

**Minutes of the Meeting of the Waltham Parish Council held in the Waltham Library on Tuesday 5<sup>th</sup> June 2018 at 7.00 pm.**

**Present:** Councillors M Archer, Barrett, Church, Conolly, Gordon, Kiddle-Bailey, Moss, Sadler, Smith, Surtees, Teanby and Woodliff Ward Councillor Philip Jackson, 1 member of the public and the Parish Clerk.

**01: 06/18      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.

Cllrs Archer and Surtees declared an interest on item 11: 06/18 b) 2. Fairway View, Ings Lane, as they own land adjoining this application and item number 17: 06/18 b) as family members own land next to the cemetery.

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

None.

**02: 06/18      To receive any apologies from Members not able to attend the meeting.**

Apologies were received from Parish Councillors Gilliatt, Reynard and Shaw and Ward Councillor Nick Pettigrew.

**03: 06/18      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 read out the procedure on the recording of Waltham Parish Council meetings.*

The resident present asked the Parish Council if they would consider making contact with NELC officers over how dangerous the Kirkgate/High Street junction has become over the last few years. The resident stated that they had seen many near misses as well as actual collisions with vehicles at this junction. At the access to Kirkgate many vehicles coming from the direction of All Saints Church do so at speed and coupled with the off-set junction for turning and high camber for vehicles exiting Kirkgate on to the High Street the resident felt that this junction requires some urgent attention.

The chairman thanked the resident for raising their concerns and would take this item under Pavements & Highways on the agenda.

The meeting was reconvened.

**04: 06/18      To consider and approve the minutes of the meeting of 1<sup>st</sup> May 2018.**

**RESOLVED: The minutes of the Meeting of 1<sup>st</sup> May were considered and approved. The Chairman then signed them as a true record.**

**05: 06/18      To receive the Police Report for Waltham.**

The Clerk read from the police report attached.

**06: 06/18      To report from Fire Station Liaison Councillor.**

The Chairman explained that there is no update at this time. Ward Councillor Philip Jackson confirmed that 4 representatives from North East Lincolnshire Council are members of the Humberside Fire Authority.

**07: 06/18      Clerk's Report & Correspondence received since meeting of 1<sup>st</sup> May 2018.**

- A resident has asked, if as part of the word wide event to honour the 2,000 pipers who died in the First World War, could he play his bagpipes at 6am on 11 November 2018 at the war memorial site in Waltham. This is part of a national event and the piper will need to register his location.

The Parish Council felt that this is a very poignant way to start a day of Remembrance.

**RESOLVED: The Parish Council agreed to allow a piper to play his bagpipes at 6am on Sunday 11<sup>th</sup> November at the War Memorial site in Waltham as part of a national event to honour those who died in the First World War. The Clerk is to send letters to the adjoining residents and advertise this on our various media outlets.**

- Allotment tenancy agreements have been issued and are now being returned.

The Clerk explained the enormity of this task with many hours taken to write, send and receive the completed documents. She is hopeful that next year it will be easier as it will be in place ready for when allotments are re-let.

- Lincs Inspire have asked if they can place a large deckchair on the village green on Tuesday 14<sup>th</sup> August to attract people to a drop-in event they are running to promote a children's summer reading programme.

**RESOLVED: The Parish Council agreed to Lincs Inspire using the village green to promote its children's summer reading programme.**

**08: 06/18 To receive and confirm progress on the action sheet since publication.**

The Clerk explained that as she was away on Thursday and Friday last week there is no update to report.

The Chairman asked if the Parish Council would consider amending the action sheet so that items remain on the sheet in red if the action has not been completed by any outside bodies, instead of removal once the Clerk has completed the action she was instructed to undertake. This will then highlight if any items we have actioned or reported have not been completed by the other organisations.

