

WEST HALTON AND COLEBY PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 8th June 2026 at 18.30 – venue West Halton Village Hall

Present

Cllr Charles Dent – Chair
Cllr Sam Duck – Vice Chair
Cllr Trevor Davey
Cllr Victor Oliver

West Halton and Coleby Councillor
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Quorate 4 councillors present

Abbreviations: NLC – North Lincolnshire Council

VH – Village Hall

WH&CPC – West Halton and Coleby Parish Council

260608:01 Receive apologies and approve reasons for absence Apologies received from Ward Cllr's Ogg, Rowson and Marper	
260608:02 Declarations of interest (a) None declared	
260608:03 Minutes Annual Parish Assembly: Cllr Davey made comment to 4. Public Comments wording regarding pub landlord's duty of care and responsibility: concerned this could be misinterpreted. All agree this is clear enough given context of anti-social behaviour in question. The minutes of the Annual Parish Council Meeting held on 11th May 2026 were accepted as a true record of business transacted. Proposed Cllr Dent; Seconded Cllr Davey. Cllr Duck took action to provide non-watermarked copies to be signed by Cllr Dent.	
260608:04 Reports from Ward Councillor(s) None present	
260608:05 Councillor and Clerk Vacancies Councillor vacancies: Mr P Brown (not present) has expressed interest to join the council, council unanimously voted to co-opt Mr Brown to the council. Resolution passed proposed Cllr Davey, seconded Cllr Oliver. Pending declaration forms to be signed and returned to parish council. 1 Councillor vacancy remaining. Clerk Vacancy: Cllr Dent has requested ERNLLCA readvertise vacancy, to monitor new applications. Chair Vacancy: At Annual Parish meeting 11 th May 2026 Cllr Dent expressed wish to stand down from role of chair. Cllr Davey expressed interest in position of chair, unanimously agreed by council. Resolution passed proposed Cllr Dent, seconded Cllr Oliver. Cllr Duck took action to forward acceptance of chair paperwork to Cllr Davey, to be co-signed at next meeting. <u>Remainder of meeting led by new chair Cllr Davey</u>	
260608:06 Highways, footpaths and PROW a) Coleby road surface. F5725033998 problem logged with NLC. The road surface is getting worse with several new potholes appearing. Other road surfaces in the area have been receiving repairs. Cllr Davey took action to contact ward councillors for update since previous meeting and find contact at NLC that can be chased regarding this issue. b) Short lane grass verge damage reported by one resident. Cllr Davey has reached resolution with bus company insurer for damages. Cllr Davey took action to contact Grove Groundworks and get damage rectified during an upcoming grass cutting visit.	AP260511:02 Cllr Davey (Verge work)
260608:07 Village Services (a) Land Registry Allotments – Cllr Dent informs appointment with solicitor got cancelled. Cllr Dent to rearrange meeting with solicitor and retrieve quote for land registration. (b) Cllr Dent took action to take allotment water meter reading. (c) Cllr Dent took action to replace SID speed sign battery at Coleby location. Cllr Duck to charge another battery and deliver to Cllr Dent. (d) Cllr Duck to arrange Coleby Defib check and update portal once complete.	AP240201:02 Cllr Dent (allotment ownership) On- going
260608:08 Village field, playground and public areas (a) Telephone box door – WIP – Cllr Dent informs new tin of paint ordered for door. Cllrs Davey and Oliver offered help with door installation. Arranged for Cllrs to meet and install door Saturday 13 th 11am, paint and glass installation to be completed later once fitted. (b) Asset inspections. Latest inspection carried out by Cllr Davey. Cllr Davey took action to investigate	AP230111:03 Cllr Dent (door) On- going

