

14th June 2019, 6.15pm 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 Ralph Ogg
Cllr Lizzie Williams
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
Clerk

Apologies:

Cllr Steve Hodson
Cllr Helen Rowson
Cllr Elaine Marper

West Halton Parish Council
NLC
NLC

1 - Apologies for Absence:	Action
<p>Cllr Batley welcomed Councillors to the meeting. The above apologies were noted. As there were no members of the public in attendance, the minutes for the two meetings have been combined.</p>	
<p>2 - Annual Meeting Business</p> <p>a) Co-opting of New Councillor</p> <p>Following the recent vacancy for a Parish Councillor it was proposed that Charles Dent was co-opted onto the Parish Council. Proposed by Cllr Batley and seconded by Cllr Altoft, all agreed.</p> <p>b) Election of Officers – Cllr Dent as Chair, proposed by Cllr Batley and seconded by Cllr Robinson, 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</p> <p>The minutes of the meetings had been distributed with the agenda for this meeting. It was proposed by Councillor Dent, seconded by Councillor Batley that the minutes be accepted as a true record of the meetings.</p> <p>Minutes from the last ordinary meeting</p> <p>Proposed by Cllr Altoft and seconded by Cllr Batley.</p>	
<p>3 - Matters Arising</p> <p>a) Website – The Clerk reported that Kyanite Consulting are due to begin the website redesign on the 1st July. It was noted that the photographs from the playground preparation had been uploaded onto the site. Clerk to contact Kyanite Consulting and ask that Councillors have access to the site to enable them to upload content if they wish.</p>	<p>CLERK RO</p>

<p>b) Winteringham Lane – Cllr Ogg to chase NLC Highways to address the issue with the foot paths.</p> <p>c) Phone Box – Discussion took place around the state of the phone box. It was recommended that the door be replaced. Cllr Williams reported that there is an online company called Times to Connect selling the frame online £280+ VAT for the frame but not the glazing. After discussion it was agreed that the Council wait until the box is sanded down, prepped and the glazing out before purchasing the door. Councillors felt that with the playground and bus shelter projects ongoing it was agreed that the phone box be addressed once the current projects are complete.</p> <p>d) Litter – The Council agreed to organise a future litter pick once the bus shelter and playground projects are nearer completion.</p> <p>e) Bus Shelter – Cllr Altoft reported that she had asked the company who are supplying the bus shelter for an update and confirmed that the shelter will be delivered on the 19th June. Installation date was agreed as 30th June, 10am. Play area - It was noted that the play area start date had been delayed due to the weather.</p> <p>f) Village Green Wall and Trees – Cllr Dent reported that the Council had received correspondence from Mason Baggott and Garton informing the Council that the rent arrears from the past three years amounts to £456.00 for the past three years. Cllr Altoft agreed to contact Trev Stockdale to see if he could have a look at the wall and provide a quote for repairing the damage. It was noted at the last meeting a local resident attended and raised concern over a tree on the green, near her property was overgrowing and needed addressing. It was agreed that advice would need to be sought from the Church Commissioners to clarify who's responsibility the maintenance would be and whether the Parish Council can address and resolve this issue. Cllr Batley asked whether the local resident who had attended querying whether she could purchase some of the green had been contacted. Cllr Dent informed the Council that he had tried to contact the resident but hadn't yet managed to get in touch but will continue to try and do so. After discussion the Council felt it would be inappropriate to support the request as the Council wouldn't want to set a precedent on selling parts of the village green. It was noted that the gates on the village green need looking at and repairing, Cllr Dent and Cllr Batley happy to have a look at the gates and address the issues. It was noted that the gate post needs replacing. Cllr Batley proposed that we have a metal post and agreed that he would contact Crowstons in Thealby to gain a price.</p> <p>g) Whitton Parish Council/Speeding – Awaiting a response from Whitton Parish Council. Clerk to keep the Council informed.</p>	<p>FA</p> <p>CD</p> <p>AB</p> <p>CLERK</p>
<p>4 – NL Councillor's Report</p> <p>Cllr Ogg reported all of the roads within the Local Authority have been looked at today. It was noted that the roads in West Halton are going to be re-surfaced. Cllr Ogg informed the Council that the area has a new Police presence in the form of a new Inspector, Sergeant and Officer for the area. It was reported that representatives from the Local Authority have a meeting with British Steel every Monday morning with regards to recent events at the works.</p>	

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<p>5 - Financial Matters</p> <p>a) Payments to be made following the meeting:</p> <ul style="list-style-type: none"> • Clerks Salary £228.00 • HMRC £48.00 • Masson, Baggot and Garton (Rent) £456.00 <p>Agreed invoices should be paid and cheques signed.</p> <p>Calendar of payments to be provided at the next meeting.</p> <p>The Clerk reported a VAT reclaim had been submitted.</p>	
<p>b) Proposed changes to banking arrangements (Update):</p> <p>Agreed that the Council look into online banking with Yorkshire Bank.</p> <p>Clerk to be added onto the account as a signatory.</p>	
<p>6 & 7 - 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 – still awaiting finish for the LED lights.</p>	
<p>8 – Planning</p> <p>a) Planning Permission Requested: None</p> <p>b) Planning Permissions Granted/Refused: None</p>	
<p>9 - Comments from Councillors to Chairman and Clerk</p> <p>Post Office – Cllr Dent reported that the Post Office is due to close and sought the Councils view on this. Cllr Dent to forward the consultation information to Cllr Marper who will speak to the local MP.</p> <p>Burial – excess soil has been left behind in the graveyard following the recent burial. Clerk to chase Funeral Director to address this.</p> <p>Broadband – Cllr Batley asked whether the Local Authority could provide an update on Broadband for the area.</p> <p>Community Newsletter – Cllr Williams proposed the idea of a community newsletter, the Council felt that this would be a good idea. Cllr Williams to send the Clerk ideas for content of the newsletter.</p> <p>Church Yard – It was proposed that the grass be cut in the Church Yard on the 29th June at 10.00am Cllr Batley reported that he would be happy to help. Cllr Altoft mentioned that Councillors would need to be aware of where the bio diversity area is as that cannot be cut.</p> <p>Table Top Sale - Cllr Williams reported Walker Close are due to host a table top sale on the 21st July, tables are available from Cllr Williams.</p>	<p>CD/EM</p> <p>LW</p>
<p>16 - Date and Time of the Next Meeting</p> <p>23rd July, 6.30pm.</p>	