

**Minutes of the Meeting of the Waltham Parish Council held in the
Waltham Library on Tuesday 6th September 2016 at 7.00 pm.**

Present: Councillors Archer, Conolly, Sadler, Shaw, Teanby, Weston and Woodliff, PC Matt Stephenson, 14 members of the public, Ward Councillor I Colquhoun and the Parish Clerk. Mr P Strawson & Mr Lockwood were also present to give informal presentations.

01.09.2016 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.

The Chairman explained that as the Parish Council own Grove Park which is land adjoining application DM/0740/16/FUL, all councillors would be advised to declare a personal interest.

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

The Clerk confirmed that a dispensation is granted to all councillors in respect of application DM/0740/16/FUL, as without the dispensation the body would be impeded from transacting the business required.

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

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

02.09.2016 To receive any apologies from Members not able to attend the meeting:

Apologies were received from Councillors Barrett, Evans, Gordon, Guilliat, Kiddle-Bailey and Surtees. Ward Councillor P Jackson is at a meeting and will not be in attendance.

03.09.2016 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 updates proposed to approved application number DM/1231/14/FUL 51 homes land off Station Road, Waltham.

Mr Strawson gave an update 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 and he gave an indication that he could increase the number of parking spaces to three per household. Mr Strawson felt strongly that there should not be an entrance off Station Road and has removed this from his plan.

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 Lockwood requested to speak on behalf of the applicant and presented a proposal for three houses at the rear of Highgate, Cheapside, Waltham.

Again the Councillors present were given the opportunity to ask questions, but until a validated plan is presented to the council there were no formal decisions taken.

The Chairman thanked Mr Lockwood for presenting at this meeting.

A resident was present to speak about the possible removal of a section of hedge on Bradley Road. The resident explained that due to the height of the hedge and the

speed of the traffic it is becoming increasingly dangerous to exit from his driveway safely. Photographs were presented showing a view from the driver's window. The resident present would like to appeal to the Parish Council for assistance in finding a solution to this problem before an accident occurs.

A resident attended explaining that she represented another resident (who was present) who wished to complain about the noise being experienced from the garage that has been turned into a gym on the High Street. As a neighbouring property the voices coming from this establishment were reported as being loud and intimidating. The resident explained that it was minuted as being raised with NELC back in January 2016 and questioned if the Parish Council had received any update. The Chairman explained that this matter was with the enforcement team at NELC but would ask the Parish Council to consider if further action is required under the planning heading.

The same resident asked when Phase 2 of the work to trees on Well Lane would be on the agenda for consideration and if there was any update on the Petanque area at the bowling green.

The Chairman said that the working group would consider a request to add phase 2 of the trees in Well Lane to the agenda once they have formalised what work will be undertaken and there is no update on the Petanque area as the quotations received exceeded the Parish Council's allocated budget.

A small group of residents explained that they were present with concerns about the application to erect a detached dwelling in the garden of 6 Neville Turner Way in Waltham. The Chairman said that this matter would be discussed under item 9 on the agenda and could ask the council to consider suspending standing order number 21 to allow residents to speak at the appropriate time.

The Chairman thanked the residents for attending.

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

04.09.2016 To approve the Minutes of the Meeting held on 2nd August 2016:

RESOLVED: The minutes of the Meeting of 2nd August 2016 were considered and signed as a true record.

05.09.2016 To receive a report from Police Liaison:

The Chairman welcomed PC Stephenson to the meeting. He read from the September police report that seemed to show that anti-social behaviour seems to be calming down in Waltham, however he asked residents to ensure that if any such behaviour is witnessed this should be reported.

The clerk provided details of crime comparisons from 2015 to 2016 received from the area Sergeant. Councillors asked about being provided with any available crime detection figures. PC Stephenson explained that it is very difficult to produce crime detection figures with the limited resources available to the police at this time.

The Chairman said that the police are aware of the upgraded CCTV system in Waltham and are making use of the facility at every opportunity. PC Stephenson explained that the improved cameras and new locations will make a difference, especially as it is possible to read vehicle number plates that enter and exit the village. The new police and crime commissioner is to attend the next Town and Parish Council meeting at the Town Hall in Grimsby on 29th September where Councillors are able to raise matters with him.

The Chairman thanked the PC for attending and he left the meeting.

