b>Seconded:</b> Cllr M. Hughes<br/> <b>Resolution:</b> That the council unanimously resolved to approve the schedule of payments for September 2026.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 2609/08 | <p><b><u>Report from Ward Councillors</u></b><br/> Nothing to report</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 2609/09 | <p><b><u>Parish Council Policies</u></b><br/> <b>Proposed:</b> Cllr M Hughes<br/> <b>Seconded:</b> Cllr J. Hackney<br/> <b>Resolution:</b> That the council unanimously resolved to defer to an Extra Ordinary Meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2609/10 | <p><b><u>Midby Park / churchyard</u></b><br/> Tenders provided by three contractors/tree surgeons to complete the necessary work in Midby Park/churchyard.<br/> <b>Proposed:</b> Cllr M. Hughes<br/> <b>Seconded:</b> Cllr R. Fletcher<br/> <b>Resolution:</b> The council unanimously resolved to defer the consideration of work being carried out on the trees until more research and additional information can be provided to the Parish councillors in respect of a copy of last report from the church warden and a review of work carried out since the arboricultural risk assessment was completed in October 2025.</p>                                                                                                                                           |
| 2609/11 | <p><b><u>Payroll</u></b><br/> <b>Proposed:</b> Cllr J. Hackney<br/> <b>Seconded:</b> Cllr M. Hughes<br/> <b>Resolution:</b> The council resolved by a majority to approve the quote received from VSP Accounting services and disengage from S. Smiths and Co.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2609/12 | <p><b><u>Grant application</u></b><br/> At a request from the Chair of Barrow Upon Humber Parish Council the Chair of the Barrow Events Group provided feedback from Barrowfest 2026.<br/> <b>Proposed:</b> Cllr M. Szakal<br/> <b>Seconded:</b> Cllr R Fletcher<br/> <b>Resolution:</b> The council resolved by a majority to approve permission to use the field 1 – 5 July 2027. Clerk to confirm with the Chair of Barton Football.</p> <p>Proposer: Cllr M. Hughes<br/> Seconded: Cllr M. Szakal<br/> <b>Resolution:</b> The council resolved by a majority to approve the grant application. This is to be postponed to after 01/04/2027 to be included in the 2027-2028 budget.</p>                                                                                   |
| 2609/13 | <p><b><u>Christmas tree and light switch on</u></b><br/> Andy Broom Christmas Trees have confirmed their donation of a Christmas tree.<br/> <b>Proposed:</b> Cllr M. Hughes<br/> <b>Seconded:</b> Cllr M. Szakal.<br/> <b>Resolution:</b> The council resolved that Cllr A. Jones will visit and choose the tree. Cllr J. Hackney will arrange collection and installation of the tree. Clerk to contact Andy Broom Christmas Trees accordingly. Cllr J. Hackney is going to source the Christmas tree lights. The clerk is to research new lights for the market place and report back to the Parish Councillors. The sub-Group for Barrow Events Group provided an update for the event. Clerk to contact the respective points of contact for the band and the choir.</p> |

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| 2609/14 | <p><b><u>Wold Road/Green Lane junction.</u></b></p> <p><b>Proposed:</b> Cllr J. Hackney</p> <p><b>Seconded:</b> Cllr R Fletcher</p> <p><b>Resolution:</b> The council resolved for the clerk to refer the resident's enquiry to North Lincolnshire Highways department.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2609/15 | <p><b><u>Barrow upon Humber Mobility Assessment Group (BMAG)</u></b></p> <p>To discuss the creation of the group and how it can work with the Parish Council. The chair invited a member of the public to speak about what they thought the group could provide. Cllr J Hackney volunteered to be a member of the group as a point of contact between the group and the Parish Council.