



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Thursday 13th June 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 Marina Spellman	West Halton and Coleby Councillor
Cllr Sam Duck	West Halton and Coleby Councillor
Cllr H Rowson	North Lincolnshire Ward Councillor

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

<p>240613:01 Receive apologise for absence and approve reasons for absence Apologies were received from Ward Councillors Marper, Ogg and WH+C Cllr Van Der Westhuizen.</p>	
<p>240613:02 Declarations of interest Agenda point – Clerk. Agenda 240613:11 Financial interest – personal reimbursement (a) No dispensations granted.</p>	
<p>240613:03 Minutes The minutes of the Meeting held on 2nd May 2024 were accepted and signed as a true record of business transacted. Proposed Cllr Spellman; seconded Cllr Clough</p>	
<p>240613:04 Reports from Ward Councillor(s) Cllr Rowson reported no significant activities</p>	
<p>240613:05 Policies and procedures NALC model financial standing orders 202 – revised publication May 2024. Cllr Clough asked clerk to make amendments AP240613:01 Financial reserve policy. Policy reviewed and accepted by council. Proposed Cllr Duck seconded Cllr Williams Privacy notice policy – clerk needs to amend and send to Cllr Clough for review AP240613:02</p>	
<p>240613:06 Highways, footpaths and PROW</p> <p>(a) Road surfaces and footpaths</p> <ol style="list-style-type: none"> i. FS5093229404 – Coleby Road junction bollards - mended ii. FS545707590 - Alkborough Road Sign - mended iii. FS573119675 - White House Lane missing Street light. New light in place and working iv. FS597840069 - Alkborough Lane Fly tip/bridleway entrance - cleared <p>(b) LLFA NLC. Cllr Williams has mapped one branch of WH beck. Report needs sending to LLFA. Second branch of beck requires mapping (towards Alkborough). Cllr Spellman noted that no flooding had taken place down Water Lane recently. Road sweeper needs to clean Water lane otherwise silt etc will re block drains.</p> <p>Walker Close – work completed. Removal of old blocked pipe, new pipe and soak away installed. Walker Close residents to monitor success.</p> <p>(c) Whitton road sign and planter damage. Sign has been reinstated. Cllr Dent has not received responses from suppliers. Cllr Duck suggested a different supplier. Action point transferred to Cllr Duck AP240613:03</p> <p>(d) Winteringham Lane – Community Payback. Application forms reviewed and approved by council. Resolution passed Proposed Cllr Spellman seconded Cllr Duck. Clerk to return forms to contact for signature. Need a trailer/container for waste removal. Cllr Williams to speak with resident. AP AP240613:04 Clerk AP AP240613:05 Williams</p> <p>(e) Dog Fouling/litter signs – New replacement signs received from NLC and placed around both villages. Tradewatch signs installed. X 2 ‘pass slow and wide’ signs installed at Coleby</p>	<p>AP24050:02 Cllr Williams (mapping) On going</p>