06.09.2016 To consider future of Fire Brigade Liaison –verbal report from Chairman.

The Chairman reported that there had been no responses to letters sent to the temporary and new Group Managers and as such he attended Waltham Fire Station when the officers were on duty last. The Chairman reported that the officers seemed reluctant to engage with the Chairman and were unable to provide any statistics of call for service as the officer explained that he was not authorised to provide these.

The Parish Council felt that it was time to write to the Chief Fire Officer and our Fire Authority representative Councillor Philip Jackson asking for assistance as it was felt that people in the village fought hard to retain its Fire Station and now Waltham Fire Station believe it was not being utilized to its full potential nor be presented for public relation events, Councillors felt it was such a shame that the Fire Authority seem to be distancing themselves.

RESOLVED: The Parish Council agreed to write to the Fire Chief and Councillor Philip Jackson asking for assistance in rebuilding communications with our local fire station.

07.09.2016 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 provided a brief overview of the action sheet, explaining that some items have returned to red this month as there had been no movement taking place.

Councillors asked if the outstanding Post Office issue could be chased with the Local MP.

RESOLVED: The Clerk was asked to chase the outstanding Post Office privacy counter with the Local MP.

08.09.2016 Clerk's Report & Correspondence received since meeting of 2nd August 2016.

Christine Scott of the Education Department at NELC is not able to provide any update for this meeting and has provisionally rescheduled for the October meeting.

NELC are holding a planning training session on Thursday 29th September starting at 5.30pm in the Doughty Learning Centre. Councillors interested in attending should book a place with the Clerk.

The next Town and Parish Liaison meeting is also on 29th September starting at 7pm at the Town Hall. Councillors are welcome to attend and councils are invited to place questions on the agenda that may be pertinent to other parishes.

ERNLLCA are holding a training session on Grievance and Disciplinary Procedures on Tuesday 8th November at Grimsby Town Hall starting at 7pm. Councillors wishing to attend should contact the Clerk to book a place. A cost for this session is £37.50 per delegate.

09.09.2016 Planning:

(a) Planning decisions, correspondence and planning matters:

1. Application DM/0595/16/FUL 48 Cheapside, Waltham has been approved by NELC.
2. Application DM/0622/16/FUL Waltham Airfield, Waltham has been approved by NELC.
3. Application DM/0444/16/OUT Land at Ings Lane, Waltham for one dwelling has been approved by NELC with the recommended conditions.

The Chairman asked if there were any updates provided on outstanding enforcement matters, such as the one the resident had concern with that was reported to

enforcement in January. The Clerk confirmed that there was no updated information to report, however the Clerk believed that the enforcement officer was leaving his post later this month and a replacement is being sought.

Ward Councillor Colquhoun explained that with enforcement NELC try to balance the cost of enforcement against the offence committed and will always try to negotiate a solution in order to reduce costs, this however takes time.

Councillors felt that all parishes must now have outstanding enforcement matters and with the officer leaving it would not appear to be improving. Ward Councillor Colquhoun was asked if he could investigate where enforcements are with the residents' concerns over the gym that appeared on the High Street.

RESOLVED: Councillors agreed that the question over outstanding enforcement matters should be taken to the next Town and Parish Council meeting.

(b) Planning applications received and to be considered:

1. DM/0768/16/FUL 6 Neville Turner Way, Waltham

Erect dwelling with attached garage (Amended Location Plan).

Residents gave an indication that they wished to speak on this application.

RESOLVED: The Parish Council agreed to suspend standing order number 21 in order to allow the residents present to put forward their concerns.

The Parish Council listened to the residents who expressed concerns over the loss of sunlight and privacy and the size of the proposed property. Residents said that should a bungalow, similar to those on other parts of the same street, be built this would have significantly less impact on the neighbouring and adjoining properties.

The Chairman reconvened the meeting in order for the Parish Council to consider the application.

RESOLVED: Waltham Parish Council recommend refusal of this application. Waltham Parish Council believe that due to its size and disposition in relation to the adjoining properties the proposal would, if approved, lead to a loss of privacy and unacceptable reduction in the standard of residential amenities which the occupiers of the adjacent and neighbouring dwellings currently enjoy including the loss of significant levels of sunlight.

2. DM/0740/16/FUL The Grove Residential Home, Ings Lane, Waltham

Demolish existing bungalow and erect single storey and two storey extensions to existing care home to include the installation of rooflights with associated car parking arrangements.

