



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Thursday 3rd October at 18.30 – venue West Halton Village Hall

Present

Frances Altoft
Cllr Charles Dent (Chair)
Cllr Ian Williams
Cllr Sam Duck
Cllr Janet Van Der Westhuizen
Cllr John Clough (Vice Chair)
Cllr R Ogg

Clerk
West Halton and Coleby Councillor
West Halton and Coleby Councillor
West Halton and Coleby Councillor
West Halton and Coleby Councillor
West Halton and Coleby Councillor
North Lincolnshire Ward Councillor (left 19.40)

One member of the public

Abbreviations; NLC – North Lincolnshire Council

VH – Village Hall

WH&CPC – West Halton and Coleby Parish Council

Questions from members of the public. A resident raised a point concerning noise during the Summer Camp Out. Noise continued into the early hours of the morning. The resident asked if it were possible, when planning next year's function to have the camping area further away from the north corner of the field. The Chair acknowledged the resident's concerns.	
241003:01 Receive apologise for absence and approve reasons for absence Apologies were received from Cllr Elaine Marper, Cllr Helen and Cllr Spellman. Quorate – 5 councillors present.	
241003:02 Declarations of interest (a) Agenda point 241003:11 Allotments; Clerk / Cllr van Der Westhuizen – Personal – Allotment holders Agenda point 241003:09 Cllr Williams – reimbursement of funds (b) No dispensations granted.	
241003:03 Minutes Clerk noted an amendment to September minutes. 240905:05 (d). Add extra cost £50.00 for shot blasting and powder coat planter. Total to Forge Welding £250.00. The amended minutes of the Meeting held on 5 th September 2024 were accepted and signed as a true record of business transacted. Proposed Cllr Duck; seconded Cllr Clough	
241003:04 Reports from Ward Councillor(s) Clerk had reported to Cllr Ogg that substantial damage had taken place to the weight limit sign immediately outside West Halton / Coleby Road junction. The verges have been cut by a contractor and it appears that the sign has been damaged during this work. Cllr Ogg requested Clerk to report to NLC (Case FS651182252) Cllr Ogg has spoken directly with the relevant contractor who immediately re-sited and repaired the damage. Very constructive meeting held with NLC 03/10/2024 regarding cemetery ownership. 4 councillors, ward councillor and clerk in attendance. (Agenda point 241003:07 (c))	
241003:05 Highways and footpaths (a) FS640115679 (was FS635981829) Fridge fly tip West Halton Hill. Fridge has been removed but other rubbish remains – still awaiting clearance (b) FS640421368 – Winteringham Lane Potholes. mended (c) Whitton road planter – mended and in situ. Thanks to Cllr Duck for organising with supplier. Cllr Duck suggested that council look at having other planters blasted and powder coated. To be re visited when setting 2025-2026 budget (d) FPWH313 board walk. NLC still to install. Clerk monitoring (e) Road Sweeper. Clerk contacted highways concerning Water Lane. NLC advised that sweeper has swept Water Lane; residents do not agree with this statement. NLC claim over hanging	

WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Thursday 3rd October at 18.30 – venue West Halton Village Hall

