

**5<sup>th</sup> July 2020, 6.30pm at West Halton Village Hall.**

**MINUTES**

**Present:**

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

**Apologies:**

Cllr Elaine Marper  
 Cllr Helen Rowson

<b>Apologies for Absence:</b>	<b>Action</b>
Cllr Dent welcomed Councillors to the meeting. The above apologies were noted.	
<b>Minutes of the last meeting</b> The minutes of the last meeting were agreed. Cllr Batley asked that it be noted that the reason he raised the question about the 'Ginger' scheme was because he had witnessed users riding them on the footpaths.	
<b>Matters Arising</b> <b>Wedding requests</b> – Ongoing.  <b>Website</b> – Ongoing, relevant information and updates added by the Clerk as and when.  <b>Winteringham Lane</b> – A resident had emailed Cllr Ogg to complain that the road sweeper had not visited the whole of the lane. Cllr Ogg to contact the Local Authority.  <b>Bus Shelter</b> – It was agreed that the Council contact a local builder and ask them to lay the concrete base. Cllr Batley to send the required base measurements to Cllr Hodson. Cllr Hodson to ask a local builder to quote and undertake the work.  <b>Whitton Parish Council/Speeding</b> – The Council discussed the opportunity of purchasing a solar powered speed sign. Cllr Ogg to enquire how much a solar panelled speeding sign would cost and feed back to the Council.  <b>Phone Box</b> – A resident had contacted the Chair via email to complain that a bench which belonged to their family had been moved to a different location in the village. The resident had accused the Parish Council of removing the bench without permission. It was agreed that the Parish Council return the bench to its original location. Cllr Dent to respond to the residents email. The Parish Council agreed to purchase a new bench to locate near the phone box. It was noted that the gravel around the phone box has improved the look of the area immensely, it was proposed that the Council gravel the area opposite. Cllr Williams to obtain more gravel.  <b>Litter Picking</b> – Information on the website about how to obtain litter picking equipment from Cllr Ogg.  <b>Community Asset</b> – Forms submitted to the Local Authority. Cllr Dent to keep the Council informed of any progress.	RO  AB SH  RO  CD IW    CD

<p><b>NL Councillor's Report</b>  Cllr Ogg reported the following information:</p> <ul style="list-style-type: none"> <li>• 18<sup>th</sup> August – West Halton to Alkborough road closed due to major road work. Cllr Dent to ask the Village Hall Committee representative to put this information on the village social media page.</li> <li>• Exploring options to have Defibrillators put into place for Coleby and Thealby. Cllr Ogg reported that a couple of residents had stated that they would be happy to have it installed on the side of their houses.</li> <li>• It was noted that the Council had raised the issue of road signs and how poor quality/condition they are for previous years to the Local Authority.</li> </ul>	
<p><b>Financial Report</b>  The following invoices were proposed and agreed:</p> <ul style="list-style-type: none"> <li>• Ian Williams, phone box project: £118.86</li> </ul> <p>Cllr Dent noted that the council had received a historic invoice from North Lincolnshire Council for playground inspections carried out in 2017/18. Clerk has investigated this and had received confirmation that the amount was issued in error and would be credited.</p> <p><b>Annual return</b>  Cllr Batley had carried out an internal audit for the annual return for 2020/2021, the following issues were noted:</p> <ul style="list-style-type: none"> <li>• Need to receive the spreadsheet and bank statements with at least one to two weeks' notice. It was agreed that the spreadsheet be sent to Councillors each month or after each meeting for monitoring.</li> <li>• Can the VAT that was claimed back from the play equipment be allocated as this was received as a grant? Can we use the funding on anything? Cllr Dent confirmed that this can be used.</li> <li>• Cllr Batley talked through anomalies that he had found, these were addressed.</li> </ul> <p>The Council agreed the AGAR for 2021 providing Cllr Batley's amendments were made.</p> <p><b>Fixed asset register</b> – It was noted that the register would be reviewed last year but wasn't completed. Cllr Batley advised that the items on the register have not been depreciated realistically. Cllr Batley suggested that we restate a value on the items. Cllr Batley advised that there is no legal requirement that the Council needs to work to. It was agreed that the Council undertake this each year, by reducing value and using a 25% depreciation rate.  After discussion it was agreed to:</p> <ul style="list-style-type: none"> <li>• Half the amount for the benches - £350.00</li> <li>• Goal posts - £50.00</li> <li>• Reduce the amounts for the laptop, strimmer and playground equipment.</li> <li>• It was agreed to add the allotment and any other land of value.</li> </ul>	<p>CLERK</p> <p>CLERK</p>
<p><b>Highway Matters</b>  <b>Streetlights</b> – Nothing new to report.</p> <p>Pot hole in Coleby has been previously reported at least a year ago by Cllr Altoft. Cllr Ogg to look into this.</p>	<p>RO</p>
<p><b>Planning</b>  <b>Planning Permission Requested: None</b></p> <p><b>Planning Permissions Granted/Refused: None</b></p> <p>Objection to planning appeal for the Butchers Arms sent out prior to the meeting from Cllr Dent. Councillors happy for Cllr Dent to submit the objection to the Local Authority and thanked Cllr Dent for preparing the objection.</p>	

<p><b>Village Green</b>  Cllr Dent had contacted Dean Fielding who is fully booked at present. Dean will contact Cllr Dent to organise when he can undertake the two weeks work on the wall. Ongoing.  Cllr Hodson had undertaken some strimming around the village. Cllr Hodson reported that the bushes opposite the church are overhanging.</p> <p><b>Play area</b>  Nothing to report.</p>	
<p><b>Cemetery</b> – Clerk reported that an official letter head for the Council had been created.</p> <p>The plan of the grave yard had been circulated prior to the meeting. Cllrs agreed that the new plan be adopted to ensure that the plot sites are of a suitable size.</p> <p>Cllr Ogg proposed that two graves be removed to allow a walk way through to the field at the back so that if the yard needed to be extended this would allow access. All agreed.</p>	
<p><b>Any other business</b>  Cllr Williams asked whether a rota could be put into place to maintain the planters. Cllr Altoft has been undertaking the maintenance however has been unwell. Proposed that a draft schedule be put together and sent to Cllrs to complete. Clerk to put together and distributed to Cllrs.</p>	CLERK
<p><b>Correspondence received:</b>  <b>NL Forthcoming meetings</b> – link to the latest meeting dates on the PC’s website.</p>	
<p><b>Comments from Councillors to Chairman and Clerk</b></p>	
<p><b>11- Date and Time of the Next Meeting</b>  Dates to be agreed:  31<sup>st</sup> August 2021 at 6.30pm.</p>	