

**4th August 2020, 6.30pm at West Halton Village Hall.
ANNUAL PARISH ASSEMBLY & ANNUAL MEETING
MINUTES**

Present:

Cllr Charles Dent (Chair)
Cllr Sue Robinson
Cllr Alan Batley
Cllr Fran Altoft
Cllr Ian Williams
Cllr Steve Hodson
Cllr Helen Rowson
Cllr Ralph Ogg
Emma Bainbridge

Organisation:

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

Apologies:

Cllr Elaine Marper

NLC

1 - Apologies for Absence:	Action
<p>Cllr Dent welcomed Councillors to the meeting. The above apologies were noted. One member of the public attended the meeting, the minutes for the two meetings have been combined.</p>	
<p>2 - Annual Meeting Business</p> <p>Councillor Resignation – It was noted that this would be Cllr Robinson last meeting. Cllr Robinson informed the Council that she had handed in her resignation as she felt that she had served the Council for a number of years and wanted to give the opportunity for somebody else to become involved. Cllr Dent thanked Cllr Robinson for all of her hard work and reported on behalf of the Council that she would be sadly missed. Clerk to inform the LA of Cllr Robinson’s resignation and advertise the Councillor vacancy.</p> <p>b) Election of Officers – Cllr Dent as Chair, proposed by Cllr Batley and seconded by Cllr Hodson, all agreed.</p> <p>Vice Chair – Cllr Batley proposed by Cllr Dent and seconded by Cllr Williams, all agreed.</p> <p>Financial Officer – Emma Bainbridge proposed by Cllr Batley and seconded by Cllr Williams, all agreed.</p> <p>Minutes from the Previous Meetings The minutes of the meetings had been distributed with the agenda for this meeting. It was proposed by Councillor Dent, seconded by Councillor Hodson that the minutes be accepted as a true record of the meetings.</p> <p>Minutes from the last ordinary meeting 30th June 2020 Proposed by Cllr Altoft and seconded by Cllr Batley.</p>	CLERK
<p>3 - Matters Arising</p> <p>a) Wedding requests – It was noted that the wedding planned for 2022 is ongoing.</p> <p>b) Allotments – Cllr Ogg to forward historical paperwork regarding the allotments to Cllr Altoft. Cllr Altoft had previously circulated the draft risk assessment and</p>	

<p>Cllr Altoft emailed all Cllrs to report that Mr Darren Fielding had responded to her request for repairing the wall. After discussion it was agreed that Mr Fielding be given a day's work for the wall repair. Councillors agreed the day rate was £200.00. It was agreed that the work start on Short Lane initially.</p> <p>Cemetery sign – The Council thanked Cllr Altoft and Williams for refurbishing the sign. Cllr William's asked whether the sign could be replaced for something more suitable. Councillors agreed. Councillor William's to research appropriate replacement signs and report back to the Council.</p> <p>Cllr Dent asked what Councillors thoughts would be on replacing the existing village hall notice boards. The Council agreed to look into costs for new signs and also agreed, that one would need to be put in place at the new bus shelter site once completed.</p> <p>Play area/Village Green – It was noted that the signs for the village green be put into place as soon as possible. Councillors felt that a 'no ball games in the park' sign needs to be included and a bin in the play area installed.</p> <p>Parish Paths scheme – The Clerk reported that a cut would be undertaken this week by Groveground works.</p> <p>Planters – Cllr Ogg suggested the possible use of tractor tyres for planters in the village. The suggestion of using reclaimed bricks and railway sleepers was also suggested. It was agreed that this be discussed at the next meeting.</p> <p>Flooding – It was noted that a site visit with the Environment Agency had taken place. The general feel from the site visit was that because the village had 4/5 properties that flooded the area would be low on the priority list for addressing issues. The representative from the Environment Agency had agreed to contact NLC on the Parish Council's behalf and coordinate a way forward. It was also highlighted that if the village built a pond the Council could possibly source funding from another funding source.</p>	<p>FA</p> <p>IW</p> <p>CD</p> <p>ALL</p> <p>CLERK</p>
<p>4 – Chairman's Report Cllr Dent had previously circulated the document via email to all Councillors. A copy of the report has been attached to these minutes for information. The following information was asked by Councillors to be included:</p> <ul style="list-style-type: none"> • Amend the report to include that the condition of the grass cutting undertaken by a local resident was that the Parish Council continue to give a donation to the village hall, each year. • A note be added to thank Brian Redhead and Graham Brooks (local residents) for carrying out the strimming work across the village. • 	<p>CD</p>
<p>5 – NL Councillor's Report The following information was noted:</p> <ul style="list-style-type: none"> • Foot paths in West Halton have been identified by the Local Authority for a resurface. • Road sweeper is currently not addressing the whole of Winteringham Lane – Cllr Ogg to report this to the Local Authority for action. • The Council discussed and agreed to place a tree protection order (TPO) on the trees situated on the left hand side of Winteringham Lane. RO advised that Andrea Brocklebank is the contact at the Local Authority. Clerk to contact Andrea Brocklebank for further information. 	<p>CLERK</p>
<p>6 - Questions from members of the public Concerns regarding the planning application were discussed earlier in the meeting.</p>	

