



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Thursday 5th September at 18.30 – venue West Halton Village Hall

Present

Frances Altoft	Clerk
Cllr Ian Williams	West Halton and Coleby Councillor
Cllr Sam Duck	West Halton and Coleby Councillor
Cllr Janet Van Der Westhuizen	West Halton and Coleby Councillor
Cllr Marina Spellman	West Halton and Coleby Councillor
Cllr R Ogg	North Lincolnshire Ward Councillor (left 19.30)
Abbreviations; NLC – North Lincolnshire Council	VH – Village Hall
WH&CPC – West Halton and Coleby Parish Council	

<p>240905:01 Receive apologise for absence and approve reasons for absence Apologies were received from Ward Councillor H Rowson, E Marper, and WH+C Cllrs Clough and Dent. Quorate 4 councillors present. As both the Chair and Vice Chair were not present, Cllr Duck was nominated to act as temporary chair. Resolution passed Proposed Cllr Williams, seconded Cllr Spellman</p>	
<p>240905:02 Declarations of interest Agenda point 240905:07 (d) Clerk / Cllr van Der Westhuizen – Personal – Allotment holders (a) No dispensations granted.</p>	
<p>240905:03 Minutes The minutes of the Meeting held on 1st August 2024 were accepted and signed as a true record of business transacted. Proposed Cllr Van Der Westhuizen; seconded Cllr Williams</p>	
<p>240905:04 Reports from Ward Councillor(s) NLC have requested that residents and council respond to the proposed changes to Government Planning rules via the online survey; available via the NLC web page. Cllr Ogg asked if the council would like the cemetery hedge lowering by one metre as a local farmer has offered to trim the hedge FOC. Council agreed to take this offer up Resolution passed Proposed Cllr Spellman seconded Cllr Duck. Still bad fly tipping in the area, especially at the bottom of Thealby Hill.</p>	
<p>240905:05 Highways and footpaths</p> <ul style="list-style-type: none"> (a) FS640115679 (wasFS635981829) Fridge fly tip West Halton Hill. Re reported 20/08/2024. Clerk advised that original report had been reported as ‘work completed’, but the fly tip has not been removed. New case logged – still awaiting clearance (b) FS640120775 – PROW WHA21 – damaged finger post. Reported and now mended (c) FS640421368 – Winteringham Lane Potholes. Council have inspected awaiting repair (d) Whitton road planter - Cllr Duck advised that the supplier has offered to shotblast and powder coat for an extra £50.00. Total cost £250.00. Resolution passed Proposed Cllr Duck seconded Cllr Williams. Cllr Duck to confirm to supplier (e) FPWH313 board walk. NLC still to install. Clerk monitoring (f) LLFA – Water lane requires mapping (g) Road sweeper. Winteringham Lane has been cleared. Cllr Spellman requested for Water Lane to be added to sweeping programme. There are kerbed areas down Water Lane so this area should be covered by NLC. Clerk to check with NLC AP240905:01 	<p>AP240801:02 Cllr Duck (planter) on-going</p> <p>AP24050:02 Cllr Williams (mapping) On going</p>
<p>240905:06 Butchers Arms (a) No further information nor updates received</p>	

