

**Minutes of the Annual General Meeting of the Waltham Parish Council held in the  
Waltham Library on Tuesday 2<sup>nd</sup> May 2017 at 7.00 pm.**

**Present:** Councillors M Archer, Barrett, Church, Conolly, Gordon, Kiddle-Bailey, Moss, Sadler, Shaw, Surtees, Teanby and Woodliff, 11 members of the public, PCSO Lesley Parry and the Parish Clerk.

**01.05.2017 To appoint a Chairman for the year 2017/2018.**

The Clerk opened the meeting and asked if there were any nominations for Chairman for the year 2017/2018.

Cllr M Archer was proposed and seconded, there were no other nominations. Cllr M Archer was unanimously elected as Chairman. Councillor M Archer thanked the Council for their continued support.

**02.05.2017 Signing by the Chairman of his/her Declaration of Office.**

Cllr M Archer signed his Declaration of Office.

**03.05.2017 To appoint a Vice Chairman for the year 2017/2018.**

Cllr P Woodliff was proposed and seconded, there were no other nominations. Cllr P Woodliff was unanimously elected as Vice Chairman.

**04.05.2017 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.

Cllr Surtees declared a Personal Interest on item 14.05.2017 (b) (1&5) as she owns land opposite the entrance to this development. Cllr Surtees also declared a DPI on item 16.05.2017 (f) Footpath 72 as part of this footpath affects land owned a family member.

Cllr Church wished to clarify that he is not a committee member of the Waltham Windmill Preservation Society, however his wife is and he carries out membership duties for the organisation on a voluntary basis.

Cllr Conolly declared a Personal and Prejudicial Interest on item 15.05.2017 should Tollbar Academy become part of the educational officer's update as she is a Governor of the school.

Cllr Kiddle-Bailey wished it to be minuted that she submitted comments on the original application for 10 homes on Ings Lane, however properties on item 14.05.2017 (b) (1&5) are not within the development envelope of her property.

Cllr Archer declared a Personal Interest on item 14.05.2017 (b) (1&5) as family has an interest land opposite the entrance to this development. Cllr Archer also declared a Personal Interest on item 14.05.2017 (b) (4). Councillor declared an interest as he has previously declared interest for land within the development envelope. The Councillor has clarified this interest with the monitoring officer at NELC.

Cllr Archer also declared a DPI on item 16.05.2017 (f) Footpath 72 as part of this footpath affects land owned by the Councillor.

(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.

**05.05.2017 To receive any apologies from Members not able to attend the meeting:**

Apologies were received from Councillor Gilliatt and Ward Councillors Philip Jackson and Iain Colquhoun.

**06.05.2017 To elect Councillors to serve on the Parish Council Committees and working groups, to appoint or confirm representation to outside bodies and to consider any amendments to highways allocations**

The committees, working groups and highways allocations were agreed as follows:

**Committees of Waltham Parish Council 2017/2018**

**Burial Board:**

Cllr Shaw (Chairman), Cllr Surtees (Vice Chair), Cllrs Kiddle-Bailey, Sadler & Woodliff.

**Personnel:**

Cllr Woodliff (Chairman), Cllrs Shaw and Surtees.

**Grievance:**

Cllr M Archer (Chairman), Cllrs Teanby.

**Working groups of Waltham Parish Council 2017/2018**

**New & Old Allotments:**

Cllr Kiddle-Bailey (Chairman), Cllrs Barrett & Woodliff plus 3 allotment holders

**Public Rights of Way:**

Cllrs Conolly, Gordon, Teanby and Woodliff.

**Parks & Open Spaces and Tree Preservation:**

Cllr Surtees (Chairman), Cllrs Barrett, Church, Conolly, Sadler & Shaw.

**Bowling green: - Management Group**

Cllr M Archer (Chairman), Cllr Gilliatt & Cllr Gordon and 3 members of Waltham Park Bowls Club.

**Youth:**

Cllrs Sadler, (Chairman), Shaw and Surtees.

**CCTV:**

Cllrs M Archer (Chairman), Cllrs Shaw and Surtees.

**Finance:**

Chairman and Vice Chairman of Allotments, Parks & Open Spaces, Bowling Green, Youth, Burial Board and Personnel Committee.

**Waltham in Bloom/ Best Kept Village:**

Cllr's Conolly, Church, Gordon, Kiddle-Bailey, Woodliff and Teanby.

