

**Minutes of the Meeting of the Waltham Parish Council held in the
Waltham Library on Tuesday 7th June 2016 at 7.00 pm.**

Present: Councillors Kiddle-Bailey, Sadler, Shaw, Surtees, Weston and Woodliff, 12 members of the public and the Parish Clerk.

In the absence of the Chairman, Vice Chairman Cllr P Woodliff opened the meeting and explained that the Chairman would be arriving late. Cllr Woodliff Chairman.

01.06.2016 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.

Cllr Surtees declared a Personal and Prejudicial interest in item 10(b) (1) as she owns land neighbouring this application.

Cllr Woodliff declared a DPI in item 3(a) as the applicant is a family member and a Personal and Prejudicial Interest in item 10(b) (1) as the applicant is known to him.

(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.

02.06.2016 To receive any apologies from Members not able to attend the meeting:

Apologies were received from Councillors Barrett, Conolly, Evans, Gilliatt and Teanby. Cllr M Archer would be attending late this evening. Ward Councillors Colquhoun and Jackson had prior engagements. The Police were also not able to attend.

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

03.06.2016 Electoral Matters:

(a) To receive and consider any applications for co-option onto the Parish Council.

Cllr Woodliff, having declared an interest in this matter, left the room. Cllr K Shaw was nominated to take the Chair.

The Clerk read out the applicant's letter. The applicant was present at the meeting and Councillors asked the applicant questions. The Councillors present then took a vote on the co-option of the applicant onto Waltham Parish Council.

RESOLVED: Mr R Gordon was duly co-opted as a member of Waltham Parish Council.

Cllr R Gordon signed his acceptance of co-option and was welcomed as a member of Waltham Parish Council and took a seat at the meeting table.

Cllr Woodliff returned to the meeting and was asked to re-take the Chair.

04.06.2016 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.

Residents enquired if the area around William Mews could be strimmed as the cow parsley is so overgrown it is covering the windows and beginning to block out light. The Clerk understood that this is normally strimmed three times per year by the local authority, but would appear not to have been carried out yet this year. The Clerk agreed to chase this matter up with the local authority.

The agent for application DM/0420/16/FUL made his presence known to the parish council should they have any questions over the application. It was felt that this would be better discussed when the application is before the council.

A resident questioned when the two new bins would be installed that are currently stored in the parish office. The Chairman explained that the Parish Council is trying to undertake the installation of these replacement bins, of which the originals are still in use, with the help of volunteer councillors. There is no set timescale for this and it is dependent upon availability. If the Parish Council deemed that this is taking too long then a contractor would have to be sought, however this would then incur installation costs to the parish. The resident then asked for clarification on working groups and how the public can find out what happens at a working group meeting. The Clerk explained that a working group investigates and carries out all the leg work on a certain item, the information is then presented to the Parish Council at a Parish Council meeting, this is where the public will find out what the working group has investigated. The Chairman assured the resident that by having working groups this cuts down on time taken in meetings and ensures that the Clerk's work is best used on village projects.

The Chairman thanked the residents for attending.

The Chairman reconvened the meeting.

05.06.2016 To approve the Minutes of the Extra Meeting held on 29th April 2016 and Minutes of the Annual General Meeting held on 3rd May 2016:

RESOLVED: The minutes of the Extra Meeting held on 29th April 2016 were considered and signed as a true record. The minutes of the Annual General Meeting of 3rd May 2016 were considered and signed as a true record.

06.06.2016 To receive a report from Police Liaison:

The Clerk read from the report enclosed. The Parish Council were most concerned over the crime rate for the village and the types of crimes being reported. The Council felt that a letter should be sent to the local Inspector enquiring if a comparison on staffing levels and crime rates over the last year could be requested.

RESOLVED: The Parish Council agreed to contact the local Police Inspector to enquire we if could request a comparison on staffing levels and crime rates over the last year.

07.06.2016 To receive a report from Humberside Fire and Rescue Service:

A letter had been received from Group Manager Paul McCourt regarding the Parish Councils requests for operational information of the Waltham TRV, the Clerk responded to this letter on behalf of the Parish Council a copy was issued to all Councillors.

The Chairman then read a report provided by Humberside Fire and Rescue Service highlighted that the calls for service were roughly the same as the previous year; however the Waltham TRV's call for service was down dramatically on the previous year. The Parish Council felt that the promises that this new type vehicle would be an asset that would re-shape the future of the service and be utilized at every opportunity appeared not be used as the service intended. Councillors questioned that the heads of the fire authority may call for the station to be closed if the unit is not being used.

