

WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday 4th December 2025 at 18.30 – venue West Halton Village Hall

Present

Cllr Charles Dent – Chair
Cllr Sam Duck – Vice Chair
Cllr Trevor Davey
Frances Altoft

West Halton and Coleby Councillor
West Halton and Coleby Councillor
West Halton and Coleby Councillor
Parish Clerk

Quorate 3 councillors present

Abbreviations; NLC – North Lincolnshire Council

VH – Village Hall

WH&CPC – West Halton and Coleby Parish Council

251204:01 Receive apologies and approve reasons for absence Apologies received from Ward Cllr's Ogg and Marper	
251204:02 Declarations of interest (a) Agenda point 251204:07 251204:11 251204:12 Agenda points 07/12 Clerk; Personal – allotment owner. Agenda point 251204:11 finance – personal reimbursement of funds (b) No dispensations granted.	
251204:03 Minutes The minute of the Parish Council non-quorate meeting held on 6 th November 2025 were accepted and signed. Proposed Cllr Dent seconded Cllr Davey The minutes of the Parish Council Meeting held on 19 th November 2025 were accepted and signed as a true record of business transacted. Proposed Cllr Duck; Seconded Cllr Davey	
251204:04 Reports from Ward Councillor(s) None present	
251204:05 Councillor and Clerk Vacancies Cllr Van Der Westhuizen and Cllr Ian Williams have resigned their positions. Cllr Dent would like to thank them for their contributions to the Council There are 3 vacancies for councillors. All vacancies to be advertised on parish noticeboards, on Council web site and in the January Newsletter. Clerk position. Final working date 31 st January 2026. ERNLLCA to be asked to advertise. Clerk vacancy to be advertised on parish noticeboards, on Council web site and in the January Newsletter.	
251204:06 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) Theay Hill Fly tip – Cllr Ogg chasing Biffa	
251204:07 Village Services (a) Land Registry Allotments – Cllr Dent making progress; to send completed forms to all councillors for inspection.	AP240201:02 Cllr Dent (allotment ownership) On-going
251204:08 Village field, playground and public areas (a) Bus Shelter Alkborough Lane– NLC Community grant funding on hold. NLC require a site plan drawing to show measurements etc. Cllr Dent agreed to action. Steel bus shelter needs removing from allotments and taking to scrap yard (b) Telephone box door – Progress has been made. Hinges now on and another trial fit to be arranged. (c) Asset inspections. Cllr Davey will carry out inspections asap. Clerk has forwarded necessary documentation to Cllr Davey. Dangerous goalposts – ground anchors required. Goal post did fall over however resident re-erected (d) Alkborough planter. Supplier is ready – planter needs emptying and un-bolting. Cllr Duck requested assistance (e) Resident Village Field tree inspection. Clerk has chased Savills. Residents have noticed some red spots on trees on village field – maybe inspection has already taken place.	AP251119:01 Cllr Dent (plan) on going AP230111:03 Cllr Dent (door) On-going
251204:09 HCCP Statutory consultation Clerk attended consultation. Original proposed pipe route has been changed and is now proposed south of	