**Website:**

Cllrs, Kiddle-Bailey, Conolly and Teanby.

**Celebrations:**

Cllrs Conolly, Sadler, Shaw, Surtees and Woodliff

**The Representation to Outside Bodies 2017/2018**

**ERNLLCA:**

Cllrs Archer and Conolly.

**Waltham Leas School:**

Cllr Teanby.

**Waltham Windmill Management Trust:**

Cllrs Archer, Woodliff & Surtees (Cllr Shaw as nominated substitute should any of the above be unable to attend).

**Waltham Windmill Preservation Society:**

Cllr Archer (Cllr Shaw as nominated substitute).

No voting rights for this outside body.

**Town & Parish Councils Liaison:**

Cllrs Archer & Kiddle-Bailey.

**Fire Brigade Liaison:**

Cllr Archer.

**Highways Allocations 2017/2018****Councillor: Mrs K Kiddle-Bailey:**

Ings Lane, Grove Lane, Skinners Lane, Cheesemans Close, Cheesemans Lane, Home Paddock.

**Councillor Mr P Teanby:**

Church Lane, Cross Street, New Road, Kirkgate, All Saints Close, Manor Drive, Leas Close.

**Councillor Mrs K Shaw:**

Cheapside from Mill View to Waltham Boundary, Greenway, Elm Road, The Drive, Golf Course Lane.

**Councillor Mr P Woodliff:**

Cheapside from Brigsley Road to Mill View - South entrance/exit, Kirkgate, Mill View, Mill Close, Atkinson Lane.

**Councillor Mr R Gordon:**

Grimsby Road to Waltham Boundary, Fairway to Danesfield Avenue, Danesfield Avenue, Philip Avenue, Dorothy Avenue.

**Councillor Mrs P Surtees:**

Fairway from Danesfield Avenue to and including Meadow Croft, Summerfield Avenue, Summerfield Close, Norsefield Avenue, Doughty Close.

**Councillor Mr P Church:**

High Street from Church Lane to Station Road, Station Road, Camargue Avenue, Keme-shame Court, Markham Mews, Shears Court, Nunnerley Place, Geipel Close.

**Councillor Mrs P Surtees:**

Fairway (High Street end) to Meadow Croft, Mount Pleasant, Ludgate Close, High Street – from Church Lane to Barnoldby Road.

**Councillor Mr R Barrett:**

Brigsley Road, Westfield Road, Mayfair Crescent, Chiltern Drive, Cotswold Drive.

**Councillor Mr L Gilliatt:**

Barnoldby Road - from High Street to Chestnut Road, Brian Avenue, Laburnum Avenue, Laburnum Close, Salisbury Avenue, Salisbury Drive.

**Councillor Mr M Archer:**

Barnoldby Road from Chestnut Road to Bradley Road, Bradley Road, Chestnut Road, Chestnut Close, Lytham Drive, Elsham Drive, Sterling Crescent.

**Councillor Mr A Moss:**

Archer Road, Turnberry Approach, Ascot Road, Rosedale, Fountain Close, Albertine Court, Peacehaven, Cardinal Court, Coral Drive, Sweetbriar, Neville Turner Way, Orchard Court.

**Councillor Mr R Gordon:**

Sunningdale, Carnoustie, Birkdale, Gleneagles, Muirfield.

**Councillor Mrs Y Sadler:**

Woodhall Drive, Strawberry Hill, Chadwell Springs, Alderley Edge, Ashbourne, Lindrick Walk.

**Councillor Mrs E Conolly:**

Marian Way, Coltsfoot Drive, Drury Close, Wheatfield Drive, Wray Close, Old Farm Court, Frances Court, Harvest Crescent, Barkworth Court.

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

*With the Annual General Meeting section of the meeting being completed the Parish Council continued on with the remaining items on the agenda.*

**07.05.2017 Open Forum Under Suspension of Standing Order No 21.**

**RESOLVED: The Parish Council agreed to suspend 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.**

The Chairman welcomed residents and reminded them that this council allows a time of 5 minutes per person whilst standing order number 21 is suspended.

A resident raised a query over the numbering system used for agenda items and explained that it causes confusion to the general public. The clerk explained that the agenda item must concur with the minute produced in order to comply with legislation, but understood the resident's comments and would look into alternative numbering systems and bring these to the Council for consideration.

