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NORTH LINCOLNSHIRE COUNCIL

LOCAL ACCESS FORUM

22 November 2022

Chairman: Richard Alderson

Venue: Conference Room,
Church Square House

Time: 2.00 pm

E-Mail Address:
vikki.oxley@northlincs.gov.uk

AGENDA

1. Welcome/apologies
2. Declarations of personal interests
3. Minutes from the last meeting dated 19 April 2022/matter arising
4. Terms of Reference (reviewed)
5.
 - (i) Local Access Forum membership (reviewed)
 - (ii) Vacant post/s (x3) on the membership.
6. Chair/Vice-Chair arrangements and nominations
7. Questions from the members of the public
 - (i) Upgrading of the footpaths and bridleways in and around Luddington.
8. Local Access Forum sub group updates
 - Discovering Lost Ways sub-group
 - Historic Rights of Way sub-group
9. Definitive Map
10. Any other business
11. Forward Plan
12. Date and time of next meeting – To be agreed

NORTH LINCOLNSHIRE COUNCIL

LOCAL ACCESS FORUM

19 April 2022

PRESENT: -

Executive Elected Members
Cllr H Rowson and Cllr M Armiger

Forum Members (members of the public)
Mr R Alderson (Chair), Mrs F Ross (Vice-Chair), Mrs H Armstrong, Mr D Oliver, Mr S Ball, Mr R Day, Mr D Dransfield, Mr P McKenzie-Brown, Mr M Summers and Mrs P Cook.

Local Authority Officers
Mr C Wilkinson and Mrs V Oxley

The meeting was held at the Conference Room, Church Square House, Scunthorpe.

56 **WELCOME/APOLOGIES**

Apologies were received from, Cllr Yeadon and Mrs L Fillingham.

57 **DECLARATIONS OF PERSONAL INTERESTS**

No declarations were received from members.

58 **MINUTES FROM THE LAST MEETING DATED 29 SEPTEMBER 2021/MATTERS ARISING**

Resolved - That the minutes of the meeting held on 29 September 2021 having been circulated amongst the members, be taken as read and correctly recorded and be signed by the chairman.

59 **ENVIRONMENT TEAM UPDATE**

Mr Wilkinson advised the Environment Team had been disbanded in 2019. The functions regarding public rights of way are now covered within Neighbourhood Services.

Andrew Gardener is now the Public Rights of Way Officer
(Andrew.gardener@northlincs.gov.uk or
publicrightsofway@northlincs.gov.uk).

60 **DEFINITIVE MAP**

The Definitive Map Officer is currently a vacant post and going through HR processes.

Due to the post being vacant work on the Definitive Map is currently on hold.

LOCAL ACCESS FORUM
19 April 2022

Resolved – That Mr Wilkinson provides an update on the Definitive Map Officer post.

61 **ANCHOLME WAY (SOUTH/NORTH OF BRIGG)**

No further progress.

62 **VIKING WAY/NEV COLE WAY**

Mr Wilkinson advised Neighbourhood Team do have the responsibility to maintain the walkways and footpaths. Work is underway to improve the gravel paths.

63 **ANY OTHER BUSINESS**

Resolved – That a (a) site visit had be agreed to take place at the Café, at the Beck, Messingham Road (b) V Oxley confirm date and time of site visit.

64 **DATE AND TIME OF NEXT MEETING**

Resolved - Future dates and times to be circulated.

NORTH LINCOLNSHIRE LOCAL ACCESS FORUM

TERMS OF REFERENCE

1. Regulations

The statutory role of a Local Access Forum is to advise decision making organisations (including local authorities) about making improvements to public access for outdoor recreation and sustainable travel.

Local Access Forums were established under section 94 of the Countryside and Rights of Way Act 2000 and operate in accordance with the provisions of the Act and the Local Access Forum (England) Regulations 2007. There are approximately 80 Local Access Forums in England.