vegetation did not allow the passing place to be swept. NLC can cut back at cost of £105.00. Cllr Van Der Westhuizen stated that Ongo had been contacted on several occasions to request for the hedge to be cut back, but to no avail. Cllr Ogg offered to contact Ongo on behalf of WH+C PC Council discussed asking community pay back (CPB) to assist. Clerk to monitor sweeper visits and discuss possibility for CPB to tackle (f) LLFA – Water lane requires mapping (g) Drain cleaning took place in WH 19/20th September. Main areas cleaned by super powerful machine.	AP24050:02 Cllr Williams (mapping) On going
241003:06 Butchers Arms Cllr Ogg reported insolvency of owner	
241003:07 Village Services (a) Northern Powergen – Complaint number 231221-014698. Road closure showing on One Network 30/10/2024 Coleby Road Clerk has checked road closure with NLC and it is related to tree work. Add to October newsletter (b) Land Registry (i) Village Hall freehold owner – still under investigation (ii) Allotments – Cllr Dent completing relevant forms and will send to Clerk. Claiming possession under ‘adverse possession’ rights. Once registered with LR, council will require more training on the legalities of owning and running allotments (c) Cemetery ownership. NLC have offered to transfer the ownership of the land to WH+C PC. NLC to take through their legal department. Possible solicitors’ costs to be taken by WH+C PC. Council requires urgent training on the legalities of maintaining and running the cemetery. NLC have offered to help with webinars / online training.	AP240201:02 Cllr Dent (VH/allotment ownership) On-going
241003:08 Village field, playground and public areas (a) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain. (b) Telephone box – door to fit – Cllr Dent has checked hinges and brackets on phone box. Drilling work required to remove – will action as soon as possible (c) Community Pay back – 3rd visit arranged for w/c 16th October – probably to be the weekend of 21st/22nd October. Council express sincere thanks to Mr Vic Oliver and Ms Sue Airey, who volunteered their time to help remove the 13 bags of waste material from the field. (d) Asset inspections/locations. No monthly report available due to personal commitments. Baby swing needs checking and play area bin emptying. Some of the wall top cemented areas along Churchside are lifting but not posing a H+S issue (e) Village Field Grass cutting. Clerk has received one quotation; Chestnut Mowing – £100 per cut for village field; £20 per cut for cemetery (not VAT registered). Clerk has contacted another company – still awaiting a response. (f) Wall Repair – Contractor booked – will attend as soon as possible weather permitting. Cllr Clough indicated that there is another contractor who could quote for this work. (g) Cllr Van Der Westhuizen mentioned that the football lines were disappearing. Clerk has spoken with volunteer resident, and they will re-mark as soon as possible	AP230706:01 Cllr Ogg (Shelter) On-going AP230111:03 Cllr Dent (door) On-going AP240801:08 Cllr Williams (swing) On-going AP240905:04 Clerk (quotations) On going

WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday 3rd October at 18.30 – venue West Halton Village Hall

241003:09 Finance

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

- Summary receipts and payments September 2024
- Bank reconciliation September 2024
- Receipts and payments v Budget September 2024
- September Bank statements
- Q2 report – Explanation of budget variances
- Q2 report – Expenditure over £100

All financial reports signed by Chair, RFO and second councillor (not bank statements)

Resolution passed. Payments agreed Proposed Cllr Williams seconded Cllr Van Der Westhuizen

Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation
17/09/2024	Amazon	X 2 mole traps	DC	E mail 17/09/2024	£18.96	N/A
31/08/2024	Mr I Williams Electrician	Defib installation	BACS	NLC grand funded	£294.00	Cllr Williams/Cllr Van Der Westhuizen
22/09/2024	Forge Welding	Whitton road planter repair	BACS	240705:05 (b) 240905:05 (d)	£250.00	Cllr Williams/Cllr Duck
24/09/2024	Mr I Williams (Councillor)	M10 throughbolts/rawl plugs for planter	BACS	N/A	£9.00	Cllr Van Der Westhuizen/Cllr Clough
22/09/2024	Sportequip	Football line paint	DC	E mail 20/09/2024	£51.60	N/A
11/10/2024	Savills	Village field Rent 2024-2025	BACS	N/A	£198.00	Cllr Dent/Cllr Clough
30/09/2024	Clerk	September Salary	BACS	N/A	£204.48	Cllr Clough/Cllr Duck

Virgin Bank additional administrator – with Cllr Dent

Virgin App set up – Cllr Spellman still to action

Accountable volunteer contribution September - £620.00 to include CPB teams

Clerk salary review; Salary was reviewed minute reference 240613:18 when pay scale was increased.

Salary to be kept the same into 2025 unless otherwise dictated by NLAC pay review

Q2 HMRC payment due 22nd October. Clerk to advise amount via E mail and action payment

AP241003:01

201003:10 – No agenda item listed under point 10 – error on issued agenda

241003:11 Allotments

- (a) Mr Townend has resigned his allotment plot due to ill health. There are 2 new groups of residents who have recently taken up allotment plots, on slightly poorer ground. Council voted 4 – 1 to offer first group first refusal for Mr Townend's allotment. **Resolution passed** Proposed Cllr Van Der Westhuizen seconded Cllr Clough. Clerk to contact relevant personnel

AP241003:02

One allotment has stood idle all 2024 and is now in a very unkempt state. Council voted unanimously to contact allotment holder to request for allotment to be cleaned up by end of November otherwise the resident will be given notice to quit. **Resolution passed** All councillors in favour. Clerk to arrange correspondence **AP241003:03**

241003:12 Projects

- (a) Community Speed watch – clerk to investigate how to set up
- (b) Allotment / Cemetery mains water. Anglian water quotes as follows

231207:05 Cllr Dent (admin)
On-going

AP240704:05
Cllr Spellman (Virgin) **On-going**

WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday 3rd October at 18.30 – venue West Halton Village Hall