**RESOLVED: The Parish Council agreed that items should remain on the action sheet until the outside bodies have completed the task asked of them.**

**09: 06/18 To consider change from Cllr Woodliff to Cllr Moss on outside body of Waltham Windmill Trust.**

**RESOLVED: It was agreed by all parties that as Councillor Moss is Vice-Chairman of the Parish Council he will take over as representative on the Windmill Trust.**

**10: 06/18 To receive an update on meeting held at The Limes with Councillors and Lincolnshire Housing Partnership (LHP)**

Councillors were pleased to hear that the residents of The Limes were able to air their grievances at a special meeting held with LHP with members of the Parish Council present. A follow-up meeting has been arranged later in June, with some of the issues already being dealt with, members felt this was a good way forward for all concerned.

**11: 06/18 Planning.**

*a) Planning matters:*

(i) Application DM/0207/18/FUL, 18 Laburnum Avenue, Waltham, DM/0525/17/FULA 23 Danesfield Avenue, Waltham and DM/0186/18/FUL Airfield site, Cheapside have all been approved under delegated powers at NELC.

The Parish Councillors noted the approvals.

(ii) Our enquiry to install a "Tommy" silhouette at the War Memorial has been returned stating that planning permission is required. We are to consider applying for permission.

Member of the Parish Council were somewhat perplexed that a 6ft hollow silhouette would require full planning permission to be installed on the Parish Council's own land and questioned whether other places that have bought the statue experienced the same restraints.

**RESOLVED: The Parish Council agreed to apply for planning permission to install "Tommy" at the war memorial.**

(iii) The enforcement team at NELC are looking into the unauthorised advertisement and change of use of 12A High Street, Waltham. This shop is within the conservation area.

The Parish Council noted the actions of the Enforcement Team at NELC and awaits further updates.

(iv) To hear an update on development at 59 Cheapside, Waltham.

The Clerk confirmed that she had received an acknowledgement from North East Lincolnshire Council who are looking into our complaint and a response from the Health and Safety Executive over development taking place at 59 Cheapside, Waltham.

The HSE stated that they attended site after being notified in September of concerns over the removal of asbestos from the site. However when the officers attended work was not taking place and they had no direct evidence of unsafe work. A Prohibition Notice was issued on the contractor preventing any further work until an asbestos survey had been carried out and a written plan formulated to ensure work was carried out safely in relation to the remaining building. The HSE was informed that an asbestos survey was then carried out and all was removed and disposed of by a licensed asbestos contractor. The HSE understood this work finished in December 2017.

The HSE then received further concerns over contaminated ground in April 2018 but as this was not an active construction site the HSE did not revisit and the Council served a stop notice on future work as planning permission was not in place.

The HSE having looked at the photographs from site relating to work in September, saw asbestos cement sheeting and they felt this is relatively low risk unless broken or drilled and even when broken and left lying on the ground undisturbed, the HSE said that the risk for neighbours will be nil/negligible.

The HSE hoped this response will assure local residents that the risks involved are low and that the HSE and Council remain in touch to ensure that future work is conducted without risk to health from exposure to any asbestos remaining on site. The Parish Council were disappointed with this response and felt that the neighbours to this site would not be reassured as the HSE had hoped, as their concerns relate to living next to this development site. The Parish Council wait to hear from the Local Authority on this matter.

The Chairman enquired if there had been any update from enforcement over the awarded hedge removal outside 127 Barnoldby Road. The Clerk explained that the enforcement team have looked into this but have been unable to locate any planning condition to prohibit the removal of the hedge. The Parish Council wondered if CPRE (Campaign to Protect Rural England) would support the Parish Council on this hedge's unauthorised removal. It was suggested to request a copy of the original planning application for this site and to check on the original Parish Award to see if this hedge is mentioned.

**RESOLVED: The Parish Council asked that the Clerk requests a copy of the original planning application for 127 Barnoldby Road and refer the enforcement team to the Parish Award showing the awarded hedges for the village.**

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

**1. DM/0315/18/FUL      1 Summerfield Avenue, Waltham**

Demolish existing garage, erect two storey extension to side and erect single storey extension to rear to include various alterations.

