

WALTHAM PARISH COUNCIL

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Dear Sir/Madam

I hereby give you notice that the Meeting of Waltham Parish Council will be held in the Library Meeting Room, Waltham on Tuesday 10th January 2017 commencing at 7.00pm.
All Members are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting hereunder.

Mrs L Leach
Clerk to the Council

3rd January 2017.

Agenda:

01.01.2017 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.

02.01.2017 To receive any apologies from Members not able to attend the meeting.

03.01.2017 Open Forum Under Suspension of Standing Order No 21.

The meeting will have a period of public consultation which shall not exceed 15 minutes in total, no individual speaking for more than a maximum of 5 minutes. At the Chairman's discretion this time may be extended. If a member of the public wishes to speak on non-scheduled Agenda items, the Council may have to carry the item and/or any action forward to the next meeting.

04.01.2017 To consider and approve the Minutes of the Meeting held on 6th December 2016.

05.01.2017 To consider any applications to be co-opted onto Waltham Parish Council.

06.01.2017 To receive a report from Police Liaison.

07.01.2017 Clerk's Report & Correspondence received since meeting of 6th December 2016.

- a) Carols on the Green raised £24.60 in donations; the Parish Council are to consider which organisation is to receive the donations.
- b) Comments to date on a bandstand are mixed with concerns over it being used for anti-social behaviour.
- c) NELC has written accepting the documents provided for secure storage and a declaration is to be completed stating if indefinite deposit with or without authorisation to destroy and with open or restricted access is required.
- d) There is to be a Great British Spring Clean on weekend of 3rd to 5th March. The Parish Council are to consider taking part with volunteer assistance.

08.01.2017 Planning.

a) Planning decisions, correspondence and planning matters:

- (i) To review the NELC consultation on the draft Housing Strategy and consider making comments.
- (ii) To receive a formal consultation on the East Lindsey District Council Local Plan and consider submitting comments.
- (iii) To receive a response from letter sent to MP regarding Community Led Plans.
- (iv) **THE PARISH COUNCIL IS AWARE THAT AN APPLICATION HAS BEEN VALIDATED AT NELC FOR LAND OFF BRIGSLEY ROAD.**

This application has not been received at the time of publication of this agenda. The Parish Council may wish to consider a separate meeting for such a large application. Any separate meeting will be advertised in the usual manner.

(v) To receive correspondence regarding verge reinstatement planning application number DC/303/11/WAB.

b) *Planning applications received and to be considered:*

1. DM/1161/16/OUT 61 Mill View, Waltham

Outline application to erect one detached bungalow with all matters reserved.

2. DM/1052/16/FUL 12 Kirkgate, Waltham

Erect two storey extension to rear.

3. DM/1147/16/FUL Plot 5 Brook Lane, Waltham

Erect detached dwelling with attached garage.

09.01.2017 To receive and confirm progress on the action sheet.

a) Issues without movement to be discussed and dealt with under the appropriate agenda heading.

10.01.2017 Pavements/Street Lighting/Highways

- a) To receive response from recycling team over changes to service.
- b) To receive notification of cutting of Sunningdale land on 20/12/16.
- c) To receive any responses re footpath on North East side of Cheapside.
- d) To receive any responses re notice of changes to NELC grass cutting policy.

11.01.2017 To receive any reports from the following working groups:

(a) Gravel Pit Allotments.

(b) Station Road Allotments.

(c) Parks and Open Spaces.

(i) To receive and consider quotations for phase 2 of trees in Well Lane.

(ii) To review Parks & Open Spaces Maintenance Specification and agree to go out to tender for 2017/2018 contract.

(iii) To consider quotations for amended In Bloom signage for village entrances.

(iv) Fairway land – report on actions to date.

(d) CCTV.

(e) Public Rights of Way.

(i) To receive formal consultation for consideration on proposed diversion of section of Footpath 72 at Brigsley Road end.

(f) Bowling Green.

(g) Youth.

12.01.2017 Parish Office

13.01.2017 Finance Items.

- a) To receive a list of Accounts payable up to 10th January 2017 and approve their payment.
- b) To agree to hold a review of the Financial Regulations with advice from ERNLLCA.
- c) Clerk to report on response from Public Works Loan Board and to resolve subsequent actions.
- d) To receive and consider precept request to NELC for 2017/2018.

14.01.2017 Burial Board Committee.

- a) To consider exclusion of press and public due to the sensitive nature of matters to be discussed.
- b) To receive update on letter to family S.

