



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Friday 1st March 2024 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
2 members of the public	

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

<p>1. Apologise for Absence Cllr Van Der Westhuizen; NLC Ward Councillors Ralph Ogg, Elaine Marper and Helen Rowson. Quorate – 3 councillors present</p>	
<p>2. Declarations of interest (a) No declarations nor (b) dispensations were raised</p>	
<p>3. Minutes of previous meeting. The minutes of the Meeting held on 1st February 2024 accepted and signed as a true record of business transacted. Proposed Cllr Williams; seconded Cllr Clough</p>	
<p>4. Reports from Ward Councillor(s) No Ward Councillors present. Village Hall Ownership – Cllr Dent in contact with custodian of records – still under investigation. To contact Mason Baggot and Garton solicitors regarding allotments/cemetery</p>	<p>AP240201:02 Cllr Dent (VH ownership) On-going</p>
<p>5. Highways, footpaths and PROW (a) Road surfaces and footpaths i. FS5093229404 – Coleby Road junctions damaged bollards. ii. FS545707590 - Alkborough Road Sign iii. FS573119675 – White House Lane – Missing Street light. Clerk to monitor with NLC (b) FS555815379 Water Lane – surface water. Ongo still to respond. Clerk has made contact with LLFA NLC. Meeting to be held Water Lane West Halton – 7th March 10.00. All members to inform residents. (c) Winteringham Lane – Clerk to look into Community Service assistance AP240301:01 (d) Bench- Coleby road Junction – Bench still to be fixed down. New litter bin being used (e) Whitton Road – Sign and planter damage. Resolution passed Clerk to request Grove to re-install WH sign. Planter work to be done later once price has been received. Clerk to contact Grove AP240301:02 (f) Dog Fouling – Still major issue. Still awaiting new dog signs (NLC promised January delivery)</p>	<p>AP240201:03 Clerk (NLC streetlight) On-going AP230511:09 Clerk (bollards) on-going AP230706:10 Cllr Clough (Ongo) ongoing AP230607:12 Cllr Dent (bench) on-going AP240201:05 Cllr Dent (price planter) on-going AP240201:04 Clerk (signs)</p>

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	on-going
<p>6. Butchers Arms Clerk advised letter received from NLC confirming commencement of 6 month moratorium period. Minutes from the public meeting 15th February 2024 signed and agreed as a true record and attached to these minutes. Proposed Cllr Williams; seconded Cllr Clough. Cllr Dent to put together a timing plan of what actions are required and by when and to circulate to the community group. Plunkett Foundation has been contacted.</p>	
<p>7. Village Services (a) Coleby Defib. Electrician quotation has been received £250.00. Clerk to progress grant application once speeding project is completed (b) Solar Farm – Cllr Dent chasing response; second letter has been submitted. (c) Northern Powergen – Cllr Dent chasing response; second letter has been submitted. (d) Northern Powergen – Water Lane Trees Clerk has submitted photographic evidence. Complaint number 231221-014698. Clerk to monitor</p>	<p>AP240101:06 Clerk (grant app) On-going AP230111:21 Cllr Dent (solar) on-going AP230404:06 Cllr Dent (Powergen) on-going AP240201:07 Clerk (N/PG) on-going</p>
<p>8. Village field, playground and public areas (a) Ivy Clearance – Work party has tackled another patch. Churchside is proving very troublesome to remove. Resident kindly removed the arising – the PC express their thanks for their assistance (b) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain from Coleby farm. Coleby Bus Shelter. Winterton Lions have a plaque ready to install. Clerk to arrange a mutual meeting date for photograph AP240301:03 (c) Telephone box – door to fit – Cllr Dent (d) Asset inspections/ asset location. Strimmer – Clerk allotment shed. No inspections this month. Football Marking machine location – resident’s garage - needs to be stored in shed for insurance purposes (e) Grass Cutting v Budget. Cllr Ogg to re check with NLC as council is in deficit against the allocated devolved payment</p>	<p>AP230907:06 Cllr Clough (work party) ongoing AP230706:01 Cllr Ogg (Shelter) On-going AP230111:03 Cllr Dent (door) on-going AP240201:08 Cllr Ogg (Grass payments) on-going</p>
<p>9. Cemetery No issues raised</p>	
<p>10. Finance To approve and sign the February 2024 financial information as follows;</p> <ul style="list-style-type: none"> • February 2024 Bank statements • Summary receipts and payments February 2024 • Bank reconciliation February 2024 	