A resident wished to thank the Parish Council for their efficiency in arranging to have the fly tipping removed from Cheapside.

The Parish Council were congratulated on the new website by a member of the public. The resident felt it was bright and welcoming with lots of useful information.

The Chairman thanked the residents for attending and any questions raised will be discussed by the council under the appropriate heading on the agenda.

The Chairman reconvened the meeting.

**08.05.2017 To consider and approve the Minutes of the Meeting held on 4<sup>th</sup> April 2017.**

**RESOLVED: The minutes of the Meeting of 4<sup>th</sup> April 2017 were considered and approved and the Chairman signed these as a true record.**

**09.05.2017 To receive a report from Police Liaison.**

The Chairman welcomed PCSO Lesley Parry to the meeting. She read from the police report attached. Discussions took place over the recent reports of anti-social behaviour being experienced and the Local Authority have agreed to bring some youth services in to the village to assist. The police are having meetings to discuss groups and their movements throughout the borough and they have urged anyone witnessing or experiencing issues to call the 101 number.

Councillor Church said that he found the experience of being an observer on board the camera van very informative. Other Councillors will be given the opportunity to visit when it is next in the area.

The Parish Council raised questions over the "screening out" of crimes and PCSO Parry explained that crimes are only screened out if there is no possible further line of enquiry; however they are a recorded statistic and are still logged on to the system and can be re-opened at any time.

Councillors felt that the public are not keen to report crimes and asked how we could assist to encourage people to report incidents and issues. PCSO Parry suggested that social media is a very good way of getting messages out to the public.

**RESOLVED: The Parish Council agreed to place details on their Facebook and website pages of how to report crimes.**

The Chairman said that Superintendent David Hall will be attending a future Parish Council meeting and details of his visit will be advertised in the usual manner.

The Chairman thanked PCSO Lesley Parry for her attendance and she left the meeting.

**10.05.2017 To discuss Waltham Fire Station – Cllr Shaw requested item.**

Cllr Shaw explained that she had asked for this item to be added as she has seen an incident in the village where two fire engines were deployed rather than using the small fire unit from Waltham. Councillors showed concerns over the possibility that the Waltham Station was being overlooked by the call centre when deploying units to attend.

The Chairman said that Officer Blacksell gave assurances that the small fire unit would be fully utilised and felt that we should wait to hear from Ward Councillor Philip Jackson with an update at the June meeting.

**11.05.2017 To receive information from Town and Parish Council meeting/education officer and for the Parish Council to discuss the Waltham Parish Community Led Plan.**

Councillors who attended the Town and Parish Council meeting gave a report on the discussions that took place with ENGIE about both neighbourhood plans and community plans. The Cottingham neighbourhood plan was discussed along with the costs incurred and time taken to produce. The Councillors were reminded that they carefully looked into all options available to them in 2014 and at that time the parish Council encouraged and facilitated the community to complete a Community Led Plan. It was agreed that this would be the most effective and deliverable option as the Parish had written assurances from Ian King Spatial Planning Manager and Jake Newby Lead Officer that the completed document would be taken into consideration by the Local Authority.

The Parish Council agreed to suspend Standing Order number 21 in order to receive information from a resident who is a member of the Waltham Residents Action Group on questions raised at the Planning Inspectors' meeting on the new Local Plan. The resident was reminded of the 5 minute policy under suspension of standing order number 21.

The resident said that the Planning Inspector is not there to change any information and it is up to North East Lincolnshire Council what they put forward in the Local Plan and the only legal document that can be submitted by communities is a Neighbourhood Plan.

The Chairman thanked the resident for this information and reconvened the meeting.

The Chairman stated that a Community Led Plan does have consultation status as mentioned by the Department of Communities and Local Government (DCLG) under the umbrella of a Community Design Statement.

**RESOLVED: The Parish Council agreed to contact NELC once the Local Plan was in place to ensure that the assurances given that the information contained within the Waltham Community Led Plan would be useful considerations.**

The Clerk then read the responses received from the education officer over provisions for Waltham primary students. At this moment in time there are no Waltham children who have not been awarded a place when starting in reception year, the school is full, but because parental choice is available this means that any empty spaces have been taken by non-resident children. The problems arrive when families move in to Waltham during the school year. There is no guarantee of a school place at Waltham if families move into the village once their child has already started school elsewhere. The education department are making every effort to resolve the ongoing requirement however it is somewhat of a "chicken and egg" scenario, without development there will be no funding, without funding you cannot make improvements. The Parish Council felt this was the case also for other infrastructure improvements needed.

