

# WALTHAM PARISH COUNCIL

*Mrs L Leach*  
(Clerk to the Council)  
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*Parish Office*  
*Kirkgate Car Park*  
*Kirkgate*  
*Waltham*  
*Grimsby*  
*DN37 OLS*

Dear Sir/Madam

I hereby give you notice that the Meeting of Waltham Parish Council will be held in the Library Meeting Room, Waltham on Tuesday 1<sup>st</sup> August 2017 commencing at 7.00pm.  
All Members are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting hereunder.

*Mrs L Leach*  
Clerk to the Council

26<sup>th</sup> July 2017.

*Agenda:*

**01: 8/17        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
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

**02: 8/17        To receive any apologies from Members not able to attend the meeting.**

**03: 8/17        Open Forum Under Suspension of Standing Order No 21.**

*The meeting will have a period of public consultation which shall not exceed 15 minutes in total, no individual speaking for more than a maximum of 5 minutes. At the Chairman's discretion this time may be extended. If a member of the public wishes to speak on non-scheduled Agenda items, the Council may have to carry the item and/or any action forward to the next meeting.*

**04: 8/17        To consider and approve the Minutes of the meeting Extra Ordinary meeting held on 27<sup>th</sup> June 2017 and meeting of 4<sup>th</sup> July 2017.**

**05: 8/17        To receive a Police Report.**

**08: 8/17        Clerk's Report & Correspondence received since meeting of 4<sup>th</sup> July 2017.**

**09: 8/17        To receive and confirm progress on the action sheet since publication.**

**10: 8/17        Planning.**

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

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

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

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

DM/0389/17/FUL, 19 Laburnum Avenue, Waltham

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

DM/0538/17/FUL, 10 Golf Course Lane, Waltham

All the above have been approved under delegated powers by NELC.

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

**1. DM/0688/17/FULA        2 Elm Road, Waltham**

Demolish existing attached pool house and erect single storey extension

**2. DM/0689/17/FUL        40 Mill View, Waltham**

Extensions and alterations to include conversion of garage to lounge and roof lift to provide first floor living accommodation.

**3. DM/0674/17/FUL        12 Birkdale, Waltham**

Retrospective application for the retention of 2metre high boundary comprising of timber fence and dwarf wall.

- 4. DM/0607/17/FUL Helsenor, Cheapside, Waltham**  
Erection of seven dwellings, including garages, landscaping, access and extension to footpath – Amended Plans.
- 5. DM/0541/17/FUL 3 Home Paddock, Waltham**  
Erect single storey extension to existing garden room, various external alterations to main dwelling to include installation of dormer and rooflights, creation of new driveway and access – Amended Plans.
- 11: 8/17 Pavements/Street Lighting/Highways.**  
a) To report on meeting held with Highways officer on 5<sup>th</sup> July 2017.
- 12: 8/17 To receive any reports from the following working groups:**
- (a) Waltham in Bloom/ Best Kept Village.**
    - (i) To consider date for Waltham in Bloom presentation.
  - (b) Parks and Open Spaces.**
    - (i) To discuss Fairway Land and consider any recommendations.
  - (c) Station Road & Gravel Pit Allotments.**
    - (i) To consider new lease for Cadent Gas Ltd of Gas Governor building.
  - (d) CCTV**
  - (e) Public Rights Of Way**
  - (f) Bowling Green**
    - (i) Update on Petanque area funding.
    - (ii) To receive details from working group observation on bowling green.
  - (g) Website**
  - (h) Youth.**
    - (i) Update on kick about wall at Mount Pleasant.
- 13: 8/17 Parish Office Matters.**  
a) To hear from Councillors on July Town and Parish Council meeting.  
b) To receive notification of BBC Listening Project in the village 1 week from Monday 7<sup>th</sup> August. Any Councillors wishing to take part should contact the Clerk for details.
- 14: 8/17 Finance Items.**  
a) To receive a list of Accounts payable up to 1<sup>st</sup> August 2017 and approve their payment.  
b) To receive first quarter Bank Reconciliation.  
c) To consider electronic accounting systems.
- 15: 8/17 Burial Board**  
a) To consider exclusion of press and public due to the sensitive nature of matters to be discussed.  
b) To discuss and consider funeral directors request.

