



# BARNETBY-LE-WOLD PARISH COUNCIL

## Lead Councillor Roles – Overview

### Lead Councillor – Highways, PROW and Environment

To primarily keep a localised view on matters relating to Highways, Footpaths (including PROW) and the Environment.

The Lead Councillor will work with NLC Ward Councillors to agree a scheme of improvement work, this can be conducted at anytime when deemed necessary and the plan can be revised and amended. Ideally a village walk with NLC Ward Councillors should be conducted at least annually.

Highways – relates to road surfacing predominantly (but not limited to) and includes pedestrian footpaths, Potholes, Traffic Calming and visual check of Highways and Verges grass cutting contract etc.

PROW – relates to Public Rights of Way, predominantly (but not limited to) includes visual inspections of the PROW ensuring that the grass and foliage is maintained to the contract requirement. The Lead Councillor can propose improvement works as part of the role via Parish Council agenda items.

The Lead Councillor should proactively encourage residents report issues via NLC self-service portal - [NORTHLINCS.GOV.UK \(achieveservice.com\)](https://www.northlincs.gov.uk/achieveservice.com).

The Lead Councillor will report issues either via the Clerk or also via the self-service portal using the Parish Council self-service account.

### Lead Councillor – Planning

To primarily keep up to date with planning applications as they arise for the parish of Barnetby. The Lead Councillor will review the planning items ahead of Parish Council meetings and provide a general summary to the Councillors. This role does not take away the individual accountability of all Parish Councillors to undertake their own review and research of active planning applications.

The Lead Councillor may, as deemed appropriate, request a planning meeting of council representatives to review planning applications that may require a deeper analysis and understanding of the planning request. A minimum of 3 clear days' notice should be given for these meetings.

## Lead Councillor – Skegger Beck

To predominantly (but not limited to) undertake visual inspections of Skeggar Beck ensuring that the water is free flowing, any potential areas of blockages are reported via the Parish Council to direct maintenance accountability upon the Riparian Owners.

The Lead Councillor can propose improvement works as part of the role via Parish Council agenda items.

The Lead Councillor will also support discussions with NLC, LLFA, the Environment Agency and the water authorities as appropriate when matters arise relating to Skeggar Beck.

## Lead Councillor – Safety and Maintenance

To undertake routine visual inspections of Parish Council owned street furniture as detailed within the assets register.

To undertake routine visual inspections of Recreational Field play equipment including the MUGA, Skate Park, Litter bins and fencing as detailed within the assets register.

To report any defects to the clerk at the earliest point to ensure that repairs can be instructed without delay.

Subject to RPII certification the Lead Councillor will undertake an Operational Inspection of the Recreational Field Play equipment as detailed within the Operational Risk Assessment document.

The Lead Councillor will also ensure that a visual inspection of all street furniture is also carried out, this should include but not be limited to NLC litter bins, NLC owned Dog Bins, Street Lamps, Road signage etc.

The Lead Councillor should proactively encourage residents report issues via NLC self-service portal - [NORTHLINCS.GOV.UK \(achieveservice.com\)](https://www.northlincs.gov.uk/achieveservice.com).

The Lead Councillor will report issues either via the Clerk or also via the self-service portal using the Parish Council self-service account.

## Lead Councillor – Community Safety and Neighbourhood Watch

To liaise with the Neighbourhood Watch group in relation to raising awareness of crime in the village, creating strong links with Humberside Police and the NLC Safer Neighbourhoods team.

To proactively encourage residents to report all crimes to the police either via 101 or 999 depending on the severity of the incident.

To support Community Safety initiatives and research funding opportunities for the Parish Council to explore to support residents.

## Lead Councillor – Community Engagement and Events

The Lead Councillor for Community Engagement and Events will be the conduit for promoting local events and keeping up to date with local and national events in which the village and/or the Parish Council can facilitate community participation (such as Great British Spring Clean).

The Lead Councillor will keep the Parish Council up to date of activities planned by village groups and organisations and where possible seek opportunities for the Parish Council to support or participate.

The Lead Councillor will also seek out funding opportunities for events (such as In Bloom) to ensure that the Parish Council can facilitate as many local initiatives as possible within the Precept Budget.

The Lead Councillor, in conjunction with the clerk aspire to create a Local events directory which can be advertised on the Council website and via the Community Roundabout magazine.