



**WEST HALTON AND COLEBY PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Thursday 4<sup>th</sup> April 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
Cllr Janet Van der Westhuizen	West Halton and Coleby Councillor
Cllr Marina Spellman	West Halton and Coleby Councillor
1 member of the public	
Cllr R Ogg	North Lincolnshire Ward Councillor

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

<p><b>1. Apologise for Absence</b>          NLC Ward Councillors Elaine Marper and Helen Rowson. Quorate – 5 councillors present</p>	
<p><b>2. Declarations of interest</b>          (a) No declarations nor (b) dispensations were raised</p>	
<p><b>3. Minutes of previous meeting.</b> The minutes of the Meeting held on 1<sup>st</sup> March 2024 and the extra ordinary meeting 25<sup>th</sup> March 2024 were accepted and signed as a true record of business transacted. Proposed Cllr Spellman; seconded Cllr Clough</p>	
<p><b>4. Co-option of new Councillor</b>          Mr S Duck was co-opted to the council. Proposed Cllr Dent; seconded Cllr Spellman. Cllr Duck signed the register of interest form and acceptance of office. The Chair welcomed Cllr Duck to the council. Clerk to forward forms to NLC</p>	
<p><b>5. Report from Ward Councillor(s)</b>          A recent meeting took place between Environment Agency (EA), Ancholme Internal Drainage, Scunthorpe and Gainsborough Water Management Board, Cllr Ogg and local MP concerning the state of Haven and Sand Drains – especially the Sand Drain breach. The EA reported the breach was caused by badgers digging into the bank. Trees and greenery have been removed along the drain area from the landfill towards West Halton, yet the more vulnerable areas in question, have not been worked on. This is inexplicable. The EA state they are waiting for repair funding from DEFRA. Cllr Ogg requested the local MP to escalate this with the current Secretary of State for Environment, Food and Rural affairs.          Village Hall Ownership – Cllr Dent in contact with custodian of records – still under investigation. Awaiting information from Mason Baggot and Garton solicitors regarding village hall ownership. Allotments/cemetery land – HMR Land registry information difficult and complex. On going</p>	<p>AP240201:02          Cllr Dent (VH ownership)  <b>On-going</b></p>
<p><b>6. Highways, footpaths and PROW</b>          (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          iv. FS597840069 – Alkborough Lane Fly tip/bridleway entrance            (b) LLFA NLC. Meeting 7<sup>th</sup> March 10.00. LLFA have asked council to put together information on the 3 key areas of flooding. Walker Close; Water Lane and Coleby road. Clerk has already complied Walker Close and sent to LLFA. Residents to assist with information. Cllr Williams to collate information together. Council agreed wall next section of wall mending may need to be postponed due to costs being spent on LLFA flooding plan. Cllr Clough reported that since work has been done in Walker</p>	<p>AP240201:03          Clerk (NLC streetlight)  <b>On-going</b>          AP230511:09          Clerk          (bollards) <b>on-going</b>          AP230607:12          Cllr Dent          (bench) <b>on-going</b></p>

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<p>Close, water has stopped running out of the bank and down Water Lane. Cllr Spellman stated that there had been no flood water ingress within the property down Manor Court. NLC are installing a new gully outside The Old Rectory and more along Short Lane.</p> <p>Cllr Dent may have map information relating to the field areas drained by West Halton – send to Cllr Ogg</p> <p>(c) Bench- Coleby road Junction – Bench still to be fixed down.</p> <p>(d) Whitton Road – Sign and planter damage. Grove will reinstall village sign on next visit. Cllr Dent awaiting prices for new cast planter.</p> <p>(e) Dog Fouling – Still major issue. Still awaiting new dog signs (NLC promised January delivery)</p> <p>(f) Winteringham Lane - Clerk to look into Community Service assistance</p> <p>(g) Roadworks to commence beginning of May Cross Street. (Openreach)</p>	<p>AP240201:05 Cllr Dent (price planter) <b>on-going</b></p> <p>AP230607:12 Cllr Dent (bench) <b>on-going</b></p> <p>AP240201:04 Clerk (signs) <b>on-going</b></p> <p>AP240301:01 Clerk (community service) <b>On going</b></p>
<p><b>7. Butchers Arms</b></p> <p>Cllr Dent questioned if interest was still within the community for the formation of a community action group. Cllr Dent to E mail all residents who attended the February meeting <b>AP230404:01</b></p>	
<p><b>8. Village Services</b></p> <p>(a) Coleby Defib. Clerk has provided 3 supplier quotations. <b>Resolution passed</b> Clerk to organise and re-check quotation with electrician concerning electrical connections (hard wired or not). Clerk explained if installation price is over £250 NLC will require 3 quotations. This will cause further delay to the installation of the defib. <b>Resolutions passed</b> De-fib to be purchased from Defib warehouse and for council to support with any additional costs above £250.00. WH+C contribution towards grant application – 10% of cost = £150.00 Proposed Cllr Clough; seconded Cllr Van Der Westhuizen</p> <p>(b) Solar Farm – Cllr Dent chasing response; second letter has been submitted.</p> <p>(c) Northern Powergen – Cllr Dent chasing response; second letter has been submitted.</p> <p>(d) Northern Powergen – Water Lane Trees Clerk has submitted photographic evidence. Complaint number 231221-014698. Clerk to monitor</p>	<p>AP240101:06 Clerk (de-fib grant app) <b>On-going</b></p> <p>AP230111:21 Cllr Dent (solar) <b>on-going</b></p> <p>AP230404:06 Cllr Dent (Powergen) <b>on-going</b></p> <p>AP240201:07 Clerk (N/PG) <b>on-going</b></p>
<p><b>9. Village field, playground and public areas</b></p> <p>(a) Ivy Clearance – one final push needed weather permitting</p> <p>(b) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain from Coleby farm.</p> <p>(c) Telephone box – door to fit – Cllr Dent</p>	<p>AP230907:06 Cllr Clough (work party) <b>ongoing</b></p> <p>AP230706:01 Cllr Ogg (Shelter) <b>On-</b></p>

