

WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday 11th January 2023 at 18.30 – venue West Halton Village Hall

Present

Cllr Charles Dent (Chair)
 Frances Altoft (Clerk)
 Cllr Ian Williams
 Cllr Alan Batley

Apologies

Cllr Ralph Ogg
 Cllr Helen Rowson
 Cllr Elaine Marper

Abbreviations; NLC – North Lincolnshire Council
 WH&CPC – West Halton and Coleby Parish Council

1. Apologies for Absence:	Action
Cllr Dent welcomed Councillors to the meeting and apologised to the PC for the late cancellation of the December 2022 meeting. The above apologies were noted.	
2. Minutes of the last meeting The minutes of the last meeting (November) were not available to approve. Cllr Dent to bring to next meeting for approval	AP230111:01 Cllr Dent
3. Matters Arising (from Meeting dated 12th October 2022) Bus Shelter – Cllr Ogg had previously arranged for shuttering to be put in place and a new concrete base (new base to be situated on top of current old base.) Cllr Dent to speak with Cllr Ogg to chase up progress. Phone Box – Mended door still requires hanging. Cllr Dent to action as soon as possible. Some residents have been querying as to where the door is currently situation. Cllr Williams has provided them with an update on the situation. Paving slabs require siting on the path to the phone box. A local resident has volunteered to carry out the work. Clerk to contact resident to see when it will be possible to carry out the work. Speeding signs – The Clerk contacted NLC to ascertain progress on the pole installation. A response was received from Jonathon Lillicrap which stated that NLC had changed their supplier and the cost of installing 3 poles is now £1245.36 (Net). He re confirmed that it would not be possible to install a pole at the south end of West Halton, near to the Old Rectory. The community grant had been completed in August 2022 but not submitted and a lot of the information contained within is now out of date. The Clerk offered to update the grant information and pass onto Cllr Dent who would then submit the grant request to NLC. It was agreed that the council would wait 2 weeks after grant submission and if nothing was forth coming from NLC, the council would contact Jonathon Lillicrap to give the go ahead to install the 3 poles. Notice boards – Clerk has re-contacted Noticeboardsonline who provided the original quotations. New quotation has been obtained; a 1016mm x 762mm landscape notice board is now £906.00 + VAT per board. It was agreed that the PC would purchase 2 boards of these dimensions. Clerk to contact the company to order	AP230111:02 Cllr Dent AP230111:03 Cllr Dent AP230111:04 Clerk AP230111:05 Clerk AP230111:06 Cllr Dent AP230111:07 Clerk

<p>It was agreed that one of the noticeboards would be installed on the village green; opposite St Etheldredas close, with the information display facing the road.</p> <p>The other notice board is to be installed in Coleby on the road verge along side where the speeding pole is to be installed. Clerk to check with NLC to ensure that this is acceptable</p> <p>Councillor vacancies and new clerk position – Cllr Dent has provided Mrs Altoft a contract of employment and job description. New clerk annual salary will be £2,280 with an additional office allowance of £6.00 per week. Paid employment to commence 1st October 2023. Mrs Altoft agreed to accept the clerk position based upon the contract and job description. Mrs Altoft also agreed to carry out the clerk duties on an un-paid basis until October 2023. Cllr Dent to enter employment start date on the contract and to send this to Mrs Altoft within 3 days for her to sign and return.</p> <p>Cllr Dent is to arrange a handover meeting for Mrs Altoft with the previous clerk Mid February</p> <p>There are two vacant PC positions, with the resignations of Cllr Hodson and Cllr Altoft. It was originally agreed that the PC would wait until the May 2023 elections before filling the vacancies however Cllr Williams expressed his concerns on this deadline. He explained that there is a resident who is willing to take up one of the councillor positions and it was agreed that Cllr Williams would approach the resident to offer them one of the vacant positions (11) Cllr Dent to provide all the necessary documentation to Cllr Williams (12). Cllr Dent to contact NLC to advise (1) the co-opting of a new councillor; (2) New Clerk name and contact details (3) Resignation of Cllr Altoft (13)</p> <p>Second vacancy to be filled during May 2023 elections and to be advertised April 2023.</p> <p>Website - Clerk had contacted Kyanite Consulting to ask if it were possible to have access for updating the web page. The company advised that they do not allow customer to have administration access as the web page is based on a proprietary framework (licensed to Kyanite) over Wordpress. “Reasonable monthly updates” are included in the purchased annual package. Cllr Williams expressed concerns at the lack of support from the company. It was agreed the Clerk would push kyanite on this decision as the domain name is registered to WH&CPC. Clerk to ask for regular updates to the web page and to test what this statement entails.</p> <p>Village Hall – Cllr Williams is keen for WH&CPC to work more closely with West Halton Village Hall Committee. Things are improving slowly as more volunteers have come forward who are very keen to assist with the upkeep of the village green/ flower beds etc. Cllr Williams stated WH&CPC need to build on this keenness and it was agreed that the WH&CPC would try and schedule their meetings to coincide with Village Hall Committee meetings so that each organisation can work together to improve village ambience and environment.</p>	<p>AP230111:08 Clerk</p> <p>AP230111:09 Cllr Dent</p> <p>AP230111:10 Cllr Dent</p> <p>AP230111:11 Cllr Williams</p> <p>AP230111:12 Cllr Dent (docs)</p> <p>AP230111:13 Cllr Dent (NLC)</p> <p>AP230111:14 Clerk</p>
<p>4. NLC Councillor’s Report No representative was available</p>	
<p>5. Financial Report</p> <p>Current and savings account update - Current account as of 10.01.2023 = £10,016.66; savings account = £3,628.98</p>	