The Council talked about the Community Infrastructure Levy which was discussed at the last Town and Parish Council meeting. This is known as CIL and is an alternative to the current Section 106 programme that is currently used by our Local Authority. It is understood that if the Local Authority have a CIL programme in place it means that every development be it one property or more has to give a set amount per property to the Local Authority. If the development is within a Parish and the Parish have a neighbourhood or community led plan then an amount is also required to be given to the Parish to improve the village, be it play equipment, new footpaths to be built or improvements to an area in the village. The current Section 106 programme is not set up for individual properties to make a contribution and only asks for an educational contribution from a development of 10 properties or more.

**RESOLVED: The Parish Council supported the CIL programme and agreed to write to the Local Authority requesting that they look into this system and consult with Parishes on its viability.**

### **12.05.2017 Clerk's Report & Correspondence received since meeting of 4<sup>th</sup> April 2017.**

- a) Two representatives are invited to attend the Mayor Making Ceremony on Thursday 18<sup>th</sup> May 2017 at Grimsby Town Hall at 7pm. Anyone wishing to attend should book through the Clerk.
- b) The Clerk has received a request for information on Councillors' land ownership. The requester was directed to the published councillors' register of interests. Councillors questioned who had made the request and are they a repetitive requester. The Clerk said that she would not provide names of the individual in an open meeting without ERNLLCA approval first; however can confirm that this is not the first request for information made by this person. The Clerk confirmed that she in contact with ERNLLCA throughout to ensure that she meets the legal requirements for dealing with requests for information and was advised that the Parish Council cannot provide information or manufacture information that it does not hold.
- c) NELC have confirmed that they have re-started negotiations with the owner of Wheatfield Drive property, hoping for an end result in bringing the property back into use.
- d) The Land Registry documents held for the village green do not show the ownership of land beyond the wall next to the Kings Head. North East Lincolnshire Council are aware that the land has been included in several land registry notifications and are looking into access to Buck Beck and maybe making a right of drainage entry into Land Registry.
- e) NALC have written inviting entries from Parish Councils into the NALC Star Council's Awards 2017.
- f) ERNLLCA are running a Good Councillors course in May. Places will be limited so anyone interested in attending should contact the Clerk.
- g) ERNLLCA are also running Clerks training on Wednesday 24<sup>th</sup> May at The Ropewalk in Barton. The Clerk is willing to attend as a refresher.  
**RESOLVED: The Clerk is to attend the ERNLLCA training on Wednesday 24<sup>th</sup> May at The Ropewalk in Barton.**
- h) The Parish Council have received a request to place a banner on the allotments advertising a care home open day, although this is a national scheme it would appear that the banner may only be advertising one establishment.  
**RESOLVED: The Parish Council would not allow the banner to be displayed on its planning approved area if it was to advertise a private business rather than a charity fundraising event or fayre. The Clerk is to obtain a draft drawing of the banner.**
- i) The Clerk had received a request from All Saints Church to use the village green for the summer fayre on Saturday 8<sup>th</sup> July.  
**RESOLVED: The Parish Council agreed (subject to the usual terms and conditions) for All Saints Church to use the village green for their Summer Fayre.**

### **13.05.2017 To receive an confirm progress on the action sheet since publication**

The Clerk confirmed that the Chairman has chased again the contractor regarding the kick about wall and he is collecting keys for the barrier tomorrow.

We are awaiting contractor quotations on the relocation of the teen shelter.

EMAS have provided a written procedure for the returning of community defibrillator and have confirmed that there have been no reports of theft due to the numbering system in this area. The Clerk showed concern that any other method of deployment would leave the Parish Council liable.

**RESOLVED: The Parish Council agreed to continue with the current method of deployment and return for the defibrillator and will continue to monitor its use.**

The boards for the bowling green were delivered today and Waltham Park Bowls Club has volunteered to install them at no cost to the Parish.

#### **14.05.2017 Planning.**

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

- (i) Application DM/0168/17/FULA St Andrews Cottage 7 The Drive, Waltham has been approved under delegated powers by NELC.
- (ii) Application DM/0116/17/FUL 21 Golf Couse Lane, Waltham has been approved under delegated powers by NELC.
- (iii) Application DM/0148/17/OUT 59 Cheapside, Waltham has been considered and approved by the planning committee of NELC.

