



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Wednesday 7th June 2023 at 18.30 – venue West Halton Village Hall

Present

Cllr Charles Dent (Chair)	West Halton and Coleby Councillor
Frances Altoft	Clerk
Cllr Ian Williams	West Halton and Coleby Councillor
Cllr John Clough	West Halton and Coleby Councillor
Cllr Alan Batley	West Halton and Coleby Councillor
Cllr Elaine Marper (left 19.30)	North Lincolnshire Ward Councillor

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

One member of the Public

1. Apologise for Absence	Action
Cllr Ralph Ward; NLC. Cllr Helen Rowson: NLC Quorate – 4 councillors present	
2. Declarations of interest No declarations of interest were expressed. No dispensations were raised	
3. Minutes of the previous meeting The minutes of the Annual Meeting held 11 th May 2023 were accepted and signed as a true record. Proposed Cllr Williams; seconded Cllr Clough The minutes from the meeting held on 3 rd November 2023 were not available to sign The Clerk is missing the Chairs annual report – the minutes of the Annual Parish Meeting cannot be published until this has been received AP230607:01	AP230111:01 Cllr Dent Ongoing (minutes) AP230607:01 Cllr Dent (report)
4. Matters arising from the previous minutes Erect bus shelter on Alkborough; AP230309:01 Closed. The Clerk reported that planning permission is required. Clerk to re check on who owns the land AP230607:02 Cllr Dent to check on the cost of the planning permission AP230607:03 Coleby Bus Shelter – Wooden structure to be purchased. The Clerk raised a concern concerning the quality of the proposed EBAY structure purchase. The PC need to ensure that the structure is not flimsy. The clerk also asked if it would be possible to ask for NLC via a community grant, to contribute a small amount (£300?) so that the PC would have a budget of £1000.00. It was decided to obtain some more quotations from local suppliers AP230607:04 Cllr Williams Phone Box – Cllr Dent has been working on the door and will install as soon as possible Paving Slabs - Obtain Grove price AP230111:04 Closed. Grove quotation received £190.00. It was decided to go ahead with the work. Proposed Cllr Dent; seconded Cllr Batley. Clerk to confirm acceptance to Grove AP230607:05 Speeding signs – NLC site survey. NLC have requested payment in advance. Cllr Clough has spoken with NLC. NLC have confirmed a 3 month payment ‘holiday’ – payment due in September 2023 Cllr Dent has completed the grant application. Two copies of the parish accounts are now in	AP230607:02 Clerk AP230607:03 Cllr Dent (planning cost) AP230403:03 Clerk (Purchase) Ongoing AP230607:04 Cllr Williams (shelter prices) AP230111:03 Cllr Dent (door) On-going AP230607:05 Clerk (Grove)



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<p>his possession and the grant application will be submitted</p> <p>Police and crime commissioners Grant Application. AP230404:04 Closed Application submitted. This grant would require payment up front for the speeding signs and the clerk stated that the council do not have enough funds to enable this to happen. The clerk contacted the Police and Crime commissioners and they have advised that, in certain circumstances a portion, or all, of the grant can be provided in advance. Decisions on the applications are not going to be decided until August.</p> <p>Noticeboards – Slight damage requires touching up</p> <p>Electrical work Cllr Dent to write to Northern Power Grid.</p> <p>Solar Farm – Cllr Dent to write to Solar Farm. Cllr Dent explained that he had received a box of information from a local resident showing some historical information on the landfill site. The drawings show that, once the landfill was full, it was proposed that the site would be landscaped and converted into a nature area. This does not appear to have taken place. Cllr Dent to scan this information and send along with the letter</p> <p>Policies and procedures - AP230511:02 Closed all policies and procedures uploaded to web Cllr Dent has noticed some duplication within the text on the Child protection policy and the safeguarding policy. Cllr Dent to check.</p> <p>Cllr Vacancies – AP230309:05 Cllr Dent to contact local resident who expressed an interest A local resident – Mrs Janet Van Der Westhuizen has contacted the clerk wishing to join the council. Mrs Van Der Westhuizen attended the meeting as a member of the public. The Co-option forms and Declaration of Acceptance of office were duly signed. Her co-option was proposed by Cllr Williams; seconded by Cllr Clough. Clerk to send the forms to NLC AP230607:06</p> <p>Coleby Defib – Separate grant application to be made for Defib Defib maintenance AP230511:06 Closed. The Clerk confirmed that NLC are responsible for the maintenance of the West Halton Defib. Clerk has cleaned the Defib WH+C defib external cabinet. A resident in Coleby has offered to have the defib powered from their property, however an installation location is required. It is not possible to use a nearby utilities pole so another location needs to be found AP230607:07 Clerk</p> <p>Litter prosecution – Cllr Rowson still investigating</p>	<p>AP230111:06 Cllr Dent (grant submission) on going</p> <p>AP230511:04 Cllr Williams (Paint)</p> <p>AP230404:06 Cllr Dent (Powergrid) On-going</p> <p>AP230111:21 Cllr Dent (Solar) On-going</p> <p>AP230511:03 Cllr Dent (duplications) On-going</p> <p>AP230309:05 Cllr Dent (contact resident) On-going</p> <p>AP230607:06 Clerk (Forms)</p> <p>AP230511:05 Clerk (Defib grant) On-going</p> <p>AP230607:07 Clerk (location)</p> <p>AP230404:14 Cllr Rowson On-going</p>
<p>5. Reports from Ward Councillor(s) No new points to report.</p>	
<p>6. Internal Audit AP230511:01 Closed Agar form to accountants. The Clerk confirmed that the signed AGAR form has been returned by the accountants.</p>	
<p>7. Annual Governance statement 2022/2023 The Annual Governance statement was reviewed, accepted and signed by the council. Proposed Cllr Williams; seconded Cllr Clough</p>	