<p>Annual Budget – Cllr Dent presented the 2023-2024 budget.</p> <p>Parish precept - Precept to be set @ £5000.00 which equates to a 3 ½ % increase per property (originally £4895.00). Cllr Dent reported that Cllr Ogg had implied that NLC may not be issuing grants towards the grass cutting. Cllr Dent to check</p> <p>Payments received – 16 allotment rentals received; totalling £160.00. Clerk confirmed that signed agreements for all allotments have been received back and filed.</p> <p>In bloom grant – Clerk confirmed that £193.00 had been awarded. WH+CPC had set a total budget of £350.00. Receipts must be submitted to NLC by 15th February for grant to be paid (in arrears by BACS after plants purchased). Clerk confirmed that she would organise plant purchases with assistance from a local resident.</p> <p>Up and coming Calendar payments – February – Kayanite consulting; hire of the village hall; The clerk commented that a payment calendar had been created – could she have a copy? Cllr Dent to forward on. Clerk to contact Kayanite concerning invoice due.</p> <p>Current invoices to pay – Adrian £1200.00. Christmas tree (West Halton village Hall) £25.00 – Replacement gate posts £193.00 + VAT</p>	<p>AP230111:15 Cllr Dent</p> <p>AP230111:16 Clerk</p> <p>AP230111:17 Cllr Dent</p> <p>AP230111:18 Clerk</p>
<p>6 Highways matters</p> <p>The 30mph sign as approaching West Halton from the south still has not been replaced. Clerk to see if anyone within highways department would assist</p>	<p>AP230111:19 Clerk</p>
<p>Cllr Williams reported that the salt bins require re-filling; however one of the local residents has already contacted NLC to request this. Cllr Williams to follow this up</p>	<p>AP230111:20 Cllr Williams</p>
<p>7. Planning</p> <p>PA/2022/1961 Lathyrus – erection of sectional garage. No objections from WH&CPC</p> <p>PA/2022/2210 Chapel House Coleby – erection of single story dwelling. No objections from WH&CPC</p> <p>Winterton Solar Park. Cllr Williams requested that WH&CPC approach the company who are building the park to see if any community funds are available. The solar park is located in Winterton parish however Coleby would be the most affected village (in line of sight to the park). Cllr Williams correctly pointed out that on the company web page, Infinis Solar does assert that they support local communities etc. Cllr Dent to write to Arcus Consultancy Services who are working on behalf of Infinis</p>	<p>AP230111:21 Cllr Dent</p>
<p>8. Village Green</p> <p>Play equipment – The clerk asked if there was any SLA in place as the spring on the gate to the play area was damaged. Cllr Dent confirmed that no SLA was in place. A replacement spring needs to be sourced from the company who installed the play equipment. Cllr Dent to provide to Cllr Williams the name of the company who installed the play area and then Cllr Williams to take this action.</p> <p>Graveyard – Cllr Dent to send out to all councillors the plan of the internment areas for West Halton graveyard. Three residents still require burial plots registering in their names; Mrs Sparks; Mr and Mrs Robinson. Clerk to action once the plan has been received.</p> <p>The graveyard little bin needs moving. Cllr Dent to contact Cllr Ogg to arrange</p>	<p>AP230123:22 Cllr Dent</p> <p>AP230111:23 Cllr Williams</p> <p>AP230111:24 Cllr Dent</p> <p>AP230111:25 Clerk</p> <p>AP230111:26</p>