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

#### **1. DM/0292/17/FUL Plot 3 Land South of Ings Lane, Waltham**

Variation of Condition 15 (Approved Plans) following application DM/1192/15/FUL (Erection of 10 detached dwellings with garages and associated works (Re-design of previously approved application DC/651/11/WAB)) to revise the house type and garage design for Plot 3.

Cllrs Archer, Kiddle-Bailey and Surtees having declared a personal interest in this application took no part in the vote on this application.

**RESOLVED: Waltham Parish Council recommended approval of this application with the condition that the garage is used for parking of private vehicles only and permitted development restrictions applied to the property. (Reason: in order to protect the amenities of the residents of this cul-de-sac development).**

#### **2. DM/0328/17/FUL 1 Wray Close, Waltham**

Convert existing attached garage to form bedroom and ensuite and erect single storey extension to front.

**RESOLVED: Waltham Parish Council recommended approval of this application.**

#### **3. DM/0374/17/FUL 14 Summerfield Avenue, Waltham**

Variation of Condition 2 (Approved Plans) as granted on DC/128/13/WAB a single storey extension to side to form a first floor bedroom with access below and a single storey and two storey extension to rear to form a sun room and larger bedroom) to extend the rear extension by 1.5m

**RESOLVED: Waltham Parish Council recommended approval of this application**

#### **4. DM/0362/17/OUT Land Adj Old Nursery, Cheapside, Waltham**

Outline application to erect 9 dwellings and garages with all matters reserved.

Cllr Archer having declared a personal interest in this application and having taken advice from the monitoring officer at NELC took no part in the vote on this application.

**RESOLVED: Waltham Parish Council recommended refusal of this application.**

- **The site is not within the proposed development boundary of Waltham and extends development beyond areas identified within the new Draft Local Plan and Waltham Parish Community Led Plan.**
- **The Parish Council's concern was that if permission was granted on this site in the format indicated on the plans, Cheapside could become over-developed by further piece-meal applications.**
- **The application does not take into consideration existing plans proposed for a roundabout on Cheapside in relation to developments on the opposite side of the road. (Application number: DM/1130/14/FUL). Allowing access in the location shown on the plan in this application would put traffic from this site in conflict with the roundabout and the Parish Council are concerned that the Highways comments do not appear to have picked up on this matter.**
- **Cheapside has been identified as a high volume traffic route with considerable incident statistics requiring further road safety measures to be in place.**

### **5. DM/0364/17/FUL Plot 4 Brook Lane, Waltham**

Variation of Condition 15 (Approved Plans) following application DM/1192/15/FUL (Erection of 10 detached dwellings with garages and associated works (Re-design of previously approved application DC/651/11/WAB)) to revise the design and appearance of a detached dwelling with integral garage for Plot 4.

Cllrs Archer, Kiddle-Bailey and Surtees having declared a personal interest in this application took no part in the vote on this application.

**RESOLVED: Waltham Parish Council recommended approval of this application with the condition that the garage is used for parking of private vehicles only and permitted development restrictions applied to the property. (reason: to protect the amenities of the residents of this cul-de-sac development).**

Cllr Teanby left the meeting at this point as he had a prior engagement.

### **15.05.2017 Pavements/Street Lighting/Highways**

a) To receive notice from NELC on Pothole Fund Shortlist Locations

NELC have confirmed that Marian Way and a section of the High Street in Waltham have been shortlisted for repairs. There are no confirmed dates of when work will take place.

b) To receive update from NELC on petition for Sunningdale land.

NELC cleared the land at the end of last year and wrote to the petition organiser to say that the matter will be closed unless they are informed otherwise. Having not heard anything NELC assumed the matter had been resolved. The Parish Council felt that the residents' request was for the area to be included in a scheme of regular maintenance and wished NELC to pursue this on that basis. The Asset team are making enquiries regarding ongoing maintenance and will get back to us.

c) To receive responses from residents over bus shelter request on High Street.

The Parish Council reviewed the responses received over proposing to NELC that a bus shelter is placed on the High Street opposite Ings Lane.

**RESOLVED: It was agreed that the Parish Council would not support the suggestion of a bus shelter at the High Street opposite Ings Lane. The Clerk is to inform all parties of this decision.**

d) To receive a report from NELC Highways Safety manager on outstanding village issues.

