



WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday 7th December 2023 at 18.30 – venue West Halton Village Hall

Present

Cllr Charles Dent	Chair
Frances Altoft	Clerk
Cllr Ian Williams	West Halton and Coleby Councillor
Cllr John Clough	West Halton and Coleby Councillor Vice Chair
Cllr Janet Van Der Westhuizen	West Halton and Coleby Councillor

NLC Ward Councillor R Ogg

No members of the public in attendance

Abbreviations; NLC – North Lincolnshire Council

WH&CPC – West Halton and Coleby Parish Council

VH – Village Hall

<p>1. Apologise for Absence NLC Ward Councillors Elaine Marper and Helen Rowson. Quorate – 4 councillors present</p>	
<p>2. Declarations of interest Two declarations of interest were made; Cllr Van Der Westhuizen agenda point 7(i) allotments; Clerk agenda point 7 (i) allotments. No dispensations were raised</p>	
<p>3. Minutes of the previous meeting The minutes of the Meeting held on 2nd November were accepted and signed as a true record of business transacted. Proposed Cllr Williams; seconded Cllr Van Der Westhuizen</p>	
<p>4. Reports from Ward Councillor(s) Major fly tip outside West Halton – large water containers etc. Ward Councillor has reported this to NLC. NLC full council voted on devolution.</p>	
<p>5. Highways, footpaths and PROW</p> <p>(a) Road surfaces and footpaths</p> <p>i. FS5093229404 – Coleby Road junctions damaged bollards. Clerk has re submitted information to NLC along with photographs</p> <p>ii. FS545707590 – Alkborough Road Sign. Ticket raised for work</p> <p>iii. FD566530059 – Fly Tip Alkborough Road. A recent litter pick by a resident collected 32 Red Bull cans along West Halton Lane towards Alkborough, along with other debris</p> <p>(b) FS555815379 Water Lane – surface water. Letter written to Ongo awaiting a response. There has been flooding at the bottom of Water Lane. Trees are blocking part of the waterway. Cllr Williams proposed that members inspect the issue</p> <p>(c) Winteringham Lane – lack of care. Cllr Ogg to speak with local contractor to see if they will assist with cleaning the road</p> <p>(d) Bench Coleby road/Alkborough lane junction. Cllr Williams to install new bin on pole and bench to be fixed to this. Cllr Dent to provide ground anchors</p> <p>(e) Road Sweeper. Clerk reports NLC road sweeping not planned until December.</p> <p>(f) Water lane trees/electric cables. Clerk to log complaint with Northern powergen</p>	<p>AP230511:09 Clerk (bollards) on-going</p> <p>AP230706:10 Cllr Clough (Ongo) ongoing</p> <p>AP231102:03 All Councillors (Water Lane) on going</p> <p>AP230607:12 Cllr Dent (bench) on-going</p> <p>AP231102:02 Cllr Williams (bin) on going</p> <p>AP231005:10 Clerk (log case) on-going</p>

