

WALTHAM PARISH COUNCIL

Mrs L Leach
(Clerk to the Council)
Tel: 01472 826233
Email: walthampc@btconnect.com
Web Site: www.walthamparishcouncil.org.uk

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 3rd October 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

27th September 2017.

Agenda:

01: 10/17 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: 10/17 To receive any apologies from Members not able to attend the meeting.

03: 10/17 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: 10/17 To consider and approve the Minutes of the meeting of 5th September 2017.

05: 10/17 To receive and consider applications for co-option onto the Parish Council.

06: 10/17 To receive a Police Report.

07: 10/17 Clerk's Report & Correspondence received since meeting of 5th Sept 2017.

08: 10/17 To receive and confirm progress on the action sheet since publication.

09: 10/17 Planning.

a) Planning decisions, correspondence and planning matters:

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

DM/0689/17/FUL, 40 Mill View, Waltham

DM/0474/17/FUL, 17 Chadwell Springs, Waltham have both been approved under delegated powers by NELC.

Application DM/0674/17/FUL, 12 Birkdale, Waltham has been considered and approved by the Planning Committee at NELC.

- (ii) NELC are consulting on Proposed Main Modifications to the New Local Plan following the planning inspectors report. Consultation runs from 20th September and ends on 31st October.

b) Planning applications received and to be considered:

1. DM/0842/17/FUL Land off Station Road, Waltham

Erect 54 dwellings including vehicular access, landscaping and attenuation ponds.

10: 10/17 To discuss NELC Maintenance schedule received for Waltham inc grass cutting & village bin collections.

11: 10/17 Pavements/Street Lighting/Highways.

- a) To report on meeting held with Highways officer on 27th September 2017.
- b) To receive concerns from residents over traffic movement in Manor Drive.

- c) NELC would like to hold a be seen cycle event on the village green on Monday 23rd October at 4.30pm offering free cycle checks and lighting, consider permission.
- d) NELC have released details of the consultation on the winter service policy and are asking for comments to be returned by 16th October.

12: 10/17 To receive any reports from the following working groups:

(a) Parks and Open Spaces.

- (i) To hear from working group on meeting held.
- (ii) Fairway Land to consider the next steps regarding access.
- (iii) To consider application for approved suppliers list.

(b) Station Road & Gravel Pit Allotments.

- (i) To receive letters from allotment holders
- (ii) Update on amended lease of Gas Governor building.
- (iii) To consider quotations for cutting of Home Paddock hedge.

(c) CCTV

(d) Public Rights Of Way

(e) Bowling Green

(f) Website

(g) Youth.

13: 10/17 Parish Office Matters.

- a) Remembrance Sunday Parade on 12th November 2017. – To receive an update
- b) Carols on the Green – To consider date.

14: 10/17 Finance Items.

- a) To receive a list of Accounts payable up to 5th September 2017 and approve their payment.
- ~~b) To receive Second quarter Bank Reconciliation.~~

15: 10/17 Burial Board

- a) To consider exclusion of press and public due to the sensitive nature of matters to be discussed.
- b) To bring forward any matters from Burial Board meeting held on 26th September 2017.

Date of Meeting	Decision taken	Action	By	Status as of 27th September 2017	Red = To do/outstanding Orange = Started Green = Completed
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	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	
6th June 2017	Obtain quotations for patio area	obtain quotations and add to future agenda	LL	Ongoing	
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	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.	
27th June 2017	Contact Anglian Water to maintain ditch at allotments	Contact Anglian Water	LL	Request made for Anglian Water to clear ditch.	
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, 12/9	
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	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	Contact company to remove tree on Fairway land as a matter of health and safety	Contact company	LL	Work completed 6/9/17	
1st August 2017	Clr Conolly to contact NELC to make enquiries over accounting packages used.	Contact NELC re accounts	LC	Ongoing	
1st August 2017	Contact Ward Councillor PJ to liaise over information regarding restrictions to a licence	contact PJ & licencing department	LL	PJ in disucssions with Licencing	
5th Sept 2017	Input details of planning decsions on NELC planning portal	Input on Planning Portal	LL	Done 7/9/17	
5th Sept 2017	Forward all residents letters received re Torbay Drive application to NELC	Post Objection letters to Planning	LL	Done	
5th Sept 2017	Contact tree officer re residents concerns	Contact tree officer at NELC	LL	Emailed to Tree officer at NELC	
5th Sept 2017	Contact highways re residents concerns	Contact highways officer at NELC	LL	Meeting arranged with highways 27/9/17	
5th Sept 2017	Add NELC maintenance schedule to next meeting	add to next agenda	LL	Added to October meeting	On October agenda
5th Sept 2017	Meet with highways over Cross Street marking & speeding traffic ask re 20mph area	Contact highways officer at NELC	LL	Meeting arranged with highways 27/9/17	On October agenda
5th Sept 2017	Report dyke on Barnoldby Road overgrown to NELC	Report to Drainage team at NELC	LL	Reported to Drainage engineer at NELC	
5th Sept 2017	Invite Traffic management to future Parish Council meeting re Tollbar alterations update	Send invite to Officer	LL	Date not yet agreed	
5th Sept 2017	Contact CPRE with list of attendees to presentation	Contact CPRE	LL	List sent 27/9/17	
5th Sept 2017	Working group to compile written procedure for In Bloom judging	Working group to compile procedure	LL	Not started yet	
5th Sept 2017	Obtain quotations for fencing at Tennis courts	contact companies for quotations	LL	Not started yet	
5th Sept 2017	Send out tenders for winter planting scheme	send out for tenders	LL	Tenders sent out to be returned	On November agenda
5th Sept 2017	working group to meet re winter plants	working group to meet	LL	Meeting arranged 27/9/17	
5th Sept 2017	Pay accounts payable	Send out accounts payable	LL	Done 7/9/17	
5th Sept 2017	Add returned audit report to website	add to website	LL	Not started yet	