

**Minutes of the Meeting of the Waltham Parish Council held in the Waltham Library on Tuesday 4<sup>th</sup> September 2018 at 7.00 pm.**

**Present:** Councillors M Archer, Barrett, Conolly, Kiddle-Bailey, Moss, Reynard, Sadler, Shaw, Smith, Surtees, Teanby and Woodliff, Ward Councillor Nick Pettigrew, PCSO Lesley Parry, 5 members of the public and the Parish Clerk.

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

**01: 09/18      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.

None.

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

None.

The chairman reminded Councillors that should an interest become apparent during the meeting they are to declare this at the appropriate agenda heading.

**02: 09/18      To receive any apologies from Members not able to attend the meeting.**

Apologies were received from Councillors Church, Gordon and Gilliatt. Ward Councillor Philip Jackson also offered his apologies.

**03: 09/18      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.**

A spokesperson from Waltham Football Club informed the Parish Council that they have a newly reformed committee and have a vision for the club going forward. They would like to improve the facilities for the children using Mount Pleasant and asked for the Parish Council's support as in the past. The Chairman thanked the representative for attending and felt sure that the members present would like to assist in supporting the newly reformed club. He was asked to leave his contact details with the Clerk.

A resident wished to make known his observations over the condition of the bridge and litter left in Grove Park and around other areas of the village, and the trees hanging low in Grove Park. He feels that the image of the village has deteriorated since losing the funding for the full time litter collector and would support increasing the precept in order to gain a full time employee to tidy the village. The resident also stated that the white lines on the junction of Ings Lane and Grove Lane have worn to a state that they are barely visible.

A resident wished to express his thanks to the contractor who has cared for the flower tubs in the village over the very hot summer months. He feels that the display has been outstanding.

A resident wished to make the Parish Council aware of an incident she witnessed with the bin emptying operative from North East Lincolnshire Council where the excess rubbish that dropped onto the floor whilst emptying the bin was then put into the bin rather than being taken away with the rubbish collected. The resident stated that she has reported this matter to the Local Authority for investigation. Also the resident asked if the Parish Council would consider moving the planters under the tree on the High Street and on the corner of Ings Lane whilst undertaking the winter planting programme as they are shaded and do not flower well because of the overhanging trees.

The chairman thanked the residents for attending and their issues would be debated under the appropriate heading on the agenda.

The meeting was reconvened.

**04: 09/18      To consider and approve the minutes of the meeting of 7<sup>th</sup> August 2018.**

**RESOLVED: The minutes of the meeting held on 7<sup>th</sup> August 2018 were considered and approved as a true record and the Chairman signed them.**

**05: 09/18 To receive the Police Report for Waltham.**

The Chairman welcomed PCSO Lesley Parry to the meeting and she read from the report attached.

Councillor Conolly enquired if there is to be a programme of Community Road Watch rolled out in this area as has been reported on various forms of media. PCSO Parry said she would make enquiries on this matter.

With there being no further police items to discuss PCSO Parry was thanked for her attendance and she left the meeting.

**06: 09/18 Clerk's Report & Correspondence received since meeting of 7<sup>th</sup> August 2018.**

- Invite received to the unveiling of the Waltham Windmill Preservations Society Sponsor & Supporter board on Friday 21<sup>st</sup> September 2018 at 12noon. PC to consider sending representation.

**RESOLVED: Councillor Moss offered to attend the unveiling event at Waltham Windmill on behalf of the Parish Council.**

- NELC are holding a Skip-It event in Waltham at the car park at Neville Turner Way on Friday 26<sup>th</sup> October. Residents can take large waste items along for free disposal between 8.30am & 3pm.

The Parish Council supported the Skip-It event and suggested that they could incorporate a volunteers' day, which the resident suggested at last month's meeting. It was felt that the event should be advertised on the Parish Council media and the resident be contacted who suggested a volunteer day.

**RESOLVED: It was agreed to advertise the NELC Skip-It event on all forms of Parish media and bring this to the attention of the resident who suggested hosting a volunteer day.**

- The PC are to consider putting out on its media an amended version of the advertisement in the Driffeld Town Guide in order to raise public awareness over reporting information directly to the correct authority such as council tax, dog fouling, highways issues etc.

The Parish Council considered the suggestion put forward by the Chairman and agreed to bring a draft of the public awareness notice to the next meeting.