Allotment - £6440.42 inc VAT Cemetery - £2877.19 inc VAT On top of these charges are all the fixtures and fittings WH+C PC must purchase; special underground pipework is required for cemetery water flow; Contractor quotations for digging of trench in allotments/ laying sands etc Council voted unanimously not to undertake fitting mains water to cemetery Resolution passed Unanimous Questions to resolve with Anglian water; What is standing charge cost? What is the water meter rate per m³ Clerk to contact AW AP241003:04 Council agreed that if mains water is installed, allotment rents must increase and allotment agreement requires re-drawing up, maybe to include <i>'mains water available only between months of March – September</i>. To be revisited as project progresses. Funding to come from NL Community Grant – grant request must be completed by Mid November (c) 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 (d) Future wall repairs – requires grant funding. Council voted to leave until next financial year as more grant funding would push council income over £25.000 threshold (Different AGAR and Audit rules and costs)	
241003:13 Octopus Consultation to be held Winterton Pavilion 29th October 10.00 – 19.00. Clerk has displayed on website and parish council notice boards. All residents encouraged to attend. The approach by the PC to the consultants is one of any offered mitigation funding must be based on one of impact to surrounding parishes – not solely the Parish in which the turbine is going to be erected i.e. Winterton	
241003:14 Kyanite Consulting Kyanite have registered WH+C PC for Gov.net domain. Clerk has logged council on web page for possible funding. Clerk has update functionality for web site and Kyanite providing tuition	
241003:15 Correspondence Mr D Townsend allotment NLC Register of interests PSPO Consultation NLC September newsletter	
241003:16 St Etheldredas Church 22nd September Harvest Theme service. Well attended. 1st December Candle lit carols in conjunction with village Hall 18.00 hours Wall repairs finally complete. CPB team to visit to assist with churchyard clear up	
241003:17 Village Hall Very successful Scarecrow weekend. Macmillan Coffee morning raised over £200 Tabletop/Car boot and refreshments Sunday 20th October 10am-2pm. Free entry. Table £5 Halloween event – further information TBA Remembrance Sunday 10th November 9.30am at the Church followed by refreshments at the Hall Christmas Craft Fair Sunday 24th November 10am -2pm. Free entry. Stalls £5 Sunday 1st December – 18.00 hours Christmas Carols in church grounds followed by Christmas Tree light switch on and cash bar and refreshments at the Hall. Christmas 3 course Lunch Sunday 8th December. Adults £15 children £7.50. Children's Christmas event date and time TBA	
241003:18 Minor items (a) Date protection registration with ICO. £40.00 annual fee. Proposed Cllr Clough; seconded Cllr Duck. Clerk to organise AP241003:05 (b) Act of Remembrance. Sunday 10th November 09.30. Winterton RBL and PCC to lead act. Prayers, reading and wreath laying. Council voted to ask an ex-service resident to lay the	



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Thursday 3rd October at 18.30 – venue West Halton Village Hall

wreath. Resolution passed. Proposed Cllr Duck seconded Cllr Williams. Clerk to arrange. (c) SID sign – needs moving to Coleby. Cllr Dent to organise AP241003:06 (d) Defib inspection routine. Resolution passed Inspections to be carried out bi-monthly. Proposed Cllr Van Der Westhuizen; seconded Cllr Clough. Clerk has St John's check sheet. First inspection to take place October (e) Workload – Cllr Clough raised a concern that more and more workload is being put onto Parish Councils from Government levels and also at a local level. More volunteers are needed to help the PC and the community (f) ERNCLLCA – Clerk stated WH+C PC should look at joining this organisation as they can help with training on allotments/ cemeteries etc. Cost is around £500 per annum but they provide many other services such as advise, open day sessions, webinars, annual meetings etc. To be discussed at November meeting under Budget agenda point.	
241003:19 Agenda for next and future meetings. Cllr Williams – village field car park - on agenda under projects	
241003:20 Next Meeting Date of next meeting subject to change Thursday 7th November 2024 18.30. In the absence of any other matters the meeting closed at 20.05 <u>Closed action points</u> AP240801:02 Cllr Duck planter AP240905:01 Clerk Sweeping Water Lane AP240905:02 Cllr Williams pipework etc for allotment water AP240905:03 Clerk CPB Team jobs AP240905:05 Clerk wall repair AP240801:09 Clerk SID information AP240905:07 Clerk Gov.net funding Accepted and signed as a true record of business transacted; Signed Date..... Position.....	