RESOLVED: Waltham Parish Council recommended approval of this application.

3. DM/0733/16/FUL 3 Golf Course Lane, Waltham

Alterations and conversion of garage to form study and utility, conversion of loft and installation of roof lights.

RESOLVED: Waltham Parish Council recommended approval of this application, the Parish Council have concerns that the drawings of the stairs into the loft (proposed section 1:100, showing a loft style ladder rather than a staircase) meets with the approval of the building and fire regulations as set out by the building inspector.

4. DM/0678/16/REM Land at Ings Lane, Waltham

Reserved matters application pursuant to planning permission DM/1314/14/OUT for access, appearance, landscaping, layout and scale for the erection of 1 detached dwelling with detached garage.

RESOLVED: Waltham Parish Council recommend approval of this application. The Parish Council urge that a condition that the office shall be used as a home

office only, ancillary to the dwelling house and not for commercial or industrial purposes, generating additional traffic to the property especially as the highway outside is single track only with grass verges.

Also a condition that the garage shall also only be used for private and domestic purposes ancillary to the dwelling house, for the parking of private cars.

This is to ensure that the use is suitable for and in character with the existing residential area.

The Parish Council would also like to request sight of the drainage documents once submitted by the applicant, for their consideration as part of the planning process.

5. DM/0710/16/FUL Land south of Ings Lane (plot 1), Waltham

Erection of a detached house with integral garage and associated works, amended house type to Plot1 following the granting of planning application DM/1192/15/FUL.

RESOLVED: Waltham Parish Council recommend approval of this application with the condition that the office shown on the plans shall be used as a home office only ancillary to the dwelling house and not for commercial or industrial purpose, generating additional traffic to the property especially as the highway outside is single track only with grass verges. This is to ensure that the use is suitable for and in character with the existing residential area.

The Chairman gave an update as provided by the planning officer over the proposed agreement for the boundary wall of the development on the corner of Cheapside and Brigsley Road. The proposal was to have the wall 5 finish brick courses high with a flat slate style coping and 1mtr railing on top. The developer who was present at the meeting interrupted and stated that the drawing and photograph shown was indicative only.

The Parish Council supported the displayed suggestion and agreed to inform the planning officer.

10.09.2016 Website.

(a) To receive an update on production of new website.

Work on the new website is progressing and now the Clerk has returned from holiday it is hoped that things will move even quicker. The old information has now been received on disc from our old provider.

A contract was received today; it was felt that this should be sent to ERNLLCA to be looked over before signing.

RESOLVED: The Parish Council agreed to send a copy of the contract to ERNLLCA for perusal, should there be no concerns raised this can then be signed.

11.09.2016 To receive any reports from the following Sub Committees:

(a) Gravel Pit Allotments.

Update as per action sheet. No issues to report.

(b) Station Road Allotments.

Update as per action sheet. No issues to report.

(c) Parks and Open Spaces.

(i) Review of planting scheme and consider sending out winter schedule for tender.

Councillors were disappointed by the floral display this year, the watering scheme did not seem to be adequate and the flowers were not what were expected. Councillors agreed to come forward with a suggested planting scheme for the winter plants. This is to be an agenda item next month.

- (ii) Reminder that the Waltham in Bloom presentation is being held on Friday 9th September at 7pm in Waltham Library.

The Clerk said that the prize winners will be announced and certificates will be sent out to all other nominees.

The Clerk announced the results of the CPRE Best Kept Village competition 2016. Waltham Parish Council has received an award for the Best Kept Cemetery and Councillors were very pleased with this. Overall the village was only 7 marks off the maximum points awarded, with deductions for the limited amount of shops with floral displays or hanging baskets and the verge and hedge cutting around the village. Councillors felt that the shops should be asked to sponsor the competition, in order for better floral displays to be installed.

RESOLVED: It was agreed to write to all businesses before the next Best Kept Village competition to ask if they would sponsor extra planting displays for the village.

- (iii) To consider press release for Fairway Land.

The Parish Council have asked our solicitor to seek barrister's advice on the access to the land and Councillors felt it would be more appropriate to await their advice before a press release is issued. The Clerk was asked to chase the solicitor.

The Chairman suggested that the resident's request for information on Phase 2 of the tree work in Well Lane is added to the next agenda for consideration.

