

**Minutes of the Meeting of the Waltham Parish Council held in the
Waltham Library on Tuesday 2nd August 2016 at 7.00 pm.**

Present: Councillors Archer, Conolly, Gordon, Kiddle-Bailey, Sadler, Shaw, Surtees, Weston and Woodliff, PCSO Dianne Bell, 8 members of the public, 1 member of the press and the Parish Clerk. Mr P Strawson & Mr D Nelson were also present to give informal presentations.

01.08.2016 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.

Cllrs Archer, Kiddle-Bailey and Surtees declared Personal and Prejudicial Interests on item 9(b)(2) as they are adjoining landowners to this proposed development.

The Chairman explained that he has taken advice on whether to declare an interest on an informal presentation that is to be given by a landowner as he is also a landowner, however as the presentation is to be presented in the open forum section of the meeting and there is no decision to be taken by the council and this is for information purposes only the legal advice allowed him to remain in the meeting.

(b) To note dispensations given to any member of the council in respect of the agenda items listed below.

None.

The Chairman reminded members that should an interest become apparent further in the agenda this should be declared at the time.

02.08.2016 To receive any apologies from Members not able to attend the meeting:

Apologies were received from Councillors Barrett, Evans, Guilliat and Teanby. Both Ward Councillors are at a meeting and will be attending late this evening.

The Chairman read out the procedure on the recording of Waltham Parish Council meetings.

03.08.2016 Open Forum Under Suspension of Standing Order No 21:

RESOLVED: The Parish Council agreed to invoke Standing Order number 21 so that residents were able to speak. Items will be listened to and if appropriate will be taken into consideration under the relevant agenda heading.

(a) To hear an informal presentation on proposed changes to approved application number DM/1231/14/FUL 51 homes land off Station Road, Waltham.

Mr Strawson gave an informal presentation on the proposed changes to his development to land off Station Road Waltham, which has been awarded planning permission. The number of houses remained at 51, however he felt that dormer style dwellings would more suitable to this location and less intrusive for the existing properties opposite. There would be integral garages, some with bedrooms above rather than stand alone garages and the plan is to remove the entrance that leads on to Station Road and all the properties would access from Grimsby Road.

The Councillors present were given the opportunity to ask questions, however until an amended plan is presented to the council there were no formal decisions taken.

The Chairman thanked Mr Strawson for attending the meeting.

Mr Nelson requested to speak and presented an update on application number DM/0420/16/FUL for 7 dwellings at Tynedale, Cheapside, Waltham.

Mr Nelson updated the Parish Council on the boundary issues and provided details of the drainage management plan with regards to maintenance of the beck.

Again the Councillors present were given the opportunity to ask questions, but until an amended plan is presented to the council there were no formal decisions taken. The Chairman thanked Mr Nelson for presenting at this meeting.

Ward Councillors Philip Jackson and Iain Colquhoun entered the meeting.

A resident was present to speak about the application for land south of Ings Lane, Waltham and asked if the Council would allow him the opportunity to speak when the application is before the Council under the appropriate agenda heading.

A resident questioned if the old bins that are being replaced on the village green are in a useable condition and could consideration be given to use them elsewhere. The same resident also asked if the Council would consider moving item 15 on the agenda to after number 10 as they would not be able to attend the whole meeting and would like to hear this item. The Chairman said that the bins unfortunately are in very poor condition and may not be able to be re-used, and he would ask the Council to consider moving item 15 to after number 10 once this is heard on the agenda.

The Chairman thanked the residents for attending.

With there being no further residents wishing to speak the Chairman reconvened the meeting.

04.08.2016 To approve the Minutes of the Meeting held on 5th July 2016:

RESOLVED: The minutes of the Meeting of 5th July 2016 were considered and signed as a true record.

05.08.2016 To receive a report from Police Liaison:

The Chairman welcomed PCSO Bell to the meeting. She read from the July police report. The Parish Council were informed of an incident that took place on Westfield Road recently where two men were arrested and two vehicles were seized. The resident of the property was left with his driveway in a terrible mess and no doubt a huge cost to repair. Residents were advised to always do their homework when employing a contractor to carry out work for them and ensure that they are a reputable company.

The Chairman thanked the PCSO for attending and she left the meeting.

06.08.2016 To receive and confirm progress on the action sheet:

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

The Clerk confirmed that the plaque has been moved on the gas governor building.

07.08.2016 Clerk's Report & Correspondence received since meeting of 5th July 2016.

The defibrillator machine located on the Parish office wall was again deployed on 11th July 2016; this is proving to be a very important purchase for this village.

A letter of thanks has been received from Waltham Methodist Church for taking part in their anniversary flower festival. The Chairman and fellow Councillors thanked Councillor Shaw for making such a wonderful display.

