



**WEST HALTON AND COLEBY PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Thursday 1<sup>st</sup> August 2024 at 18.30 – venue West Halton Village Hall**

**Present**

Frances Altoft	Clerk
Cllr Charles Dent	Chair
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 R Ogg	North Lincolnshire Ward Councillor (left 19.30)
Cllr E Marper	North Lincolnshire Ward Councillor (Left 19.30)

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

<p><b>240801:01 Receive apologise for absence and approve reasons for absence</b>          Apologies were received from Ward Councillor H Rowson, and WH+C Cllrs Spellman and Duck          Quorate 4 councillors present.</p>	
<p><b>240801:02 Declarations of interest</b>          Agenda point – Clerk - Agenda 240801:10 Finance - Personal interest – Monetary reimbursement          Agenda point 240801:10; Clerk / Cllr van Der Westhuizen - Grove quotation allotment gate – personal – allotment holders  <b>(a) No dispensations granted.</b></p>	
<p><b>240801:03 Minutes</b>          Amendment to the minutes. 240704:17 (d) – addition of newsletter price £37.50. The amended minutes of the Meeting held on 4<sup>th</sup> July 2024 were accepted and signed as a true record of business transacted. Proposed Cllr Van Der Westhuizen; seconded Cllr Williams</p>	
<p><b>240801:04 Reports from Ward Councillor(s)</b>          Cllr Marper thanked WH+C PC for installing ‘wide and slow’ signs in both villages. Lots of Ragwort around – does this need reporting?          WH+C councillors expressed their grateful thanks to Cllr Ogg for the assistance with removing the bags of waste from Winteringham Lane, after the Community Pay back teams had finished their work.          Cllr Williams asked for an update on the sale of Coleby Hall and surrounding buildings. Cllr Ogg advised that the situation is unclear at present. The outbuildings, even though dilapidated are listed.</p>	
<p><b>240801:05 Highways and footpaths</b></p> <p>(a) Coleby Road: Clerk to investigate programme of works with NLC. NLC road sweeper – Clerk to advise NLC Winteringham lane has been cleared and needs sweeping in the future  <b>AP240801:01</b></p> <p>(b) Whitton road – Supplier has collected planter. Cllr Duck to chase with supplier <b>AP240801:02</b></p> <p>(c) Community Payback (CP). Councillors visited Winteringham Lane residents in advance of CP teams’ arrival. No objections were raised. CP Teams attended 28<sup>th</sup> July 2024 and did an excellent job in cutting back Winteringham Lane hedges, clearing the footpaths and road kerbs of all vegetation. Clerk has contacted CP co-ordinator to express the councils’ appreciation. Positive feedback has been received from several residents with regards to the standard of workmanship, the behaviour of the attendees and the speed at which the teams worked. CP co-ordinator would like to include WH+C positive comments in their September newsletter. <b>Resolution passed.</b> Council agreed. Proposed Cllr Clough seconded Cllr Williams.</p> <p>Future proposed projects for the CP teams; strim and tidy village field boundary/around trees/ re cut footpath grass edges Winteringham Lane, Churchside, Coleby. Cllr Ogg requested for the village mound to be strimmed. Council voted 3/1 in favour of mound being strimmed.</p> <p>Clerk advised council that the CP team have advised availability for more projects in the next</p>	