RESOLVED: The Parish Council agreed to add Phase 2 of the tree work in Well Lane to the next agenda.

A Councillor brought forward information on a tree that was overhanging the footpath in Grove Park. It was suggested that photos are taken of the tree in order to obtain quotations for the work to be carried out.

A Councillor reported that the cement work around the man-hole cover in Grove Park near to Elm Road entrance is crumbling and requires work. This man-hole cover belongs to Anglian Water and needs to be reported to them.

RESOLVED: The Clerk was asked to report the damaged man-hole cover surround in Grove Park to Anglian Water.

Discussions took place over the cutting of the grass in Grove Park. Cllr Teanby was asked if he could look at the condition of the grass when he takes his walks in this area.

(d) CCTV

The work to update the CCTV is almost complete but we are awaiting a key from NELC to access the pole in Mount Pleasant. Once this is received the final connections can be made and work will be completed.

(e) Public Rights Of Way

- (i) Footpath 72- To receive an update from Ward Councillor on last planning meeting.

Ward Councillor Colquhoun stated that contractors have been engaged to start work on the clearance along the definitive route of Footpath 72 from 7th September. Councillors started asking questions.

Cllr Archer and Cllr Conolly felt that if this matter was to be discussed they should declare an interest and both Councillor Archer and Councillor Conolly left the room.

Vice Chairman Cllr Woodliff in the Chair.

Cllrs asked if any diversions had been considered. Cllr Colquhoun said that the southern end has a valid diversion, there is no valid diversion for the central section and the northern end is as per the order. NELC will consider diversions as and when received and this footpath will be an ongoing agenda item at the planning meetings.

With nothing further to discuss Councillors Archer and Conolly were invited back to the meeting.

Cllr Archer in the Chair.

It was reported that work to clear the overhanging hedge on footpath 68 Cheapside had taken place.

(f) Bowling Green

(i) To consider rating status of Bowling Green and financial implication.

The Clerk explained the change in the rateable value of the bowling green and the financial implication of this. The Parish Council said that a meeting with Waltham Park Bowls Club to outline the new rates and talks over a possible solution could be discussed. This may also lead to a licence review for these premises.

The Clerk is to arrange a meeting to discuss all outstanding matters, once all Councillors have returned from their holidays.

(g) Youth

Councillors were disappointed that there was still no update from the contractor over the kick about wall.

RESOLVED: The Parish Council agreed to write to Mr Strawson expressing our disappointment that the wall had not been undertaken and ask if they were still able to carry out this work.

The BMX track is to be cut this week. The Clerk chased the contractor who explained that he had workmen on holiday and was unable to complete this any sooner.

12.09.2016 Pavements/Street Lighting/Highways.

(a) To receive a request from NELC to consider removal of a section of hedge on Bradley Road – see projected images.

The Clerk displayed photographs of the awarded hedge on the projector as supplied by the resident present.

RESOLVED: The Council agreed to suspend standing order number 21 to question the resident present.

The resident explained that the hedge has been allowed to grow so tall that it severely obstructs the view when exiting his driveway in a vehicle. The speed of the traffic coming along this road also impedes his ability to edge the nose of his vehicle out to obtain a clear view. In the past the local authority kept the hedge trimmed and at a low level, this then did not cause problems. The resident felt it is only since the frequency of cutting has been reduced that the problems have arisen.

The Chairman reconvened the meeting.

Councillors discussed several possible options for consideration. The Council and the resident did not wish to see an awarded hedge removed and felt that the issue is down to maintenance.

RESOLVED: The Parish Council agreed to meet with NELC officers to suggest that the awarded hedge is severely cut back and down significantly in order to be retained without causing an obstruction to the driver's view.

(b) To receive a petition from residents of Sunningdale for action to be taken over maintenance of Sunningdale/Archer Road land.

The Parish Council received a petition from the residents of Sunningdale for action to be taken over the maintenance of the Sunningdale/Archer Road land. The Council supported the residents in their complaint and felt that as this land is under the ownership of NELC it should be sent in to the Town Hall in order for it to be considered by the scrutiny panel.

Councillors discussed the condition of the land and the fly tipping that is taking place here. It was considered to be an eyesore. Councillors suggested obtaining quotations for cutting the land back as a one off project, if the local authority would allow the Parish Council to undertake this.