The Mayor is holding a Civic Service on Sunday 18th September at St Peters Church and is extending an invite for two representatives of the Parish Council to attend.

North East Lincolnshire Council is seeking people's views on the updated Contaminated Land Inspection Strategy and would like to give local councillors the opportunity to consider the updated strategy and provide any feedback. This consultation is open until 18th August 2016. There is no questionnaire for this consultation. Comments for consideration should be emailed to Shaun.Poole@nelincs.gov.uk.

08.08.2016 Planning:**(a) Planning decisions, correspondence and planning matters:**

1. Application DM/0514/16/FUL 28 Brigsley Road, Waltham has been approved under delegated powers.
2. Application DM/1192/15/FUL Land South of Ings Lane Waltham (erection of 10 dwellings) has been approved by NELC and the Section106 agreement has been signed.
3. Application DM/0606/16/FUL 13 Chadwell Springs has been approved by NELC.
4. To consider sending comments to the consultation on The Greater Lincolnshire Devolution.

The Parish Council discussed whether this consultation should be submitted as a collective or by individual councillors. This item is also for discussion at the next Town and Parish Council Liaison meeting.

RESOLVED: The Parish Council agreed for Councillors to respond to the consultation on an individual basis.

(b) Planning applications received and to be considered:**1. DM/0622/16/FUL Waltham Airfield, Waltham**

Temporary site construction compound to support the onshore cable installation for Hornsea Project One Offshore Wind Farm.

RESOLVED: Waltham Parish Council recommended approval of this application.

2. DM/0609/16/FUL Land South of Ings lane, Waltham

Variation of Condition 14 (Secure Screen Fence) as granted on application DC/1192/15/FUL for revision to have a lockable gate instead of secure screen fencing, which is removed and replaced with a suitable fence upon commencement of Plots 9&10 and existing fencing is agreed and implemented before works commence on Plots 9&10.

Cllrs Archer, Kiddle-Bailey and Surtees, having declared an interest in this matter, left the room. Vice Chairman Cllr P Woodliff in the Chair.

RESOLVED: The Parish Council agreed to suspend standing order number 21 to allow the resident who requested to speak in the open forum to bring forward his comments.

The resident explained that he lives at the rear of this development and has accepted that this new development of 10 houses is going ahead, however he has concerns that the developer is not going to replace the old fencing that backs on to his land and is wanting to make good the old fencing in place, rather than providing the secure screen fencing that has been granted for this application. The resident felt that this would not provide a secure boundary between him and the development and said he would feel rather vulnerable to intruders, particularly when the site is being developed.

The Chairman thanked him for his comments and the meeting was reconvened.

The Parish Council considered the application.

RESOLVED: Waltham Parish Council recommend refusal of this application for variation of condition 14. The Parish Council do not feel that the existing fencing will provide enough security and privacy by way of its very poor condition. The Parish Council agreed that as the original application stated that a new fence should be erected, that this condition should be upheld in order to provide the existing neighbouring property with adequate security and privacy from this new development. The Parish Council did not object to a temporary gate being installed whilst connection to the services in Elm Road took place,

however agreed that new matching fencing must replace the gate once connections had taken place.

Councillor Shaw wished that her abstention from the vote was recorded.

Cllrs Archer, Kiddle-Bailey and Surtees returned to the meeting.

Cllr M Archer was asked to re-take the Chair.

3. DM/0394/16/OUT 5 Cheapside, Waltham

Outline application for the erection of two detached dwellings with garages access and layout to be considered – Amended Plans.

The Parish Council considered this amended plan which reduced the number of homes to one, but felt that their arguments against this area being developed are still valid.

This site is located within the Conservation Area of Waltham and as such should take into account the setting of any listed buildings and/or buildings of local heritage merit which may be in the vicinity as well as open spaces and road layout. The site is located at the rear of a busy public house with beer garden and a restaurant with outdoor entertainment area with children's play area along with other local businesses. The Parish Council still feel that a residential property in this location would conflict with the existing business practices as there are currently events and live music held at these establishments and by placing residential properties next to this established practice this would cause conflict and even one new development (a somewhat larger dwelling), will generate additional traffic having to access the highway adjacent to the main village bus stop. The land that this site is proposed on has a steep slope towards the car park area in Kirkgate and any hard scape surface water runoff from these properties would compromise the current drainage system in this location if an engineering solution is not first agreed upon, as the drain located in Kirkgate that recently flooded into a nearby business, resulted in an investigation where it was found that a 6 foot drain steps down to a 4 foot drain. Although the heritage statement suggests that the mature trees/shrubs within this garden are to be retained it is common practice to either remove or severely prune such trees to provide light for such properties either at the construction stage or after. (an example of this happened to the trees at the rear of All Saints Church Waltham following successful planning application). The loss of any greenery in this area would open up this site.

