

Minutes of the Meeting of the Waltham Parish Council held in the Waltham Library on Tuesday 6th June 2017 at 7.00 pm.

Present: Councillors M Archer, Church, Gilliatt, Gordon, Kiddle-Bailey, Moss, Sadler, Shaw, Surtees and Woodliff, Ward Councillor Philip Jackson, 7 members of the public, PCSO Lesley Parry and the Parish Clerk.

01.06.2017 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 Archer declared a Personal Interest on item 10.06.2017 (b) (1) as his family has an interest in land opposite the entrance to this development. Cllr Archer also declared a Personal Interest on item 10.06.2017 (a)(ii). Councillor Archer 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 12.06.2017 (f)(i) Footpath 72 as part of this footpath affects land owned by the Councillor.

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 10.06.2017 (b) (1) are not within the development envelope of her property.

Cllr Surtees declared a Personal Interest on item 10.06.2017 (b)(1) as she owns land opposite the entrance to this development. Cllr Surtees also declared a DPI on item 12.06.2017 (f)(i) Footpath 72 as part of this footpath affects land owned by a family member.

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

02.06.2017 To receive any apologies from Members not able to attend the meeting:

Apologies were received from Councillors Conolly and Teanby. Ward Councillor Iain Colquhoun would be attending later.

03.06.2017 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 wished to inform the Parish Council over the parking issues being experienced around the Archer Road area, particularly close to the bends next to the Archer Road/Sunningdale Land and asked if the Parish Council could assist in asking the local authority to allow residents to use the hardened verge in this area for parking.

A resident wished to revisit an item; the same resident had previously presented to the Parish Council in March/April over the Community Led Plan and suggested that discussions should take place over how this document can be updated. The Chairman agreed to bring the matter up in the planning section of the meeting.

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.

04.06.2017 To consider and approve the Minutes of the Meeting held on 2nd May 2017 and extra ordinary meeting held on 23rd May 2017

The Clerk said that she had been made aware of items for amendment. Page 1 under Declaration of Interests the word by has been omitted from the sentence that reads “as part of this footpath affect land owned a family member” and should be owned by a family member. On page 2 under Committees of Waltham Parish Council the Grievance Committee should read Cllr Teanby not Cllrs Teanby and on page 4 under the final paragraph the letter S has been omitted off the word mean. The sentence should read the “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”.

RESOLVED: The minutes of the Meeting of 2nd May 2017 were considered and with the amendments being made as a matter of accuracy they were approved and the Chairman signed these as a true record. The minutes of the Extra Ordinary Meeting held on 23rd May 2017 were approved as a true record and the Chairman signed them.

05.06.2017 To review the numbering system for the minutes and agenda.

This matter was raised by a resident who explained that it was confusing to members of the public as the agenda and minute item resembled a date rather than a reference.

The Parish Council considered several options.

RESOLVED: The Parish Council agreed to change the numbering system for the minutes and agendas for all future meeting items. They will now resemble - 1: 6/17, which would be item one of June meeting in year 2017.

06.06.2017 To receive a report from Police Liaison.

The Chairman welcomed PCSO Lesley Parry to the meeting. She read from the police report attached. Concerns were raised over the large groups of youths in various locations around the village in early evenings, particularly around the shops. PCSO Parry explained that they are aware and are trying to engage with the youths and are looking into options of how to address this. Councillors then discussed the 101 reporting and explained difficulties experienced first-hand when reporting through this number. PCSO Parry said that there are changes coming into operation on 26th June regarding this number. The Parish Council felt that the Police and Crime Commissioner should be made aware of the problems being experienced when using this number.

RESOLVED: The Parish Council agreed to inform the PCC of problems being experienced when reporting crimes through on the 101 number.

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

07.06.2017 To hear an update on Waltham Fire Station by Ward Councillor Philip Jackson.

Ward Councillor Jackson said he has spoken to Humberside Fire and Rescue and they now accept that Parishes with fire stations located within them are more likely to require information than those without. They propose to have a dedicated page on their website that the public and parish councils can access with updates on all fire station statistics and performances. This information can then be brought to the Parish Council meetings. The Parish Council discussed their concerns over the underutilization of Waltham Fire Station and the effect this will have on staff morale. The Parish Council felt sure that the staff would want to continue having a close relationship with the Waltham community as they used to attend events and helped with fundraising and wondered if they felt somewhat distanced.

Cllr Jackson explained that there are no plans to close any fire stations in the borough and he would be happy to take the further concerns on to Humberside Fire Authority.