**RESOLVED: The Clerk is to make a draft of the public awareness notice and add it for consideration at next month's meeting.**

- To consider sending a response to the consultation via ERNLLCA on adult social care and wellbeing giving our experiences to the 30 questions asked.

It was suggested that a small working party be set up to draw up a response to the adult social care questionnaire and that a response be sent by the deadline of 12<sup>th</sup> September.

**RESOLVED: It was agreed that a small working party of Councillors Conolly and Smith along with the Clerk draw up a response to the adult social care questionnaire and send in a response by the 12<sup>th</sup> September deadline.**

- The Parish Council have been invited to join the Humber and Wolds Rural Action Group and they offer support to rural communities with national and local issues. The cost is £25 per year.

**RESOLVED: It was agreed not to take up membership with Humber and Wolds Rural Action Group.**

- The ERNLLLCA Conference is being held on Friday 23<sup>rd</sup> November at a cost of £90+VAT per delegate. The Parish Council are to consider sending representation.

**RESOLVED: It was agreed that the Chairman and Clerk should attend the ERNLLCA conference.**

The Clerk had been provided with an update on dates for the Select Committee review. This Committee was set up by North East Lincolnshire Council to focus on the quality of the local street scene including the alterations to the way a number of services, such as street cleansing and grass cutting are delivered. The dates for the sessions are:

Wednesday 19 <sup>th</sup> September	-	Cabinet litter bin review report
Monday 24 <sup>th</sup> September	-	Grass cutting
Wednesday 26 <sup>th</sup> September	-	Questions from Community groups and Parish Councils

These all start at 5.30pm at Grimsby Town Hall and Parish Councils as well as members of the public are able to attend.

**07: 09/18 To receive and confirm progress on the action sheet since publication.**

The Clerk updated Councillors in that the new speed sign has arrived and is in the Parish Office awaiting installation and the overlay numbers and new battery for the defibrillator have now been installed.

Councillor Reynard disputed that NELC have attended and swept the corner of Church View/Church Lane and Manor Drive.

**08: 09/18 Planning.**

*a) Planning matters:*

(i) Application DM/0541/18/FUL, 40 Mill View, Waltham and application DM/0514/18/FUL 17 Church Lane, have both been approved under delegated powers at NELC. Applications DM/0475/18/FULA 23 Danesfield Avenue and DM/0448/18/FUL 49 Chestnut Road have both been approved by the Planning Committee at NELC.

The Parish Council noted the decision made by the Planning officers and the Planning Committee.

(ii) To discuss applying a Section 4 Directive to the conservation area of Waltham.

This subject created much discussion. Members were keen to protect the conservation area and maintain a rural street scene and felt that the examples discussed were not able to be replicated like for like for Waltham. It was suggested that the Clerk draft up an example of restrictions that could be included in a Section 4 Directive and add this to the next agenda. The Clerk was also asked to send the examples provided by the Conservation Office to all the Councillors.

**RESOLVED: The Clerk is to draft an example of a Section 4 Directive and add this to the next agenda and she is to re-send the email of examples provided by the Conservation Officer to all Councillors.**

The Clerk informed the Parish Council that she and Councillor Moss attended the appeal site visit for 59 Cheapside in Waltham today and have also been informed that work to complete the land remediation at this site will commence from 24<sup>th</sup> September. This is following a full consultation with the Health and Safety Executive and the Environmental Health team.

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

**1. DM/0667/18/FUL Land off Cheapside, Waltham**

Variation application of condition 15 (Approved Plans) as granted on DM/1130/14/FUL (Hybrid application for the erection of 53 dwellings (C3), landscaping, access and associated on-site infrastructure (Full). Also the erection of 42 dwellings (C3) with associated landscaping and access (Outline) all to include amended plan showing proposed new roundabout on Cheapside received by the Local Planning Authority on 7<sup>th</sup> January 2015) to add garage extension to side to plot 31.

Councillor Archer declared an interest in this item and left the room as land he previously owned elsewhere in the village is subject to a large scale planning application and feels it would be wrong for him to comment on other largescale developments elsewhere in the village.

Councillor Moss in the Chair.

Upon looking into this application more carefully it was noted that this application is for an extension and garage to an individual plot.

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

Councillor Archer returned to the meeting and was invited to re-take the Chair.

**2. DM/0631/18/FULA 17 Golf Course Lane, Waltham**

Erect single storey and two storey extension to rear.