</p> <p><b>Proposed:</b> Cllr J. Hackney</p> <p><b>Seconded:</b> Cllr R Fletcher</p> <p><b>Resolution:</b> The Council resolved for the clerk to review the Town and Parish council document, create a version suitable for Barrow Upon Humber and create a suitable recruitment poster.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2609/16 | <p><b><u>General correspondence</u></b></p> <p>Clerk requested that the Parish Councillors review the email enclosing draft letters relating to hedges.</p> <p>Clerk confirmed an additional email in relation to trees in the playing park raised by a resident. Email submitted to Cllr M Szakal for review.</p> <p>Clerk confirmed the chipped wood delivery to Midby Park will be 19 September. Cllr J. Hackney confirmed he will be available to accept delivery.</p> <p>Gentleman contacted the clerk to request permission to fly a drone on the playing field. Agenda item at the next meeting.</p> <p>Trustee of the village hall has requested if a banner can be put up in the square ASAP. It's for the craft/jumble fair in the hall on the 27th September.</p> <p>Toilets at the playing park – Clerk obtained key for male toilets. Cannot gain access into the ladies, big metal door and lock on the other side. Clerk to contact the Rotary Club to confirm if keys held.</p> <p>Obtained Title Plan and Register for an area of land down Smithy Lane. Applied for copies of Title Plan and Register for an area of land adjacent to the land owned by the Parish Council.</p> <p>Obtained Title Plan and Register for land known as Parish Pit, also applied for a copy of the historical Register as historic covenants are mentioned on current copy.</p> <p>Once Upon a barrow has been a huge hit in the village. Discussion if this is a success to then convert the telephone box in the Market Place to something similar.</p> |

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| 2609/17 | <p><b><u>Agenda for next and future meetings</u></b></p> <p><b><u>Urgent:</u></b></p> <ul style="list-style-type: none"> <li>• Rugby Club gap in hedge.</li> <li>• Toilets at the playing field.</li> <li>• Christmas event.</li> <li>• Use of play park for circuit training.</li> <li>• Flying a drone in the playing park.</li> <li>• Trees.</li> </ul> <p><b><u>Regular items:</u></b></p> <ul style="list-style-type: none"> <li>• Woodland Walk – Jim to provide an update following the steering group meeting.</li> <li>• Market Place as a venue.</li> <li>• The village caretakers.</li> <li>• Smithy Lane.</li> </ul> <p><b><u>Additional items:</u></b></p> <ul style="list-style-type: none"> <li>• Canvassing for new Parish Councillors.</li> <li>• Consider signage in the market place for pedestrian access.</li> <li>• White lines (parking) around Market Square and Co-Op.</li> <li>• Strategic plan.</li> <li>• Barrow Haven Coastal Walk.</li> <li>• Telephone box in the market Place.</li> </ul> <p><b><u>Next year:</u></b></p> <ul style="list-style-type: none"> <li>• Invite the Environmental Agency back to provide an update.</li> <li>• Visit from Humberside Police.</li> <li>• Public consultation.</li> </ul> <p>It was agreed to cap agenda items to maximum 20.</p> |
| 2609/18 | <p><b><u>Date of next meeting</u></b></p> <p><b>Ordinary meeting of the Council:</b> Proposed - Wednesday 14 October 2026 at 19.00 in the Vicar's Rooms. Dates and times TBC.</p> <p>Chair confirmed an Extra Ordinary Meeting will be held. Dates and times TBC.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 2609/19 | <p><b><u>Exclusion of the Public &amp; Press</u></b></p> <p><b>Proposed:</b> Cllr M. Hughes</p> <p><b>Seconded:</b> Cllr S. Shephardson</p> <p><b>Resolution:</b> Nothing to be discussed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2609/20 | <p><b><u>Proper Officer finance approval</u></b></p> <p>To approve the staff salary and expenses that are to be paid in September 2026</p> <p><b>Proposed:</b> Cllr J. Hackney</p> <p><b>Seconded:</b> Cllr R. Fletcher</p> <p><b>Resolution:</b> The council unanimously resolved to approve the salary and payment of the lockable key box.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**Meeting finished: 20.50**