08.06.2017 Clerk's Report & Correspondence received since meeting of 2nd May 2017.

- a) The Clerk has received one request for information. Following advice given by ERNLLCA she confirmed to the requester that she is unable to assist and explained that the information requested is personal between the requester and individual Councillors.
- b) To receive a verbal report from Clerk on ERNLLCA training attended.

The Clerk gave a brief overview of the training attended and felt it was a worthwhile refresher for her.

The Clerk had received a further item today. The Chairman having seen the requests declared an interest as the information received relates to land he had owned. Cllr Surtees as a family member also declared an interest and they both left the room. Vice Chairman Cllr Woodliff took the Chair.

The item received was from the Waltham Residents Action Group. They would like to seek permission for a banner to be displayed at the front of the allotments and asked to display a notice in the notice board. The banner request was not received in time for this agenda. The Clerk was asked to request a PDF copy of the banner and add this to the next agenda for consideration. The Clerk was to seek advice on displaying information within the notice board and ensure that the disclaimer is visible.

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

09.06.2017 To receive and confirm progress on the action sheet since publication

The Clerk was asked to remind those Councillors who have not submitted observations over bin use within their patch if they could please forward details as soon as possible.

Ward Councillor Philip Jackson explained that he is in conversation with NELC over upgrading the zone for Waltham over litter collection. Many other locations with shopping areas are classed as zone 1, however Waltham appears to be a zone 2 category. This matter has been brought to the attention of David Gelder who has been appointed by ENGIE as a liaison officer for matters that do not appear to have progressed or received an answer.

The Clerk is to chase up the delivery of the shed for the litter picker's trolley.

The hedges that have been reported to NELC are to be returned to the action sheet as they have not yet been cut back.

The Sunningdale land has not been cut and this is also to be returned to the action sheet.

The Clerk was asked to send a letter to the sponsor of the installation of the kick about wall with the Parish Council's disappointment that the work has not been undertaken.

10.06.2017 Planning.

a) Planning decisions, correspondence and planning matters:

(i) The following planning decisions have been received from NELC:

Application DM/0142/17/FUL 59 Mill View, Waltham has been approved under delegated powers by NELC.

Application DM/0169/17/ADV 79 High Street, Waltham has been approved under delegated powers by NELC.

Application DM/0239/17/OUT 66 Cheapside, Waltham has been approved under delegated powers by NELC.

Application DM/0247/17/FUL 12A Golf Course Lane, Waltham has been approved under delegated powers by NELC.

Application DM/0328/17/FUL 1 Wray Close, Waltham has been approved under delegated powers by NELC.

Application DM/0292/17/FUL Plot 3 Brook Lane, Waltham has been approved under delegated powers by NELC

Application DM/0362/17/OUT Land Adj to Old Nursery, Cheapside, Waltham has been refused under delegated powers by NELC.

(ii) The following planning matters are to be considered:

NELC have informed the Parish Council that an appeal has been submitted for application number DM/0579/16/OUT, Land at Grimsby Road, Waltham for 14 dwellings with access and drainage to be considered. Any additional comments must be submitted in writing to the Planning Inspector by 20th June 2017.

Cllr Archer having sought advice and explained that as the land is outside of the Local Plan he is able to remain in the meeting but will take no part in the vote on this matter. The Parish Council asked the Chairman to remain in the Chair for guidance.

The Parish Council carefully considered the previous objections submitted and felt that all the points raised are still valid and that a reminder that the road is 40mph in this location should be confirmed to the planning inspector.

RESOLVED: The Clerk is to write to the planning inspector confirming that all the previous concerns are still valid and that the inspector should be aware that the road in which the access to this development is proposed is a 40mph zone.

The Chairman brought up the resident's comments in the open forum section regarding updating the Community Led Plan. He explained that all members of the steering group who were invited to the May meeting did not attend. Upon a suggestion from Ward Cllr Jackson, it was agreed that the Parish Council would await the outcome of the New Local Plan in case further updates were needed. Cllrs discussed getting in touch with the steering group chairman to see if he would be interested in leading this subject again.

RESOLVED: Cllr Woodliff is to speak to the Community Led Plan steering group leader to see if he would be available to lead this project in an update.

a) Planning applications received and to be considered:

1. DM/0401/17/FUL Plot 6 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 dwelling with a detached garage and associated works for Plot 6.

Cllr Archer and Surtees having declared an interest in this matter left the room. Cllr Kiddle-Bailey took no part in the vote.

Vice Chairman Cllr Woodliff in the Chair.

