



WEST HALTON AND COLEBY PARISH COUNCIL
Minutes of the Parish Council meeting held on Thursday 3rd April 2025 at 18.30 – venue West Halton Village Hall

Present

Frances Altoft
Cllr Ian Williams
Cllr Charles Dent- Chair
Cllr Janet Van Der Westhuizen
Cllr Sam Duck – Vice Chair
Cllr Ralph Ogg

Clerk
West Halton and Coleby Councillor
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West Halton and Coleby Councillor
North Lincolnshire Ward Councillor

No members of the public

Abbreviations; NLC – North Lincolnshire Council

VH – Village Hall

WH&CPC – West Halton and Coleby Parish Council

250403:01 Receive apologise for absence and approve reasons for absence Apologies were received from Cllr Helen Rowson and Cllr Elaine Marper. Quorate – 4 councillors present.	
250403:02 Declarations of interest (a) Agenda point 250403:12 Allotments; Clerk / Cllr van Der Westhuizen – Personal – Allotment holders (b) No dispensations granted.	
250403:03 Minutes Revision to issued minutes. Agenda point 250403:11 – Resolution concerning non-payment of cemetery rates omitted. The revised minutes of the Meeting held on 6 th March 2025 were accepted and signed as a true record of business transacted. Proposed Cllr Duck; Seconded Cllr Williams	
250403:04 Reports from Ward Councillor(s) NLC joint motion passed 2 nd April 2025 to support and appose closure of Scunthorpe Steel works. Possible nationalisation? Fly tipping still rife in all parishes. Possible support from NLC grants team to support public house purchaser providing some sort of community asset present e.g. Post Office, Village shop. Question from resident as to why Church Commission had stopped events taking place on the village field. Clerk advised Cllr Ogg that permission had been granted, and that the Summer Camp Out was postponed due to Public Liability insurance costs. Clerk to forward information onto Cllr Ogg AP250403:01	
250403:05 Councillor vacancies To date, no residents have come forward to fill vacancies.	
250403:06 Highways and footpaths (a) Police speed camera monitoring took place in March. SID figures being provided to Police to support on going speed camera monitoring for future dates (b) Fly tip Amen Corner – reported to NLC	
250403:07 Village Services (a) Land Registry Allotments – Cllr Dent to forward information onto Clerk (b) Village Bus Service. Change of bus operator which resulted in disruption to services e.g. some bus stops missed. Council were not aware nor informed on the change of operator.	AP240201:02 Cllr Dent (allotment ownership) On-going
250403:08 Village field, playground and public areas (a) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain. (b) Telephone box – Cllr Dent has carried out more work (c) Asset inspections/locations. Cradle swing handle still requires attention. Strimmer stored with Clerk. Large hole on village field that requires filling. Cllr Dent to action AP250403:02	AP230706:01 Cllr Ogg (Shelter) On-going AP230111:03 Cllr Dent (door) On-going