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<p>(f) Road sweeper visited 3rd June and cleaned around village. Winteringham Lane and Water Lane not cleaned</p> <p>(g) SID sign. Cllrs Williams and Clough re sited SID sign from Coleby centre to Coleby road pole. Battery changed</p>	
<p>240613:07 Butchers Arms Public house owner has stated area for sale is area included within the community asset registration, but the sale advert shows differently. Does this include the right of way to the east of the pub? Cllr Dent to speak with owner and once clarification received Cllr Dent will E mail community interested people. AP240613:06</p>	
<p>240613:08 Village Services</p> <p>(a) Coleby Defib. Grant application with NLC- awaiting decision.</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. NPG have contacted the Clerk. NPG are aware and work will be carried out as soon as it is possible. Complaint number 231221-014698. Clerk to monitor</p> <p>(e) Village Hall Ownership/ Cemetery/Allotments. Lawlincs did not have any relevant information. Land registry shows cemetery registered to North Lincolnshire Council. Clerk to speak with NLC. AP240613:07. No registration for allotments. Cllr Dent continuing to work on this point. Village Hall ownership still under investigations.</p>	<p>AP230111:21 Cllr Dent (solar) on-going</p> <p>AP230404:06 Cllr Dent (Powergen) on-going</p> <p>AP240201:07 Clerk (N/PG) on-going</p> <p>AP240201:02 Cllr Dent (VH/allotment ownership) On-going</p>
<p>240613:09 Village field, playground and public areas</p> <p>(a) Ivy Clearance complete. Two very difficult sections to be tackled with larger machinery later during wall repairs. In the meantime council will keep growth under control</p> <p>(b) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain.</p> <p>(c) Telephone box – door to fit – Cllr Dent</p> <p>(d) Village Field Wall repairs – still on hold (funds maybe required on other more urgent projects) Possible thoughts on steps and disabled ramp along Churchside (subject to extra funding)</p> <p>(e) Asset inspections/ asset location. Strimmer – Clerk allotment shed. Speed sign spare batteries – Clerks residence. Asset inspections – some weeds in play area need clearing; village field perimeter requires cutting down. Resolution passed Proposed work party July w/c 1st July. To firm up nearer date Cllr Williams AP240613:08</p> <p>(f) In Bloom Grant. Completed application form returned to NLC. Grant payment of £435 received</p>	<p>AP230706:01 Cllr Ogg (Shelter) On-going</p> <p>AP230111:03 Cllr Dent (door) On-going</p>
<p>240613:10 Cemetery Dillon family – complaint received concerning removal of flowers. Cllr Clough spoke with residents Mrs Hoeft – complaint concerning grass cutting. Mrs Hoeft is placing small vases around their family plot so that no damage will occur in the future. Cllr Clough recommended to invite resident to PC meeting if any future damaged occurs</p>	

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<p>All future internments must follow the cemetery regulations Resolution passed Proposed Cllr Williams seconded Cllr Duck Clerk received a request for cremation internment – forms and regulations sent Levelling of graves. Cllr Williams to provide list of internments that require levelling Graves – leasehold/ownership? Cllr Dent (linked in with allotment/Village Hall ownership)</p>	<p>AP240502:06 Cllr Williams (list) on going</p>																																			
<p>240613:11 Finance To approve and sign the May 2024 financial information as follows;</p> <ul style="list-style-type: none"> • May 2024 Bank statements • Summary receipts and payments May 2024 • Bank reconciliation May 2024 <p>Payments approved by council Resolution passed Proposed Cllr Williams seconded Cllr Duck</p> <table border="1" data-bbox="188 701 1120 1267"> <thead> <tr> <th>Date and invoice reference</th> <th>Company</th> <th>Reason for invoice</th> <th>Amount</th> <th>Authorisation</th> </tr> </thead> <tbody> <tr> <td>26/04/2024 Inv 15856</td> <td>Glover</td> <td>Year end Account audit – previous invoice was incorrect</td> <td>***£144.00</td> <td>N/A</td> </tr> <tr> <td>06/05/2024 Inv 8378</td> <td>Kyanite</td> <td>SSL Certification</td> <td>£64.61</td> <td>Cllr Dent/Clough</td> </tr> <tr> <td>20/05/2024 Inv 8382</td> <td>Kyanite</td> <td>Adding policies to website</td> <td>£24.00</td> <td>Cllr VD Westhuizen/Dent</td> </tr> <tr> <td>28/05/2024 Inv 424</td> <td>Grove Groundwork service</td> <td>Verges and PROW cutting</td> <td>£770.00</td> <td>Cllr Clough/VD Westhuizen</td> </tr> <tr> <td>31/05/2024</td> <td>Clerk</td> <td>May salary and reimbursement (petrol)</td> <td>£228.24</td> <td>Cllr Clough/VD Westhuizen</td> </tr> <tr> <td>31/05/2024</td> <td>Mr V Oliver</td> <td>Manufacture of village beacon</td> <td>£119.35</td> <td>Cllr VD Westhuizen/Dent</td> </tr> </tbody> </table> <p>*** Inv 14856 Glover – additional £20.00 paid on line banking Virgin online banking Glover 2024-2024 audited accounts report received, accepted and signed. Resolution passed Proposed Cllr Williams seconded Cllr Spellman. Virgin Bank additional administrator – Cllr Dent investigating Additional Virgin current account signatories required - Cllrs Duck, Spellman and Williams. Cllr Dent AP240613:09 New Virgin bank account complete and open. Clerk – council must transfer £3500.00 back from current account to reserve account. Resolution passed Proposed Cllr Dent seconded Cllr Williams Accountable Volunteer Contribution. Cllr Williams reported May total £219.00</p>	Date and invoice reference	Company	Reason for invoice	Amount	Authorisation	26/04/2024 Inv 15856	Glover	Year end Account audit – previous invoice was incorrect	***£144.00	N/A	06/05/2024 Inv 8378	Kyanite	SSL Certification	£64.61	Cllr Dent/Clough	20/05/2024 Inv 8382	Kyanite	Adding policies to website	£24.00	Cllr VD Westhuizen/Dent	28/05/2024 Inv 424	Grove Groundwork service	Verges and PROW cutting	£770.00	Cllr Clough/VD Westhuizen	31/05/2024	Clerk	May salary and reimbursement (petrol)	£228.24	Cllr Clough/VD Westhuizen	31/05/2024	Mr V Oliver	Manufacture of village beacon	£119.35	Cllr VD Westhuizen/Dent	<p>AP231207:05 Cllr Dent (admin) On-going</p>
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<p>240613:12 Projects Community Speedwatch – clerk to investigate how to set up Wall repairs – Clerk to investigate Lottery Grant Funding. Clerk has contacted Heritage England. No work can take place in the protected areas without obtaining permission from HE, Government department and Church commission</p>																																				
<p>240613:13 Kyanite – website SSL Certification in place. Awaiting more information on Gov. domain, e mails and opening of web page so that council can update</p>																																				
<p>240613:14 Planning Nothing to discuss</p>																																				
<p>240613:15 Correspondence Mr Frow – Coleby resident regarding SID sign Carmague Consultation. Company would like to book village hall for community consultation on HCCP project. Date 16th July 2024 15.00 – 21.00</p>																																				