Date of Meeting	Decision taken	Action	By	Status as of 26th July 2017	Red = To do/outstanding Orange = Started Green = Completed
1st December 2015 - 1st Nov 16	Accept offer of free labour for kick about wall - Chase up building of kick about wall	Make contact with builder	LL	Email sent 24/7/17	
1st December 2015 - 1st Nov 16	obtain quotations for materials for kick about wall and bring back to future agenda - Chase up	Make contact with builder	LL	Email sent 24/7/17	
7th February 2017	Obtain quotations for relocating or raising of teen shelter in Mount Pleasant	Bring quotes to future meeting.	LL	Contacted installers awaiting quotations, chased 13/6/17	
2nd May 2017	Once NELC Local Plan is formally approved by Inspector, to write to NELC asking for clarification that Waltham Parish Community Led Plan is still a valid document for consideration.	Contact NELC once Local Plan is approved	LL	Awaiting to hear that NELC draft Local Plan is formally adopted.	Ongoing
6th June 2017	Contact steering group leader and ask if he would be willing to lead on an update of Community Led Plan	Make contact with steering group leader	PW	PW Left message for Steering group member, awaiting a response as currently away.	
6th June 2017	Chase up NELC over schedule of maintenance	chase up with NELC	LL	Emailed Chris Pulford 8/6/17, Awaiting final document, it will be dropped off once completed, Chased 25/7/17	
6th June 2017	Contact NELC to request hardened verge parking on an area of Archer Road	Contact NELC with request	LL	Request sent to NELC 13/7/16. Meeting with highways officer on 5th July. Residents informed of progress, Chased 25/7/17	
6th June 2017	write second letter to New Road property asking them to cut hedge that is on Parish Land as it is causing visibility issues for drivers	send second letter to householders representative	LL	Work completed	
6th June 2017	Obtain quotations for patio area	obtain quotations and add to future agenda	LL	Ongoing	
6th June 2017	Obtain quotations for repair and cleaning of planters and paving around rose bed	obtain quotations and add to future agenda	LL	work now completed	
6th June 2017	arrange a meeting with the Lifestyler to discuss their letter	arrange meeting	LL/YS/PS/KS	Letter sent asking for a site visit 14/6/17. Awaiting response	
6th June 2017	Contact families regarding surrendering of grave	Contact families	LL	Letter sent	
6th June 2017	Investigate taking over of grass cutting services from NELC and bring back to future agenda	investigate taking over services and add to future agenda	LL	Ongoing	
27th June 2017	Send in planning recommendations via planning portal	Forward to NELC planning recommendations	LL	Done 29th June 2017	
27th June 2017	Write to NELC Chief Executive regarding conflict of interest & seek clarification on the matter	Write to R Walsh	LL	Letter sent, acknowledgement received awaiting investigation.	

27th June 2017	Arrange for Cllr Conolly's area to be walked for Waltham in Bloom	Assign area to other councillor	LL	Completed	
27th June 2017	Approved purchase of weed retardant chemicals for Station Road Allotments	Arrange purchase of materials	LL/MA	MA Arranged purchase of materials	
27th June 2017	Obtain price to cut and clear path both sides of allotments	Send out to tender	LL	Sent out for prices	
27th June 2017	Contact Anglian Water to maintain ditch at allotments	Contact Anglian Water	LL	Request made for Anglian Water to clear ditch.	
27th June 2017	Send on residents concerns over footpath 72 to PROW officers	Send concerns to NELC PROW officers	LL	Email sent to PROW officers.	
27th June 2017	Contact Tree officer regarding removal of awarded hedges on Barnoldby Road	Contact tree officer	LL	Done, Tree officer passed on to enforcement team at NELC	
27th June 2017	Approval of emergency work to men's public toilet that had been damaged	Instruct plumber to repair hand basin	LL	Plumber carried out work, awaiting account for payment	
27th June 2017	Instruct work to be carried out on service of office computer	Instruct service work to take place	LL	work carried out 6/7/17 & back up taken place	
27th June 2017	Send out details of electronic accounting to all councillors	Send out to Councillors	LL	Sent to all Councillors.	On August Agenda
27th June 2017	File approved minutes	File	LL	Filed	
4th July 2017	Promote Neighbourhood Watch on our website and Facebook page	Add details to website & Facebook page	LL	Added to Facebook & website	
4th July 2017	Take following matters to Town & Parish Council 101 Police system. Enforcement matters including obstructions to footpaths.	Chairman to bring up at Town & Parish Meeting	MA	Took to T&P Meeting of 6th July 2017. Report on August agenda	On August Agenda
4th July 2017	Contact contractors re strimming around tennis courts, not done with BMX track	Make contact with contractor	LL	Rang supervisor 12/7/17 to be undertaken asap	
4th July 2017	Send publics concerns re planning compliance on to NELC.	Forward details to NELC	LL	Sent residents letter to planning department	
4th July 2017	Send in planning recommendations via planning portal	Forward to NELC planning recommendations	LL	Recommendations submitted	
4th July 2017	Contact Licencing and ask that they ensure all establishments playing live music are covered by same restrictions.	Contact Licencing at NELC	LL	Rang licencing 12/7/16 no restrictions on open windows during live music events.	
4th July 2017	Pass on residents concerns over long grass verges to NELC Neighbourhood Services	Contact Neighbourhood Services at NELC	LL	Emailed Neighbourhood services 13/7/16, awaiting a response	
4th July 2017	Contact residents re concerns of rats and pass on NELC comments to them	Write to residents	LL	letter sent 13/7/17	
4th July 2017	Meeting with NELC highways manager	Meeting to take place	LL/MA	Meeting held 5/7/17	
4th July 2017	Cllr Teanby to draw up plan for Fairway Land. Assistance offered by P&O Spaces working group	Draw up plan for future use of Fairway Land	PT	Ongoing	
4th July 2017	Get Poplar Trees on Fairway land inspected	Contact Tree Company for report	LL	Site visit to take place 26/7	
4th July 2017	Make payment for croquet turf at Bowling Green	Arrange payment of account	LL	Cheque raised 14/7/17	
4th July 2017	Add funding for Pentanque area to next agenda	add to next agenda	LL	Added to next agenda	On August Agenda
4th July 2017	Contact PCSO to make enquiries re Youth bus for the village	Contact PCSO	LL	Bus not currently available due to funding constraints and lack of youth workers to facilitate extra sessions	
4th July 2017	Send letter to Strawsons re Kick about wall. If no response with in 2 weeks put out appeal for assistance	Contact Strawsons	LL	Email sent 24/7/17	
4th July 2017	Refusal of banner request as it does not meet planning conditions granted for site	Contact WRAG	LL	Email sent 5/7/17	
4th July 2017	Send out accounts payable	Send out approved accounts	LL	sent 5/7/17	
4th July 2017	Arrange to have hedge in cemetery inspected and photographed	Contact contractor	LL	hedge inspected and on next burial board agenda	on next burial board agenda