

WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Thursday 3rd July 2025 at 18.30 – venue West Halton Village Hall

Present

Frances Altoft	Clerk
Cllr Ian Williams	West Halton and Coleby Councillor
Cllr Charles Dent- Chair	West Halton and Coleby Councillor
Cllr Trevor Davey	West Halton and Coleby Councillor
Cllr Sam Duck – Vice Chair (present from 19.00)	West Halton and Coleby Councillor
Cllr Helen Rawson	North Lincolnshire Council Ward Councillor
No members of the public	Quorate 4 councillors present
Abbreviations; NLC – North Lincolnshire Council	VH – Village Hall
WH&CPC – West Halton and Coleby Parish Council	

250703:01 Receive apologies and approve reasons for absence Apologies received from Ward Cllr's Ogg and Marper and Cllr Van Der Westhuizen	
250703:02 Declarations of interest (a) Agenda point 250703:07 and 250703:11 Clerk – Personal – Allotment holder (b) No dispensations granted.	
250703:03 Minutes The minutes of the Parish Council Meeting held on 3 rd June 2025 were accepted and signed as a true record of business transacted. Proposed Cllr Williams; Seconded Cllr Davey	
250703:04 Reports from Ward Councillor(s) Possible second rollout of air fryers/slow cookers etc later in 2025. Clerk requested Ward Councillor take up issue of nonpayment of devolved grass cutting payments with NLC. Clerk attended NATS meeting. Crime stats have reduced. Dangerous road surfaces in many parishes. Many parishes experiencing issues with motorbikes Clerk requested support with SLA for Playground inspection – agenda point 250703:08(d)	
250703:05 Councillor Vacancy One vacant council position still available. Advertised on Council web site Cllr Duck joined the meeting	
250703:06 Highways and footpaths (a) LLFA Water Lane work completed. New culvert installed. PC awaiting LLFA report (b) Coleby Road Closure confirmed 28 th July 2025 (Anglia water) (c) Coleby road surface. FS725033998 problem logged with NLC. Residents encouraged to report to NLC (d) FS725782518 West Halton hill fly tip. Cleared. (e) Cllr Davey has reported to NLC a near miss at the Churchside/Coleby Road junction	
250703:07 Village Services (a) Land Registry Allotments – Still being worked on by Cllr Dent Cllr Dent to send completed forms to all councillors for inspection. (b) Anglian Water (AW) – standard of drinking water. Residents must report any issues with taste, colour etc to AW. AW Letter has been sent to all residents	AP240201:02 Cllr Dent (allotment ownership) On-going
250703:08 Village field, playground and public areas (a) Bus Shelter – Alkborough Lane. Cllr Ogg to obtain. (b) Telephone box door – Cllr Dent to install w/c 14 th July (c) Asset inspections/locations. No actions taken (d) Play equipment SLA. Clerk chasing with NLC. Requested help from ward councillor (e) Alkborough planter. Cllr Duck awaiting contact from supplier	AP230706:01 Cllr Ogg (Shelter) On-going AP230111:03 Cllr Dent (door) On-going AP250605:02 Clerk (SLA) on going