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<p>8. Annual Governance and Accountability Return (AGAR) 2022/2023 The Annual Governance and accountability return was reviewed and accepted by the council. Proposed Cllr Batley; Seconded Cllr Clough</p> <p><u>Certificate of exemption – AGAR 2022/23 Form 2.</u> The certificate of exemption was reviewed and signed. Proposed Cllr Williams; Seconded Cllr Batley</p>																	
<p>9. Publishing of Public rights The publishing of public rights dates were confirmed as Monday 12th June – Friday 21st July 2023. Notice to be displayed on the web site and on all noticeboards. AP230607:08 Clerk</p>	AP230607:08 Clerk (notices)																
<p>10. Finance The following documents were presented by the Clerk and duly accepted and signed by the Chair and RFO. Proposed Cllr Williams; seconded Cllr Clough</p> <ul style="list-style-type: none"> • Bank statements May 2023 • Summary receipts and payments May 2023 • Bank reconciliations May 2023 • Receipts and payments v Budget May 2023 <p>Current account £9,561.16 – Reserve account £3,628.98 as of 31st May 2023</p>																	
<table border="1"> <thead> <tr> <th>Invoice and date</th> <th>Company</th> <th>Reason for invoice</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>74014021 24/04/2023</td> <td>NLC</td> <td>Supply/installation of posts for speed cameras</td> <td>£1494.43 ****</td> </tr> <tr> <td>02/05/2023 Credit note 1718</td> <td>Playdale</td> <td>Refund for postage on incorrect spring</td> <td>£5.39 – paid by BACS</td> </tr> <tr> <td>Debit card use May</td> <td>Debit Card</td> <td>Strimmer cord; Sadolin; Strimmer Petrol</td> <td>£69.55</td> </tr> </tbody> </table>	Invoice and date	Company	Reason for invoice	Amount	74014021 24/04/2023	NLC	Supply/installation of posts for speed cameras	£1494.43 ****	02/05/2023 Credit note 1718	Playdale	Refund for postage on incorrect spring	£5.39 – paid by BACS	Debit card use May	Debit Card	Strimmer cord; Sadolin; Strimmer Petrol	£69.55	
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<p>AP230511:07 Closed. All May payments loaded to internet banking</p> <p>**** NLC invoice. Cllr Clough obtained payment holiday (see under minute reference 4) Payment calendar – Cllr Dent to provide to Clerk</p> <p>Clerk confirmed that the VAT return for year 2022-2023 has been paid by HMRC into the bank account</p>	AP230111:17 Cllr Dent (Calendar) On going																
<p>11. Highways 30mph sign – Case number FS15685865 – ticket has been raised Church side drain culvert – AP230511:08 closed. NLC have cleared the blockage</p> <p>The Clerk has reported the damaged bollards on the grass traffic island at West Halton/Coleby road junction. NLC stated that the bollards have been checked and all is ok at present. This is not the case as one of the bollards is practically smashed and horizontal. Clerk to re raise the issue with NLC</p> <p>Cllr Clough stated that there has been an on going issue with running water down Water</p>	AP230111:19 Clerk (30MPH) on-going AP230511:09 Clerk (bollards) on-going																