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<p>couple of months, however council may have to take some high-risk personnel. High risk defined as follows; <b>extract from CP co-ordinator E mail;</b></p> <p><i>Some of our People on Probation are assessed to present a high risk of serious harm.</i></p> <p><i>Some examples would be that the risk would be towards a specific individual, for example a current or recent partner with whom there has been a serious incident of domestic abuse. In this situation, that would mean that contact with that individual would very likely result in serious harm being caused through physical or emotional means. However, the risk in this case would be confined to intimate partners and not the general public.</i></p> <p><i>An individual could present a high risk of serious harm towards children, with this usually reserved for those presenting a risk of sexual harm.</i></p> <p><i>An individual could then be assessed to present a high risk of harm towards the public, be this emotional or physical harm, due to them carrying out a number of violent offences against indiscriminate members of the public.</i></p> <p><b>CP co-ordinator suggests that we would not consider placing the latter two to this project, due to the (Parish Council) concerns raised.</b></p> <p>Council discussed the above proposal and voted to accept only the first category of high-risk person (i.e. to a specific individual not general public) providing that the identified individual at risk did not live in West Halton or Coleby</p> <p><b>Resolution Passed;</b> request CP teams to carry out further work. Proposed Cllr Williams; seconded Cllr Van Der Westhuizen. Clerk to contact CP co-ordinator to arrange another project team <b>AP240801:03</b></p> <p>(d) LLFA NLC. Coleby road work outside The Old rectory has been completed. Council to monitor during wet weather to see if there is any improvement. Cllr Williams stated that WH+C PC have requested on two occasions ‘flood signs’ so that the PC can deploy them. Cllr Ogg will assist. Cllr Williams to map second portion of beck and Water Lane.</p>	<p>AP24050:02 Cllr Williams (mapping) <b>On going</b></p>
<p><b>240801:06 Butchers Arms</b></p> <p>(a) No community group has been established and the time period has now elapsed on the community registered asset. Cllr Dent advised that the owner stated that he had someone interested in purchasing the building. Comments present on social media concerning revised opening hours and continuation of trade for a further 6-month period.</p>	
<p><b>240801:07 Village Services</b></p> <p>(a) Coleby Defib. Grant funding received. De-fib delivered to Clerk’s residence. Clerk has contacted electrician to arrange installation and has kept Coleby resident aware of latest developments. Clerk has sent funding update report to NLC. Once installed the Defib will need registering on the National Defib log and a regular inspection routine needs to be defined. Cllr Williams suggested that the PC looks at purchasing another defib for WH – to be located around the White House Lane area. Subject to be re visited at a later date</p> <p>(b) Solar Farm – Cllr Dent – No response received matter closed</p> <p>(c) Northern Powergen – Cllr Dent No response received matter closed.</p> <p>(d) Northern Powergen – Water Lane Trees. Complaint number 231221-014698. Contractor visited WH+C 22<sup>nd</sup> July 2024 to arrange authorisation for tree work. Clerk signed off work for</p>	

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<p>village field. Contractor checked trees down Water Lane, Village Field, Churchside and Winteringham Lane. Power will have to be turned off when work commences. Residents will be information by letter. 12-week minimum lead time for the work to commence due to requests for road closures etc. Clerk to advise Savills on work <b>AP240801:04</b></p> <p>(e) Village Hall ownership/cemetery/allotments.</p> <p>Village Hall. VH Committee has provided PC with a copy of the lease. If the VH were to cease to function as a charity, the ownership would pass back to the charity commission. Could WH+C PC take ownership if the VH ceased to function? Cllr Dent to check.</p> <p>Allotments. Cllr Dent has requested a Land Registry (LR) search on the land surrounding the allotment field. Cllr Dent has obtained LR documents; ‘Adverse Possession’ (‘squatters rights’) and ‘First registration’ (if deeds have been lost). Cllr Dent will complete relevant form based upon the results of the LR search. Clerk to forward minute records on field rents to Cllr Dent <b>AP240801:05</b></p> <p>Cemetery ownership. Clerk forwarded Land Registry document to NLC. Andy Tate (NLC) confirmed that document showed NLC are the owners of the land, therefore technically NLC internment charges should apply and NLC should maintain the area. Cllr Dent asked council if WH+C wished to take ownership of the cemetery as this way WH+C PC would be able to keep control of everything. Council did not vote on this decision as situation is still unclear. Cllr Ogg to invite Mr John Kidner from NLC to attend WH+C PC September meeting to assist with clarifying the ownership etc.</p> <p>Clerk raised 3 questions with NLC</p> <ol style="list-style-type: none"> <li>1. Maintenance. WH+C currently pay for grass cutting. Andy Tate confirmed additional devolved grass cutting payment of £387pa to cover the costs.</li> <li>2. Rates. WH+C have been paying rates on the land for many years – why? – when NLC own the land. Clerk has checked rate payments – since 2010 over £200 has been paid to NLC</li> <li>3. If NLC own the land, who is responsible for setting charges/ arranging internments/ who receives the income from the internments. Clerk to investigate with NLC <b>AP240801:06</b></li> </ol>	<p>AP240201:02 Cllr Dent (VH/allotment ownership) <b>On-going</b></p>
<p><b>240801:08 HCCP Consultation</b></p> <ol style="list-style-type: none"> <li>(a) Attendance – over 70 residents attended</li> <li>(b) Councillors expressed concerns over the lack of knowledge within the consultation team. Cllr Clough extremely concerned as the proposed 40m trench is very close to many buildings in West Halton. Several residents raised concerns over CO<sub>2</sub> transportation and the dangers this could create. Clerk has contacted other PCs who are affected to request their feedback and concerns. Council needs to enter feedback onto consultation web page. Clerk to draft and circulate to council for approval prior to submitting to web site. <b>AP240801:07</b></li> </ol>	
<p><b>240801:09 Village field, playground and public areas</b></p> <ol style="list-style-type: none"> <li>(a) Village Field tidy – now with CP teams</li> <li>(b) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain.</li> <li>(c) Telephone box – door to fit – Cllr Dent to action w/c 5<sup>th</sup> August</li> <li>(d) Asset inspections/ asset location. Strimmer – Clerk residence. Speed sign spare batteries – Clerks residence. Cllr Van Der Westhuizen submitted asset inspection report. No major issues. Water Lane roadsides need a</li> </ol>	<p>AP230706:01 Cllr Ogg (Shelter) <b>On-going</b></p> <p>AP230111:03 Cllr Dent (door) <b>On-going</b></p>