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<p>(d) Asset inspections/ asset location. Strimmer – Clerk allotment shed. Speed sign spare batteries – Clerks residence. Extra fixing fits Clerks resident. Cllr Williams to install asap. <b>AP230404:02</b></p> <p>Cllr van Der Westhuizen presented the asset report. A large branch is down on the village field and elder saplings are growing under many trees. These require removing. Work party will tackle once ivy removal has been completed.</p> <p>(e) Grass Cutting v Budget. NLC have offered an additional £230 funding towards parish devolution grass cutting. This will allow 8 cuts to be made in a season allowing a ‘break even’ figure for the Parish.</p> <p>(f) Coleby Bus Shelter. Presentation by the Lions took place Friday 29<sup>th</sup> March. Photos added to Web site and social media</p> <p>(g) In Bloom Grant. NLC have awarded £435 towards community sustainable planting and 3 new wood planters. <b>Resolution passed.</b> Clerk to purchase 3 wood planters followed by plants. Proposed Cllr Williams. Seconded Cllr Duck</p> <p>(h) Winteringham Lane public right of way – path still impassible due to flooding. Clerk reported that NLC are looking into installing a board word but the work cannot be done until the waters have receded</p> <p>(i) Correspondence received from a resident concerning parking on the village field. The barrier was opened for walkers to park on the field – very last-minute request. Cllr Dent opened the barrier. No apparent damage to the grass. Cllr Dent to respond to residents concerns. <b>AP230404:03</b></p> <p>(j) Football Pitch. A resident discussed the pitch recently with the clerk. The resident will re mark out the pitch so that the lines are not lost, in case there are any more football enquiries. The lining machine will be returned to the council shed along with the paint once this has been completed.</p>	<p><b>going</b></p> <p>AP230111:03  Cllr Dent  (door) <b>On-going</b></p>
<p><b>10. Cemetery</b></p> <p>In view of the recent correspondence received regarding grass cutting etc, several matters require examination.</p> <p>Burial/internment price matrix need re-evaluating, re-pricing and making clearer. Clerk to provide <b>AP230404:04</b></p> <p>Levelling of graves – WH+C agreement requires updating. If the PC are to take on board levelling (after 2 years) costs need to be incorporated into price matrix</p> <p>Ornaments in cemetery</p> <p>Graves – leasehold/ownership? Cllr Dent to action <b>AP230404:05</b></p> <p>The above are all sensitive subject – each issue is to be tackled singularly in separate meetings to a conclusion.</p>	
<p><b>11. Finance</b></p> <p>To approve and sign the March 2024 financial information as follows;</p> <ul style="list-style-type: none"> <li>• March (year end) 2024 Bank statements</li> <li>• Summary receipts and payments March (year end) 2024</li> <li>• Bank (year end) reconciliation March 2024</li> </ul>	