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(f) Community pay back team (CPBT). Last visit trimmed and tided village field boundary. To return Sunday 6th July to complete work. Further visits planned (g) Dog Warden. Cllr Davey expressed interest. Personal – family member employed as warden NLC does employ a dog warden. If further complaints on social media, WH+C PC will contact warden to request a visit (h) Volunteer support is required for planter watering. Councillors are not paid and we welcome any volunteer support from residents															
250703:09 Cemetery (a) Burial templates. Clerk has amended templates and has commenced re-issue of documentation to residents (b) Cemetery ownership. Grass cutting total now at £160. Ownership issue on going. Cllr Dent to investigate HMRC Land registrations for land surrounding the cemetery.	AP250605:04 Cllr Dent (land registrations) On going														
250703:10 Finance To approve and sign the following reports; • Summary receipts and payments June 2025 • Bank Reconciliation and expenditure v budget June 2025 • Receipts and payments v June 2025 • June Reserve and Current account bank statements • Q1 Explanation of expenditure and variances to budget • Q1 Explanation of expenditure > £100 Resolution passed All payments to be processed. Proposed Cllr Duck; seconded Cllr Davey <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>30th June</td><td>Clerk</td><td>June salary</td><td>BACS</td><td>N/A</td><td>£245.68</td><td>Cllr Duck/Cllr Davey</td></tr></table> Accountable volunteer savings for June = £755 Invoices arrived after agenda issue as follows; Chestnut Mowing £240 Authorisation Cllr Van Der Westhuizen Cllr Duck Village Hall invoice 203 £20.00 room hire July and September. Authorisation Cllr Van Der Westhuizen Cllr Williams Data protection fee paid £52.00 using debit card Bank mandate/ Remove old administrator first. Clerk to obtain forms from Virgin Clerk reported that no devolved grass cutting funding has been received from NLC. Clerk to chase. Assistance requested from Ward Councillor. AP250703:01 Annual insurance proposal has arrived. Circulated to all councillors for examination Current account as of 30th June £5072.72. Reserve account £2540.69	Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation	30 th June	Clerk	June salary	BACS	N/A	£245.68	Cllr Duck/Cllr Davey	AP250501:02 Clerk (Mandate) On-going
Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation									
30 th June	Clerk	June salary	BACS	N/A	£245.68	Cllr Duck/Cllr Davey									
250703::11 Current Projects (a) National Lottery Allotment water. Road closure booked for 28th July to connect to mains water. Projects ‘car park’ (i) Village Field Car Park re vamp. Two interpretation boards to be designed. Cultural grant funding available from NLC. Councillors to come up with ideas. Proposed new height barrier -Cllr Davey queried if the barrier height was legal. Cllr Dent to investigate (ii) Village field Wall repairs. HE has issued ‘Right of Hearing’ confirmation to allow work to take place with specific requirements. Keep on file for possible future use	AP250605:07 Cllr Dent (barrier height) On going														
250703:12 – no agenda point issued															

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250703:13 Correspondence ERNLLCA free training and various other trainings. NATS meeting June 25th June. Clerk attended on behalf of council	
250703:14 Village Hall 26th July Fun Day BBQ games laser show and bar 3- 11. VH PL insurance to cover VJ Day Tea 16th August Afternoon tea BBQ quiz and bar 12 – 11pm. Pink Lemonade Dance Troupe to entertain residents inside hall 24th August Street boot 10 – 14.00 £2 per household Macmillan Coffee Morning date 13th September 10.00 – 12.00 Scarecrow weekend 27-28th September 2025 Halloween Disco – date 1st November Christmas Craft Fayre 23rd November Christmas Lunch 7th December Children’s Christmas party and lights Switch On 29th November Some residents had expressed disappointment that the PC had not contributed towards VE celebrations as other local PC’s had. Clerk pointed out several of these parishes are cash rich compared to WH+C PC and have spare funds available to purchase tommies/ lamppost poppies etc. Some decorations depict ‘80 years celebration’. Cllr Davey pointed out that these decorations are stunning however cannot be re used for other national celebrations. Is this cost effective? Cllr Williams stated WH+C PC were approached by a local PC after their residents has seen our poppy display during remembrance week 2025. They had stated nothing normally happens in their village and that their council wished to copy WH+C ideas. After discussions, bunting to be purchased – to be put up at village entrances Resolution passed Proposed Cllr Duck seconded Cllr Davey. Clerk to organise purchase AP250703:02 Village field risk (RA) assessment has been completed. Posted on PC web site and WH village notice board. Clerk has passed copy to VH committee. Where a private event booking would like to use the village field in conjunction with the hall, Clerk has requested the committee to pass a copy of the RA to the people making the booking.	
250703:15 St Etheldreda’s church 27th July 11.15 Holy Communion 28th September 11.15 Harvest themed Holy Communion.	
250703:16 Miscellaneous items None to discuss	
250703: 17 Agenda for next and future meetings. No comments from councillors. Business concluded and meeting closed at 19.44	
250605 :18 Next Meeting The next meeting as, subject to any change, 4th September 2025 18.30 venue West Halton and Coleby Village Hall <u>Closed action points</u> AP250501:01 Clerk grass cutting contractor AP250501:03 Clerk Add Cllr Davey to Virgin AP250605:01 Clerk log complaint Coleby Road AP25060:05 Clerk NLC Cemetery grass cutting AP250605:08 Clerk respond to HE AP250605:09 Clerk Village field risk assessment AP250605:01 Clerk Training for Cllr Davey AP250605:03 Cllr Duck – supplier AP250403:04 Cllr Dent AP250605:06 Clerk Data protection fee Accepted and signed as a true record of business transacted. Signed Date..... Position.....	