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<p>240905:07 Village Services</p> <p>(a) Coleby Defib. Installed and working. Many thanks again to Coleby resident for allowing installation on their property and to electrician for installation. Clerk has sent completed project report to NLC to claim grant funding.</p> <p>(b) Northern Powergen – Water Lane Trees. Complaint number 231221-014698. Tree work still to be carried out. Road closure showing on One Network 30/10/2024 Coleby Road</p> <p>(c) Village Hall ownership/cemetery/allotments.</p> <p>Village Hall – still under investigation</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.</p> <p>Cemetery ownership. Cllr Ogg has made enquiries however the situation is still unclear. NLC have responded to Clerks enquiry and meeting has been arranged @ NLC 02/10/2024 16.00 Council needs to take following points to meeting;</p> <ul style="list-style-type: none"> • Minuted points relating to when cemetery land was purchased from the Church Commission • Land registry document showing NLC ownership • Proof of rates paid • Cost of maintenance • Cemetery burial rates • Registration of internments • Reserved future plots for internments <p>Decisions?</p> <ul style="list-style-type: none"> • Does WH+CPC want to take over responsibility – lease? What is on offer from NLC? • Does WH+CPC want NLC to keep ownership <p>(d) Allotments. Resident has requested a plot. Plot assigned at far end adjacent to plots 7+8. Plot 18. Resident has been clearing area using council trimmer and purchased brush cutter kit. Cllr Williams proposed that council refund the purchase costs (£30) as the council will be able to use brush cutter for other jobs. Resolution passed Proposed Cllr Williams seconded Cllr Van Der Westhuizen.</p> <p>Post meeting note. Resident has offered to donate items to the Parish Council.</p> <p>Gove have made an excellent job of repairing the gate</p> <p>Cllr Williams proposed council investigate the possibility of mains water supply to allotments and cemetery. Clerk has contacted Anglian Water – survey to take place by 26th September. Quotations would be needed for following</p> <ul style="list-style-type: none"> • Taps (lockable) 3 taps for allotment/one cemetery • Water pipe • Trench work allotments and cemetery; cement and position posts for taps <p>Once quotations received clerk to apply for National Lottery Community grant funding – Cllr Williams AP240905:02</p> <p>Cllr Van Der Westhuizen commented if mains water were connected, allotmenters must continue to conserve water via rainwater capture. Council agreed. To be discussed further, along with revised rents, once costs have been obtained and funding applied for</p>	<p>AP240201:02 Cllr Dent (VH/allotment ownership) On-going</p>
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<p>240905:08 Village field, playground and public areas</p> <p>(a) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain.</p> <p>(b) Telephone box – door to fit – Cllr Dent still to action</p> <p>(c) Community Pay back – second visit. Arranged for 14th September. Cllr Van Der Westhuizen offered to open barrier and be contact person for team. Clerk needs to organise rubbish bags for the team. A lot of moss has grown on external play area tarmac. Clerk to add to list for CP team AP240905:03</p> <p>(d) A.S Stephenson Grass Cutting have given notice on field and cemetery grass cutting contract. Clerk to obtain new quotations AP240905:04</p> <p>(e) Asset inspections/ asset location. Cllr Van Der Westhuizen submitted asset inspection report. Moss on play area (see point c) A lot of rubbish in other areas of the field. Strimmer – Clerk allotment shed. Speed sign spare batteries etc– Clerks residence.</p> <p>(f) Wall Repairs; next repair needs doing asap due to weather etc. Cllr Spellman added possible H+S issue if repairs delayed. Clerk confirmed funds available in budget for repair. Ask Mr Fielding for quotation to complete next section up to barrier opening. AP240905:05</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 AP240801:09</p>	<p>AP230706:01 Cllr Ogg (Shelter) On-going</p> <p>AP230111:03 Cllr Dent (door) On-going</p> <p>AP240801:08 Cllr Williams (swing) On-going</p> <p>AP240801:09 Clerk (advise NLC) On going</p>																																										
<p>240905:09 Finance</p> <p>To approve and sign the August 2024 financial information as follows;</p> <ul style="list-style-type: none"> • Summary receipts and payments August 2024 • Bank reconciliation August 2024 • Receipts and payments v Budget August 2024 • August Bank statements <p>Resolution passed. Payments agreed Proposed Cllr Spellman seconded Cllr Duck</p> <table border="1" data-bbox="205 1408 1222 1939"> <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>24/08/2024 Inv 158</td> <td>Village Hall</td> <td>Meeting room hire June – October 2024</td> <td>BACS</td> <td>N/A</td> <td>£50.00</td> <td>Cllr Williams/Dent</td> </tr> <tr> <td>26/08/2024 Inv 441</td> <td>Grove Groundworks</td> <td>PROW and verge cuts</td> <td>BACS</td> <td>N/A</td> <td>£540.00</td> <td>Cllr Van Der Westhuizen/Cllr Duck</td> </tr> <tr> <td>27/08/2024 Inv 4203269</td> <td>Gallagher</td> <td>Annual Parish Insurance</td> <td>BACS</td> <td>N/A</td> <td>£709.12</td> <td>Cllr Clough/Cllr Van Der Westhuizen</td> </tr> <tr> <td>02/09/2024 Inv 443</td> <td>Grove Groundworks</td> <td>Allotment gate repairs</td> <td>BACS</td> <td>20240801:10</td> <td>£320.00</td> <td>Cllr Williams/Clough</td> </tr> <tr> <td>31/08/2024</td> <td>Clerk</td> <td>August salary and expense</td> <td>BACS</td> <td>N/A</td> <td>£204.28</td> <td>Cllr Duck/Cllr Clough</td> </tr> </tbody> </table> <p>Additional invoice presented after Agenda issued. Kyanite consulting £24.00 Invoice reference 8561.