



## Minutes of the Annual Parish Council meeting held on Thursday 2<sup>nd</sup> October 2025 at 18.30 – venue West Halton Village Hall

#### **Present**

Frances Altoft
Cllr Ian Williams
Cllr Sam Duck – Vice Chair
Cllr Trevor Davey
Cllr Ralph Ogg
No members of the public

Clerk to the Council
West Halton and Coleby Councillor
West Halton and Coleby Councillor
West Halton and Coleby Councillor
North Lincolnshire Council Ward Councillor

Quorate 3 councillors present

Abbreviations; NLC — North Lincolnshire Council

VH – Village Hall

WH&CPC – West Halton and Coleby Parish Council

	WH&CPC – West Haiton and Coleby Parish Council					
	01 Receive apologies and approve reasons for absence					
Apologi	ies received from Ward Cllr's Rowson and Marper, Cllr Van Der Westhuizen and Cllr Dent					
251002:	02 Declarations of interest					
(a	Agenda point 251002:11 Clerk – Personal – Allotment holder. No dispensations granted.					
251002:	03 Minutes					
The mi	nutes of the Parish Council Meeting held on 4th September 2025 were accepted and signed as a true					
record	d of business transacted. Proposed Cllr Williams; Seconded Cllr Davey					
251002:	04 Reports from Ward Councillor(s)					
Cemete	ery ownership transfer – Cllr Ogg has escalated within NLC to Bereavement services manager					
	ers Arms re vamp is proceeding well					
	council meeting 2 <sup>nd</sup> October main topic Lindsey Oil redundancies.					
Hedgeh	edgehog marathon 12 <sup>th</sup> October volunteers needed to man water station					
251002:	251002:05 Councillor Vacancy					
One va	cant council position still available. Advertised on Council web site					
251002:	06 Highways, footpaths and PROW					
(a)	Coleby road surface. FS725033998 problem logged with NLC. Residents encouraged to report to NLC.					
	No news from NLC on possible resurfacing.					
(b)	) Thealby Hill Fly Tip. Cllr Ogg chasing Biffa					
(c)	Stranded vehicles in village. Total of 4 all have been reported to DVLA. Police cannot intervene unless					
'	the vehicles are being driven. Cllr Duck expressed concerns as to if this was a council matter. Cllr					
	Williams stated council needs to respond to concerns raised by residents and residents are continuing					
	to complain about the vehicles.					
251002:	07 Village Services	AP240201:02 Cllr				
(a)	Land Registry Allotments – Still being worked on by Cllr Dent Cllr Dent to send completed forms to all	Dent (allotment				
	councillors for inspection.	ownership) On-				
(b)	Clerk reported another re call notice on defib.	going				
251002:	08 Village field, playground and public areas					
231002.	oo viiiage new, piaygrouna ana paone areas					
(a)	Bus Shelter – NLC Community grant funding applied for. Nominated supplier – same as Supplier for					
(~)	Coleby Bus Shelter. Council contribution to purchase £100 <b>Resolution passed</b> Proposed Cllr Williams.	A D 2 2 0 4 4 4 . 0 2 . CIL.				
	Seconded Cllr Duck. Steel bus shelter needs scrapping. Process to be discussed at November meeting.	AP230111:03 Cllr				
	, and a second s	Dent (door) <b>On</b> -				
(b)	Telephone box door – on going	going				
(~)	Toophone son accomp					
(c)	Asset inspections. No report available. Council Strimmer stored at Clerk allotment locked shed.	4 D 2 E 0 0 0 4 0 2 0 U				
(-)	Dangerous goalposts – ground anchors required	AP250904:02 Cllr				
	Sunger our gourposts Securit unioners required	Dent (ground				
(d)	Alkborough planter. Cllr Duck awaiting supplier	anchors) <b>On-</b>				
(3)		going				
(e)	Community pay back team (CPBT). Visit 10. Cleared allotment blackthorn. Teams to return to carry on					
(5)	with Water Lane bank clearance. Once completed teams to return to allotments. Council would like					
	minuting the excellent support from the CPBT.					
	U					
(f)	Ms Leena Pawlyszyn – EduPaws. Ms Pawlyszyn has requested use of village field for her education					
(.,	classes (in conjunction with Village Hall bookings). Council agreed to this proposal providing Ms					
	Pawlyszyn recognises that the field is a public area, and other people/dogs could be present at the same					