It was felt that a letter should be sent to the new Group Manager as Paul McCourt has a new appointment and is no longer Group Manager for Waltham Fire Station.

Humberside Fire and Rescue have also said that they will no longer produce quarterly reports for the Parish Council meetings and that the next annual performance report will be available from 29th July and once accepted will be published on their website.

RESOLVED: The Parish Council agreed to write to introduce themselves to the new Group Manager of Humberside Fire and Rescue Service and voice their concerns

over the statistics showing that Waltham Fire Station appears to be severely underutilized. A copy of this letter is to be sent to Councillor Philip Jackson who is a member of the Humberside Fire Authority.

08.06.2016 To receive and confirm progress on the action sheet:

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

Nothing to report.

09.06.2016 Clerk's Report & Correspondence received since meeting of 3rd May 2016.

The Clerk reminded members present that their event "A Right Royal Tea Party" was being held this Saturday 11th June at the Waltham Windmill site. Members who are assisting to set up should be on site for 12 noon. The event itself runs from 3pm until 8pm.

Carr & Carr have contacted the parish office and informed us that work has begun on the boundary walls on the corner of Cheapside and Brigsley Road. Full reinstatement will take place including the planting of daffodil bulbs following this work. The contractors do have all the relevant licences in place.

A resident has requested that a bin be placed at the bottom of the car park in Kirkgate, as people who eat their lunch in their cars drop their litter out of the window as there is no bin in this location. The Parish Council agreed this would be a good idea and could utilize a bin that was replaced on the village green, providing it can be repaired.

A resident has written to complain about the reinstatement work on the grass verges that was carried out last year on Danesfield Avenue and High Street. The resident felt that the work was sub-standard and the grass has still not grown in these areas leaving muddy patches.

RESOLVED: The Clerk was asked to forward this resident's complaint on to NELC in order for the contractor to be made to return and reinstate the verges correctly.

10.06.2016 Planning:

(a) Planning decisions and planning matters:

1. To receive planning decisions from NELC.

The Chairman explained that there has been some miscommunication and it would appear that the Parish Council have been left out of notifications. This has now been resolved and the outstanding notifications are as follows:

DM/0226/16/FUL 22 Muirfield, Waltham. Application approved by NELC.
 DM/0349/16/FUL 39 Brigsley Road, Waltham. Application approved by NELC.
 DM/0168/16/FUL 12 Ings Lane, Waltham. Application approved by NELC.
 DM/0181/16/FUL 33 Danesfield Avenue, Waltham. Application approved by NELC.

The tree preservation orders for Barnoldby Road and Carnoustie have been confirmed by NELC.

2. To receive a response from East Lindsey District Council on letter sent re District Plan.

East Lindsey District Council have written thanking us for our letter and confirmed that they will include Waltham Parish Council in any development in Holton Le Clay that borders onto Waltham boundary. The next round of consultation on their Draft Local Plan will commence on 27th June, providing the council approve this in May.

(b) Planning Applications received for consideration:

1. DM/0444/16/OUT Land at Ings Lane, Waltham

Outline application for erection of one dwelling with all matters reserved.

Councillors Surtees and Woodliff having declared an interest left the room. Cllr K Shaw was nominated to Chair the meeting.

RESOLVED: The Parish Council agreed to suspend standing orders to allow councillors to ask questions of the architect present.

The Chairman reconvened the meeting.

RESOLVED: Waltham Parish Council believe that there are some issues relating to excessive water retention and the disposal of water from this site, therefore will recommend approval on the condition that a full surface water and drainage report is carried out and approved by the Local Authority.

Cllrs Surtees and Woodliff returned to the meeting. Cllr Woodliff was asked to re-take the Chair.

2. DM/0420/16/FUL Tynedale, Cheapside Waltham

Demolish existing dwelling and erect 5 detached houses and one pair of semi-detached houses to include garaging, landscaping & access.

RESOLVED: The Parish Council agreed to suspend standing orders to allow all parties present to speak and be asked questions.

The Chairman had to remind the speakers on the protocols of a Parish Council meeting. Once clarification had been received the Chairman reconvened the meeting.

RESOLVED: Waltham Parish Council carefully considered the application as presented to them.

This application is for land not identified in the current Local Plan (2003) or New Draft Local Plan for development.