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Date and invoice reference	Company	Reason for invoice	Amount	
07/02/2024	Health and Safety	No Ball game signs	£5.02 (debit card)	
29/02/2024	Clerk	January Salary	£152.00	
22/02/2024	**Newton Printers	Newsletter	£75.00 (debit card)	
16/02/2024	**Morelock	SID Speeding sign	£3513.60	AP230111:07 Cllr Dent (calendar) on going
<p>** omitted from the agenda.</p> <p>Resolution passed. Financial reports and payments checked and approved by full council. Proposed Cllr Williams; Seconded Cllr Clough Current account holding as of end February 2024 £1794.80 Village Hall Hire cost – Village Hall Committee confirmed £10.00 flat rate for PC meetings. Cllr Dent – payment calendar for Clerk VAT claim – Clerk has submitted December – February VAT Claim Cllr Dent to provide Clerk with Government Gateway ID and password information so that tax can be paid Virgin online banking – Clerk needs to be admin person. Cllr Dent presented Virgin forms for all signatories to sign</p> <p>Closure of reserve account (Virgin letter). Resolution passed and accepted by full council. – as follows - Clerk to deliver a signed letter, containing all mandate signatories, into Virgin branch Scunthorpe to request closure of reserve account and for all funds to be transferred to current account. Reserve account closed as of 20th February 2024. Clerk to open a new Virgin online savings account to replace old reserve account AP240301:04</p> <p>Glover accountants confirmed 2023-2024 audit cost @ £120 + VAT. Resolution passed. Cost accepted. Proposed Cllr Williams; seconded Cllr Clough</p>				AP231207:04 Cllr Dent (Gateway id) On-going AP231207:05 Cllr Dent (admin) On-going
<p>11. Projects Speeding SID Sign Grant application. Reserve funds transferred (see finance). Morelock speeding sign purchased. Delivery confirmed 13th March 2024 to Clerk’s address. Clerk to follow up with NLC grant funds and project reports AP240301:05</p>				
<p>12. Kyanite – website Possible proposed legislative Government requirements to change website to gov.uk domain. No personal E mail addresses can be used, Clerk contacted Kyanite for costings - £100 + VAT first 2 years £50 + VAT bi-annual renewal fee. Council to monitor Government requirements and action as necessary</p>				
<p>13. Planning Nothing to discuss</p>				
<p>14. Correspondence Best Kept Village 31/01/2024</p>				
<p>15. St Etheldredas Church 24th March 2024 11.150 Holy Communion Tree work continuing – one tree needs to be removed</p>				
<p>16. Village Hall Scavenger Hunt 25th February – 19 children attended and enjoyed the hunt</p>				



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<p>Fashion Show 14th March Easter Egg Hunt 31st March D-Day Celebrations – Beacon. Resident to provide costings</p>	
<p>17. Minor items Newsletter – The first newsletter was distributed and received positive feedback. The majority of residents were pleased with the first print run. Feedback included - print needs to be larger in next issue and a ‘less’ fussy’ layout. Possible sponsorship/advertisement to be looked at for future issues Clerk – revised contract. Cllr Clough has mailed revised contract to Chair. Chair to review and respond AP240301:06 Neighbourhood Watch – A resident has volunteered. Clerk has contacted Safer Neighbourhood to arrange necessary paperwork Social Media Policy – Clerk to present as soon as possible Mrs M Spellman has contacted the Clerk and expressed an interest in joining the council. Resolution Passed. Proposed Cllr Dent; seconded Cllr Williams. Resolution as follows - Co-opt Mrs Spellman to one of the vacant positions of Councillor. Mrs Spellman duly signed an acceptance of office form and a declaration of interest form. Clerk to forward onto NLC AP240301:07 A second member of the public Mr S Duck expressed an interest in joining the council. Clerk to send relevant forms to Mr Duck. AP240301:08</p>	<p>AP240201:17 Clerk (SM policy) on-going</p>
<p>18. Agenda for next and future meetings. No points presented</p>	
<p>19. Next Meeting Date of next meeting subject to change 4th April 2024 18.30 West Halton and Coleby Village Hall. In the absence of any other matters the meeting closed at 19.30 <u>Closed action points</u> AP240201:09 Clerk SLA -> NLC AP240201:01 Clerk – Moratorium letter -> NLC AP240201:10 Cllr Williams playground signs AP240201:11 Clerk – NALC pay agreement AP231207:03 Clerk Hall Hire AP240201:14 Clerk – Confirm to Grove AP240201:14 Clerk – Transfer from reserve account AP240201:12 Clerk – Virgin Letter account closure AP240201:15 Clerk – Respond to NLC consultation AP240201:16 Clerk – Discuss beacon with resident</p> <p>Accepted and signed as a true record of business transacted; Signed Date..... Position.....</p>	