</p>	Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation	24/08/2024 Inv 158	Village Hall	Meeting room hire June – October 2024	BACS	N/A	£50.00	Cllr Williams/Dent	26/08/2024 Inv 441	Grove Groundworks	PROW and verge cuts	BACS	N/A	£540.00	Cllr Van Der Westhuizen/Cllr Duck	27/08/2024 Inv 4203269	Gallagher	Annual Parish Insurance	BACS	N/A	£709.12	Cllr Clough/Cllr Van Der Westhuizen	02/09/2024 Inv 443	Grove Groundworks	Allotment gate repairs	BACS	20240801:10	£320.00	Cllr Williams/Clough	31/08/2024	Clerk	August salary and expense	BACS	N/A	£204.28	Cllr Duck/Cllr Clough	<p>231207:05 Cllr Dent (admin) On-going</p> <p>AP240704:05</p>
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<p>To cover addition of newsletters to web page. Agreed payment Proposed Cllr Duck seconded Cllr Spellman. Authorisation online Cllr Van Der Westhuizen/Cllr Williams</p> <p>Virgin Bank additional administrator – with Cllr Dent Virgin App set up – Cllr Spellman still to action</p>	<p>Cllr Spellman (Virgin) On-going</p>
<p>240905:10 Projects</p> <p>(a) Community Speed watch – clerk to investigate how to set up (b) Village Field Car Park re vamp. Quotations being investigated. Possible Heritage Lottery funding linked in with wall repairs. Project discussions to continue at future meetings</p>	
<p>240905:11 Community Governance Review – Draft recommendations.</p> <p>Following stage one of the review, the Governance Scrutiny Panel have recommended that there be no changes to the arrangements for West Halton and Coleby Parish Council; proposed changes were outlined as follows;</p> <ul style="list-style-type: none"> • Create, merge alter or abolish the parish • Change the name of the parish • Change the electoral arrangements for the parish i.e. the ordinary year of election, council size, the number of councillors to be elected to the council and parish warding, • Group the parish under a common parish council <p>Governance Scrutiny Panel propose to keep 6 councillors and make no changes Clerk to respond on line to the second Community Governance Review Stage 2 AP240905:06</p>	
<p>240905:12 Policy review</p> <p>To review and accept Virement policy. Resolution passed Proposed Cllr Duck seconded Cllr Williams</p>	
<p>240905:13 Kyanite Consulting</p> <p>Clerk proposed council investigate adopting gov.net web page and gov.net E mails. Kyanite can support with these changes. Resolution passed Ask Kyanite to arrange gov.net. Proposed Cllr Williams seconded Cllr Duck. (£120.00+ VAT every 2 years for the domain and additional £20 + VAT for initial set up). Possible funding available to cover the costs. Clerk to investigate possible funding and to respond to Kyanite AP240905:07</p>	
<p>240905:14 Correspondence</p> <p>Community Governance review Invitation to Winterton Civic Service Invitation to Community Governance review Winterton Community Centre</p>	
<p>240905:15 St Etheldredas Church</p> <p>22nd September Harvest Theme service, light refreshments after service (in conjunction with Scarecrows) 1st December Candle lit carols in conjunction with village Hall Wall repairs finally taking place</p>	
<p>240905:16 Village Hall</p> <p>17th August Family Day – extremely successful event with the <u>full</u> backing of the Parish Council. The Village Hall committee would like to express their thanks to the PC and the Church Commission for allowing the event to take place Stem challenges throughout school holidays were well attended 14th September Macmillan Coffee Morning 21st/22nd September Scarecrow weekend in conjunction with Church Service 20th October Car boot sale 26th October Halloween party 24th November Christmas Craft Fayre 1st December Christmas Light switch on in conjunction with Church carols 8th December Christmas Lunch £15</p>	
<p>240905:17 Minor items</p> <p>October newsletter to be printed usual format £35. Resolution passed Proposed Cllr Van Der</p>	



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<p>Westhuizen seconded Cllr Spellman Octopus Energy – proposed wind turbine West Halton Hill. Council agreed that there could be many objections due to smell, impact and noise. Clerk will advise when consultation date announced, and web site opened</p>	
<p>240905:18 Agenda for next and future meetings. Cllr Williams – village field car park - on agenda under projects Cllr Williams - Allotment mains water</p>	
<p>240905:19 Next Meeting Date of next meeting subject to change Thursday 3rd October 2024 18.30. In the absence of any other matters the meeting closed at 20.05 <u>Closed action points</u> AP240801:01 Clerk contact NLC regarding Winteringham Lane AP240801:03 Clerk Community Payback team AP240801:04 Clerk Contact Savills AP240801:05 Clerk send information to Chair AP240801:06 Clerk Investigate with NLC Cemetery ownership AP240801:07 Clerk HCCP response AP240801:10 Clerk Walking NLC</p> <p>Accepted and signed as a true record of business transacted;</p> <p>Signed Date..... Position.....</p>	