<p>A new sign for the graveyard requires sourcing. Cllr Williams to take the measurements and to source a new sign.</p> <p>Funball game – new fun ball game has been installed. Many thanks to Cllr Batley for providing the concrete, Cllr Williams and many local residents who came out to assist.</p> <p>Goal posts – Cllr Williams requested for these to be erected urgently as several villagers have expressed concerns about holes in the ground where the posts should be, and that we need to get people using the village green more.</p> <p>Cllr Dent to pass onto Cllr Williams the ground anchors. Several bolts are required – Cllr Dent to advise the Clerk on bolt measurements so that she can source.</p> <p>Once both have been obtained Cllr Williams to liaise with local residents to ensure that the posts are installed as soon as possible</p> <p>Village gate repairs – Cllr Dent to provide additional gate key to Clerk. The small gate into Short Lane needs replacing as soon as possible. Cllr Dent to pass the gate to Cllr Williams. Cllr Williams to take measurements, obtain a steel pole and liaise with local residents to arrange re-installation of the gate.</p> <p>The large gate into Whitton road has been removed by a local resident due to its instability. New posts are being sourced by Cllr Dent (see cost under finance). Cllr Dent proposed that the PC contact Groundworks to obtain a price to install the new posts and surrounding fence work. The Clerk said she would do this if Cllr Dent sent to her the contact details for Groundworks.</p> <p>Wall Repairs – The Clerk confirmed that she had been in touch with Dean Fielding. It has been agreed that he would re start work on the wall repair in Mid February; commencing where he left off last time. A budget has been agreed of £2000 to cover his work.</p>	<p>Cllr Dent</p> <p>AP230111:27 Cllr Williams</p> <p>AP230111:28 Cllr Dent (ground anchors) AP230111: 29 Cllr Dent (bolt dims) AP230111:30 Clerk (Source bolts) AP230111:31 Cllr Williams</p> <p>AP230111:32 Cllr Dent AP230111:33 Cllr Williams</p> <p>AP230111:34 Cllr Dent (contact details) AP230111:35 Clerk</p>
<p>9. New Business</p> <p>The Clerk asked the Chair if a replacement vice chair had been nominated after the recent resignation of Cllr Hodson. The Chair advised that no councillor had been nominated to the position. After a discussion Cllr Williams was nominated as the vice chair by Cllr Batley. This was seconded by Cllr Dent.</p> <p>Recent electrical installation and work. Many residents have complained about the state of the grassed areas, state of the verges and roads since the installation of the new electric poles and cables. Cllr Williams advised that there is a missing street light in White House Lane. The light was installed on the old pole which has now been removed and it has not been replaced with a new light. The litter bin attached to the wall near Number 1 Walker close has disappeared. Cllr Dent to write to Northern power grid to express all these concerns</p>	<p>AP230111:36 Cllr Dent</p>

<p>Grass cutting – There is some confusion as to which contractor is responsible for which areas. Cllr Dent to forward on to all councillors the village plan that shows the nominated cutting areas for each of the current contractors.</p> <p>The Clerk asked the chair if it would be possible to have a debit card for the Virgin Council Bank Account. This could have a credit limit set - £100 – and it would make things much easier to purchase sundries. Cllr Dent to check with Virgin</p> <p>The Clerk noted that the asset register on the web page needs updating (current one is from 2020). Cllr Dent to amend and issue to Clerk</p>	<p>AP230111:37 Cllr Dent</p> <p>AP230111:38 Cllr Dent</p> <p>AP230111:39 Cllr Dent</p>
<p>10. Correspondence received</p> <p>Cllr Dent advised that an E mail has been received from one of the other parish councils to consider a motion of objection against NLC. NLC are supposed to produce a plan to determine where new housing is going to be built. For the last 2 years NLC appeared to have failed to generate such a plan. Cllr Dent explained that if this building plan is not produced then submitted planning applications can be put in to build houses which stand a greater chance of being approved and passed by the local planning authorities. Cllr Dent will forward the E mail to all WH&CPC councillors, along with a draft letter to NLC.</p>	<p>AP230111:40 Cllr Dent</p>
<p>11. Any other business</p> <p>Cllr Williams asked the chair if any recent communication had been received from the owner of the Butchers Arms Public house. Cllr Dent advised that nothing had been received for several months. Cllr Dent additionally mentioned that the PC need to ensure that the community asset is still in place before the current tenancy of the pub expires.</p>	
<p>12. Comments from the Councillors to the Chairman and Clerk</p> <p>No comments made.</p>	
<p>13. Date and time of next meeting; 7th February 2023 18.30 West Halton Village Hall</p>	