**RESOLVED: Waltham Parish Council recommended approval of this application with the usual condition that the garage should be used for the parking of vehicles and storage purposes only.**

**2. DM/0313/18/FULA      Fairway View, Ings Lane, Waltham**

Erect single storey rear extension to include installation of a rooflight.

Councillors Archer and Surtees having declared an interest in this application left the room. Vice Chairman Councillor Moss in the Chair.

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

Councillors Archer and Surtees returned to the meeting. Councillor Archer was invited to re-take the chair.

**3. DM/0335/18/FUL 23 Chiltern Drive, Waltham**

Erect single storey extension to rear including the installation of rooflights and extend dormer to rear.

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

**4. DM/0376/18/FUL Grimsby Town Football Club, Cheapside, Waltham**

Change of use of land to site 1 portacabin.

**RESOLVED: Waltham Parish Council recommended refusal of this application as it was felt that this would be over intensification of portacabin structures on this site. It is out of character in a rural location and the location of the cabin encroaches onto the leisure playing area.**

**5. DM/0405/18/OUT 18 Brigsley Road, Waltham**

Outline application for the erection of one dwelling with all matters reserved.

**RESOLVED: Waltham Parish Council recommended refusal of this application as they felt that this applicant has tried a back door approach to obtaining a dwelling in this location, as previous applications for a dwelling in this back garden have been refused and objected to by many of the existing neighbours of Laburnum Avenue and Laburnum Close.**

The original application DM/0721/16/FUL for a garage to be built shows an access via Laburnum Avenue to which the Parish Council objected after being contacted by many residents of Laburnum Avenue and Laburnum Close. The applicant amended its plan and resubmitted as of 13th October 2016, this amended plan saw the removal of the access into Laburnum Close and the new garage would be accessed from the existing driveway on Brigsley Road. The Parish Council therefore gave its approval over this amended plan and permission was granted for a garage installation without any access into Laburnum Close.

In the applicant's own statement for this detached dwelling it states that "The property is at the bottom of a narrow cul-de-sac in the turning section of the road, cars owned by residents are generally parked in the street, making life difficult for both cars and pedestrians alike". The Parish Council agree with this statement and feel that the road conditions have not changed and it is still not suitable for access and development from this site onto Laburnum Close. In addition this road has since been excluded from the Traffic Regulation Order for parking on verges and pavements because it was deemed by NELC highways officers as too narrow for emergency vehicles to access properties in this street in an emergency, if vehicles parked wholly on the road.

Should the applicants of 18 Brigsley Road wish to develop their back garden into a separate dwelling, the Parish Council felt that the access for this new property should be via the existing driveway of 18 Brigsley Road, similarly to other development that have taken place in back gardens, such as Bridge House, Ings Lane and Helsenor on Cheapside Waltham, therefore without the need to cause an impact and even further parking and vehicle movement problems to an already busy Laburnum Avenue and Laburnum Close.

**12: 06/18 Highways and Pavements**

- a) To hear from Chairman on Devolvement of Services session attended at Town Hall.

The Chairman attended this event and said that there was a poor turn out. The session was aimed at taking over Council owned buildings from the Local Authority; however in Waltham there are not any buildings that do not require significant investment. The Parish Council felt that it was worth investigating this further and asked that the Chairman does meet again with the officers at a follow up meeting.

**RESOLVED: The Chairman is to attend the follow up meeting on Devolved Services.**

- b) To receive details on replacement vehicle speed sign and consider placing order for one unit with financial assistance from NELC.

The Parish Council reviewed the specification sheet sent by the suppliers for the replacement speed reduction sign.

**RESOLVED: The Parish Council agreed to purchase a replacement speed reduction sign through ElanCity with financial support from NELC.**

- c) Numerous complaints and letters received over the condition of the grass verges and open spaces in Waltham. At time of printing agenda no response from NELC on complaints Parish Council has raised. To consider any further action to be taken.