The Parish Council are aware that there is currently an approved application for 95 homes on the opposite side of Cheapside and questioned if further homes are required in this area of the village.

The Parish Council also raised concerns over the condition of the road at present on Cheapside, following the Parish Council having sight of a structural report carried out on this road, and questioned if the road could take even further more traffic from another development in this location.

This development did not appear to be providing any provisions for improvements to the facilities in the village.

It was felt that as this was a full planning application there was insufficient information provided in relation to the surface water disposal and drainage from this site and the application due to its size and location needed to provide a detailed landscaping report including boundary treatments for the neighbouring properties.

There was no consideration given on the application to the maintenance of the dyke adjoining this development, and the Parish Council felt that this should be added to the detail of the application.

Waltham Parish Council therefore recommended refusal on this application.

3. DM/0514/16/FUL 28 Brigsley Road, Waltham

Demolish existing garage and stores and erect single storey extension to rear.

RESOLVED: Waltham Parish Council recommended approval of this application.

11.06.2016 Village Celebrations:

(a) To receive an update on event planned for Queen's 90th Birthday

The Clerk updated the Parish Council on the planned event. Persons who are able to assist in setting up should meet on site at 12 noon.

(b) To agree a date for holding a senior residents' tea party.

RESOLVED: The Parish Council agreed to hold a senior residents' tea party on Saturday 23rd July.

12.06.2016 Pavements/Street Lighting/Highways.

(a) To receive an update on outstanding highway matters.

As Councillor Archer met on site with the officer to discuss these matters it was suggested that this item be deferred until Councillor Archer arrived at the meeting.

RESOLVED: The Parish Council agreed to defer this item until the arrival of Councillor Archer.

13.06.2016 To receive any reports from the following Sub Committees:

(a) Gravel Pit Allotments.

The Clerk informed the Council that the plaque has been installed on the wooden fencing adjacent to the gas governor building; however it was felt that this should be on the wall of the building itself so that it can be read easily by members of the public.

RESOLVED: The Parish Council agreed to move the plaque to the facing wall of the gas governor building.

Anglian Water has confirmed that they have not cleared out the dry dyke on the Ings Lane side of the allotments. Work to clear the dyke on the Ashlea Court side took place week commencing 9th May.

The Chairman confirmed that all of the allotments on both sites have new numbers and that all the newsagents have advertisements to advertise vacant allotments.

Ward Councillor P Jackson has not received any response on our request for assistance through the "Give a Day of Your Time" scheme.

(b) Station Road Allotments.

Work continues to let the available allotments on this site.

(c) Parks and Open Spaces.

(i) To receive information on Fields in Trust.

The Clerk provided information received on the Field in Trust scheme and what type of land could be registered. The Council wondered if this scheme would be suitable for the Fairway Land and would then open up possibilities for funding. Councillors discussed obtaining the public's view on what this land should be used for and a suggestion box at the Summer Fete was felt to be a good idea alongside a questionnaire on the website.

It was suggested that the Parish Councillors view the land, which can be accessed via the public right of way, and that this should be added to the next agenda.

RESOLVED: The Parish Council agreed to add Fields in Trust to the next agenda.

(ii) To receive a response on possible grant funding regarding book on Waltham's Fallen Heroes.

The Clerk has received a response from the War Memorial Trust who have explained that as their funding is limited they are only able to provide funding for the works to conserve or repair memorials and are unable to fund research or book publication purposes. A funding factsheet was provided.

RESOLVED: The Parish Council agreed to write to the researcher providing this response and forward the funding information sheet from the War Memorial Trust, in order for him to seek alternative funding.

Councillor M Archer entered the meeting.

(iii) To consider quotation from our maintenance contractor on work required in Grove Park.

Councillors considered the work required and the quotation provided. It was suggested that the contractor is made aware of the possibility of a manhole cover being under the old elder bush before using a stump grinder to remove the stump.

RESOLVED: The Parish council agreed to proceed with additional work required in Grove Park from our contractor at a cost of £495 plus VAT. The Clerk is to

advise them to check for any manhole covers before using a stump grinding machine.

At this point the Chairman asked to Parish council to return to item 12 on the agenda as Councillor Archer was in attendance.

Cllr Archer at this point was invited to take the Chair.

12.06.2016 Pavements/Street Lighting/Highways.

(a) To receive an update on outstanding highway matters.