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

**3. DM/0586/18/FUL 15 Coltsfoot Drive, Waltham**

Retrospective application for the conversion of roof space to provide second floor, installation of dormer to the rear and installation of roof lights to the front. (Amended Plans and details received 22<sup>nd</sup> August 2018).

**RESOLVED: With the condition being applied that all of the windows in the dormer extension are obscured to the highest scale Waltham Parish Council recommended approval of this amended application.**

**09: 09/18 Highways and Pavements**

- a) To receive an update from highways officer over outstanding highways matters.

The Councillors were informed that the white lining at Cross Street had been completed and the new speed sign had been delivered. Members discussed the possible location and use of the new mobile sign. It was felt that a discussion with the NELC highways officers should take place, however the High Street was a preferred location. Councillor Reynard asked if there could be an agenda item on speed limits for next month.

**RESOLVED: The Parish Council agreed to meet with the Highways officer to discuss the new speed awareness sign and add speed limits to next month's agenda.**

- b) To consider request from resident to push for parking restrictions on Station Road following delays in Tollbar scheme.

The Parish Council have been pushing for some time to extend the clearway that is in place on a section of Station Road in New Waltham. We were informed that this would be a scheme that was co-ordinated with the Tollbar roundabout removal; however as this is currently on hold members of the public raised if this could be pushed ahead. The Parish Council agreed this matter should now be separated from the Tollbar roundabout scheme and pushed forward.

**RESOLVED: The Parish Council agreed to push forward the request for a clearway on Station Road Waltham at our next meeting with the Highways Officer at NELC.**

- c) To receive an invite for the Chairman plus one other to attend an A18 works information meeting on 25<sup>th</sup> Sept 6-7pm at ENGIE office in Grimsby Town Centre.

**RESOLVED: Councillors Archer and Kiddle-Bailey agreed to attend the A18 event.**

The Parish Council discussed the resident's request that the white lines on the corner of Ings Lane and Grove Lane are re-marked as they have faded.

**RESOLVED: It was agreed to report the white line fading on the corner of Ings Lane and Grove Lane through to NELC highways.**

Councillor Reynard provided the Clerk with a list of items he had observed whilst walking his allotted route in the village. The list included overhanging trees, public benches, potholes, flyposting, footpath problems, street gutters and grass cutting issues. The members felt that this list would be ideal to take to the select committee review meeting that was discussed earlier in the evening. It was felt that this list gives NELC an oversight of issues being experienced within the village.

**RESOLVED: The Parish Council agreed to take this list of issues raised by Councillor Reynard to the select committee review meeting at Grimsby Town Hall.**

Councillor Woodliff reported that the bank on the corner of Mill View has not been cut this year. Councillor Conolly reported that the land at Sunningdale has also not received a cut this year. The Clerk was asked to report these matters to NELC.

**10: 09/18 To receive any reports from the following working groups:****(a) Parks & Open Spaces**

- (i) To receive update on War Memorial area and to consider wording and printing costs of information board for lectern.

The working group have viewed the War Memorial area and were pleased with the work completed so far. The blacksmith has a heavy workload and the Chairman was asked to obtain a firm completion date. If this was not possible then it was felt that an alternative should be sought just in case.

**RESOLVED: The Chairman is to obtain a firm completion date for the ironwork required at the War Memorial area, should this not be possible then an alternative should be sought.**

The lectern requires a composite board with writing embellished into it giving a short report on Waltham's contribution during the War. It was felt that the Parish Council should engage with Jenny Cartwright (formally Mooney) of NELC to see what information the Archivist at the library holds.

**RESOLVED: The Clerk is to make contact with the Archivist at the library and bring forward a make-up of a board for the next meeting.**

The working group also said that the flag pole requires cleaning, the bushes should be left in situ until the work is completed in order to gain a better effect on their positioning and the tubs should be replanted before Remembrance Sunday as they are beginning to wilt now and by November

they would not look very good. A further working group meeting is to be held on Wednesday 19<sup>th</sup> September (time to be agreed).

- (ii) To review the winter planting scheme and agree budget for plants to be ordered and send out to tender for work to plant up village for winter.

The Parish Council considered the budget and specification for the winter planting scheme. It was agreed that the plants should be installed prior to the Remembrance Sunday parade. The clerk notified the Parish Council that one usual contractor has withdrawn from larger contracts. It was felt that the Parish Council should put a note on their website that new contractors are welcome to submit tenders providing they have the insurance cover to work.

