

## WEST HALTON & COLEBY PARISH COUNCIL

### 1 June 2018, 6.30pm at West Halton Village Hall. ANNUAL PARISH ASSEMBLY & MEETING MINUTES

**Present:**

Cllr Charles Dent (Chair)  
Cllr Sue Robinson  
Cllr Alan Batley  
Cllr Fran Altoft  
Cllr Steve Hodson  
Cllr Ralph Ogg  
Cllr Elaine Marper

**Organisation:**

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

**Apologies:**

Cllr Helen Rowson  
Emma Bainbridge

NLC  
Clerk

<b>1 - Apologies for Absence:</b>	<b>Action</b>
The above apologies were noted. Cllr Batley agreed to take the minutes in the Clerk's absence. As there were no members of the public in attendance, the minutes for the two meetings have been combined	AB
<b>2 - Minutes from the Previous Meetings</b>	
The minutes of the meetings had been distributed with the agenda for this meeting. It was proposed by Councillor Robinson, seconded by Councillor Dent that the minutes be accepted as a true record of the meetings.	
<b>3 - Matters Arising from the Annual Parish Assembly Minutes</b>	
None	
<b>4 – Chairman's Report (Distributed at meeting)</b>	
All present thanked the Chairman for all his hard work in the previous year.	
<b>5 – NL Councillor's Report</b>	
See minutes of Parish Meeting below	
<b>6 – Questions from members of the public</b>	
None	
<b>7 – Matters for discussion</b>	
None	

## ANNUAL PARISH ASSEMBLY & MEETING MINUTES

<p><b>2 – Election of Officers</b></p> <p>Cllr Hodson proposed Cllr Dent for the Chair and he was unanimously elected Cllr Robinson proposed Cllr Batley for Deputy Chair and he was unanimously elected</p>											
<p><b>5 Matters Arising from the Minutes</b></p> <p>The following matters arose:</p> <ul style="list-style-type: none"> <li>• Cllr Ogg had followed up funding bid to “Windfarm” which had proved very difficult. Lesley Potts had managed to secure £5k funding. Cllr Ogg to continue investigating</li> <li>• Website: Member of the Parish has complained it is not up to date. Agendas and minutes will be uploaded from now on.</li> <li>• Parish Clerk Duties: Cllr Dent agreed to continue to be temporary Clerk and informed NLC. All post being redirected to village hall. Post box affixed to railings. Cllr Batley agreed to continue taking &amp; producing minutes.</li> <li>• NATS: Kerry Duck appointed as co-ordinator. Details on Facebook</li> <li>• Litter Pick: Cllr Ogg trying to get support from Police for further event (TBA)</li> <li>• Ivy Removal: Cllr Robinson et al have made good progress. On-going</li> <li>• Pack of dogs: Seems to have settled down. Monitor</li> <li>• Senior Citizens swimming costs at PODS. Cllrs Ogg/Marper investigating</li> <li>• Wild Flowers: Resolved</li> <li>• Fading Street Signs: Cllr Ogg promised action “Back end”</li> <li>• Tree Pruning: Completed</li> <li>• Fibre Broadband: Cllr Ogg to follow up Community Investment Project</li> <li>• Footpath Signs missing: On-going</li> <li>• HGV traffic on Normanby Rd: Not planning issue. Cllr Ogg to follow up with Safer Roads Partnership</li> <li>• Speeding through village: Awaiting percentiles</li> <li>• Paragliders: Organisers have been informed of restrictions. Little else can be done</li> </ul>	<p>RO</p> <p>CD</p> <p>CD &amp; AB</p> <p>RO/EM</p> <p>RO</p> <p>RO</p> <p>RO</p>										
<p><b>6 - NLC Councillors Report</b></p> <p>Cllr Ogg reported that LED streetlight replacement programme was underway. Coleby is scheduled for June.</p>											
<p><b>7 - Financial Matters</b></p> <p>a) Payments to be made following the meeting:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">• Clerks Salary</td> <td style="text-align: right;">£228</td> </tr> <tr> <td>• HMRC</td> <td style="text-align: right;">£48</td> </tr> <tr> <td>• G.Pearce (Grass cutting)</td> <td style="text-align: right;">£410</td> </tr> <tr> <td>• Bradley Knapton (Grass cutting)</td> <td style="text-align: right;">£120</td> </tr> <tr> <td>• Cllr Altoft (Paint etc)</td> <td style="text-align: right;">£15.80</td> </tr> </table>	• Clerks Salary	£228	• HMRC	£48	• G.Pearce (Grass cutting)	£410	• Bradley Knapton (Grass cutting)	£120	• Cllr Altoft (Paint etc)	£15.80	<p>CD &amp; AB</p>
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<p>A further discussion took place about moving and restoring the bus shelter in Coleby. It needs to be nearer the main road so that passengers and the bus driver can see each other on approach. Cllr Ogg fed back that a new position or new shelter would require</p>											