The Chairman gave an overview of the meeting held and the Parish Council viewed a proposed drawing of road markings to be installed at Cross Street to assist with vehicle movement in this area.

RESOLVED: The Clerk is to inform the highways officer that the Parish Council did not have any objections to the proposals.

The Chairman explained that the NELC officer said he is not able to amend the speed limit on Grove Lane and Skinners Lane to 20mph as the statistics match the request. The Parish Council felt that advisory posters should be used. The Chairman offered to obtain costs on 20mph posters. This is to be added to the next agenda.

The highways officer has confirmed he is in the process of purchasing new speed indicator signs to replace the old units in the village. These will be under the same agreement currently in place, i.e. one is owned by the Parish Council and both are under Parish Council control.

The highways officer has confirmed that there are issues with the current Traffic Regulation Order that prohibits parking on the footpaths and verges. This will mean that there will be no enforcement able to take place until November.

The Parish Council discussed the other outstanding NELC highway matters and asked the Clerk to chase for an update.

A Councillor reported that a branch from a hedge at the cemetery was overhanging the footpath.

RESOLVED: The Clerk was asked get our maintenance contractor for the cemetery to remove the overhanging branch.

(d) CCTV

(i) To receive a report from maintenance contractor on work required to CCTV system and consider expenditure for maintenance.

The Clerk read the report produced; however there were several options to consider including the installation of high definition cameras which would provide much clearer images and the ability to view number plates. The Parish Council felt that as no expenditure has been needed for a number of years and there are funds in the budget, the Parish Council felt it would be prudent to obtain the better quality cameras at this stage rather than changing them again in a few years time. It was suggested that the funding is split 50/50 from the police budget and CCTV budget.

(ii) To receive and consider quotation on rapid deployable camera for Mount Pleasant.

RESOLVED: The Parish Council agreed to upgrade the CCTV system as outlined in the report from the maintenance contractor. The Parish Council also agreed to order the high definition cameras for those that require replacement. A rapid deployable camera for Mount Pleasant is to be included in the order.

(e) Public Rights Of Way

(i) To receive a verbal report on North Lincolnshire Parish Paths Partnership.

The Clerk had obtained information as requested from Haxey Parish Council who has recently undertaken an agreement with North Lincolnshire Council to undertake the maintenance of the parish paths. This was a very new agreement which only came into place in April and the Clerk from Haxey explained that there are a few teething problems, however expects these to ironed out as the project progresses. The Chairman explained

that this used to be in place in Cleethorpes Borough Council days and seemed to work well. The Parish Council suggested this may be a question that should be taken to Town and Parish Liaison to enquire if other Parish Councils feel it may be worth considering approaching our Local Authority about.

RESOLVED: The Parish Council agreed that the question over a Parish Paths Partnership should be added to the next Town and Parish Council Liaison meeting.

The Clerk notified the Parish Council that she was in receipt of a letter from the Local MP to a resident regarding footpath 72.

Cllr M Archer and P Surtees declared a DPI on this matter and left the room. Vice Chairman Cllr P Woodliff in the Chair.

The Clerk was asked to read out the letter. It explained that the June planning committee meeting of NELC will receive a report and discuss the diversion applications. It was suggested that a representative from Waltham Parish Council should attend to hear the report. Cllr Weston agreed to attend and report back on behalf of Waltham Parish Council.

Cllr M Archer and P Surtees returned to the meeting. Cllr M Archer in the Chair.

(f) Bowling Green

The Chairman of Waltham Park Bowls Club has reported that a van with an amount of youths have been parking at Neville Turner Way and using the play equipment. The Chairman noted that these were not young children and seemed to be trying to destroy rather than enjoy the facilities on offer. At one point a number of the youths were climbing on the palisade fencing and on to the roof of the footballers' pavilion.

The Parish Council were most disturbed to hear this report and felt that a letter should be sent to the organisation which brings these youths to the village. The Parish Council were most grateful to the bowling club for passing on this information.

RESOLVED: The Parish Council are to write to the organisation which brings the bus of youths to the village as concerns were raised over the safety of these individuals. A copy is to be sent to NELC and the local Police.

14.06.2016 Burial Board Committee.

The next Burial Board meeting is being held on 26th July 2016.

15.06.2016 To receive information following the Waltham Leas Primary Academy meeting.

In the absence of Councillor Teanby the Clerk read out the notes from the school liaison meeting held at Waltham Leas Primary academy. Items discussed included the Park Smart Campaign, School intake, Newspaper, Parish Council award and the Queen's 90th Birthday celebrations. The next scheduled meeting is to be held in July.