The Parish Council were very emotive over this agenda item due to the number of complaints received from residents over the grass cutting service undertaken by NELC. Ward Councillor Philip Jackson was informed that the frequency of cut has not changed from last year; however they started late due to the wet weather, but he also was most concerned over the service received and had received numerous complaints himself. The Parish Council felt that the service received is totally unsatisfactory and as there have still been no formal responses received from the Neighbourhood Services manager that this matter should be escalated to Town and Parish and a meeting with the Neighbourhood services manager to discuss the service received should take place.

**RESOLVED: The Parish Council agreed to add the grass verge cutting service to the next Town & Parish Liaison meeting and arrange a meeting with the Neighbourhood Services manager.**

A Councillor showed particular concern over the length of grass on the approach to Marian Way on Bradley Road. Because of the bend in the road, the high grass stops drivers from seeing vehicles approaching and suggested that at least a 1mtr strip along the edge of the kerbside would aid drivers in this location.

**RESOLVED: The Clerk was asked to request a 1mtr strip be cut the length of Bradley Road to aid drivers' visibility near the bends.**

The Chairman brought forward the resident's concerns over the junction on Kirkgate and High Street and asked what the Parish Council proposed. Members felt that this matter should be brought to the attention of the Highways Officer at NELC as soon as possible to see what suggestions they make.

**RESOLVED: The Clerk is to report the Kirkgate/High Street junction to NELC Highways team to see if they can offer any suggestions to making this junction safer.**

Councillors were informed that the hedge overhanging Public Right of Way 68 in the village has been reported to NELC who sent a letter and the home owner will ensure it is cut within 14 days. The Chairman asked if members felt that a letter regarding hedges overhanging the footpaths should come from the Parish Council first as a matter of courtesy, members agreed.

**RESOLVED: The Parish Council agreed that a courtesy letter from the Parish Council should be sent to residents with hedges and bushes overhanging the footpaths before reporting the matters to NELC.**

Cllr Barrett asked that parking in the village is added to the next agenda for discussion.

**RESOLVED: The Parish Council agreed to add parking in the village to the July agenda.**

The Chairman reported on a site meeting held with NELC highways, the Parish Council and residents of Cross Street regarding the white lining of the street. There was much discussion with some residents preferring yellow lines to white lines and differing views on what should be installed. The highways officer agreed to take the suggestions away and come up with a scheme that will aid parking and vehicle movement in this area.

**13: 06/18 To receive any reports from the following working groups:**

**(a) Parks & Open Spaces**

- (i) To hold an early review of Parish grass maintenance contract for Village Green & Grove Park.

The Parish Council were somewhat disappointed at the service received on our contract. It was felt that the Parks and Open Spaces working group should meet with the contract manager to discuss the cutting schedule.

**RESOLVED: The Parks and Open Spaces working group are to meet with the contract manager to discuss the cutting schedule.**

(ii) Building maintenance work has been completed for anvil area and rose beds. Account for consideration under finance items.

The Parks and Open Spaces members have viewed the patio area and approved the work carried out.

(iii) To consider any quotations for work to the War Memorial area.

The Parish Council agreed to the builder carrying out the work at the War Memorial area at a cost of £25.00 per hour. The Chair of the Parks and Open Spaces committee is to meet him on site to discuss work required.

**RESOLVED: The Parish Council agreed to the building work taking place at the War Memorial at a cost of £25.00 per hour. The Parks and Open Spaces Chairman is to meet the builder on site to discuss requirements.**

*Ward Councillor Philip Jackson left the meeting as he had another engagement to attend.*

(iv) A resident has asked if the Parish Council would like 6 or 7 small conker trees for the village. Parish Council to consider offer and possible location for trees.

The Parish Council were most grateful of this kind offer and felt that these could be utilized in the wooded area at Fairway land. The Clerk is to contact the resident and accept his kind offer. These will be re-potted and stored until ready to be planted.

