

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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27th November 2025

Dear Councillor,

You are summoned to attend the monthly meeting of the above-named Parish Council to be held on 4th December 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

251204:01 **Receive apologies and approve reasons for absence**

251204:02 **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.

251204:03 **Minutes**

- To approve and sign the minutes of the following meetings
- Non quorate Parish Council Meeting held 6th November 2025
 - Quorate Parish Council Meeting held 19th November 2025
- both as a true record of business transacted.

251204:04 **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.

251204:05 **Councillor and clerk Vacancies**

Cllr Williams + Cllr Van Der Westhuizen resignations

251204:06 **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

251204:07 **Village Services and Allotments**

- To discuss and resolve any actions relating to;
- a) Allotment Land registration
 - b) Any other matters

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251204:08 Public areas

To discuss and resolve any actions relating to;

- a) Alkborough Lane Bus Shelter – NLC Grant site plan. Steel one scrap
- b) Telephone Box door
- c) Asset inspections
- d) Alkborough Lane planter – planters require re painting
- e) Leaning tree on village field – Savills tree inspection
- f) Any other matters.

251204:09 HCCP

To discuss and resolve any actions relating to;

- a) Statutory consultation

251204:10 Cemetery

To discuss and resolve any actions relating to;

- b) Ownership transfer – NLC proposals
- c) Cemetery sign/moles

251204:11 Financial

To approve and sign the following reports;

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

Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation
12/11/2025	ERNLLCA	Finance training	BACS	N/A	£24.00	Cllr Dent/Cllr Davey
30/11/2025	Clerk	November salary and expenses	BACS	N/A	£155.84	Cllr Duck/Cllr Davey

- Update Virgin mandate(s)
- Allotments – Anglian water revised invoice
- Budget sign off 2026/2027 – tenders - agree

251204:12 Current project(s)

To discuss and resolve any actions relating to;

- a) Allotment mains water final jobs
- b) Village Field parking area

Project ideas 'Car park'

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

251204:13 Correspondence

To discuss and resolve any actions relating to;

ERNLLCA cemetery training registration
Smarter recycling NLC
ERNLLCA Disciplinary training
ERNLLCA Legionella training
ERNLLCA November newsletter
Parliamentary motion supporting local community energy
Strengthening the standards for local Authorities
ERNLLCA H+S training

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251204:14 Village Hall

Christmas Craft Fayre 23rd November 10:00 – 14:00

Children's Christmas party and lights Switch On 30th November

Christmas Dinner 7th December £15.00 adults

251204:15 St Etheldredas Church

6th December Christmas Wreath workshop

251204:16 Miscellaneous items

251204:17 Agenda for next and future meetings

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

251204:18 Next Meeting

To confirm the date and time of the next meetings as 5th February 2026 18.30 venue West Halton and Coleby Village Hall