The Chairman read from the report received over outstanding highway matters. The highways safety officer is to meet with Councillors on 15<sup>th</sup> May to view and discuss the flashing speed signs in the village. The findings are to be brought back to the Parish Council.

Councillor Moss reported the deteriorating footpaths in Rosedale, he is to send photographs to the Clerk who will report them on the NELC reporting system.

### **16.05.2017 To receive any reports from the following working groups:**

**(a) Waltham in Bloom/Best Kept Village**

A meeting of the working group will take place to discuss areas that could be improved in time for the competition. The suggestion of barrier planters was discussed and the clerk is to enquire if NELC have any old ones they wish to dispose of.

A village tidy up day is to be held on Saturday 15<sup>th</sup> July and the Clerk is to advertise this on the Facebook and website pages.

**(b) Gravel Pit Allotments.** – To receive and consider any quotations for tree work at allotments.

Only one contractor had submitted a quotation for the work. The Parish Council considered this quotation.

**RESOLVED: It was agreed to proceed with the work required to the trees at the allotments at a cost of £650.**

The working group have met and there are some vacant plots. Posters and banners are to be used to advertise these to the public.



**(c) Station Road Allotments.**

There are vacant plots on this site. Volunteers will go on with machinery to spray and clear these in preparation to be let. Again a poster campaign should be used to advertise these.

**(d) Parks and Open Spaces.**

(i) To receive a letter from Waltham Royal British Legion regarding memorial bench.

The Parish Council have received a letter from the Waltham Royal British Legion asking if they could donate a bench to be installed at the Cenotaph. They included two pictures of examples.

The Parish Council said this was a generous offer and felt that the bench with the ornate cut out on the back would be more appropriate and sensitive for this area.

**RESOLVED: The Parish Council agreed to the Royal British Legion purchasing a bench for the Cenotaph and agreed to pay for the groundwork to sit it on. They did want to also see a final design prior to the Royal British Legion placing the order.**

(ii) To consider application for approved suppliers list.

The Parish Council considered an application and insurance for a new approved supplier

**RESOLVED: The Parish Council agreed to add the contractor to the approved supplier list.**

(iii) To receive tenders and consider awarding the summer planting contract.

The Chairman was requested to open the sealed tenders received for the summer planting contract.

Contractor A quoted £1165 plus VAT

Contractor B quoted £900

Contractor C quoted £1055

The members discussed last year's contract and the quotations submitted.

**RESOLVED: The Parish Council agreed to Contractor B undertaking the summer planting scheme at a cost of £900.**

(iv) To receive any update from Solicitors on Fairway land.

Our Solicitor said that the Barrister advice should be available in the next 7 to 14 days, however the Parish Council members were most disappointed that the Solicitors have taken so long in completing this land transfer and were not impressed by the service received but agreed to wait for Barrister advice.

**(e) CCTV.**

Emergency repairs have been undertaken on failed power supply to roving camera at the top of the High Street.

**(f) Public Rights of Way.**

To consider asking for an update on Footpath 72 from North East Lincolnshire Council.

Cllr Archer and Surtees having declared a DPI in this matter left the room.

Cllr Woodliff in the Chair.

The Parish Council have not received any update on the progression of FP72 and felt that residents would like to know its progress.

**RESOLVED: It was agreed to write to NELC to ask for an update on FP72.**

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

Councillors reported that fly tipping of rubbish in the hedge bottom of the public footpath that runs between Home Paddock and the allotments. The Clerk was asked to report this to NELC.

*As the time had reached 10pm the Parish Council agreed to Suspend Standing Order number 20 to allow the remainder of the items to be considered.*

**(g) Bowling Green.**

The boards are being delivered today and will be installed by volunteers of Waltham Park Bowls Club.

**(h) Youth.**

The Parish Council were pleased that the PCSO mentioned NELC bringing in some youth services to the village with the bus and felt that this would be better suited at Mount Pleasant where there is CCTV coverage. Members of the youth working group said they would engage with the youth on these nights to ask what they would like to see in the village.

**(i) Website.**

The Parish Council were pleased that the public liked the website and it was suggested that a counter be put on the front page to let people know how many people have visited the site. Dedicated pages for the police and fire service should also be considered. The working group will take these comments to the website provider.

**17.05.2017 Parish Office**

- a) To receive an update on lone working and parish office security and consider any further requirements.