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<p>sweep up.</p> <p>(e) Playground inspection. NLC report received. Recommendations to replace child’s swing due to taped up handle. Council to re check and ensure that tape is still in place and safe. Cllr Williams <b>AP240801:08</b></p> <p>(f) Wall Repairs. Clerk to investigate National Lottery Heritage grant funding.</p> <p>(g) SID sign – moved back to Whitton Road location. 85% percentile from Coleby approach road was extremely high. Clerk to send information to NLC <b>AP240801:09</b></p>																																				
<p><b>240801:10 Finance</b>          To approve and sign the July 2024 financial information as follows;</p> <ul style="list-style-type: none"> <li>• Summary receipts and payments July 2024</li> <li>• Bank reconciliation July 2024</li> <li>• Receipts and payments v Budget July 2024</li> <li>• July Bank statements</li> </ul> <p><b>Resolution passed.</b> Payments agreed Proposed Cllr Clough seconded Cllr Williams</p> <table border="1" data-bbox="256 891 1249 1288"> <thead> <tr> <th>Date and invoice reference</th> <th>Company</th> <th>Reason for invoice</th> <th>Payment method</th> <th>Minute reference</th> <th>Amount</th> <th>Authorisation</th> </tr> </thead> <tbody> <tr> <td>04/07/2024</td> <td>Newtons</td> <td>July newsletter</td> <td>DC</td> <td>240704:17 (d)</td> <td>£37.50</td> <td>N/A</td> </tr> <tr> <td>16/07/2024</td> <td>Defib warehouse</td> <td>Coleby Defib</td> <td>DC</td> <td>20240404:08</td> <td>£1452.00</td> <td>N/A</td> </tr> <tr> <td>196` `</td> <td>Grove</td> <td>Replace WH Sign and re site concrete base</td> <td>BACS</td> <td>N/A</td> <td>£150.00</td> <td>Cllr Dent/Williams</td> </tr> <tr> <td>31/07/2024</td> <td>Clerk</td> <td>July salary and expenses</td> <td>BACS</td> <td>N/A</td> <td>£216.66</td> <td>Cllr Duck/Van Der Westhuizen</td> </tr> </tbody> </table> <p>HP Printing. Clerk is invoiced monthly. Council agreed to pay quarterly in arrears; January; April; July; October. Cost £5.49 inc VAT (100 pages)</p> <p>HMRC Q1 Payment confirmed as £44.95</p> <p>Virgin Bank additional administrator – Cllr Dent presented more forms to sign. Clerk and Cllr Van Der Westhuizen need to provide proof of residency</p> <p>Virgin App set up – Cllr Spellman still to action</p> <p>Accountable volunteer contribution savings July. Cllr Williams presented report – voluntary council contributions (plus CP team) valued at £635.00 based on £10 per hour per person</p> <p>Quotation from Grove to mend allotment gate. 3 options £260 tanalised Timber post; £290 Oak Post; £320 galvanised steel pole. <b>Resolution passed</b> Proposed Cllr Clough; seconded Cllr Williams – steel pole was agreed via E mail communications.</p> <p>Hiscox annual insurance renewal questionnaire. <b>Resolution passed</b> Proposed Cllr Williams, seconded Cllr Dent. Increase values on categories as follows</p> <ul style="list-style-type: none"> <li>• Outside equipment – was £0 increase to £500</li> <li>• Street Furniture – was £15000 increase to £21500</li> <li>• Gates and fences – were £0 increase to £2600</li> <li>• Mowers and Machinery – was £0 increase to £500</li> <li>• Sports equipment – was £0 increase to £2200</li> </ul> <p>Total to be insured increased from £68.000 to £80.300. Wall separately stipulated as £50.000</p> <p>Clerk has submitted VAT reclaim - £313.91</p>	Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation	04/07/2024	Newtons	July newsletter	DC	240704:17 (d)	£37.50	N/A	16/07/2024	Defib warehouse	Coleby Defib	DC	20240404:08	£1452.00	N/A	196` `	Grove	Replace WH Sign and re site concrete base	BACS	N/A	£150.00	Cllr Dent/Williams	31/07/2024	Clerk	July salary and expenses	BACS	N/A	£216.66	Cllr Duck/Van Der Westhuizen	<p>AP231207:05          Cllr Dent (admin) <b>On-going</b></p> <p>AP240704:05          Cllr Spellman (Virgin) <b>On-going</b></p>