**RESOLVED: It was agreed to order the winter plants from our usual supplier up to the £467 budget and send out for tender to install the plants prior to Remembrance Sunday. The Clerk is to advertise for tenderers on our media outlets.**

The Chairman brought up the issue of service provided by NELC for areas within the village and reiterated the issues that were put forward by Councillor Reynard earlier in the meeting. As NELC no longer maintain areas within the village regularly, the Chairman questioned if volunteers could be encouraged to plant raised beds positioned around the village and proposed that we ask NELC if these would be allowed to be installed on their land.

**RESOLVED: The Parish Council agreed to ask NELC if raised beds could be installed on their land around the village, if volunteers would assist in keeping them planted up.**

Councillors reported that Buck Beck area at the rear of the tennis courts in Mount Pleasant and back of Marian Way are both overgrown and contain a lot of rubbish.

**RESOLVED: The Clerk is to report to the drainage team at NELC Buck Beck is overgrown and contains a lot of rubbish at the rear of the tennis courts at Mount Pleasant and the back of Marian Way.**

The Chairman brought forward the resident's enquiry over the condition of the wooden bridge at the entrance to Grove Park and explained that the contractor lined up to carry out the work is no longer available at this moment in time. He suggested that the Parish Council look at getting alternative quotations and suggested a company that NELC have used recently. The Parish Council also discussed the resident's request to employ a full time litter operative, even if this requires additional funding through the precept. It was felt that this should be investigated further and consideration given to this matter when the budget meeting is held in November.

**RESOLVED: The Parish Council agreed to obtain alternative quotations for the repairs/replacement of the wooden bridge in Grove Park and add the resident's request for consideration of a full time litter picker to the November budget meeting.**

- (iii) To receive results from CPRE Best Kept Village Competition.

The Parish Council were pleased to hear that Waltham achieved 2<sup>nd</sup> place in the CPRE Best Kept Village Competition this year. The presentation is being held at Immingham Civic Centre on Wednesday 26<sup>th</sup> September at 7.30pm.

**RESOLVED: Councillors Sadler, Shaw and Surtees volunteered to attend the CPRE presentation evening at Immingham Civic Centre on 26<sup>th</sup> September starting at 7.30pm.**

- (iv) To discuss presentation of Waltham in Bloom Competition.

With the results sheets all in the Clerk has prepared the presentation evening for Thursday 20<sup>th</sup> September at 7pm in the meeting room at Waltham Library. All prize winners have been informed.

**RESOLVED: The Clerk is to organise all the prizes, trophies, certificates and refreshments for the Waltham in Bloom presentation evening being held on Thursday 20<sup>th</sup> September 2018 at 7pm.**

**(b) CCTV – Update on maintenance.**

The members discussed the service received so far and their concerns were growing over the outstanding request to bring the two cameras that are not functioning on-line. The Chairman and Clerk met with an alternative provider who has offered to raise a schematic drawing of our system, he has assured us that he is able to maintain and carry out repairs as requested without waiting long term for call outs at an hourly rate that is on par with the previous contractor.

**RESOLVED: The Parish Council agreed to cease the previous engagement and instruct the new contractor to undertake the work required to the CCTV system.**

**(c) Gravel Pit Allotments** – To receive an updated report from the working group and consider action required.

Cllr Kiddle-Bailey thanked the Parish Council for their investment in the new strimming machine, this was working well and the plots cleared are being let. The working group asked that notice to quit be given to those allotment holders who have received a letter but still failed to tend their plots. This permission was granted. The group also brought forward the subject of disposal of the waste from the unlet plots and various methods of disposal were discussed. Permission was also granted to halve plots where required on the Gravel Pit site. The Clerk confirmed that Anglian Water has been contacted to assess and clear out the dyke at the side of the allotments.

**RESOLVED: It was agreed to send out notice to quit letters to plots that remain un-kept and halve plots where required on the Gravel Pit site.**

**11: 09/18 To discuss Remembrance Sunday Parade.**

The Clerk confirmed that following the joint meeting with All Saints Church and the Royal British Legion she has completed all nine documents required to hold the event and sent these in to North East Lincolnshire Council for consideration by the Event Safety Advisory Group. The Parish Councillors were reminded of the date and time of the event.

