

West Halton and Coleby Parish Council

Parish Clerk – Mrs Frances Altoft
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27th November 2024

Dear Councillor,

You are summoned to attend the monthly meeting of the above-named Parish Council to be held on **Wednesday 4th December 2024. Proceedings will commence at 19.15 in West Halton and Coleby Village Hall, Coleby Road, West Halton, in the Coffee Morning Room.** Members of the public and press are welcome to attend.

Mrs Frances Altoft (Clerk to the Council)



Public Participation

Members of the public may raise subjects that they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and the time will be restricted to 15 minutes maximum unless the council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda.

AGENDA

1. **Receive apologies and approve reasons for absence**
2. **Declarations of interest**
 - To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
 - To note dispensations given to any member of the council in respect of the agenda items listed below.
3. **Minutes**

To approve and sign minutes of the Parish Council Meeting held on 7th November 2024 as a true record of business transacted.
4. **Reports from Ward Councillor(s)**

Ward Councillor(s) to update the Parish Council on activities within North Lincolnshire Council. Any items requiring an action must be raised under a separate agenda item.
5. **Highways, footpaths and PROW**

To receive notification of any issues and to resolve action required:

 - a) FS640115679 (Was FS635981829) Fly tip West Halton Hill re reported 20/08/2024
 - b) LLFA – latest update
 - c) Churchside – blind exit
 - d) Coleby footpaths – CPB team
 - e) Any other matters
6. **Butchers Arms**

To discuss and resolve any actions relating to;

 - a) Latest information
7. **Village Services**

To discuss and resolve any action

 - a) Northern Powergen – Vegetation work
 - b) Land registry;

(i) Village Hall lease; (ii) Allotment registration

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- c) Cemetery ownership – NLC training
- d) EA- Halton Drain breach
- e) Any other matters

8. Village field and public areas

To discuss and resolve any action:

- a) Bus Shelter – Alkborough Lane.
- b) Telephone Box
- c) Asset inspections/ asset locations
- d) Dog Training event 30th November
- e) Tenders PROW/Verges 2025
- f) PL insurance village events
- g) Any other matters.

9. Financial

To approve and sign the November 2024 financial information as follows;

- Summary receipts and payments and bank reconciliation November 2024
- Receipts and payments v Budget November 2024
- November Bank statements

Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation
10/11/2024	Village Hall	Room Hire November/December 2024 – February – March 2025	BACS	N/A	£40.00	Cllr Dent/ Cllr Duck
30/11/2024	Grove Groundworks	Cemetery Hedge Annual cut	BACS	N/A	£180.00	Cllr Duck/Cllr Williams
30/11/2024	Village Hall	Christmas Tree donation	BACS	To be agreed and minuted this meeting	£25	Cllr Van Der Westhuizen/Cllr Duck
30/11/2024	Clerk	Reimbursement; £20 RBL Wreath £21.49 Printing costs	BACS	N/A	£20.00 £21.49	Cllr Dent/Cllr Clough
30/11/2024	Clerk	November salary	BACS	N/A	245.68	Cllr Clough/ Cllr Van Der Westhuizen

- Virgin Bank account – Additional authoriser
- Clerk – Additional HP Printing costs – Remembrance Order of Service
- Accountable volunteer contribution savings November
- January Q3 PAYE due
- Transfer from reserve account to cover expenditure to year end

10 Budget 2025-2026

To discuss and agree budget 2025/2026

11 Projects

To discuss and resolve any actions

- (a) Allotment/Cemetery mains water – National Lottery Community Grant application. Allotment rents
- (b) Village Field Car Park revamp.
- (c) Village Field Wall Repair; future plans

12 Councillor's workload

To discuss and resolve any actions
Coleby newsletter volunteer

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15 **Correspondence**

To discuss and resolve any actions
NATS November newsletter
Ms S Maddison – cemetery

16 **St Etheldredas Church**

Act of Remembrance
24th November Holy Communion
12th December Carol Service 18.00 the Barn Harvester's Rest; Water Lane.
22nd December 11.15 Christmas Communion

17 **Village Hall**

24th November Craft Fayre and Santa's Grotto
1st December Christmas light switch on in conjunction with Church carols. Bar and refreshments
8th December Christmas Lunch
18th January 2025 Race Night £7.50 pie and peas
Joint venture for 2025 War commemorations.

18 **Minor items**

To discuss and resolve any issues
To review and accept Sexual and General harassment policy
Data Protection registration
Molehills cemetery
1st December – Risk assessment community gathering on village field

19 **Agenda for next and future meetings**

To determine any items Councillors wish to agenda for the next or future meetings.

20 **Next Meeting**

To confirm the date and time of the next meeting as, 6th February 2025 subject to any change, venue
West Halton and Coleby Village Hall 18.30