

WEST HALTON & COLEBY PARISH COUNCIL

28th January 2020, 6.30pm at West Halton Village Hall.

PARISH COUNCIL MINUTES

Present:

Councillor Charles Dent (Chair)
 Councillor Alan Batley (Vice Chair)
 Emma Bainbridge
 Councillor Sue Robinson
 Councillor Fran Altoft
 Councillor Ralph Ogg
 Councillor Ian Williams

Organisation:

West Halton Parish Council
 West Halton Parish Council
 Clerk
 West Halton Parish Council
 West Halton Parish Council
 West Halton Parish Council/NLC
 West Halton Parish Council

Apologies:

Councillor Elaine Marper
 Councillor Helen Rowson
 Councillor Steve Hodson

NLC
 NLC
 West Halton Parish Council

Apologies for Absence:	Action
<p>Cllr Dent welcomed everyone to the meeting. The above apologies were noted.</p>	
<p>Minutes from the Previous Meeting – 17th December 2019. The minutes of the meeting had been distributed with the agenda for this meeting. It was proposed by Councillor Dent, seconded by Councillor Altoft that the minutes be accepted as a true record of the meeting.</p>	
<p>Councillor Vacancy Cllr Dent explained that following Councillor Lizzie Williams resignation, the Council had a vacancy to fill. It was noted that two local candidates had expressed an interest however one candidate had withdrawn due to personal circumstances. Cllr Dent welcomed Ian Williams to the meeting. Ian Williams introduced himself and explained why he would like to join the Parish Council and be considered to become a Councillor. Ian reported that he was keen to become involved and continue Liz Williams’s former work. Ian informed the Councillors that he is now retired and has the time to become involved in any current or new projects. The Council voted and unanimously agreed to elect Cllr Ian Williams. The Clerk distributed a copy of the Declaration of Acceptance of Office and the Localism Act 2011 paperwork for Cllr Williams to complete. Once complete, Clerk to submit to the Local Authority.</p>	IW/CLERK
<p>Matters Arising Website – It was agreed that the new website be set live as soon as possible. Clerk to action. Litter – It was noted that there has been litter left at the top of the hill which has been reported and moved. The bags have been removed however some of the litter still remains. Councillors felt that a community litter pick should take place focusing on the hill area. The litter pick was agreed to take place on Sunday the 16th of February at 10am. Cllr Altoft to advertise this on the Facebook page and Clerk to advertise on the PC website. Bus Shelter - Cllr Ogg reported that the Local Authority have advertised the shelter on the Local Authority’s Highways website page. The Council have received no interest as yet.</p>	CLERK ALL

<p>Clerk to send a blanket email to all Parish Clerks asking them if they would like to purchase the shelter. Cllr Dent to chase UK Aggregates Limited for a response.</p> <p>Village Green:</p> <ul style="list-style-type: none"> • Wall - It was noted that the Council had received a quote for the wall which is £120.00 Cllr Altoft has contacted Darren Roberts who has advised that once the weather improves he will visit the site and undertake the work. • Goal posts – Discussion took place regarding installation of the new goal posts. Councillors agreed to meet on Sunday 9th February at 10am at the village hall to look at what is required to install the new equipment. • Speeding – The Clerk reported that she had contacted Stephen Hill (Chair of Whitton Parish Council) to obtain an update. It was noted that Stephen had submitted the request to the Local Authority but had not yet had any response. It was noted that Whitton Parish Council would be chasing this and will keep the Council informed. Councillors felt that a concealed entrance sign is needed on the entrance onto Churchside from Coleby Road. • Community Newsletter – It was agreed to add the following items onto the newsletter and publish it onto the website: <ul style="list-style-type: none"> • Add any village hall events. • Note that the Post Office is going to be re-opening in March one day a week. Cllr Dent to send the above information to the Clerk. <p>Para motor and Leisure activities at OS Field 4747, Winteringham Lane – It was reported that activities are still ongoing. It was noted that the activities were restricted to 28 days per calendar year.</p>	<p>CLERK/C D</p> <p>ALL</p> <p>CLERK/C D</p>
<p>5 Flooding – Flood Plan</p> <p>Flooding – The Local Authority organised meeting took place on the 20th January with MPs and multi-partnership agencies. Cllr Ogg reported that the biggest issue at the meeting was ownership and how the agencies could work together and move forward. Cllr Ogg reported that there were 59 flooding incidents within the authority reported. It was noted that there are now 7 springs in the Burton upon Stather and Winterton ward. Until legislation is put into place the Local Authority is restricted to what they can undertake however they currently have Officers working alongside the Environment Agency and Water Authority to put measures into place.</p> <p>Cllr Altoft gave information on how Pickering have alleviated flooding using natural measures such as building a large flood storage area and planting woodlands. Cllr Altoft reported that this had worked and that the area had seen a 25% chance of flooding decrease to a 4% chance. Cllr Altoft explained that she had trees which she is able to plant. Cllr Ogg advised that he would contact Mr R Knapton to see whether trees could be planted on any of his land.</p> <p>It was also agreed that Councillors should meet to walk the water course and ensure that it is clear of any obstructions. Clerk to contact the Lincoln branch of the Environment Agency to see whether they could send a representative to attend.</p> <p>Cllr Ogg to send a map showing the allotment boundary area which the Parish Council owns.</p> <p>The Clerk reported that she is currently working on pulling together a draft copy of the Emergency Plan for the Parish. It was agreed that Cllr Altoft work together with the Clerk to address the flooding section and Cllr Batley to complete the snow clearance plan.</p>	<p>RO</p> <p>CLERK</p> <p>RO</p> <p>CLERK/F A/AB</p>
<p>NL Councillor’s Report</p> <p>Cllr Ogg reported the following:</p> <ul style="list-style-type: none"> • Highway verges and Footpaths Policy is been reviewed by the Local Authority. 	