RESOLVED: The Parish Council agreed to send the petition into the Town Hall and obtain estimates on a one off clearance for this area of land to be brought back at the next meeting.

A Councillor reported that the grass verge on Bradley Road is obstructing driver's views as they exit Marian Way. The Clerk was asked to report this to NELC.

NELC officers are walking the Buck Beck on Monday to check for obstructions following concerns reported from residents.

Dong Energy is holding a drop in session from 4pm to 7pm on 27th September 2016 at the Waltham Windmill Golf Club to outline the next stage of the cable work for the offshore windfarm. Residents and Councillors are welcome to attend. Cllr Woodliff offered to attend on behalf of the Parish Council, this offer was accepted.

Councillors raised concerns at the length of time taken to repair marked pot holes, in several locations the markings have worn away. The Clerk was asked to obtain a date for repairs to take place.

The Council felt that a meeting should take place with the lead highways officer from NELC where all outstanding matters should be discussed.

RESOLVED: The Parish Council agreed to arrange a meeting with the lead highways officer and add an update on outstanding highways issues to the next agenda.

13.09.2016 Burial Board Committee.

The Chairman of the Burial Board explained that there were some sensitive matters to be discussed and asked if this item could be considered for the exclusion of press and public at the end of the meeting.

RESOLVED: The Parish Council agreed to take item 13 at the end of the meeting and exclude press and public for this item.

14.09.2016 Notice that the Remembrance Sunday Parade is being held on Sunday 13th November 2016.

The Clerk has made contact with the Humberside Police representative regarding the parade and work to complete all the on line forms will take place next week in time for traffic management to be advertised.

15.09.2016 Parish Office.

The Clerk has yet to obtain quotations for the painting of the office and toilets, as she has been away. This item is outstanding but will be for consideration at the next meeting.

It was felt that the carpets should also be cleaned at the earliest opportunity and quotations obtained to cloak the toilet and wash basin surrounds with stainless steel. Quotations are to be obtained for this work also.

16.09.2016 Finance Items.

(a) To receive a list of Accounts payable up to 6th September 2016 and approve their payment.

| Cheques for payment: | | | £ . p |
|-----------------------------|-------------------------|--------------------------------|--------------|
| 4011 | Mrs P Allenby | Aug salary + July extra | 328.40 |
| 4012 | Mrs L Leach | Aug salary | 823.88 |
| 4013 | HMRC | Tax & NI | 91.78 |
| 4014 | BT Internet payment | Aug-Oct | 123.26 |
| 4015 | Gradley Sports Awards | Waltham in Bloom trophies | 70.00 |
| 4016 | Millstone Garden Centre | Waltham in Bloom prizes | 245.00 |
| 4017 | Bell Waste Ltd | Cemetery waste | 267.38 |
| 4018 | Southern Electric | Office electric Apr-Jul | 19.61 |
| 4019 | Anglian Water | Office/toilets May-Aug | 85.37 |
| 4020 | Anglian Water | Cemetery May-Aug | 19.05 |
| 4021 | PKF Littlejohn LLP | Audit Fee 2015-2016 | 360.00 |
| 4022 | Lyke Ltd | Website deposit/work to date | 100.00 |
| 4023 | Signs Express Ltd | Cemetery plate | 38.40 |
| 4024 | MKM Builders Ltd | Cemetery stones | 148.36 |
| 4025 | Waltham Park Bowls Club | Final maintenance payment 2016 | 250.00 |
| 4026 | Petty cash | Petty cash | 100.00 |
| 4027 | Glendale Ltd | August maintenance | 415.75 |
| 4028 | Bell Waste | Additional weight payment | 4.68 |

RESOLVED: Accounts approved for payment.

(b) To receive notice of conclusion of audit as returned by external auditors PKF Littlejohn LLP.

The external auditors PKF Littlejohn LLP have concluded that it is their opinion that the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern.

17.09.2016 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 report on how the office closure went for Clerk's holiday.

RESOLVED: The Parish Council agreed to continue with office closure during the Clerk's holidays.

13.09.2016 Burial Board Committee.

RESOLVED: The Parish Council agreed to monitor the cemetery waste bin for external waste being deposited in it.

The Parish Council also agreed to order two extra bags of stones to finalise the upgrading of old plots.

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 10.09pm.