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time as her education classes. **Resolution passed** Proposed Cllr Williams seconded Cllr Davey. Clerk to contact Ms Pawlyszyn and forward on council village field risk assessment

- (g) Play equipment Annual inspection. Clerk has chased up NLC report
- (h) Council expressed thanks to Cllr Davey for continued support with dog warden visits.
- (i) Cllr Davey reported ONGO will be creating neighbourhood local representatives. Meeting being helf 15<sup>th</sup>
  October 2025

#### 251002:09 Cemetery

- (a) Cemetery ownership. Still outstanding with NLC nearly one year since original discussions took place. Cllr Ogg chasing NLC
- (b) Grass cutting. NLC have provided extra funding cemetery has been cut twice. Unfortunately, this has now utilised up all the NLC extra funding.

#### 251002:10 Finance

To approve and sign the following reports;

- Summary receipts and payments September 2025
- Bank Reconciliation and expenditure v budget September 2025
- Monthly receipts and payments September 2025
- September 2025 Reserve and Current account bank statements
- Q2 Explanation of variances to Budget
- Q2 Explanation of expenditure > £100

Resolution passed All payments to be processed. Proposed Cllr Duck; seconded Cllr Williams

Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amoun t	Authorisation
11/10/2025	Savills	Annual Field rental	BACS	N/A	£198.00	Cllr Williams/Cllr Davey
25/09/2025	Grove Groundworks	Allotment posts	BACS	N/A	£200.00	National lottery funded
30/09/2025	Clerk	September Salary	BACS	N/A	£204.49	Cllr Duck/Cllr Davey
26/10/2025	Microsoft	365 Annual Subscription	DC	N/A	£84.99	N/A payment taken automatically via council debit card

Accountable volunteer savings for September £1000.00

Invoice arrived after agenda issue;

Chestnut Mowing £365 Authorisation Cllr Cllr Duck

West Halton and Coleby Village Hall £30.00 room rental October – December inclusive Cllr Davey; Cllr Duck Bank mandate/ Remove old administrator first. Clerk has correct forms and will circulate to councillors for signatures

Current account as of 30th September £5138.99 Reserve account £2548.71

National Lottery grant remaining funds - £204.68 (included in £5138.99)

#### 251002:11 Current Projects

- (a) Village field car park gate discussions to continue at future meetings.
- (b) Village field gate Alkborough Lane Cllr Duck examining possible mending
- (c) Allotment Mains water. Anglian Water have increased the price of the installation even though council agreed a price, formed a contract and had to pay in advance of the installation.

Original quotation inc VAT £6440.24. New quotation £8132.07 inc VAT.

Differences in new quotation;

- no infrastructure discount of £491.00 offered. AW state that this is now not available due to OFWAT regulation changes.
- Additional Re quote charge of £99.12 inc VAT.

Anglian water accounts have issued a demand for extra payment of £1491.83 inc VAT. This does not tally with previous quotations.

Since last council meeting, two letters, threatening legal action have been received from Anglian Water. Clerk minute reference – a response to action point AP050904:04 has been requested 5 times. Cllr Dent provided a draft E mail response 02/10/2025 for council to approve. Council agreed AW are being total unreasonable. Council to contact ERNLLCA for support. Cllr Duck to arrange. Clerk to add