Date of Meeting	Decision taken	Action	By	Status as of 3rd January 2017	Red = To do/outstanding Orange = Started Green = Completed
1st December 2015 - 1st Nov 16	Accept offer of free labour for kick about wall - Chase up building of kick about wall	Make contact with builder	LL	Chairman made contact 16/11/16 and was informed would be carried out once current job completed	
1st December 2015 - 1st Nov 16	obtain quotations for materials for kick about wall and bring back to future agenda - Chase up	Make contact with builder	LL	Chairman made contact 16/11/16 and was informed would be carried out once current job completed	
2nd February 2016	Make enquires about rapid deployable cameras and funding from P&CC	make enquiries re Mobile CCTV units & collate information to pass on to other Parish Councils.	LL/MA	27/11/16 - Funding forms downloaded, work started on form completion. Next round of funding available from February 2017.	
7th June 2016	Proceed with work required in Grove Park. Ensuring contractor aware of any possible manhole structure under base	instruct contractor to proceed with work in Grove Park	LL	Work completed w/c 12th Dec 16	
6th Sept 2016	Send out details to businesses over Best Kept Village Competition comments and ask for sponsorship for next years competition	write to local businesses for support	LL	Letter drawn up. P&O spaces looking into sponsorship items and letters to go out in New Year.	
4th October 2016	Ask NELC to provide details of costs on amending the In Bloom Winners signs in the village	Obtain costs from NELC	LL	Email sent to officer 10/10/16 added and added to highways list. NELC advised would be cheaper to obtain own quotations. 27/11/16 Ongoing	Estimates to be added to January agenda
4th October 2016	Contact tree surgeons to obtain quotations for work to trees on Well Lane	Contact tree surgeons	LL	site visit x1 taking place w/c 21/11/16 site visit x2 taking place w/c 28/11/16	Quotes to be added to January agenda
4th October 2016	Arrange for painting of parish office and public toilets	contact painting contractor	LL	Office completed 13th - 18th Oct, toilet steel work completed 8/12/16, painting to be carried out when weather improves	
4th October 2016	Contact company to carry out work in public toilets	contract stainless steel contractor	LL	completed 8/12/16	
1st Nov 2016	Put details of Grantscape funding on Facebook page when details are released	Add Grantscape funding to Facebook page	LL	Details put on website 13/12/16	
6th Dec 2016	Input planning decisions from meeting into NELC planning portal	Input on NELC planning portal	LL	Details submitted 9/12/16	
6th Dec 2016	Advertise on Facebook possible cycle tagging scheme	put article on Facebook page	LL	Asked PC Stevenson to provide leaflets on products 9/12/16	
6th Dec 2016	Add East Lindsey District Council Local Plan to January Agenda	add to January agenda	LL	Added to January agenda	On January agenda
6th Dec 2016	Send details of East Lindsey Local Plan to all Councillors	send details to all councillors	LL	Sent link to all councillors 8/12/16	
6th Dec 2016	Add NELC Draft Housing Strategy to January agenda	add to January agenda	LL	Added to January agenda	On January agenda
6th Dec 2016	Send details of NELC Draft Housing Strategy to all Councillors	send details to all councillors	LL	Sent link to all councillors 8/12/16	

6th Dec 2016	Write a response to resident with concerns over planning in Waltham village. ERNLLCA to review before sending.	Write response, copy in M Vickers	LL	Letter sent 12/12/16	
6th Dec 2016	Write to resident who raised concerns over wording in minutes - reassuring them of the parish councils meaning of words used.	Write to resident	LL	Letter sent 12/12/16	
6th Dec 2016	Write to resident who asked if parking restrictions/amendments could be considered in Ludgate Close	write to resident	LL	email sent 12/12/16	
6th Dec 2016	Invite Highways officer to Parish Council to discuss speed awareness signs & speed reduction at Barnoldby Road roundabout	Invite officer to meeting	LL/MA/PT	Meeting arranged for 16/1/2017	On February agenda
6th Dec 2016	Write to Councillor Burton of the planning committee re concerns over footpath position proposed for Cheapside	Write to Cllr Burton	LL	letter sent 19/12/16	
6th Dec 2016	Write to NELC waste collection department outlining parish councils concerns over extra waste at community recycling banks. Ask for monitoring	Write to NELC	LL	email sent 19/12/16	
6th Dec 2016	Write to Director of Environmental Services at NELC over PC concerns of possible changes to grass cutting regime	Write to NELC	LL	Letter sent 20/12/16	
6th Dec 2016	Make contact with residents regarding overhanging trees next to allotments	Write to resident	LL	Letter sent 19/12/16	
6th Dec 2016	Set up CCTV to cover copse area at allotments	Set up CCTV	MA	Installed 21/12/16	
6th Dec 2016	Add Mr Kay to approved suppliers List	Write to Mr Kay successful in application	LL	Letter sent 19/12/16 & added to approved suppliers list.	
6th Dec 2016	Add to Spring agenda, possible extra bench in Grove Park	Add to May agenda & obtain quotations	LL	Added to May 2017 agenda	
6th Dec 2016	Make contact with solicitors requesting details of objection to land registry	contact solicitors	LL	Letter sent 20/12/16	
6th Dec 2016	Add adopted CCTV Policy to approved documents	Process CCTV Policy	LL	Done 8/12/16	
6th Dec 2016	Award Cemetery Contract - Contact all companies	Award Cemetery contract	LL	Done 8/12/16	
6th Dec 2016	Send out all accounts payable	Send out accounts payable	LL	Done 7/12/16	
6th Dec 2016	Seek ERNLLCA advice over cemetery matter	contact ERNLLCA	LL	suggested letter sent to ERNLLCA	
6th Dec 2016	Investigate cost of possible replacement pole frame or marquee	Obtain costs on different solutions and add to agenda	LL/MA		