

West Halton and Coleby Parish Council

Parish Clerk – Mrs Frances Altoft
West Halton and Coleby Village Hall; Coleby Road, West Halton DN15 9AP
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28th August 2025

Dear Councillor,

You are summoned to attend the monthly meeting of the above-named Parish Council to be held on 4th September 2025. Proceedings will commence at 18:30 in West Halton and Coleby Village Hall, Coleby Road, West Halton, in the meeting 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

250904:01 Receive apologies and approve reasons for absence

250904:02 Declarations of interest

- a) 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.
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

250904:03 Minutes

To approve and sign the minutes of the Parish Council Meeting held 3rd July 2025 as a true record of business transacted.

250904:04 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.

250904:05 Councillor Vacancy

To discuss

250904:06 Highways, footpaths and PROW

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

- a) FS725033998 Coleby Road – state of highway
- b) 4004797 Thealby Fly Tip

250904:07 Village Services

To discuss and resolve any actions relating to;

- a) Allotment Land registration
- b) Allotment rental fees 2026
- c) LLFA report Water Lane
- d) Defib Recall
- e) Any other matters
- f)

West Halton and Coleby Parish Council

250904:08 Village field, allotments and public areas

To discuss and resolve any actions relating to;

- a) Bus Shelter – scrap and order wood one
- b) Telephone Box door
- c) Asset inspections
- d) Play equipment annual inspection – ERNLLCA training 2 places booked
- e) Alkborough Lane planter – planter re painting
- f) Community Pay Back Team
- g) Social media complaints
- h) Any other matters.

250904:09 Cemetery

To discuss and resolve any actions relating to;

- a) Ownership transfer – social media complaints – grass cutting
- b) Amendment to fees EROB

250904:10 Financial

To approve and sign the following reports;

- Summary receipts and payments and bank reconciliation July and August 2025
- Receipts and payments v Budget year end July and August 2025
- July and August Bank statements – current and reserve accounts

Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation
03/07/2025	ICO	Annual data protection Fee	DC	N/A	£52.00	N/A
14/07/2025	Amazon	Padlock purchase	DC	N/A	£9.75	National lottery funded
22/07/2025	Tescos- Clerk re imbursement	Wine purchase retirement present	BACS	Agreed E mail	£34.87	Cllr Duck/Cllr Davey
31/07/2025	Clerk	July Salary	BACS	N/A	£245.68	Cllr Duck/Cllr Davey
31/07/2025	Chestnut Mowing	Village field grass cutting	BACS	N/A	£220	Cllr Williams/Cllr Van der Westhuizen
19/08/2025	HP Clerk re imbursement	Quarterly printing costs as agreed	BACS	N/A	£25.99	Cllr Dent/Cllr Van Der Westhuizen
08/08/2025	EBAY – Carina designs clerk reimbursement	Allotment water sign	BACS	National Lottery funded	£10.99	Cllr Dent/Cllr Van Der Westhuizen
31/08/2025	Clerk	August Salary	BACS	N/A	£245.68	Cllr Dent/Cllr Van Der Westhuizen

- Update Virgin mandate(s)
- Accountable volunteer contribution savings July/August 2025

250904:11 Current project(s)

To discuss and resolve any actions relating to;

- a) Village Field parking area – gate
- b) Village field gate – Alkborough Lane exit
- c) Allotment mains water – Revised AW pricing

Project ideas 'Car park'

Village field wall repairs: National Lottery Heritage Grant? Historic England response Right of Hearing.
Other funding FCC?

West Halton and Coleby Parish Council

250904:12 Planning

PA2025/959 Application to erect a rear extension to an existing property. Woodhurst, Winteringham Lane, West Halton. DN15 9AU. Application Mr George Sowerby. Permission refused

PA/2025/588 Application to erect a side extension to an existing property. The Cottage Water Lane, West Halton. DN15 9BA. Application Mr Steve Barker. Permission granted

250904:13 Correspondence

To discuss and resolve any actions relating to;
Greater Lincolnshire Council for all Consultancy sessions x 2 E mails
ERNLLCA Playground inspection training
ERNLLCA HR training
ERNLLCA Conflict resolution training
Town and Parish Liaison Meeting 24th July 2025
Town and Parish Liaison Meeting September 2025
Grange Tigger – final planning comment submission
ERNLLCA Annual meeting
Mr Malcolm Plaskitt – Thealby Hill fly tip
Mrs A Sparks – cemetery grass cutting

250904:14 Village Hall

24th August Street Boot very successful
Macmillan Coffee Morning date 13th September 10.00 – 12.00
Scarecrow weekend 27-28th September 2025 – Parish Council Scarecrow needed proposals?
Halloween Disco – 1st November
Christmas Craft Fayre 23rd November
Christmas Lunch 7th December
Children's Christmas party and lights Switch On 29th November or 30th November TBC

250904:15 St Etheldredas Church

28th September Holy Communion 11.15 with a harvest theme

250904:16 Miscellaneous items

To discuss and resolve any issues
Policy review; Complaints policy; Asset disposal policy
Clerk Holiday 12th September – 26th September – unpaid leave

250904:17 Agenda for next and future meetings

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

250904:18 Next Meeting

To confirm the date and time of the next meetings as 2nd October 2025 18.30 venue West Halton and Coleby Village Hall