2. Functions

2.1 Local Access Forums are advisory bodies with their main function to provide independent advice. The recipient of such advice; being the Council or other body, should 'have regard' to that which is given, however, the recipient is not bound by that advice.

2.2 The function of the forum is to provide guidance and contribute towards improving opportunities for the public to enjoy North Lincolnshire's countryside. This will involve:

- i. commenting on the draft maps of open country and registered common land for North Lincolnshire.
- ii. advising on the improvement of public access to land in North Lincolnshire for the purpose of open-air recreation.
- iii. contributing in an advisory capacity to the development of a Public-Right-of-Way Improvement Plan for the area.
- iv. advising on the promotion of the appropriate use of opportunities for all types of users to enjoy the countryside; and
- v. advising on the management and maintenance of access, whilst balancing this against the needs of biodiversity, wildlife management, the interests of landowners and managers and countryside management projects within North Lincolnshire.

3. Roles and Responsibilities

3.1 The Local Access Forum shall contribute constructively as an advisory role by.

- i. sharing (and developing) experience, knowledge, skills, and opinions.
- ii. valuing the contribution of other forum members, respecting minority views, engaging in constructive debate, and seeking consensus where possible.

- iii. adopting an inclusive approach to improvement of access, which reflects local circumstances and the needs of all sections of society.
- iv. taking account of the needs of integrated land management, and of environmental, social, economic, and educational interests.
- v. engaging with the interests which they represent (and others) to explain and
- vi. promote the work of the forum.
- vii. operating within the requirements of the law (e.g., section 94 of the CROW Act and the Regulations) and locally set conditions of appointment or Standing Orders; and
- viii. having regard to Guidance issued by the Secretary of State.

4. Membership

4.1 The membership of the forum will;

- i. comprise 14 members of the public, representing among them user, landownership, and other interests: and
- ii. 3 North Lincolnshire Council elected members.
- iii. Members of the forum will not be substituted if they are unable to attend a meeting.
- iv. be balanced to avoid dominance by any single user / interest group or coalition of interests.
- v. avoid any geographic bias.
- vi. will show respect to all members of the group.
- vii. vacancies shall be advertised on North Lincolnshire Council website.

4.2 Officers of North Lincolnshire Council may be invited to attend meetings of the forum in order to present reports, provide information and offer advice as appropriate.

5. Term of Office

5.1 Members of the forum will remain in office for three years. Re-election is possible thereafter and there is no limit on the number of consecutive terms that a member may serve.

5.2 Members of the forum will be agreed by the Local Authority as required under the Local Access Forum (England) Regulations 2007.

6 Election of Chairman and Vice-Chairman

6.1 A quorate meeting of the forum will elect the chairman and vice-chairman. The election of the chairman and the vice-chairman will take place annually basis.

7 Quorum

7.1 The Forum shall be quorate if at least 6 members of the total membership is present (this excludes observers and the membership count excludes vacancies) which equates to 14 members if no vacancies.

8 Frequency of Meetings

8.1 The forum shall hold no fewer than two meetings every year. The forum may agree to meet more frequently, and the chairman may call an extraordinary meeting at his or her discretion. Meetings will be called at a time and place to be determined by the forum.

9 Declaration of Interests

9.1 The relevant Statutory Instrument (Regulation 6(8) of SI 2007 268) requires a Forum member who is directly or indirectly interested in any matter brought up for consideration by the Forum, to disclose the nature of that interest to the meeting.

Members of the forum must declare an interest where relevant to any matters to be discussed at a meeting of the forum.

10 Voting

10.1 Each Member shall have only one vote. Voting shall be by show of hands. Chair will have a second or casting vote.

11 Public Observers

11.1 Members of the public are welcome at meetings of the Forum, and will normally be able to ask questions, make statements or representations, present petitions or bring a deputation on matters relating to the business of the Forum. Time available for public participation will be at the Chair's discretion.

