

WALTHAM PARISH COUNCIL

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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 5th September 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

30th August 2017.

Agenda:

01: 9/17 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: 9/17 To receive any apologies from Members not able to attend the meeting.

03: 9/17 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: 9/17 To consider and approve the Minutes of the meeting of 1st August 2017.

05: 9/17 To hear from Senior Educational Provision Officer for North East Lincolnshire Council.

06: 9/17 To receive a Police Report.

07: 9/17 Clerk's Report & Correspondence received since meeting of 1st August 2017.

08: 9/17 To receive and confirm progress on the action sheet since publication.

09: 9/17 Planning.

a) Planning decisions, correspondence and planning matters:

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

DM/0688/17/FULA, 2 Elm Road, Waltham

DM/0496/17/FUL, Waltham House Farm Cottage, Waltham

Both have been approved under delegated powers by NELC.

DM/0401/17/FUL, Plot 6 Brook Lane, Waltham has been approved by the planning committee of NELC following an objection from the Parish Council.

- (ii) To receive an update from NELC on Enforcement number EN/0619/17 – Banners displayed.

- (iii) To receive notice of appeal for application DM/0118/15/OUT, Land at Louth Road New Waltham for outline application for 400 dwellings.

b) Planning applications received and to be considered:

1. 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 & Additional information supplied.

- 2.DM/0735/17/FUL 59 Cheapside, Waltham**
Demolish existing workshop and erect 3 detached bungalows with rooms in the roof including dormer windows and roof lights with associated access, parking and boundary treatments.
- 3. DM/0545/17/FUL 59 Cheapside, Waltham**
Change of use from one dwelling to two dwellings, erect two storey extension to side and rear to include creation of access, parking spaces and installation of boundary treatments (Amended Plans August 2017)
- 4. DM/0753/17/FUL Land at Cheapside, Waltham**
Retrospective application for change of use of land to site two porta cabins.
- 5. DM/0747/17/FUL 17 Chadwell Springs, Waltham**
Demolish existing garage and erect two storey side extension with dormers to front and rear.
- 6. DM/0551/17/OUT Land West of Torbay Drive, Grimsby**
Outline application to erect 59 dwellings and garaging with access, scale appearance and layout to be considered.
- 10: 9/17 Pavements/Street Lighting/Highways.**
a) To discuss road markings as presented by NELC for Cross Street.
- 11: 9/17 To receive any reports from the following working groups:**
- (a) Waltham in Bloom/ Best Kept Village.**
(i) To receive the results for both competitions.
- (b) Youth**
(i) To note that the kick about wall has been completed and consider obtaining quotations for amending the surrounding wire fencing.
- (c) Parks and Open Spaces.**
(i) To receive an update on Fairway land.
(ii) To review the winter planting schedule and agree to send out for tenders.
- 12: 9/17 Finance Items.**
a) To receive a list of Accounts payable up to 5th September 2017 and approve their payment.
b) To receive external auditors report for year ending 2016/2017 accounts.

Date of Meeting	Decision taken	Action	By	Status as of 30th August 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	Completed 25/8/17	Green
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	Completed 25/8/17	Green
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	Red
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.	Orange
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.	Orange
6th June 2017	Chase up NELC over schedule of maintenance	chase up with NELC	LL	update at September meeting	Green
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. Meeting arranged with Highways 27/9/17	Orange
6th June 2017	Obtain quotations for patio area	obtain quotations and add to future agenda	LL	Ongoing	Orange
6th June 2017	arrange a meeting with the Lifestyler to discuss their letter Ref BMX track	arrange meeting	LL/YS/PS/KS	Letter sent asking for a site visit 14/6/17. Project not undertaken	Green
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	Orange
27th June 2017	Write to NELC Chief Executive regarding conflict of interest & seek clarification on the matter	Write to R Walsh	LL	Letter sent 10/7/17, acknowledgement received awaiting investigation.	Orange
27th June 2017	Obtain price to cut and clear path both sides of allotments	Send out to tender	LL	Work done by volunteers	Green
27th June 2017	Contact Anglian Water to maintain ditch at allotments	Contact Anglian Water	LL	Request made for Anglian Water to clear ditch.	Red
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, chased 7/8/17	Red
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.	Green
4th July 2017	CIlr 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	Completed and presented at August Meeting.	Green
4th July 2017	Get Poplar Trees on Fairway land inspected	Contact Tree Company for report	LL	Site visit completed 26/7	Green
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	Work completed 25/8/17	Green
1st August 2017	Invite Chief Inspector and Sergeant to view Parish Council facilities.	Write to Chief Inspector	LL	Visit took place with area sergeant w/c 21/8/17	Green

1st August 2017	Chase up NELC over enforcement matter	contact NELC	LL	Rang Enforcement 7/8/17. Banners on NELC land to be removed others on private land will be dealt with same as Old Clee banners in past. Allowed to remain until application heard.	
1st August 2017	Submit comments on planning applications to NELC planning portal	Submit comments on line	LL	Done 3/8/17	
1st August 2017	Ask Humberside Fire Authority to clarify details in published article	Contact Humberside Fire Authority Member	LL	PJ issued a press release following the meeting which the GT printed verbatim. Chris Blacksell made his comments in response to a follow up call from the GT.	
1st August 2017	Contact ERNLLCA regarding taking over of grass cutting services from NELC and add to future agenda.	Contact ERNLLCA	LL	Emailed ERNLLCA 7/8/17 - awaiting response.	
1st August 2017	Submit comments to Simon Jones acting monitoring officer at NELC re use of Muirfield land for substation	Submit comments to Simon Jones at NELC	LL	Comments submitted 4/8/17	
1st August 2017	Chairman to have site visit with highways officer to view zebra crossing on Barnoldby Road	Site visit to take place	MA	Meeting arranged with highways 27/9/17	
1st August 2017	Report highways issues to NELC	report issues to NELC	LL	Highways issues reported via on line form 7/8/17	
1st August 2017	Book meeting room at Library for In Bloom event & arrange presentation items/prizes	Book meeting room	LL	Room booked 3/8/17 & trophies/prizes ordered	
1st August 2017	Arrange an independent judge for the Best Kept Garden category.	arrange judging	MA	Arranged and completed 8/8/17	
1st August 2017	Contact company to remove tree on Fairway land as a matter of health and safety	Contact company	LL	Work awarded and to be completed by 6/9/17 (weather permitting)	
1st August 2017	Cllr Conolly to contact NELC to make enquiries over accounting packages used.	Contact NELC re accounts	LC	Ongoing	
1st August 2017	Cllr Conolly to contact Estuary TV to notify them of BBC Radio 4 Listening Programme	Contact Estuary TV	LC	Done 2/8/17	
1st August 2017	Pay accounts payable	Send out accounts payable	LL	Done 2/8/17	
1st August 2017	Amend Burial Board rules and regulations, add updated version to website.	Amend rules and regulations	LL	Done 8/8/17	
1st August 2017	Look into barriers for the Remembrance Sunday Parade	Investigate barriers for Remembrance Sunday Parade	LL	Pedestrian Barriers are available on loan from Windmill Trust if required when carrying out assesment for parade.	
1st August 2017	Contact Ward Councillor PJ to liaise over information regarding restrictions to a licence	contact PJ & licencing department	LL	Emailed PJ 8/8/17	
	Please note Clerk was on annual leave from 14/8/17 to 29/8/17.				