<p>Financial Matters a) Invoices to be paid</p> <ul style="list-style-type: none"> • Clerks Salary £228.00 • HMRC £48.00 <p>The above amounts were approved and cheques raised.</p> <p>It was noted that HMRC had not yet refunded the VAT return which was submitted in June 2019. Clerk to chase.</p> <p>After discussion it was agreed by Councillors that the Clerk be paid quarterly rather than bi-monthly. It was noted that future remaining amounts for the rest of the financial year will be issued and then the next payment be issued quarterly at the end of June 2020. Councillors and Clerk agreed.</p> <p>Precept 2020/2021 Councillors discussed the precept amount for 2020/21. It was noted that the Local Authority grant available was £415.00. After discussion, all Councillors agreed to set the precept at £4,993.16 which was a slight increase from the previous year. Clerk to complete the Precept appendix 3 form on behalf of the Council and submit to Steve Cowlbeck at the Local Authority by the 31st January.</p> <p>Proposed changes to banking arrangements (Update) It was agreed that a new mandate is needed to include Cllr Dent, Williams and the Clerk. Cllr Dent agreed to obtain the new mandate from Yorkshire Bank.</p>	<p>CLERK</p> <p>CLERK</p> <p>CD</p>
<p>Highway Matters</p> <p>a) Holes in road surfaces: Cllr Robinson reported that the road towards Winterton at guide post corner is in terrible condition. Cllr Ogg to ask Mark Thornborough from the Local Authority to look into this and report back.</p> <p>b) Street lights: Two street lights still remain which have not changed to LED lights. One outside Manor Cottage at Coleby and one outside Walker Close (West Halton). Clerk to report.</p>	<p>RO</p> <p>CLERK</p>
<p>Planning</p> <p>a) Planning Permission Requested: None.</p> <p>b) Planning Permissions Refused: None.</p>	
<p>Village Green Discussed earlier in the meeting.</p> <p>It was noted that the strimmer should be returned and stored for winter to ensure safe storage and comply with insurance requirements. Councillors felt that this should be handled sensitively to ensure that the volunteer is not upset as the Council appreciates all of his hard work and dedication.</p> <p>The Council also agreed to clear the ivy back and would look at this at some point in March.</p>	
<p>Play Area Discussion took place around dog fouling and dogs loose on the village green. Cllr Ogg spoke to Liz Webster from the Local Authority who advised on the Public Spaces Protection Order 2017. Cllr Dent responded to Liz Webster with a draft sign he had created and asked her for feedback. Cllr Dent to keep the Council informed. If village green status was put onto the green then it would be protected. Clerk/Cllr Dent to research how the Council would implement green status on the green.</p>	<p>CLERK/CD</p>
<p>Other Business Parish Paths – to remain as a future agenda item.</p>	
<p>Correspondence Received NLC Forthcoming meetings was put on display.</p> <p>Side by Side Alzheimer’s Society volunteer recruitment poster on display.</p>	

Comments from Councillors to Chairman and Clerk Cllr Batley asked that the Clerk uses a communication log or email when following up any queries to ensure the Council has an audit trail.	
16 - Date and Time of the Next Meeting Future proposed meeting dates: 10 th March, 21 st April, 2 nd June, 14 th July, 25 th August 2020.	