<p>7 - Financial Matters</p> <p>a) Proposed changes to banking arrangements (Update): Mandate to be completed and access online banking. The form was circulated to Councillors for completion.</p> <p>The quote for the annual insurance has been provided by Came and Company, who have sought three quotes on the Council's behalf. It was noted that the quote will need to be discussed at the next meeting.</p> <p>Annual return – Smailes Goldie have audited the Council's annual return and sent through minor amendments. These have been completed and the document resubmitted.</p> <p>The fixed asset register has been reviewed and published on the Council's website. The Parish Council agreed that the asset register be evaluated each March and a depreciation amount be agreed at the time.</p>	
<p>8 - Highway Matters</p> <p>a) Holes in road surfaces: Progress has now been made repairing those reported.</p> <p>b) There were no streetlight issues – extra pole on Winteringham Lane remains in left behind.</p>	
<p>9 – Planning</p> <p>a) Planning Permission Requested: PA/2020/1066 – Planning application at Butchers Arms.</p> <p>The following issues and concerns were noted:</p> <ul style="list-style-type: none"> - The increase in traffic. - Lack of parking facilities. - Flooding concerns. - The roads in the village are designed to take increased cars, traffic. - Question from member of the public: is it affordable housing? Up to 5 dwellings which are 2/3 bedrooms. Does not specifically state affordable housing. - Plan does not show how the dwellings would be accessed. No footpath outside the pub so residents would be straight onto the road. It was noted that there is a new law coming into place that means no parking on the footpath or verge this would happen all the time with increased dwellings. - Houses on the bottom of Winteringham lane all on septic tanks. Last time the village saw an influx of people the pumping station was struggling and to capacity. - The detrimental effect additional dwellings will have on the soakaways. - No comments were stated on the planning application from either the Environment Agency or Anglian Water. - Sits outside the development limit. Access and design statement does not line up with the edge of the village. - Could the area be registered as an asset of community value? Registration lasts for 5 years and then needs to be renewed. - General consensus is that the Council do not support the proposed planning application. <p>Councillors agreed that Cllr Dent would draft a response on behalf of the Council It would then be submitted to Councillors for comments and approval. It was noted that the deadline for the planning application is 26/08/20.</p> <p>b) Planning Permissions Granted/Refused: None</p>	CD
<p>10 - Comments from Councillors to Chairman and Clerk</p>	

<p>11- Date and Time of the Next Meeting 15th September, 6.30pm. Draft dates to be agreed: 27th October, 8th December. 2021: 19th January, 2nd March, 13th April, 25th May.</p>	
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