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<p>Arnold Clark Grant Funding. Clerk has obtained £200. To be ear marked for planting/ trellis work for community planting around village field. Clerk to order plants, using Council debit card and liaise with VH committee. <b>Resolution passed</b> Proposed Cllr Williams seconded Cllr Clough</p>	
<p><b>240801:11 Projects</b></p> <ul style="list-style-type: none"> <li>(a) Community Speed watch – clerk to investigate how to set up</li> <li>(b) Village Field Car Park re vamp. Cllr Williams presented proposal to erect small wood fence around car park and a height barrier over the current external barrier. Council discussed the possibility of leaving the barrier open more of the time, especially during school summer holidays, so that families/ football players could park on the car park area. Council would need 3 quotations for the work and the work would have to be grant funded. Project discussions to continue at future meetings</li> </ul>	
<p><b>240801:12 Correspondence</b></p> <p>Mr Townend – allotment gate          Mr Kersh – concerns over HCCP          NATS- Domestic violence questionnaire          Insurance questionnaire          NATS agenda and minutes          Correspondence received since agenda issued;          PA/2023/1026 Application appeal (Traveller site Winterton)          Year of Walking 2024. Cllr Dent suggested that the council contacted NLC to see what this involves.          Clerk to action <b>AP240801:10</b>          NLC Forth Coming meetings          NLC Standards Committee</p>	
<p><b>240801:13 St Etheldredas Church</b></p> <p>28<sup>th</sup> July Holy Communion – 12 attendees          No August service          22<sup>nd</sup> September Harvest Theme service, light refreshments after service (in conjunction with Scarecrows)          1<sup>st</sup> December Candle lit carols in conjunction with village Hall</p>	
<p><b>240801:14 Village Hall</b></p> <p>17<sup>th</sup> August Family Day including camp out on village field with laser show          14<sup>th</sup> September Race Night – date provisional          21<sup>st</sup>/22<sup>nd</sup> September Scarecrow weekend in conjunction with Church Service          20<sup>th</sup> October Car boot sale          31<sup>st</sup> October Halloween party          24<sup>th</sup> November Christmas Craft Fayre          1<sup>st</sup> December Christmas Light switch on in conjunction with Church carols          8<sup>th</sup> December Christmas Lunch</p>	
<p><b>240801:15 Minor items</b></p> <p>July newsletter feedback – some disappointment from residents that pictures were not shown in colour. Cllr Dent suggested displaying a colour version on the web page and putting the link into the next newsletter. Council agreed that this was an excellent idea. Clerk to arrange          Council agreed to keep newsletter as is (no advertising). If adverts were to be added to help cover the cost of the printing, then more pages would be needed and then cost would increase – not viable.</p>	
<p><b>240801:16 Agenda for next and future meetings.</b></p> <p>Cllr Williams – village field car park stays on agenda under projects</p>	



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<p><b>240801:17 Next Meeting</b>  Date of next meeting subject to change Thursday 5<sup>th</sup> September 2024 18.30. In the absence of any other matters the meeting closed at 20.20</p> <p><u>Closed action points</u>  AP240704:02 Clerk Concrete base  AP240613:05 Cllr Williams trailer  AP240613:06 Cllr Dent Community group  AP230111:21 Cllr Dent Solar Farm  AP230404:06 Cllr Dent NPG  AP240201:07 Clerk NPG Trees  AP240704:04 Clerk Playground inspection  AP240704:03 Clerk NLC cemetery  AP240704:06 Clerk Advise councils on HCCP  AP240704:07 Clerk Contact Grove</p> <p>Accepted and signed as a true record of business transacted;</p> <p>Signed ..... Date..... Position.....</p>	
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