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<p>240613:16 St Etheldredas Church June 23rd 11.15 Holy Communion</p>	
<p>240613:17 Village Hall Thursday 6th June Beacon Lighting – a great success. Saturday 8th June Village Hall afternoon tea. Really enjoyable. The PC would like to express thanks to the VH committee for all the hard work and effort in organising these events and to Mr Oliver for the manufacture of the beacon. Everyone thoroughly enjoyed themselves 13th July Annual BBQ 17th August Summer Camp out on the village field with laser show. Clerk confirmed permission granted from Church Commission</p>	
<p>240613:18 Minor items Clerk – revised contract. Contract in place and signed by both parties. Pay scale increased to NALC SPC13 £13.73 per hour. 16 hours per month. Resolution passed Proposed Cllr Dent seconded Cllr Clough July Newsletter – Council agreed costs for printing £37.50 Resolution passed Proposed Cllr Spellman seconded Cllr Duck</p>	
<p>240613:19 Agenda for next and future meetings. No points raised</p>	
<p>240613:20 Next Meeting Date of next meeting subject to change Thursday 4th July 2024. In the absence of any other matters the meeting closed at 20.15 <u>Closed action points</u> AP240201:03 Clerk Street light AP230511:09 Clerk Bollards AP240201:04 Clerk Dog signs AP230907:06 Cllr Clough Ivy work party AP230404:08 Cllr Dent New clerk contract AP240502:10 Clerk Log SID Sign serial number AP240502:04 Clerk Village Beacon AP240502:05 Clerk Update cemetery regulations AP240502:08 Clerk Virgin forms AP240502:09 Clerk Accountable savings form AP240404:03 Cllr Dent resident parking AP240502:07 Cllr Dent/Wiliams cemetery AP240301:01 Clerk Community Pay back AP240502:03 Cllr Dent contact Butchers Arms owner AP240201:05 Cllr Dent planter price</p> <p>Accepted and signed as a true record of business transacted;</p> <p>Signed Date..... Position.....</p>	