The heritage statement is also not style specific and the Parish Council would wish to see any applications within the conservation area being full applications.

This site was not identified in the extensive investigations for the Waltham Parish Community Led Plan as being necessary for development and was also not identified as a development site in the draft local plan as published by the local authority. Recent planning law amendments support a local authority's case for refusing planning application within a conservation area (8.1 Article 4 of the Waltham Conservation Area) The Parish Council believes that development of this site to assist the area's shortage of housing (from applicant's heritage statement) is not a strong enough argument to grant permission. The Parish Council feel should this application succeed it will compromise the recently approved Conservation Statement by NELC as back land development within the conservation area adds nothing to the village, and would set a precedent for other potential sites identified in the statement.

RESOLVED: Waltham Parish Council recommended refusal of this application on the grounds given above.

The Chairman gave a verbal report on a site meeting held between the conservation officer, planning officer and the developer of the cottages on the corner of Brigsley Road and Cheapside, which he was invited to attend. The parties are trying to reach an agreement over the height of the boundary wall and railings for this development

and the developer has gone away to consider his options. There may be an application to amend the plans if the developer wishes to build differently to the approved plans. NELC have confirmed that they do own and will still maintain the verge outside this development.

09.08.2016 To consider a community project for village with offer from Spar staff.

The Parish Council having given this consideration since the last meeting suggested several projects that could be undertaken.

RESOLVED: The Parish Council agreed to suggest making improvements to the Well area at the rear of the Spar shop as a village project. The Chairman is to discuss this with the Spar shop manager which is to be followed up in writing.

10.08.2016 Website.

(a) To receive a presentation from the working group and consider proposals for a new website from both our existing provider and a new provider.

The working group provided information from our existing provider on a free upgrade of our existing website and slides were shown on how our site could look. The working group then presented a mock up of a Waltham Parish Council website from a new provider. Costs for the services from both providers were discussed.

RESOLVED: The Parish Council agreed to give 30 days' notice to cancel with our current website provider and engage the services of Lyke Ltd to provide a new website to our specification.

The Parish Council agreed to bring forward item 15 on the agenda.

15.08.2016 To hear about School meeting held on 30th June 2016 and presentation of school awards that took place on 18th July 2016.

The Clerk said that the Parish Council will confirm with the school if Christine Scott is confirmed to attend the September meeting, in order for them to send representation if they wished to. The newspapers have been distributed and the next meeting of the school liaison will take place in the new school year.

The awards afternoon was a great success with many children receiving special school awards. The Waltham Parish Council Special Merit Award was given to Tegan Ballard, a year 6 student who had warmed the hearts of her teachers and was admired by her friends and fellow students for her contribution to school.

11.08.2016 To receive any reports from the following Sub Committees:

(a) Gravel Pit Allotments.

There are currently two plots available at this site. Work is ongoing to let these plots.

(b) Station Road Allotments.

Work continues to let the available allotments on this site and it was felt that further weed control is required to un-let plots.

(c) Parks and Open Spaces.

The Clerk has received a report from our tree maintenance contractor. His opinion is that the remainder of the lime tree in Grove Park will require felling as the other stems have included bark, which is why the large limb failed. The Clerk was asked to check if a 211 notice would be required from NELC for this work.

A suggestion was made that a feature could be made of the stump i.e. tree carving. The Clerk was also asked to make enquires about tree carving costs.

It was reported that there is a build up of debris in the beck around Grove Park.

RESOLVED: The Clerk is to report the build up of debris in the beck around Grove Park to East Lindsey Drainage Board.

The Clerk has received two responses to date with suggested use of the Fairway Land. It was agreed to put ideas for a press release on the next agenda.

(d) CCTV

Work to upgrade the system has begun, however the Chairman reported that the wiring in the library has deteriorated and will not produce HD picture quality to its full potential. This wiring can be upgraded at an additional cost of £500; the Chairman explained that this is at cost price as the contractors did not identify this during the initial survey undertaken.

RESOLVED: The Parish Council agreed to the additional cost of £500 for the upgrading of the CCTV wiring in the library.

(e) Public Rights Of Way

NELC have confirmed that they have asked the relevant land owner to clear the obstructions to footpath 68 and this is to be carried out within 14 days.

Work will be undertaken on footpath 63 week commencing 15th August. This will include re-securing the 2 motorbike inhibitors currently in place. Councillors questioned if NELC are considering the petitioners' request to have this changed to a bridleway. It was understood that the petitioner is still awaiting the maps that should have accompanied the application pack sent out by NELC. The Clerk was asked to confirm this with the petitioner.