**RESOLVED: The Parish council accepted the resident's offer of some small conker trees and would arrange collection and storage until they are ready to be planted at Fairway land.**

#### **(b) Youth**

(i) To receive quotation for fencing of small children's play area at Neville Turner Way and to consider applying for funding for the project.

The Parish Councillors discussed the specification for fencing around the small children's play area at Neville Turner Way. As approval has been forthcoming from NELC to carry out this work and the quotations received were between £4405 and £6355 plus vat, it was felt that the Parish Council should apply for funding for the project.

**RESOLVED: The Parish Council agreed to seek and apply for funding grants for fencing the small children's play area at Neville Turner Way.**

#### **14: 06/18 Parish Office**

a) To receive update on GDPR and consider adoption of Privacy Policy.

The Parish council felt it was most important to keep up to date with the changes to General Data Protection Regulations (GDPR) and agreed the adoption of the Privacy Policy as sent by ERNLLCA.

**RESOLVED: The Parish Council approved the adoption of the new Privacy Policy as sent by ERNLLCA. The Clerk is to personalise these for Waltham Parish Council and add them to our Governance Documents.**

b) RBS are due to install new electronic accounting system on office computer on 7<sup>th</sup> June.

The Parish Council noted this installation and understood that the Parish Office would be closed during the training sessions held.

**15: 06/18 Finance Items.**

- a) To receive a list of Accounts payable up to 5<sup>th</sup> June 2018 and approve their payment.

Cheques for payment:			inc VAT £ . p
4287	Zurich	Parish Council Insurance	827.96
4288	Big Red	Poppies for Memorial	89.85
4289	N Force	Initial investigation CCTV	93.60
4290	Mrs P Allenby	May Salary + O/T	XXXX
4291	Mrs L Leach	May Salary	XXXX
4292	HMRC	Tax & NI	XXXX
4293	Petty Cash	Petty Cash	50.00
4294	R Johnson	Grave digger	560.00
4295	Signs Express	Cemetery plate	19.20
4296	Office Friends	Stationery	13.50
4297	Glendale	April maintenance	469.00
4298	Waltham Pk Bowls	Maintenance	1000.00
4299	Ticker T Boo	Summer plants	511.00
4300	AC MacQueen	Building work to anvil area	252.00
4301	Petty cash	Petty cash	100.00
4302	M Dewires	Summer plants installed	1260.00
4303	The Tractor Shop	Wheeled strimming machine	649.20

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

**16: 06/18 Fairway Land.**

- a) To consider taking this item in committee due to the sensitive nature of information provided.
- b) To receive update from land agent and any quotations received for right of access to land.

**RESOLVED: The Parish Council agreed with the land agent's proposals and is to send this information through to our solicitor. We still wait to see the land registry documents that the land agent is to provide.**

**17: 06/18 Burial Board.**

- a) To consider taking this item in committee due to the sensitive nature of information provided.
- b) To discuss future burial ground in Waltham.

Councillors Archer and Surtees having declared an interest in this matter left the room. Councillor Moss in the Chair.

**RESOLVED: The Clerk provided an update and the Parish council agreed to look into all options available to them for future burial land.**

Councillors Archer and Surtees returned to the meeting. Councillor Archer in the Chair.

With there being no further business to discuss the Parish Council came out of committee and ratified the decisions taken and the Chairman closed the meeting at 9.45pm.



# Local Community News

## Waltham, Brigsley & Ashby-cum-Fenby Update June 2018

### Crime

There have been four crimes reported in the Waltham Ward during May to date (25<sup>th</sup>).

About 6.30pm on 6<sup>th</sup> May an Orange Crush mtb was stolen from outside the Spar on Kirkgate after being left insecure in the cycle rack while the owner went in the store.

Between 1<sup>st</sup> & 15<sup>th</sup> May, damage has been caused at a property on Brigsley Road. Holes have been cut into gas pipes servicing the property, and a hole has been made in the fuel tank of a vehicle at the address.

The other two reports relate to damage and harassment from the same domestic incident.

There have been no reports of ASB.

### 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)