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<p>(g) Drain Cleaning – Damaged culvert in Coleby. Cllr Ogg and Clerk to monitor</p>									
<p>6. Village Services (a) Coleby Defib. Cllr Ogg still investigating positioning and power source. (b) Solar Farm – Cllr Dent chasing response; second letter has been submitted (c) Northern Powergen – Cllr Dent chasing response; second letter has been submitted</p>	<p>AP230907:01 Cllr Ogg (defib) on-going AP230111:21 Cllr Dent (solar) on-going AP230404:06 Cllr Dent (Powergen) on-going</p>								
<p>7. Village field, playground and public areas (a) Football pitch. Nothing to report (b) Ivy Clearance – one more work party push to clear all ivy (c) Village Field Tree maintenance – completed. Clerk has written to Mr Stephenson and Mr Palfreman expressing thanks for volunteering to help. Annual maintenance to be planned in for each Autumn (d) Bus Shelter – Alkborough Lane. Cllr Ogg to chase. Coleby bus shelter bookshelf installed and pin board to be installed (e) Telephone box – door to fit – Cllr Dent (f) Village flower beds – linked to car park point (g) Village field Car Park – Clerk to write to Church Commission – permanent fence and gate for car park, and village flower bed creation AP231207:01 (h) Asset Inspections – no issues. Asset location – strimmer clerk allotment shed; football lining machine residents garage. Council agreed that football machine needs moving to car park shed. Cllr Williams has stored all other football equipment in new shed (i) Allotments. The council voted to increase the rental to £15 a plot as from January 2024. Clerk to issue new contracts to all AP231207:02 Internal Hedge still requires cutting</p>	<p>AP230907:06 Cllr Clough (work party) ongoing AP230706:01 Cllr Ogg (Shelter) On-going AP230111:03 Cllr Dent (door) On-going</p>								
<p>8. Cemetery (a) Hedge Maintenance – now cut and tidy (b) Removal of ivy stumps etc – Cllr Ogg to speak with local resident for assistance.</p>	<p>AP231102: 08 Cllr Ogg (ivy stumps) on going</p>								
<p>9. Finance The following documents and payments were presented by the clerk and duly accepted and signed by the Vice Chair and RFO; Proposed Cllr Clough; seconded Cllr Van Der Westhuizen</p> <ul style="list-style-type: none"> • November Bank statements • Summary receipts and payments November 2023 • Bank reconciliation November 2023 • Receipts and payments v Budget November 2023 <p>Current account £4187.53 Reserve account £3630.78</p> <table border="1" data-bbox="148 1895 1198 2040"> <thead> <tr> <th>Date and invoice reference</th> <th>Company</th> <th>Reason for invoice</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>08/10/2023 Inv 105</td> <td>Village Hall</td> <td>Room Rent April – December inclusive</td> <td>£63.00</td> </tr> </tbody> </table>	Date and invoice reference	Company	Reason for invoice	Amount	08/10/2023 Inv 105	Village Hall	Room Rent April – December inclusive	£63.00	
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18/11/2023 109	Inv	Village Hall	Christmas Tree purchase	£25.00	
20/11/2023 407	Inv	Grove Groundworks	Grass Cutting	£1080.00	
30/11/2023		Clerk	Monthly Salary	£152.00	
27/11/2023		AS Farming Services	Village Field cutting 2023	£1800.00	
23/11/2023		Kyanite Consulting	Web hosting 29/01/24 – 28/01/25	£154.88	
**04/12/2023 410	Inv	Grove Groundworks	Hedge Cutting - cemetery	£180.00	
<p>** Grove Groundworks invoice arrived after Agenda issued.</p> <p>Village Hall Hire cost – VH advised that possible charge would be £12 per hour with £5 for every following hour. Councillors felt that this charge was rather excessive; proposed a hire charge of £10.00 per hour flat rate for PC meetings. Clerk to write to VH committee AP231207:03</p> <p>Winterton Lions. £500 donation received. Clerk has thanked Lions</p> <p>Cllr Dent – payment calendar for Clerk</p> <p>Clerk has submitted second VAT claim – awaiting payment</p> <p>Cllr Dent to update Virgin on line banking – Clerk needs to be admin person</p> <p>AP231207:04</p>					<p>AP230111:07 Cllr Dent (calendar) on going</p>
<p>10. 2024-2025 Budget</p> <p>Clerk presented proposed budget. Cllr Williams presented cost breakdowns for grass cutting. NLC devolved payments do not cover costs incurred by WH+CPC. Cllr Ogg to take to NLC. Precept to be increased to £6000. Full council approved Proposed Cllr Van Der Westhuizen; seconded Cllr Clough.. Clerk to submit precept request to NLC</p> <p>AP231207:05</p> <p>Grove have submitted prices for verges and PROW. Clerk to obtain second quotation</p> <p>AP231207:06</p>					
<p>11. Projects</p> <p>Revised safeguarding policies presented and approved. Proposed Cllr Williams; seconded Cllr Clough. Cllr Dent to submit to NLC to support grant application</p> <p>NLC pole installation approx. December 23 along with a complete upgrade to Coleby road signs. Clerk monitoring installation date with NLC s</p> <p>Police and Crime Commissioner Round 4 Grant application – decision due January 2024</p>					<p>AP230706:04 Cllr Dent (grant application) ongoing</p>
<p>12. Kyanite – Web provider</p> <p>No issues</p>					
<p>13. Planning</p> <p>No issues nor planning applications</p>					
<p>14. Correspondence</p> <p>E mail received from Coleby resident concerning Defib installation. Clerk explained that a suitable location cannot currently be found. Cllr Ogg pursuing (previous action point) Burton and Winterton NATS</p>					
<p>15. St Etheldredas Church</p> <p>Wreath Making 9th December – 3 sessions. 09.00 – 11.00 12.00 – 14.00 – 15.00 – 17.00</p> <p>Carol Service 20th December 18.30</p> <p>Christmas Eve Service 18.30</p>					



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Clerk confirmed that Winterton RBL have agreed to hold an act of Remembrance in WH+C in 2024	
<p>16. Village Hall 10th December Childrens Christmas Party 14.00 – 16.00. Children free £2.50 all other attendees 24th December Free Childrens Christmas Event on the village Green</p>	
<p>17. Butchers Arms Nothing to report</p>	
<p>18. Minor items Village Newsletter combined with the Pub, church, village hall and Parish Council. Members agreed that a quarterly newsletter would be a good asset. Clerk would need assistance with graphics etc Community Emergency Plan – Clerk has received information from PCC. Outline being drawn up to present to VH and PCC Cllr Vacancies – still two places available- information displayed on noticeboards and internet Neighbourhood Watch – A volunteer is needed to be co-ordinator. Clerk to promote on noticeboards and social media. AP231207:07</p>	<p>AP230309:23 Clerk (newsletter) On-going AP230803:10 Clerk (plan) ongoing</p>
<p>19. Agenda for future and future meetings No items requested</p>	
<p>20. Next meeting Date of next meeting subject to change 8th February 2024 18.30 West Halton and Coleby Village Hall. In the absence of any other matters the meeting closed at 20.30 <u>Closed action points</u> AP231102:04 Clerk delivery of football equipment AP231102:05 Clerk/Cllr Ogg Tree Maintenance AP231102:06 Cllr Williams Bus shelter shelf AP230102:09 Clerk load payments AP230102:10 Clerk contact Lions AP231005:11 Cllr Dent – check precept etc AP231102:01 Clerk letter to VH football bookings AP231102:07 Clerk Hedge cutting (Grove) Accepted and signed as a true record of business transacted;</p>	

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