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<p>Lane. This has been an issue for many months. Anglian Water have been out to test the water. No Chlorine was detected in the water therefore this cannot be a water leak however the situation still requires investigation. It was decided to write to Ongo, as the water appears to be emanating from their property AP230607:09 Clerk</p>	<p>AP230607:09 Clerk (ONGO)</p>
<p>12. Planning It was noted that no new applications have been issued. Cllr Williams commented that a property in Winteringham Lane is having an extension erected. Cllr Dent explained that this would be covered by building regulations and would not require planning</p>	
<p>13. Graveyard Threadgolds internment request AP230511:10 closed AP230404:12 Closed. Grave reservation made- awaiting payment</p> <p>Cllr Williams showed concern over the amount of un-appropriate memorials which have appeared in the graveyard. The council regulations do state as follows</p> <p>10. No glass vases or solar lights will be permitted in the cemetery. 11. No flowers, shrubs or trees may be planted within the cemetery. 12. The Parish Council reserves the right to remove, without prior notice, anything which is considered dangerous or anything which infringes these regulations. 13. It is expected that the cemetery will be treated as a place of reverence,</p> <p>This is a very sensitive and delicate issue and the dignity of the graveyard needs to be kept for everyone. The council took a long discussion over the topic. It was agreed that these regulations require a review and updating and re posting to the internet AP230607:10 Clerk</p> <p>These regulations also require passing on to anyone who requests an internment within the graveyard. It was also agreed that information requires displaying in the graveyard to request that any in-appropriate items are removed AP230607:11 Clerk</p>	<p>AP230607:10 Clerk (notices)</p> <p>AP230607:11 Clerk (Grave notice)</p>
<p>14. Village green Damaged gate spring. AP230309:12 Closed. New spring has been fitted. Cllr Batley was thanked</p> <p>NLC SLA – June inspection. Clerk confirmed that NLC have raised a job ticket and that the inspection will take place as advised</p> <p>It was noted that the football pitch is being used consistently since the goal posts and nets have been hung. Asset location – strimmer – Clerks residence</p> <p>Whitton road gate – AP230511:11 Closed Stain has been purchased and applied to the new fencing and gate. A local resident has painted the hinges black and the council express their thanks</p> <p>Wall repairs – Clerk has written to Savills – awaiting response. Clerk chased 06/06/2023</p>	<p>AP230404:11 Clerk (SLA) On-going</p> <p>AP230310:16 Clerk (letter) Ongoing</p>



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Alkborough Lane Bench – It was decided that the bench is to stay in this location. Cllr Dent to speak with local resident AP230607:12 Cllr Dent	AP230607:12 Cllr Dent (bench)
<p>15. New Business</p> <p>Ivy on village green wall – proposed work party. Cllr Williams reported that some residents had offered to clear the ivy if the Parish Council would make a donation to the Village Hall. Cllr Dent responded that this would not be possible since money is changing hands and the residents would be classed as ‘un-approved contractors’ and would not be covered by the Parish Council insurance. Cllr Williams will organise a work party so that everyone can be covered by the council insurance</p> <p>Cllr Williams advised that an additional wood notice board has been donated to the village. It was proposed that this is to be used as a community board for any notices to be displayed. The notice board is to be installed against the phone box planters AP230607:13 Cllr Williams</p> <p>Village information board. It was suggested that a tourist village information board would be a good addition to the green; perhaps to include village historical information, information on the church/ village mound / archaeological dig on the green. To be revisited in Autumn 2023</p>	<p>AP230511:12 Cllr Williams (work party)</p> <p>AP230607:13 Cllr Williams (install board)</p>
<p>16. Correspondence received</p> <p>No other correspondence received</p>	
<p>17. St Etheldredas Church</p> <p>Next Service 18th June – Morning Prayer</p>	
<p>18. Village Hall</p> <p>Summer BBQ - 17th June. Tickets on sale from all Village Hall committee members. Summer Craft fayre 6th August Summer Camp out 12th August along with laser light show</p>	
<p>19. Butchers Arms</p> <p>Quiz night 8th June 20.00 Summer music night festival being proposed</p>	
<p>20. Comments to the Chair and Clerk</p> <p>No comments</p>	
<p>21. Any other business</p> <p>Village Newsletter combined with the Pub, church, village hall and Parish Council Cllr Alan Batley unfortunately handed in his resignation. The PC expressed their thanks to Alan for his 20 years of service on the council. He will be greatly missed. In the absence of any more business, the meeting closed at 20.25</p>	AP230309:23 Clerk On-going
<p>22. Date of next meeting</p> <p>6th July 18.30 West Halton and Coleby village hall</p>	

Signed Date..... Position.....