<p>various permissions. It was agreed that a "Site Meeting" would take place Wednesday 6 June 6:15pm to review action.</p>	<p>SH</p> <p>All</p>
<p>b) Proposed changes to banking arrangements (Update):</p> <p>Cllr Dent informed members that Unity Trust Bank would give us on-line banking for £7/month. All agreed that Cllr Dent should go ahead with this arrangement and that Yorkshire Bank Account should be transferred accordingly. All members completed forms for Unity Trust</p>	<p>CD</p>
<p><b>8 &amp; 9 - Highway Matters</b></p> <p>a) Holes in road surfaces: Progress has now been made repairing those reported.  b) There were no streetlight issues.  c) Parking outside of village hall still an issue. Cllr Ogg dealing with complaint letter  d) Phone Box: Bad state of repair – Review action at next meeting</p>	<p>RO</p> <p>All</p>
<p><b>10 - Planning</b></p> <p>a) Planning Permission Requested: None  b) Planning Permissions Granted/Refused: None</p>	
<p><b>11 - Village Green</b></p> <p>a) Lease: Cllr Dent had previously distributed draft copies and informed members that careful reading was required by all. Increased legal costs were noted as unreasonable. Cllr Batley noted:</p> <ul style="list-style-type: none"> <li>• 4.10 - £10m insurance was required. Cllr Dent agreed to check it was in place.</li> <li>• 4.19 - No parking of vehicles, yet we have a car park</li> <li>• 4.19 – No meetings or rallies. Amended to include the phrase "other than those deemed by the Parish Council to be appropriate for a village green"</li> </ul> <p>b) Grass Cutting: Whilst awaiting new contracts the grass has been cut by G Pearce and Bradley Knaption, for which they require £410 and £120 respectively (See Invoices Paid). G Pearce will supply a quote to cut the Trees on the Green and the Hedge in the Graveyard. Various quotes have been received for the grass cutting ranging between £2.5k and £4k. Adrian Stevenson, the new owner of Spinks' Farm has offered to cut the grass on the green and in the graveyard for free (He has a suitable mower and Public Liability Insurance). All agreed to accept his offer with great thanks. Mr Readhead has offered to do all the strimming for free if we supply him with a petrol strimmer/brush cutter. Cllr Ogg estimated a cost of no more than £250. This was agreed in principle by all with Cllr Dent agreeing to check the feasibility/legal aspects.</p>	<p>CD</p> <p>CD</p>
<p><b>12 Play Area Funding</b></p> <p>Cllr Hodson has signed the application form and it will now be processed. He will liaise with the contractors. The Goal Posts will be renewed at the same time</p>	<p>SH</p>

<p><b>13 – Other Business</b></p> <p>St Ethelreda’s Church: Graveyard will be closed from 16 April to 31 August while building/repair works take place. Contractors will make good any mess. Access after safety briefing &amp; PSE issued available to the public.</p>	
<p><b>14 - Correspondence Received</b></p> <p>NLC: Forthcoming meetings posted on external noticeboard</p> <p>NATS: A New co-ordinator has now been appointed</p>	
<p><b>15 - Comments from Councillors to Chairman and Clerk</b></p> <p>Cllr Altoft fed back that the village signs required further painting with green hammerite. A budget of £50 was agreed</p>	FA
<p><b>16 - Date and Time of the Next Meeting</b></p> <p>Future proposed meeting dates: 12<sup>th</sup> July 2018 6pm</p>	