The Chairman outlined the office security in place and the members considered whether a personal alarm would be required. The Clerk said for office security it would be wiser to have the office alarm call a series of mobile numbers if activated. The quotations for both of these suggestions was discussed.

**RESOLVED: The Parish Council agreed to upgrade the office alarm system to call a series of mobile numbers (as provided) should the office alarm or current panic button be activated. This quotation from our current security and CCTV provider was £215 plus VAT.**

- b) To consider holding a Senior Residents' Tea Party.

**RESOLVED: The Parish Council agreed to hold a senior residents' tea party towards the end of May. Cllr Surtees and the Clerk are to make the arrangements and organise advertising the event.**

Personal Safety and Lone Worker is to be added to the next agenda.

**18.05.2017 Finance Items.**

- (a) To receive a list of Accounts payable up to 2<sup>nd</sup> May 2017 and approve their payment.

Councillors were made aware by the Clerk of Insurance renewal. This was taken on a three year deal which began in 2016. Councillors also considered the ERNLLCA annual membership and agreed the membership fee for 2017/2018. The Clerk informed members that the internal audit will be taking place on Thursday 4<sup>th</sup> May.

**Cheques for payment:**

		£ . p
4115	CPRE Best Kept Village Competition	25.00
4116	Mrs P Allenby April salary +O/T	xxxxxx
4117	Mrs L Leach April salary	xxxxxx
4118	HMRC Tax & NI	129.64
4119	Bell Waste Excess weight charge	6.40
4120	Zurich Insurance Annual Insurance	824.33
4121	Visiontec Security CCTV repairs	180.00
4122	Lyke Ltd Website build & annual cost	480.00
4123	R Johnson Grave digging services	560.00
4124	Southern Electric Electric for office Jan - April	384.17
4125	ERNLLCA Membership 2017/18	1053.25
4126	Petty cash Petty cash	100.00

**RESOLVED: The accounts were approved for payment as per the list above. Salary figures are obscured as they are covered by Data Protection.**

- (b) To consider holding a dedicated Finance Meeting in order to review the assertions required by the Proper Practices in order to meet requirements for the Annual Return and receive the End of Year Accounts.

**RESOLVED: The Parish Council agreed to hold a Finance Meeting on Tuesday 23<sup>rd</sup> May 2017 starting at 7pm in the meeting room at Waltham Library.**

The Parish Council ratified the decisions taken and with there being no further business the Chairman closed the meeting at 10.14pm.



## Local Community News

### Waltham, Brigsley & Ashby-cum-Fenby Update April 2017

#### Crime

There have been 10 crimes reported in the Waltham Ward during April.

Between 30th March & 1st April, number plates were stolen from a car parked on Manor Drive.

Between 10am & 11am on 5th April, a hand held cable detector was stolen from the back of a van on Bradley Road whilst the owner was working nearby.

Overnight 26th & 27th April, a mini bus parked on Cheapside was moved a short distance, where it was jacked up. The exhaust and other parts were stolen.

Other crime include:

On the evening of 8th April, a dog walker was walking on Brigsley Road when his dog was attacked by a 'Staffie' type dog. The owner, whilst trying to protect his dog, was also bitten. It is unknown who the dog belongs to.

Two incidents of inappropriate use of social media to send images of a sexual nature.

Four assaults, all with offenders known to the victim. .

There have been six reports of ASB.

Two complaints from the same victim of youths causing annoyance on High Street/Fairway.

Two reports from Waltham Library of youths causing issues on a daily basis at the premises.

Report of youths on Fairway shouting, screaming and swearing.

How you can help

Your local Neighbourhood Policing Team appreciates the importance of being in the right place, at the right time, for the right reasons to reassure the public, improve public confidence and reduce crime and anti-social behaviour in the area which we all live and work.

We encourage all residents to call and report any issues where they live so that we can deal with any issues and also step up our patrols in the area. The number to call for non-emergency issues is 101.

If you feel there are issues in your community that your local Police should be prioritising please inform your local officers or the local Parish Council.

The named officers for Waltham Ward are:

PC 373 Matt Stephenson [matthew.stephenson@humberside.pnn.police.uk](mailto:matthew.stephenson@humberside.pnn.police.uk)

PCSO 7602 Lesley Parry [lesley.parry@humberside.pnn.police.uk](mailto:lesley.parry@humberside.pnn.police.uk)