AP050904:04 Cllr

AP250501:02

Clerk (Mandate)
On-going





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council comments to draft E mail and to return to Cllr Dent Dent (contact Post meeting notes. ERNLLCA advised to raise official complaint with Anglian Water. Clerk to forward Anglian Water) Wave - Clerk spoke with Wave. Anglian Water have reported no meter fitted on site. Clerk has On going escalated point with Wave Projects 'car park' AP250605:07 Cllr Village Field Car Park re vamp. Two interpretation boards to be designed. Councillors to Dent (barrier come up with ideas. Proposed new height barrier - Cllr Dent to investigate height) On going 251002:12 Planning PA/2025/1039 Application to erect a single storey rear extension, including demolition of existing conservatory, removal of existing chimney stack, replacement roof and installation of roof light to the existing kitchen. Applicant Mr George Sowerby. Woodhurst, Winteringham Lane, West Halton Dn15 9AU. Consultation end date 23<sup>rd</sup> September 2025. After discussions council agreed no objections to this application. PA/2025/919 Outline planning permission for four self-build/custom build detached dwellings. Lane west of Coleby Road, West Halton. DN15 9AN. Applicant Mr Howarth. Consultation end date 09/10/2025. After close examination of outline planning permission Council passed a resolution to object to this application as follows. Proposed Cllr Davey seconded Cllr Duck **Highway Safety Concerns** The proposed dwellings would be accessed from a narrow stretch of Coleby Road directly opposite Churchside, where visibility is already severely restricted. With the establishment of 4 additional dwellings (possible adding a further 8 vehicles) there would be an unacceptable increase in potential traffic accidents. The NPPF does clearly state that a development should be refused where there would be an unacceptable impact on highway safety. Council refuse vehicles would have to be stationary on Coleby Road during collections periods, adding to the already congested, narrow carriageway. In the planning documents, mention is made of the new dwelling residents being able to easily access public services such as buses, and local facilities. The nearest bus stop is located on the corner of Short Lane/West Street junction. To arrive at this point residents from the new dwellings would have to proceed along Coleby Road and Churchside. At present the section of Coleby Road adjacent to this development and Churchside does not have any public footpath away from the highway. Residents must walk along the road putting themselves at risk of collision with vehicles. Flood Risk and Surface Water Run-off It is a well-known, and documented fact that the area 120m to the south of the proposed development, in a dip in Coleby Road, is already a flood risk area. A property here has been flooded on many occasions in the past. The proposed site lies on farmland which currently acts as a flood mitigation site. This land absorbs, holds and slowly releases water over a long period of time. Through the creation of a new tarmac area and a variety of hard standing, with no provision to curtain surface water runoff, the flood risk 120m to the south of the development would be increased. There are clear outline in NPPF requiring that any proposed development should not increase flood risks elsewhere. There are no sustainable drainage plans in place, on the current planning documentation to consider surface water run-off. For the above reasons, West Halton and Coleby Parish council respectfully urge North Lincolnshire Council to refuse the application PA/2025/919. 251002:13 Correspondence Greater Lincolnshire Council for all Consultancy sessions x 2 E mails ERNLLCA finance training. Cllr Davey would like to attend at cost of £20.00 + VAT. Resolution passed Proposed Cllr Williams seconded Cllr Duck. Clerk to arrange **ERNLLCA HR training** Police Liaison day Winterton 6th October 2025. 251002:14 Village Hall Social Evening 11th October with line dancing and food (pre-ordered) Children's Halloween party 1st November 17.00 – 19.00 £2 per child Christmas Craft Fair 23<sup>rd</sup> November 2025 10.00 – 14.00 £5 per table Children's Christmas Party and Lights Switch on 30th November Christmas Lunch 7th December Adults £15.00 Children under 16 £7.50 251002:15 St Etheldreda's church 2<sup>nd</sup> November 11.15 Holy Communion 9th November Act Of Remembrance 09.30 – to be led by Winterton RBL

23<sup>rd</sup> November 11.15 Holy Communion Wreath making 6<sup>th</sup> December 2025.





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	251002:16 Miscellaneous	
	Child safeguarding Policy review. Checked and approved <b>Proposed</b> Cllr Duck seconded Cllr Davey	
	Equality and Diversity - Checked and approved Proposed Cllr Duck seconded Cllr Williams	
	Financial Reserves policy Checked and approved <b>Proposed</b> Cllr Davey seconded Cllr Williams	
	Octopus Wind Turbine – still with NLC	
	HCCP – no news	
	251002:17 Agenda for next and future meetings.	
	No comments from councillors.	
	251002:18 Next Meeting	
	The next meeting as, subject to any change, 6th November 2025 18.30 venue West Halton and Coleby Village	
	Hall. Business concluded and meeting closed at 20.00	
	<u>Closed action points</u>	
	AP250904; Clerk Bus shelter quotes	
	AP250904:03 Clerk Poppy seed heads	
	Accounted and signed as a true record of husiness transacted	
	Accepted and signed as a true record of business transacted.	
	Signed Date Position	