

West Halton and Coleby Parish Council

Parish Clerk – Mrs Frances Altoft
West Halton and Coleby Village Hall; Coleby Road, West Halton DN15 9AP
Telephone: 07967 657146
Email: whcparishcouncil@outlook.com
Website: www.westhaltonandcolebyparishcouncil.org.uk

26th September 2025

Dear Councillor,

You are summoned to attend the monthly meeting of the above-named Parish Council to be held on 2nd October 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

251002:01 Receive apologies and approve reasons for absence

251002:02 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.

251002:03 Minutes

To approve and sign the minutes of the Parish Council Meeting held 4th September 2025 as a true record of business transacted.

251002:04 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.

251002:05 Councillor Vacancy

To discuss

251002:06 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

251002:07 Village Services

To discuss and resolve any actions relating to;

- a) Allotment Land registration
- b) Any other matters

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251002:08 Public areas

To discuss and resolve any actions relating to;

- a) Bus Shelter – wood one – NLC grant application - council contribution?
- b) Telephone Box door
- c) Asset inspections
- d) Alkborough Lane planter – planter re painting
- e) Community Pay Back Team
- f) Ms Leena Pawlyszyn – EduPaws
- g) Any other matters.

251002:09 Cemetery

To discuss and resolve any actions relating to;

- a) Ownership transfer
- b) Grass cutting/moles

251002:10 Financial

To approve and sign the following reports;

- Summary receipts and payments and bank reconciliation September 2025
- Receipts and payments v Budget year end September 2025
- September Bank statements – current and reserve accounts
- Q2 Explanation of budget variances
- Q2 Explanation of expenditure > £100

Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation
11/10/2025	Savills	Annual village field rental	BACS	N/A	£198.00	Cllr Williams/ Cllr Dent
25/09/2025	Grove Groundworks	Installation of taps/ posts allotments	BACS	National lottery Funded	£200.00	Cllr Williams/Cllr Davey
30/09/2025	Clerk	September salary	BACS	N/A	£204.49	Cllr Duck/Cllr Davey
26/10/2025	Microsoft	Annual 365 subscription	DC	N/A	£84.99	N/A

- Update Virgin mandate(s)
- July Clerk salary £280.55 paid twice in error. Refunded
- Accountable volunteer contribution savings September 2025
- Allotments – Anglian water revised invoice

251002:11 Current project(s)

To discuss and resolve any actions relating to;

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

Project ideas 'Car park'

Village field wall repairs: National Lottery Heritage Grant? Other funding FCC?

251002:12 Planning

PA2025/1039 Planning permission to erect a single-storey rear extension, including demolition of existing conservatory, removal of existing chimney stack, replacement roof & installation of roof light to the existing kitchen. Woodhurst, Winteringham Lane, West Halton. DN15 9AU. Application Mr George Sowerby.

PA/2025/919 Outline Planning permission for four self-build/custom build detached dwellings. Applicant Mr Hunt; Centreline Design Consulting Ltd. West Butterwick. Consultation end date 19th October 2025

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251002::13 **Correspondence**

To discuss and resolve any actions relating to;
ERNLLCA AGM
NATS meeting

251002::14 **Village Hall**

Scarecrow weekend
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

251002::15 **St Etheldredas Church**

28th September Harvest Themed service
Act of Remembrance

251002::16 **Miscellaneous items**

Finance Training
Children Safe Guarding up date policy
Equality and Diversity policy – review
Financial Reserves Policy – review

251002:17 **Agenda for next and future meetings**

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

251002:18 **Next Meeting**

To confirm the date and time of the next meetings as 6th November 2025 18.30 venue West Halton and Coleby Village Hall