RESOLVED: Waltham Parish Council recommended refusal of this application on the following grounds-

The Parish Council felt that this newly designed application is far removed from the originally approved design and the property shown is not in keeping with the existing properties in this area or on this site. By means of its design it will have a significant impact on the enjoyment and loss of privacy to the users of Grove Park. The property is also designed with a third floor element including viewing windows which was considered to be overbearing on the surroundings and therefore recommended refusal of this application.

2. DM/0427/17/FUL 13 Gleneagles, Waltham

Erect two storey extension to side.

RESOLVED: Waltham Parish Council recommended approval of this application.

3. DM/0468/17/FUL 61 Westfield Road, Waltham

Install two windows, with clear glass, to side of first floor.

RESOLVED: Waltham Parish Council recommended approval of this application.

The Chairman clarified with the homeowners who were present at the meeting that the supporting documents, although logged, were not required to be read out as the Parish Council had no objections to their application. The residents confirmed the action taken.

4. DM/0445/17/FUL 36 Chadwell Springs, Waltham

Change existing garage to smaller garage, a bedroom, ensuite bathroom and stair to new first floor bathroom and ensuite bathroom.

RESOLVED: Waltham Parish Council recommended approval of this application.

5. DM/0389/17/FUL 19 Laburnham Avenue, Waltham

Erect car port and first floor extension to side and erect first floor extension to rear to include the installation of rooflights and new boundary fence to side.

RESOLVED: Waltham Parish Council recommended approval of this application.

Ward Councillor Iain Colquhoun entered the meeting

11.06.2017 Pavements/Street Lighting/Highways

- a) To receive a response from highways officer over planning application with proposed new access.

The Parish Council were most concerned over the response from the highways officer and felt the response was similar to locking the gate after the horse had bolted. As it transpires, we have heard that the application has been refused, but the Parish Council felt that officers of NELC should consider each application carefully rather than submitting general comments en-bloc. The Parish Council's concerns have been passed to the highways safety team.

- b) To receive a verbal report from Councillors on meeting held with highways safety team at NELC.

NELC highway officers met with Cllrs Archer and Moss to discuss the speed indicator signs and zebra crossing at Barnoldby Road.

NELC have agreed to carry out a review of the posts in the village and look at possibly upgrading the existing flashing signs as the current ones are somewhat antiquated. The existing signs are still working, although data cannot be collected, they will be placed in new locations until a solution can be sought.

The Parish Council would like to see the zebra crossing on Barnoldby Road refurbished as it is worn and does not stand out visually. NELC are looking at upgrading the beacons to the halo style, repainting the surface and reviewing the tactile surface and signage around the site. The officers are also looking at amending the guardrails.

Other items discussed included the white and yellow lining schedule which should start in June and the moving of The Grove nursing home sign.

Any work that would require budget expenditure would have to be prioritised by NELC.

- c) To discuss grass verge cutting by NELC and possible takeover of service.

The Clerk displayed photographs of various grass verges in the village and the Parish Council discussed the schedule of maintenance that was promised by NELC officers when we met with them earlier in the year.

RESOLVED: The Clerk was asked to chase up the schedule of maintenance that was promised for services earlier in the year when we met with NELC officers.

The Parish Council discussed progressing the taking over of the grass cutting from NELC and suggested that they should submit a price for taking over the service. As the remainder of the discussions would contain sensitive information and pricing it was felt that this debate should be deferred until the end of the meeting and taken in committee.

The Chairman referred to the resident's request in the open forum for support on allocating a hardened verge parking area to relieve the parking problems being experienced on Archer Road. Photographs were displayed to members and an area which could be identified as hardened parking with a dropped kerb next to it, which would not cause any obstruction to the footpath in this location. The Parish Council explained that they could not request to exclude any users except HGV's from parking on this area.

RESOLVED: The Parish Council supported the resident's request and agreed to contact NELC to ask if the hardened verge on Archer Road as shown at the meeting could be identified and marked to enable off road parking in this location.

The Clerk informed the Parish Council that patching works will take place on Marian Way and High Street in July/August. There will be overnight closures in place at both sites and NELC will be back in touch when exact dates are confirmed.

d) A resident has written to inform us that the hedge at the exit from All Saints Close has been trimmed, but not to the height of the fence and is still causing visibility issues for drivers exiting this junction. A representative of the Parish Council has checked the work and confirmed that the hedge has not been cut to the height as requested and could still be causing visibility issues for drivers exiting this junction.