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Date and invoice reference	Company	Reason for invoice	Amount	
01/04/2024 13990332555	NLC	Cemetery Annual rates	£33.18	
31/03/2023	Clerk	March Salary and expenses	£169.57	
April	HMRC	Quarter 4 PAYE payments	£114.00*	
<p><b>Resolution passed.</b> Financial reports and payments checked and approved by full council. Proposed Cllr Van Der Westhuizen; Seconded Cllr Clough            Year End bank balance £5723.13            VAT claim – £589.24 refund 10<sup>th</sup> March 2024            NLC Speeding grant received £3500.00            Cllr Dent -Government Gateway ID. Information provided however clerk needs to speak with previous admin person <b>AP230404:06</b>            Virgin online banking – Clerk needs to be admin person. Cllr Van der Westhuizen to provide ID information to Cllr Dent <b>AP230404:07</b>            New Virgin online reserve - Clerk to chase</p>				<p>AP231207:05 Cllr Dent (admin) <b>On-going</b>             AP240301:04 Clerk Virgin account <b>on going</b></p>
<p><b>12. Projects</b>            Speeding SID – Sign installed Whitton Road. Statistics being monitored and reported monthly. Sign is to be rotated around parishes when battery requires replacing. Clerk to check with Morlock as to battery life. <b>Post meeting follow up.</b> Information received from supplier and circulated to all councillors            The PCC do have funding available 50% towards the cost of the purchase of speeding signs. The council discussed the purchase of another SID however it was decided to keep with one sign at present. <b>Resolution passed</b> Proposed Cllr Duck; seconded Cllr Spellman. To be revisited at a later meeting.</p>				
<p><b>13. Kyanite – website</b>            Nothing to discuss</p>				
<p><b>14. Planning</b>            Nothing to discuss</p>				
<p><b>15. Correspondence</b>            Mrs Smith – Bin emptying. Clerk provided bin liners to Mrs Smith. Bin emptying duties being shared            Mr Kersch – Grass cutting. Clerk advised resident contractor to attend within 2 weeks. Contractor attended W/c 1<sup>st</sup> April 2024            Mr Hodson – Village Field Parking</p>				
<p><b>16. St Etheldredas Church</b>            Services;            April 28<sup>th</sup> 11.15 Holy Communion            May 26<sup>th</sup> 11.15 Holy Communion            June 23<sup>rd</sup> 11.15 Holy Communion            Damaged trees have been removed; logs etc require clearing from field</p>				
<p><b>17. Village Hall</b>            Fashion Show 14<sup>th</sup> March – well supported – over £250 raised            Easter Egg Hunt 31<sup>st</sup> March – Lots of children around the village very enjoyable day            Car Boot sale 21<sup>st</sup> April</p>				



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<p>Thursday 6<sup>th</sup> June Beacon Lighting and music at the hall          7<sup>th</sup>/8<sup>th</sup> June D-Day Celebrations – more information to follow          6<sup>th</sup> July Annual BBQ          14<sup>th</sup> September Race Night</p>	
<p><b>17. Minor items</b></p> <p>Newsletter – April draft newsletter circulated. VH committee to approve at their next meeting. Cost for 150 copies b/w £37.50. <b>Resolution passed</b> Cost accepted. Proposed Cllr Williams; seconded Cllr Spelman. Cllr Clough to assist with payment and collection when newsletters available to collect.</p> <p>St Etheldredas Church £15 – VH committee £10.00 – payments received towards January printing costs. The Parish Council would like to express their thanks for the donations.</p> <p>Clerk – revised contract. Cllr Dent re-checking hourly rate against NALC SPC levels and monthly contracted hours. Once examined to circulate to all councillors for agreement</p> <p><b>AP230404:08</b></p> <p>Social Media Policy – Clerk has circulated. <b>Resolution passed</b> policy accepted. Proposed Cllr Williams; seconded Cllr Clough</p> <p>Cllr Duck enquired if it were possible to install a mirror at Churchside junction. Council explained this issue had been previously raised and NLC will not allow a mirror to be erected</p> <p>Storage shed – requires a new combination lock purchasing. Cllr Williams to organise</p> <p><b>AP230404:09</b></p>	
<p><b>18. Agenda for next and future meetings.</b></p> <p>Cemetery          LLFA Flooding</p>	
<p><b>19. Next Meeting</b></p> <p>Date of next meeting subject to change          Parish Assembly 7<sup>th</sup> May 2024 18.30          Annual Parish Meeting 7<sup>th</sup> May 2024 18.45 West Halton and Coleby Village Hall.          In the absence of any other matters the meeting closed at 20.30</p> <p><u>Closed action points</u></p> <p>AP230706:10 Cllr Clough – Ongo          AP240301:01 Clerk – Contact Grove          AP240301:03 Clerk – Arrange date with Lions          AP240201:08 Cllr Ogg – Grass cutting          AP230111:07 Cllr Dent – payment calendar          AP230401:05 Clerk – Follow up speeding grant information          AP240301:06 Cllr Dent – Clerk contract          AP240301:08 Clerk – Forms          AP240301:07 Clerk – Forms to NLC          AP240201:17 Clerk – Social Media policy          AP231207:04 Cllr Dent – Government Gateway information</p> <p>Accepted and signed as a true record of business transacted;</p> <p>Signed ..... Date..... Position.....</p>	