11.2 Details of the arrangements for participating in a meeting can be obtained from the Secretariat.

12 Expenses

12.1 The Local Authority shall reimburse the reasonable expenses of a member of the Forum when members submit appropriate claims, in connection with attendance at meetings.

13 Notice of Meetings

- 13.1 Meetings of the Forum shall be convened by the Local Authority, who will also arrange secretariat responsibilities including the clerking of meetings.
- 13.2 Items for consideration by the Forum shall be submitted to the clerk no later than 10 working days prior to the meeting. The agenda and papers shall be sent by email to members no later than 5 working days prior to the meeting.

Agenda Item 5

Public Members	
Name	Function
Richard Alderson	Chair – Local Access Forum
Frances Ross	Vice Chair – Local Access Forum Chair – Iron Stone Sub Committee
Hazel Armstrong	Representing themselves
Dennis Oliver	Member of Lost Way Committee
Steve Ball	National Trust, Lincolnshire Wildlife Trust, RSPB, English Heritage, Rambles Group
Ralph Day	Representing themselves
David Dransfield	Representing themselves
Peter McKenzie-Brown	Representing themselves
Mark Summers	Representing themselves
Lorna Fillingham	Representing themselves
Pam Cook	
Vacant	
Vacant	
Vacant	

Elected Members	
Name	Function
CLlr Helen Rowson	Ward Member/Land Manager
CLlr Margaret Armiger	Ward Member
CLlr Mashook Ali	Ward Member

Officers	
Name	Function
Colin Wilkinson	Lead Officer from Service

Confirmed membership 2022-25
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes

Confirmed Membership
Yes
Yes
Yes

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**NORTH LINCOLNSHIRE ACCESS FORUM
APPLICATION FOR LOCAL ACCESS FORUM MEMBERSHIP**

PERSONAL DETAILS

Name: _____ Title: _____
Home address: _____
Home telephone: _____ Mobile telephone: _____
E-mail address: _____

BACKGROUND

Do you live in North Lincolnshire? _____ If so, how long for? _____
Occupation and any professional qualifications: _____ Retired _____

YOUR INTEREST(S)

Which area of interest would you like to represent? **Please rank the top three interests you feel you could represent, marking 1 against the interest you could best represent, 2 for the next (if any) and 3 for the next (if any).**

- | | |
|--|--|
| <input type="checkbox"/> 1] Walking/ Dog walking | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Horse riding | <input type="checkbox"/> Conservation |
| <input type="checkbox"/> Cycling | <input type="checkbox"/> Landownership/management |
| <input type="checkbox"/> Non-motorised vehicular use | <input type="checkbox"/> Farming |
| <input type="checkbox"/> Motorised vehicular use | <input type="checkbox"/> Business other than farming |
| <input type="checkbox"/> Disabled persons' access | <input type="checkbox"/> Other |

EXPERIENCE

Please describe the relevant skills, knowledge and experience that you would bring to the forum (continue on additional sheet if necessary).

Please include:

- how long you have held each interest
- a brief description of your activity within each interest and the issues relating to that interest
- anything else you would like us to take into account

FURTHER INFORMATION (Please use extra sheet, if required)

Why do you want to be a member of the forum?

What qualities will you bring to the forum?

Are you prepared, when necessary, to attend other meetings representing the forum?

Are you a member of a local or national group with interests in the countryside? (Please specify and state positions held and duration, together with any achievements and experiences through this. Please also include youth organisations you are involved with, if any.)

Are you prepared to undertake training to widen your understanding of the issues dealt with by the forum?

What do you see as being the most important issues for the forum to tackle?

OTHER

Are you, or do you have any current or past connection with, a member of North Lincolnshire Council (including immediate members of your family)? **YES / NO**

For our information, are you a member of a town or parish council? **YES / NO**
(If yes, please specify)

STATEMENT

“I am applying to be a member of the North Lincolnshire Local Access Forum and certify that the information given on this form is correct. If appointed, I agree to undertake the duties expected of a North Lincolnshire Local Access Forum member.”

Signature:

Date:

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