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repairs to a grab handle on one of the rides. (c) SLA Park inspection revealed damage to a section of safety surfacing. Cllr Dent reports this surface is a wet pour and could be an expensive repair should the surface worsen. Cllr Davey took action to find a cost-effective repair. (d) Alkborough Lane planter. Cllr Dent agreed to help empty contents, planter to be returned to Cllr Duck for repairs and repaint. (e) New goal posts required – Cllr Duck looking into grant funding, NLC Community grant fund appears best option currently. Cllr Duck to get quotations together and find correct equipment required. Cllr Davey mentioned previous discussion about possible Blue Dog Pub football team, Cllr Davey took action to obtain update. (f) Winteringham Lane notice board damage – Cllr Oliver made and fitted new doors to the notice board, commented that the frame is nearing the end of its lifetime. Council thanked Cllr Oliver for his work. (g) Coleby bus shelter – Cllr Davey installing an additional shelf to Coleby bus shelter.	AP260511:03 Cllr Duck (Grant funding) AP260511:04 Cllr Davey (bus shelter)																																			
260608:09 No agenda point																																				
260608:10 Cemetery (a) Cemetery ownership. Cllr Dent Contacting NLC to confirm transfer option council has selected, took action to contact Cllr Ogg for new contact at NLC to resolve ownership transfer. (b) Cemetery sign – Cllr Duck informs repaired cemetery sign is complete at home and ready to be reinstalled. Cllr Duck to purchase new ground anchors and liaise with Cllr Davey for install. Cllr Duck reports some of the reused sign parts are towards the end of their lifespan. Council may revisit quote from AKCK designs in future, only once ownership is resolved.	AP251119:03 Cllr Dent (contact NLC/apply for adverse possession) On-going																																			
260608:11 Planning No new planning applications.																																				
260608:12 Finance Virgin payments up to date against previous outstanding invoices. Cllr Duck informs 2025/26 accounts are with Glovers for audit. Glovers requested missing Virgin bank statements. Cllr Duck to retrieve and forward these to Glovers, will keep council informed. Further meeting to be arranged to review, accept and sign 2025/26 year end audited reports once returned from Glovers and prepare AGAR report. 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>11/05/2026</td><td>WH&C Village Hall</td><td>Village Hall Hire Apr-Jun 26</td><td>BACS</td><td>N/A</td><td>£30.00</td><td>Cllr Duck/Cllr Davey</td></tr><tr><td>20/05/2026</td><td>NLC</td><td>SLA Park Inspection</td><td>BACS</td><td>N/A</td><td>£138.68</td><td>Cllr Duck/Cllr Davey</td></tr><tr><td>20/05/2026</td><td>Information Commissioner's Office</td><td>Data Protection Fee</td><td>Online/ DC</td><td>N/A</td><td>£52.00</td><td>Cllr Duck/Cllr Davey</td></tr><tr><td>01/06/2026</td><td>Chestnut Mowing</td><td>Cemetery/Field cutting</td><td>BACS</td><td>N/A</td><td>£425.00</td><td>Cllr Duck/Cllr Davey</td></tr></table> Cllr Dent to check if ICO Data Protection Fee can be paid via BACS. Council unanimously agree to this method if possible. Cllr Dent took action to compare spend to date with budget for cemetery and field grass cutting.	Date and invoice reference	Company	Reason for invoice	Payment method	Minute reference	Amount	Authorisation	11/05/2026	WH&C Village Hall	Village Hall Hire Apr-Jun 26	BACS	N/A	£30.00	Cllr Duck/Cllr Davey	20/05/2026	NLC	SLA Park Inspection	BACS	N/A	£138.68	Cllr Duck/Cllr Davey	20/05/2026	Information Commissioner's Office	Data Protection Fee	Online/ DC	N/A	£52.00	Cllr Duck/Cllr Davey	01/06/2026	Chestnut Mowing	Cemetery/Field cutting	BACS	N/A	£425.00	Cllr Duck/Cllr Davey	AP260608:01 Cllr Dent (Virgin Bank) AP260511:01 Cllr Dent/Duck (Audit)
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Cllr Dent took action to arrange new administrators with Virgin Bank, was discussed to add Cllr Oliver as an authoriser. Cllr Oliver informs he cannot as does not have a mobile phone to use the app.	
260608:13 Current Projects (a) Village Field goal posts. Projects ‘car park’ Village Field Car Park; Village field wall repairs.	
260608:14 Correspondence Mrs Booth – Weeds coming through in playground. Offer to spray weeds early morning before children around. Council happy for Mrs Booth to complete offer of weed spraying providing resident holds relevant certification. Council would like to thank Mrs Booth for continued help around the village. Mr Robinson – Grass cutting Winteringham Lane, Cllr Davey took action to review devolved grass cutting plans in relation to this location. Cllr Davey to monitor and discuss with contractor if necessary.	
260608:15 Miscellaneous No items	
260608:16 Agenda for next and future meetings. No items	
260608:17 Next Meeting The next meeting as, subject to any change, Monday 13rd July 2026 18.30 venue West Halton and Coleby Village Hall. Business concluded and meeting closed at 19:35 <u>Closed action points</u> AP260511:04 Cllr Davey Notice board, works completed by Cllr Oliver. AP260511:0 Cllr Dent (Savills) Request completed, signed and returned to Savills. Accepted and signed as a true record of business transacted. Signed Date..... Position.....	