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(d) Alkborough Lane refuse bin now in place. NLC to empty on weekly rounds (e) Community pay back team (CPBT) – Proposal to request area adjacent to the west of the village field to be cleared prior to bird nesting season. Clerk has spoken with CPBT and awaiting a response. If CPBT carry out this work there will be a large amount of arisings to remove. Volunteers will be needed to help remove bags. Winteringham Lane paths require a re-sweep to remove dirt accumulations, and the path edges require re-defining (f) Northern Forest Tree planting. Cllr Williams suggested contacting Northern Forest Tree regarding the possibility of planting a shelter belt at the allotments AP250403:03 (g) Football pitch re-marking. Cllr Wiliams to liaise with resident to help with marking (h) Chestnut Mowing have commenced regular mowing	AP241107:02 Cllr Dent (swing) On-going AP250306:03 Cllr Williams (football field) On-going																					
250403:09 Cemetery (a) Cemetery ownership. On going with NLC. Clerk monitoring. Until the ownership has been transferred, NLC have agreed to cover the cost of mowing - £20 per cut; £40 every 2 weeks. C (b) Regulation templates; Cllr Dent to complete review and forward onto clerk. AP250403:04 (c) Burial request. Once amended regulations completed clerk to forward to residents who have requested to reserve plots																						
250403: 10 Village Hall Correspondence received from Village Hall committee regarding ivy damage to hall wall. Cllr Dent to draft a response to VH committee AP250403:05 Easter Egg Hunt 20th April VE Day Event 10th May - suggestions needed from council VJ Day 16th August Macmillan Coffee Morning date to be confirmed Scarecrow weekend 27-28 September Halloween Disco – date TBC Christmas Craft Fayre 23th November Christmas Lunch 7th December Children’s Christmas Party 29th November and Christmas Tree light switch on																						
250403:11 Finance To approve and sign the following reports; • Summary receipts and payments and bank reconciliation year end March 2025 • Receipts and payments v Budget year end March 2025 • March Bank statements – current and reserve accounts • Q4 Explanation for variances • Q4 expenditure over £100 Resolution passed Payments agreed. Proposed Cllr Duck seconded Cllr Van der Westhuizen <table><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><tr><td>01/04/2025</td><td>ERNLLCA</td><td>Annual Subscription</td><td>BACS</td><td>241204: 10 Budget agreed</td><td>£306.00</td><td>Cllr Dent/Cllr Williams</td></tr><tr><td>10/03/2025</td><td>Screwfix</td><td>Fasteners Allotment water</td><td>DC</td><td>N/A NL funded</td><td>£182.84</td><td>N/A</td></tr></table>	Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation	01/04/2025	ERNLLCA	Annual Subscription	BACS	241204: 10 Budget agreed	£306.00	Cllr Dent/Cllr Williams	10/03/2025	Screwfix	Fasteners Allotment water	DC	N/A NL funded	£182.84	N/A	
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		Project already purchased					
16/03/2025	Amazon Hanamoon	Tap keys allotment water project already purchased	DC	N/A NL funded	£31.12	N/A	
14/03/2025	Amazon Remora	Hazard Tape allotment water project already purchased	DC	N/A NL funded	£5.95	N/A	
24/03/2025	Kyanite	SSL Annual Cert	BACS	N/A	£64.61	Cllr Van Der Westhuizen/Cllr Williams	
31/03/2025	Clerk	March salary and expenses	BACS	N/A	£252.18	Cllr Duck/Cllr Van Der Westhuizen	
Current account as of yearend 31st March 2025 £1623.01; consisting of ear marked funds £135.00 allotments; £941.06 National Lottery funding; £546.95 remaining funds. Reserve account £2532.79 Year End Audit Expenditure is over £25K therefore PKF Littlejohn Audit must take place; £210 + VAT. Invoice will be due September Glovers accepted audit nomination. Year end accounts completed. Clerk to complete finance reports and take to accountants AP250403:06 VAT return submitted £175.77 Clerk presented cemetery rates demand. Resolution passed Clerk to advise NLC that council are not paying rates until the transfer of ownership has been completed. Proposed Cllr Williams seconded Cllr Duck							
250403:12 Projects (a) National Lottery Allotment mains water. Awaiting contractor to commence digging trench. Some insulation requires purchasing at nominal cost. Once trench dug, Cllr Williams will contact Anglian Water to carry out pipe work inspection. (b) Village Field Car Park re vamp. Project discussions to continue at future meetings – grant funded dependant. Approach NLC for funding? (c) Village field Wall repairs. National Lottery Heritage Grant. Department Culture and Sports permission – work must be completed within 5 years of permission being granted. Clerk has re contacted Historic England regarding the use of a digger on the severely damaged sections. Awaiting response							
250403:13 Council Workload Accountable Volunteer savings March £107.00. Agenda point (workload) to be closed and Accountable volunteer savings to be added under finance							
250403:14 Correspondence Town and Parish Council Liaison meeting 20th March 2025 BBC Radio Humberside Make a difference Awards 2025 ERNLLCA – update to Model financial regulations. Clerk to action ready for Annual Meeting AP250403:07 PCC Funding Bus Survey NATS meeting – WH+C PC require a presence at these meetings ERNLLCA – Free training – a <u>must</u> for all new councillors							
250403:15 Kyanite Gov.uk site up and running Gov.uk E mails. Initial set up cost of £5.00 per person. Resolution passed. Proposed Cllr Dent seconded Cllr Duck. Clerks' e mail to be changed. There is a legal requirement for all councils to have the main E mail contact set up as gov.uk but not a legal requirement yet for all councillors. Clerk to organise with Kyanite. AP250403:08							



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250403:16 St Etheldredas Church 27th April 11.15 Holy Communion – joint service with Burton, Flixborough, Alkborough and Whitton 25th May 11.15 Holy Communion 22nd June 11.15 Holy Communion Tree surgeons have worked on large sycamore trees according to arboriculturist survey recommendations CPBT – 72 bags of arising have been removed	
250403:17 Miscellaneous items Donation to Defib charges – Discussed and closed. No action required Donation football field – Discussed and closed no action required April Newsletter to print Resolution passed Proposed Cllr Duck seconded Cllr Williams. This edition has been sponsored by a resident	
250403:18 Agenda for next and future meetings. Cllr Williams – insert an agenda point called ‘Project ideas car park’ Cllr Williams – add a separate agenda point for allotments	
250403:19 Next Meeting Date of next meetings; 1st May 2025 Annual Parish Assembly 18.15 1st May 2025 Annual Parish Meeting 18.30 <u>Closed action points</u> AP250306:01 Clerk contact police AP250306:02 Clerk speak with CVH secretary ref horses/speeding etc AP250306:04 Clerk – burial request AP250306:05 Clerk – NLC cemetery transfer confirm NLC need boundaries clarifying AP250306:07 Clerk – Appoint Glover accountant AP250206:05 Cllr Williams – contractor for AW Project AP250306:08 Clerk – Historic England – timescales AP250306:06 Clerk – flooding flier Accepted and signed as a true record of business transacted. Signed Date..... Position.....	