(f) Bowling Green

Due to holiday commitments by both parties it has not been possible to arrange a meeting date. It is hoped that a meeting will take place as soon as possible.

NELC have now completed the tree work on the outside perimeter of the bowling green.

(g) Youth

There has still been no update from the contractor over the kick about wall. As we are now into the summer holidays it was felt best to wait until the children return to school so that the materials and wall are not tampered with during construction.

The Clerk has been chasing for the BMX track to be strimmed. It was felt that this required completing as soon as possible.

12.08.2016 Burial Board Committee.

- (a) To consider amendments to small business rate relief.

The Clerk has been informed that as we currently obtain rate relief on the cemetery, we are not able to apply for rate relief on the bowling green as well. The Parish Council wondered as the Bowls Club are a constituted body are they able to apply for the rate relief themselves. The Clerk was asked to make enquiries and bring the information back to the next meeting.

The work to upgrade the kerbed plots in the cemetery should begin within the next three weeks.

13.08.2016 Pavements/Street Lighting/Highways.

(a) NELC has informed the Parish Council that the suggested bus shelter is now not available and NELC have sent alternative information.

The information provided by NELC on alternative bus shelters was displayed on the projector. Councillors considered the two drawings.

RESOLVED: The Parish Council suggested that the Newstead style was used as the roof is similar to the existing bus shelters on Barnoldby Road.

The Chairman stated that one of the flower tubs has suddenly died off at the cenotaph and he was very concerned over this. The Parish Council discussed all of the summer planting this year and felt that the watering was not being carried out as regularly as

previous years. The Clerk was asked to make some enquiries with our contractor over the watering schedule.

Councillors also felt that the entrance boxes are not in a good condition, the one on Barnoldby Road and Station Road are unseen. Cllr Woodliff and the Clerk offered to clear these boxes of weeds.

Parking vehicles on the verges seems to have started again. The Parish Council were somewhat dismayed at the Local Authority that the exclusion signs have still not been erected.

RESOLVED: The Parish Council is to ask the highways officer in charge to clarify what the situation is regarding the traffic regulation order for parking on the grass verges and footpaths in Waltham, ensuring that our Ward Councillors are copied in.

14.08.2016 Waltham In Bloom.

(a) To agree a date for the annual presentation.

RESOLVED: The Parish Council agreed to hold their Waltham in Bloom competition presentation on 9th September 2016 at Waltham Library.

16.08.2016 Parish Office.

The Clerk mentioned that the parish office and toilets are now looking rather worn and would require a coat of paint in the near future. The Clerk was asked to obtain quotations for this work and bring back as an agenda item for consideration at a future meeting.

17.08.2016 Finance Items.

(a) To receive a list of Accounts payable up to 2nd August 2016 and approve their payment.

Cheques for payment:			£ . p
3999	Gradley Awards	School Awards	52.99
4000	Mrs P Allenby	July Salary & June O/T	242.00
4001	Mrs L Leach	July Salary	834.84
4002	HMRC	Tax & NI	70.18
4003	Waltham Park Bowls Club	3 rd Maintenance payment	500.00
4004	DJIT Services	Computer maintenance	30.00
4005	MKM Builders Merchants	Bin base materials	47.88
4006	SSE Southern Electric	Office 1/Mar – 5/July	267.72
4007	Office Friends Ltd	Drum, toner, paper & colour cart	262.84
4008	MKM Ltd	Cemetery stones	519.30
4009	Petty Cash	Petty Cash	100.00
4010	Glendale Countryside	July Maint & Co-op bank strim	601.75

RESOLVED: Accounts approved for payment.

18.08.2016 Personnel Items:

(a) To consider exclusion of press and public due to the sensitive nature of items to be discussed.

RESOLVED: The Parish Council agreed to take this item in committee. The public present were kindly asked to leave the meeting.

(b) To receive information on temporary staff and holiday cover for the Clerk's holidays.

RESOLVED: The Parish Council agreed not to use agency staff, but to close the office and purchase an emergency mobile telephone to take emergency and

funeral calls whilst the Clerk is on holiday. This will be held by a councillor trained to make funeral arrangements.

(c) To receive projected staff costs and budgets for staff for year 2016/2017.

RESOLVED: The Parish Council agreed to advertise for self employed persons to join our approved suppliers list who can carry out handyman services in the village. Applicants' details are to be brought back to future meetings, when received.

The Parish Council came out of committee and ratified the decisions taken. With there being no further business the Chairman thanked everyone for attending and he closed the meeting at 9.53pm.