**12: 09/18 Parish Office**

a) To consider holding a Senior Residents Tea Party and agree upon a date.

It was felt that a Senior Residents Tea Party should be held on or around the 17<sup>th</sup> November and this should have a wartime theme. Cllr Surtees is to discuss the arrangements with the British Legion.

**RESOLVED: The Parish Council are to host a Senior Residents Tea Party in conjunction with the Royal British Legion on or around the 17<sup>th</sup> of November.**

b) To receive report from annual computer service.

Following the annual service of the office computer system we have been informed that the 2007 windows programme that we currently use will no longer be supported from 2019. The Parish Council may wish to consider when holding budget meetings at the end of the year to replace the current base centre. The current system was purchased in 2009. Members duly noted this report and will consider this matter when holding the finance meeting in November.

The Chairman brought forward the resident's item over the Waltham Junior Football Club having a new committee. It was felt that a meeting should be held with them and our Youth Working Group in order to discuss their aspirations for the future. The Parish Council agreed that this would be beneficial.

**RESOLVED: The Clerk is to arrange a meeting to be held with our Youth Working Group and the Waltham Junior Football team committee.**

**13: 09/18 Finance Items.**

a) To receive a list of Accounts payable up to 4<sup>th</sup> September 2018 and approve their payment.

Chq No	To	Details `	£
004332	Petty Cash	Petty Cash	100.00
004333	Mrs P Allenby	August Salary	XXXX
004334	Mrs L Leach	August Salary	XXXX
004335	HMRC	Tax & NI	XXXX
004336	PKF Littlejohn LLP	External audit fee	360.00
004337	DJIT	Computer Service	30.00
004338	MKM BS (Grimsby)	War Memorial materials	203.76
004339	NH Drain	Public toilets	54.00
004340	Andrew Deptford	Defibrillator spares	108.00
004341	Tulip Healthcare	Toilet health unit	136.50
004342	Glendale Countryside	July maintenance & BMX track	671.80
004343	Waltham Park Bowls	Maintenance payment	250.00
004344	R & R Johnson	Grave digging fees	300.00
004345	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.**

- a) To receive the completed external audit for year 2017/2018.

The external auditors report states that it is their opinion the information in the annual return is in accordance with proper practices and no other matters have come to their attention giving cause for concern.

The Clerk was thanked for her hard work in completing the accounts in accordance with proper practices.

- b) To receive bank reconciliation up to 8<sup>th</sup> August 2018.

**RESOLVED: The Parish Council approved the bank reconciliation and original statements as presented by the Clerk.**

**14: 09/18 Burial Board.**

- a) To consider taking this item in committee due to the sensitive nature of information provided.

**RESOLVED: The Parish Council agreed to take the remainder of the agenda in committee. The members of the public were thanked for their attendance and they left the meeting.**

- b) To give consideration to a burial request.

The Parish council considered the written appeal.

**RESOLVED: The Parish Council agreed not to uphold the appeal and the application for resident's rates was dismissed.**

- c) To bring forward any items from Burial Board meeting held on 3<sup>rd</sup> September 2018.

The Burial Board have proposals to bring forward at the October meeting.

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 9.52pm.



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# Local Community News

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

### Crime

There have been thirteen crimes reported in the Waltham Ward during August.

On 1<sup>st</sup> August a garage on Elm Road was entered. A bike was stolen.

Overnight 13<sup>th</sup> & 14<sup>th</sup> August windows were smashed at Porters Garage on Barnoldby Road to gain entry. Confectionary and stock were stolen.

Overnight 18<sup>th</sup> & 19<sup>th</sup> August a rear light cluster was stolen from a vehicle parked on Woburn Close.

Overnight 20<sup>th</sup> & 21<sup>st</sup> August the glass pane covering the Parish Council notice board at Ashby-cum-Fenby was smashed.

Other crime include: Three reports of a minor public order incident following a verbal altercation between a tractor driver and horse riders at Ashby-cum-Fenby on 2<sup>nd</sup> August.

Six assaults, two arising out the same incident.

There have been two reports of ASB. One being the initial report of the public order incident already mentioned. The other being motorbikes causing issues on Grove 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](mailto:matthew.stephenson@humberside.pnn.police.uk)

PCSO 7602 Lesley Parry [lesley.parry@humberside.pnn.police.uk](mailto:lesley.parry@humberside.pnn.police.uk)