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<p>Coleby Village. Council agreed that this is a more viable route. The AGI location has been moved from A1077/Ermine Street junction to junction of Cliff Road, Winteringham/A1077. Concerns raised over the location of the vehicular access to this site and possible felling of trees. HCCP consultants to check and confirm on access but they confirmed that no trees would be felled. Winteringham PC and residents not happy with AGI proposed location. Questions were raised over the route passing close to the landfill site. HCCP consultants assured residents that precautions and processes are in place to ensure no disturbance. Mitigation funding will be available at some point in the future</p>																														
<p>251204:10 Cemetery</p> <p>(a) Cemetery ownership. After discussions, council agreed to accept ‘option 3’ – to accept the land we have requested as is, excluding that belonging to the neighbouring cottage. Proposal to claim the missing portion in the future – not a priority at present. Cllr Dent took an action to enquire on costs of adverse possession for missing land Cllr Dent to write to Mr John Kidner NLC stating council’s decision.</p> <p>(b) Cemetery sign/ Moles. No action to be taken on moles until ground is drier. NLC to remove fallen sign</p>		<p>AP251119:02 Cllr Dent (adverse possession) On going</p> <p>AP251119:03 Cllr Dent (write to NLC) On-going</p>																												
<p>251204:11 Finance</p> <p>To approve and sign the following reports;</p> <ul style="list-style-type: none">• Summary receipts and payments November 2025• Bank Reconciliation and expenditure v budget November 2025• Monthly receipts and payments November 2025• November 2025 Reserve and Current account bank statements <p>Resolution passed All payments to be processed. Proposed Cllr Duck seconded Cllr Davey</p> <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>12/11/2025</td><td>ERNLLCA</td><td>Finance Training</td><td>BACS</td><td>N/A</td><td>£24.00</td><td>Cllr Dent/Cllr Davey</td></tr><tr><td>27/11/2025</td><td>Kyanite</td><td>2026 Annual web hosting fee</td><td>BACS</td><td>N/A</td><td>£163.19</td><td>Cllr Duck/Cllr Dent</td></tr><tr><td>30/11/2025</td><td>Clerk</td><td>November salary</td><td>BACS</td><td>N/A</td><td>£155.84</td><td>Cllr Duck/Cllr Davey</td></tr></table> <p>Clerk salary – Unpaid leave taken. Total November hours paid 8. Note £20 expenses – purchase of Remembrance Wreath – log as S137 payment Invoice arrived after agenda issue; Chestnut Mowing £240.00 council agreed to pay. Authorisers Cllr Duck/Cllr Davey WH VH £25.00 donation to Christmas Tree. Agreed in November meeting to pay; note log as S137 payment Bank mandate amendments – on hold due to recent resignations Anglian Water – <u>increased price of installation</u>. Anglian Water have offered a one-off compensation payment of £200 and have offered to pay for the meter installation as this was not carried out correctly at initial installation. Cllr Dent to put together a response in attempt to get a clear resolution from Anglian Water, clarifying our payment in full was against previous price. Cllr Dent to send to clerk who will submit to Anglian Water</p> <p>Wave – Clerk spoke with Wave. Still no account opened – awaiting information from Anglian Water</p> <p>Current account as of 30th November £2968.88 Reserve account £2554.04 National Lottery grant remaining funds - £404.68 (included in £2968.88)</p> <p><u>Budget 2026/2027.</u> Chestnut Mowing 2026 prices £125 per field cut; £25 per cemetery cut. Resolution passed New prices accepted Proposed Cllr Dent seconded Cllr Duck. Clerk to advise contractor Grove Groundworks. No price increase for 2026. £95 per cut Coleby verges; £180 West Halton verges; 7 cuts. £95 per PROW cut 3 cuts. £215 one cemetery hedge cut Resolution passed Prices accepted. Proposed Cllr Davey seconded Cllr Duck. Clerk to advise contractor NLC have offered a 3.8% increase on devolved grass cutting to include weed clearance within 30mph areas in the parishes. 3.8% will not cover inflation and the extra work involved. Clerk to write to NLC and to ask Grove if they have spraying licence. The NLC devolved payment will only fund 7 cuts – not the 9 requested by NLC. Clerk to send maps to Cllr Dent to check m² and to check with other local council(s) as to their response(s) to NLC offer</p>		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	27/11/2025	Kyanite	2026 Annual web hosting fee	BACS	N/A	£163.19	Cllr Duck/Cllr Dent	30/11/2025	Clerk	November salary	BACS	N/A	£155.84	Cllr Duck/Cllr Davey	<p>AP251119:04 Cllr Dent (AW response) on-going</p>
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<p>AP251204:01 Clerk Initial proposed 2026/27 precept £7000.00 (£200 increase on 25/26). To be finalised by January 6th, 2026, or before via E mail</p>	
<p>251204:12 Current Projects</p> <ul style="list-style-type: none"> (a) Village field car park. Cllr Duck suggested avoiding a large project and using a low-cost surface to make parking clearer – e.g. recycled road planings? It was discussed that CPB teams could be used to tidy current area (b) Village field gate Alkborough Lane – Council stated not a priority. Cllr Dent to inspect and report back to council (c) Allotment Mains water. All pipework has been completed, taps installed and connected up. System will be tested in Spring – mains to be switched off until Spring <p>Projects ‘car park’</p> <ul style="list-style-type: none"> (i) Village Field Car Park re vamp. Two interpretation boards to be designed. Councillors to come up with ideas. Proposed new height barrier - Cllr Dent to investigate 	<p>AP250605:07 Cllr Dent (barrier height) On going</p>
<p>251204:13 Correspondence 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</p>	
<p>251204:14 Village Hall Christmas Lunch 7th December Adults £15.00 Children under 16 £7.50.</p>	
<p>251204:15 St Etheldreda’s church Wreath making 6th December 2025. 2 sessions fully booked. Excellent support 17th December 18.30 Carol Service 21st December 11.15 Christmas Holy Communion</p>	
<p>251204:16 Miscellaneous No items</p>	
<p>251204:17 Agenda for next and future meetings. Council proposed extra January meeting 6th January 2026 to finalise budget (if not agreed by E mail)</p>	
<p>251204:18 Next Meeting The next meeting as, subject to any change, Tuesday 3rd February 2026 18.30 venue West Halton and Coleby Village Hall. Business concluded and meeting closed at 20.00 <u>Closed action points</u> AP250904:02 Cllr Dent ground anchors AP250501:02 Clerk Mandate amendments Accepted and signed as a true record of business transacted. Signed Date..... Position.....</p>	