The Parish Council were worried that rumours seem to be working their way around the village over a new school having been approved, the Parish Council strongly believe this is not the case. The Councillors felt that an invite should be sent to officers within the school team at North East Lincolnshire Council to allow them to come and explain to residents where NELC are currently at with school intake and what is being worked on to assist with increasing the number of school places for Waltham.

RESOLVED: The Parish Council agreed to invite school officers of NELC to a future Parish Council meeting.

16.06.2016 To consider providing a Waltham Parish Council Pupil Achievement Award.

The Parish Council and Head of Waltham Leas Primary Academy have discussed having an achievement award for a pupil of the school. This award is not necessarily the highest academic pupil; it could be someone who has shown commitment, effort and everlasting strength despite maybe going through difficult times or even someone who has an

outstanding talent for sport. The possibilities are endless, but the Parish Council felt that a Parish Award would be a good link between the Academy and the Parish.

RESOLVED: The Parish council agreed to purchase an honour type award which can be used for several years and can be displayed in the Academy, with an individual award to be given to the pupil to retain. The costs provided are £45 for the large honour plaque and £8.00 for the individual trophy.

17.06.2016 To consider a contribution towards All Saints Church magazine and Waltham Leas Academy newspaper, as we submit articles for publication.

The parish Council were made aware that there are currently changes being made to the All Saints Church magazine and agreed to defer decision on this publication until information is announced.

The Parish Council felt that the same donation as was given last year to include our editorial within the newspaper would be appropriate.

RESOLVED: The Parish Council agreed to contribute £250 to allowing the Parish Council to submit editorial into the school newspapers for this year.

18.06.2016 Youth.

The youth working group asked for the strimming of the BMX track to be added to the next agenda.

19.06.2016 Website.

The working group are still undertaking investigations into a new website; photos were displayed of Melling Parish Council site. A local provider has been found who may be able to provide a website to our specification, including one which looks the same as Melling Parish Council. The Clerk was asked to make enquiries with this provider and report back at a future meeting.

20.06.2016 Parish Office.

(a) To receive information requested on office telephone system and consider quotation on telephone display unit.

RESOLVED: The Parish Council agreed to purchase a new office telephone system, which would also provide hands free facility and caller display and blocking of nuisance calls at a cost of £69.99.

With the time being 10pm the Parish Council agreed to suspend standing order number 20 to allow the remainder of the items to be heard.

21.06.2016 Finance Items.

(a) To receive a list of Accounts payable up to 7th June 2016 and approve their payment.

Cheques for payment:			£ . p
3968	BT Payment Services	Broadband May-July	128.06
3969	NELC	Entertainment Licence	21.00
3970	Mrs P Allenby	Salary	184.40
3971	Mrs L Leach	Salary	899.42
3972	HMRC	Tax & NI	102.87
3973	NELC	Bowling Green rates (2)	193.20
3974	Peter Hogarth Ltd	Public Toilet items	58.70
3975	Glendale Ltd	April Maint + BMX strim	607.75
3976	Signs Express Ltd	Cemetery plate + Gas governor	163.20 *
3977	Anglian Water	Toilets/Parish Office Feb-May	70.94
3978	Anglian Water	Cemetery water Feb-May	17.84
3979	Bell Waste	Cemetery waste Jul-Sept	261.92
3980	Zurich Municipal	Parish Council Insurance	802.50
3981	Wilkin Chapman	Final Invoice Fairway Land	780.00

3982	Waltham Park Bowls Club	1st maintenance payment	1000.00
3983	Petty Cash	Petty Cash	100.00
3984	BPD Contracting	Plants for summer display	700.00
3985	Glendale Ltd	May Maintenance	415.75
3986	MES Gardening	Installing plants	955.00
3987	Petty Cash	A Right Royal Tea Party	700.00**

* £144.00 of amount to Signs Express will be refunded by National Grid for plaque at gas governor building.

**Waltham Windmill Trust has paid their contribution of £350 into our bank account as of 6/6/16 towards the Right Royal Tea Party.

RESOLVED: Accounts approved for payment.

22.05.2016 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 from ERNLLCA and consider personnel requirements.

RESOLVED: The Parish Council agreed to discuss new trial working arrangements with our current employee and try to arrange holiday cover for the clerk's holiday in August.

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 10.22pm.