RESOLVED: As this hedge is on Parish land the Parish Council instructed the Clerk to write a second letter to the representative requesting that they cut the hedge to fence

height or below and if this is not carried out the Parish Council will instruct a contractor to carry out the work.

12.06.2017 To receive any reports from the following working groups:

(a) Waltham in Bloom/ Best Kept Village.

(i) To receive notes from meeting held and consider items for expenditure.

The Clerk read from notes taken at the working group meeting where Councillors looked at last year's marking sheet and suggested where improvements could be made in the Best Kept Village competition. It was suggested that an appeal for volunteers should be put on the Facebook and website pages and posters for the shops be made up.

RESOLVED: The Parish Council agreed to appeal for volunteers via Facebook, website and posters to help with jobs around the village to improve our chances in the Best Kept Village competition.

(b) Gravel Pit Allotments.

There are 4 remaining allotments and it was felt that these should be advertised and allow them to be free of charge until Easter 2018.

The Parish Council also wished to make people aware that they are not in favour of removal of the family of foxes that currently reside at the allotments.

The banner is to be removed as it has gone over the time allowed. Expenditure for this allotment site is to be added to the next agenda.

RESOLVED: It was agreed to advertise and let the remaining 4 allotments free of charge until Easter 2018.

(c) Station Road Allotments.

A working group had been to clear a row of allotments so that they could be sprayed and rotovated ready to be let at Station Road. It was felt that a skip was required to clear away the debris that was not given away. Again the Parish Council felt that any allotments let now should be free of charge until Easter next year.

RESOLVED: The Clerk was asked to put expenditure for Station Road allotments on the next agenda and any allotments taken from now will be free of charge until Easter next year.

(d) Parks and Open Spaces.

(i) To receive an update from Solicitors on Fairway land.

The Parish Council were pleased that the barrister's advice looked favourable, however the Parish Council require to be specific on the use of the site and it was felt that the Parish Council should formulate a plan for its future use. The Chairman requested Councillors to think hard and bring ideas back to the table. It was felt that we must consider the neighbour's safety and security when considering any plan.

RESOLVED: The Clerk is to add ideas for the future use of Fairway land to the next agenda.

(ii) To receive notes from meeting held and consider items for expenditure.

The Clerk read from the notes taken at the working party meeting. A centenary display for the Cenotaph was discussed and the working group are to draw up a plan to bring to full council.

The village green was discussed and it has been confirmed that a patio area (without bandstand) would be allowed to be constructed under permitted development rights. Repair and cleaning work is also required for the planters and paving around the rose bed area.

RESOLVED: The Clerk was asked to obtain quotations for the work to the patio area and cleaning and repairs to the planters and paving area around the rose bed and bring these back to a future meeting.

(iii) To receive details on highway railing planters.

After contacting the highway safety team it was felt that railing planters in the area suggested would not be appropriate and as the other railings in the village were not 450mm away from the highway it would not be safe to use them.

(e) CCTV

The improvements to the office alarm are being installed this week.

(f) Public Rights of Way.

(i) To receive an update requested from NELC on Footpath 72.

Cllrs Archer and Surtees having declared an interest left the room. Vice Chairman Cllr Woodliff in the Chair.

The Clerk has received notice from NELC that Footpath 72 has been opened, however this is not a through route as there is still work ongoing with the sub-station at Barnoldby Road entrance. Cllrs disputed this as they believed that there is a barrier in place over the Brigsley Road entrance. Cllrs are to provide photographs of this that can be passed on to officers at NELC.

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

(ii) To receive notice of alterations to gate on Footpath 66 from NELC.

NELC have informed the Parish Council that the gate at Footpath 66 is in poor condition and will be removed. The hedges will be cut back after the nesting season.

The Parish Council felt that as the allotments are produce bearing, in order to reduce crime and anti-social behaviour in this area the gate should be replaced.

RESOLVED: The Parish Council agreed to write to NELC requesting that the gate be replaced on Footpath 66.

(g) Bowling Green.

The Clerk confirmed that a donation towards the boards has been received from Waltham Park Bowls Club and that they have successfully been awarded a grant of £500 towards croquet playing equipment.

RESOLVED: The Clerk was asked to add the expenditure for the croquet turf to the next agenda.

(h) Youth.

(i) To consider cutting of BMX track and around tennis courts and to agree date for completion.

RESOLVED: The parish Council agreed to the cutting of the BMX track at a cost of £168.40 plus vat and the grass bank outside the Chinese take away at a cost of £159.65 plus vat. The work is to be completed as soon as possible and the clerk is to request a date for completion.

(iii) To receive a letter from Lifestyler with suggestion to improve BMX track.

RESOLVED: The Parish Council agreed to meet with the Lifestyler to discuss their letter.

(j) Website.

The Clerk confirmed that she is now adding items to the website, with training still being supplied by our web provider. A user's guide is being produced to assist anyone updating the website.

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.

14.06.2017 Parish Office Matters.

a) To consider marquee quotations.

This matter created much discussion and as no agreement could be reached on whether a replacement marquee was needed, it was felt that this matter should be deferred.

b) To consider banner request as per drawing received from The Grove.

Again this matter created much discussion; however members were in agreement that they did not feel it was appropriate to advertise a company promotion rather than a village fete or charity event.

RESOLVED: The Parish Council would not allow The Grove to advertise their banner for business promotion on the allotment board.

15.06.2017 Finance Items.

- a) To receive a list of Accounts payable up to 6th June 2017 and approve their payment.

Cheques for payment:		inc VAT £	p
4127	BT Payment	Broadband May-July	130.46
4128	Mrs P Allenby	May Salary & April O/T	xxxxx
4129	Mrs L Leach	May Salary	xxxxx
4130	HMRC	May payment for NI & Tax	127.82
4131	Travis Perkins Ltd	Boards for bowling green	1237.63
4132	Ticker-T-Boo	Summer plants	487.00
4133	Signs Express	Cemetery plates	57.60
4134	Office Friends	Stationery	21.59
4135	Anglian Water	Office/Toilets	105.48
4136	Peter Hogarth	Hand wash dispenser	10.20
4137	Waltham Park Bowl	1 st Maintenance payment	1000.00
4138	R Johnson	Grave digging service	200.00
4139	Signs Express	Cemetery plates	38.40
4140	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 approval of Financial Risk Assessment as discussed at finance meeting of 23rd May 2017.

The Parish Council considered the detailed financial risk assessment as discussed at the finance meeting of 23rd May 2017.

RESOLVED: The Parish Council agreed to adopt the financial risk assessment as produced and discussed at the finance meeting of 23rd May 2017.

- c) To receive information from ERNLLCA on accounting procedure as discussed at finance meeting of 23rd May 2017.

The Clerk was informed at the training session that in approximately two years' time the audit commission will require computerised accounts to be submitted and felt that the Parish Council should look into alternative methods of accounting rather than the book system currently used.

RESOLVED: The Clerk was asked to explore accounting packages that would be acceptable to the audit commission and bring the details back to a future meeting.

- d) To review Model Publication Scheme including research fee.

The Parish Council reviewed its Model Publication Scheme and the current research fee. The Parish Council felt that as the Clerk's time is very limited, a research fee should include any time allocated for research.

RESOLVED: The Parish Council agreed to the review of its Model Publication Scheme and to amend the research fee to £25.00 per hour.

16.06.2017 Burial Board

- a) To receive information from ERNLLCA on surrendering a grave.

ERNLLCA has sent through information on surrendering a grave. This was considered by the Parish Council and it was agreed to follow the advice given.

RESOLVED: The Clerk is to contact the grave owners and inform them of the procedure for surrendering a grave. Refunds will be provided less the administration costs.

The Parish Council agreed to go into committee due to the sensitive nature of the items to be discussed.

11.06.2017 Pavements/Street Lighting/Highways

b) To discuss grass verge cutting by NELC and possible takeover of service.

RESOLVED: The Parish Council agreed to investigate this further.

The Chairman reconvened the meeting and the Parish Council ratified the decisions taken. With there being no further business the Chairman closed the meeting at 10.33pm.



Local Community News

Waltham, Brigsley & Ashby-cum-Fenby Update June 2017

Crime

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

A vehicle was stolen from an address at Ashby-cum-Fenby sometime between 13th & 15th May, after keys to the vehicle were taken from the house following a party at the address.

Damage was caused to trees and shrubs at Grove Lane after youths set fires in a wooded area.

Sometime between 11th & 15th May, damage was caused to a swing seat at Mount Pleasant playing fields after it was set alight.

A street light on Brigsley Road was damaged after parts were removed.

Following a domestic argument, a car was damaged at Fairway by a known person.

There have been two thefts from the Co-Op, with deodorant and meat being stolen.

Other crimes include theft of golf clubs and wallet from a locker at Waltham Windmill Golf Club. Some of the property has been recovered.

A report of harassment, and an assault

There have been two reports of ASB, both in relation to youngsters causing issues at Ings Lane,

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

PCSO 7602 Lesley Parry lesley.parry@humberside.pnn.police.uk