

Minutes of the Meeting of the Waltham Parish Council held in the Waltham Library on Tuesday 6th November 2018 at 7.00 pm.

Present: Councillors M Archer, Barratt, Conolly, Kiddle-Bailey, Shaw, Smith, Surtees, Teanby and Woodliff, Ward Councillor Philip Jackson, PCSO Lesley Parry, 6 members of the public, and Mrs Jackson Locum Clerk.

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

01: 11/18 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.

Declarations of interest were expressed by Cllr. Archer, Cllr. Surtees DM0707/18/FUL and DM0874/18/CND, Cllr. Smith DM0812/18/OUT

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

Dispensation for Cllr. Archer ref DM0579/16/FUL

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

02: 11/18 To receive any apologies from Members not able to attend the meeting.

Apologies were received from Councillors Church, Moss, Gordon, Sadler and Reynard. No other apologies were received. Councillor Pettigrew would attend later.

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 resident asked that we publish on our Website that Millstone Garden Centre, Cheapside, will be closed on Sunday 11 November 2018.

A resident wanted to make the Parish Council aware that work that was suspended had been taking place at 59 Cheapside Waltham on 23rd October 2018. A JCB was seen at work, on this At Risk site. Also it has come to their attention that the PDF registered needs checking in that it may not have been registered, due to the 5 Day Notice Legislation and requested the Parish to check theirs.

A resident requested that we have extra bollards on the footpath between residential property and the Spar Shop. This is a Conservation area and vehicles have been using the footpath.

A representative of Waltham Football Club advised that a date has been agreed to meet up with a Youth Councillor from the Parish Council. The resident also queried Youth provisions in the village and asked what has happened to future planning. The resident also queried the Parish's Website and Facebook and the Chairman advised that this was on the Agenda.

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: 10/18 To consider and approve the minutes of the extra meeting of 22nd September 2018 and meeting of 2nd October 2018.

RESOLVED: The minutes of the meetings held on 22nd September 2018 and 2nd October 2018 were considered. The minutes of 22nd September were approved as a true record, following two amendments for 2nd October 2018 as a matter of accuracy in that Cllrs. Barrett and Teanby did not attend and had given their apologies. The Chairman signed them as a true record.

05: 11/18 To receive the Police Report for Waltham.

The PCSO read from the Police report attached and informed the meeting that there had been 13 crimes reported. The Chairman then discussed the invitation received from Humberside Police to visit their command centre. The Chairman asked the Councillors to contact the Parish Clerk if they wanted to go and then thanked the PCSO for attending. The PCSO left the meeting.

06: 11/18 To hear from Councillor Swinburn of Immingham Town Council regarding volunteer assistance for In Bloom events.

The Chairman welcomed Councillor Swinburn to the meeting. Councillor Swinburn thanked the Council for the invitation. He opened in saying that he was very proud of the success that Immingham in Bloom had achieved. He informed the meeting that this was due to a lot of hard work and co-operation with the community groups in Immingham and that the image of the town had improved enormously over the past few years and vandalism was almost zero after working closely with the schools. He said that volunteers would be needed and suggested putting the ideas on the Website and contacting the community groups. Sponsorship was the way forward. Councillor Swinburn suggested small business or individuals, and suggested that £100 would be a good figure in the first year of sponsorship for hanging baskets and this would drop to £50 in the second year as a lot of the costs would have been met in the first year's sponsorship. The Chairman asked the position regarding Highways and planning permission and was advised by Cllr. Swinburn that providing there is no obstruction then planters and hanging baskets can be displayed, however, he would suggest that the Parish contact NELC for guidance. Lamp-posts need to be stress tested. He advised that 'In Bloom' set up a separate constitution and bank account. He advised that the costs go through their Town Council so that VAT can be claimed back. Immingham would be willing to share their constitution. A query was raised regarding Ward Councillors' support for budget from NELC for grounds maintenance. Councillor Swinburn suggested contacting Plantscape as they will come and put the hanging baskets up and purchasing them at a reduced cost the following year was a possibility. Contact at Plantscape is Christine Redfern. The Parish Council was given an invitation to meet some of the volunteers at Immingham. They meet up every week at the Civic Centre – contact Claire Wollerton for further information.

The Chairman thanked Cllr. Swinburn for a very informative discussion.

The representative of Waltham Football Club asked to speak and after a vote the meeting was suspended. The representative of WFC said that their organisation would be happy to support this venture.

The meeting was reconvened. Cllr. Swinburn was thanked for his very informative presentation and Cllr. Swinburn left the meeting.

07: 11/18 Clerk's Report & Correspondence received since meeting of 2nd October 2018

- The Chairman read out the formal resignation of Cllr. Guilliat.

RESOLVED: The Council agreed to accept the resignation of Cllr. Guilliat and to inform the Electoral Officer at NELC.

Email statement received from NELC

- The Chairman advised that there had been a statement from NELC regarding the proposed travellers' site at Holton le Clay. Ward Councillor Jackson confirmed that the preliminary technical consultation has now ended and that a number of the responses have uncovered site features that make the site non-viable for this purpose. NELC are now continuing their search for a viable site, engaging with the gypsy traveller community, local authorities and technical experts throughout.

Financial Meeting

- The Clerk asked for a date for the Financial Meeting.

RESOLVED: A date was set for the Financial Meeting on Tuesday 20th November 2018 @ 7pm at the Parish Office.

08: 11/18 To receive and confirm progress on the action sheet since publication.

Cllr. Barratt suggested that the action sheet be numbered so that items can be found more easily.

RESOLVED: It was agreed that the action sheet be numbered.

09: 11/18 Planning.*a) Planning matters:*

(i) Application **DM/0547/18/FUL**, Land off Cheapside, Waltham has been approved under delegated powers by NELC. Application **DM/0521/18/OUT** Land at Grimsby Road (Phase 3) Waltham has been refused under delegated powers by NELC.

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

(ii) **DM/1231/14/FUL** To receive suggestion from the applicant and consider the name Waltham Woodlands for the approved development at the rear of Waltham Fire Station.

RESOLVED: Waltham Parish Council recommended approval of this application.

1. DM/0707/18/FUL Firlands, 51 Ings Lane Waltham

Councillors Archer, Surtees and Kiddle Bailey declared an interest and left the meeting.

Cllr. Woodliff in the Chair.

b) Planning applications:

Erect detached single garage.

RESOLVED: Waltham Parish Council recommended approval of this application with the condition that the garage is used for the storage of vehicles ancillary to the main dwelling.

Cllrs. Archer, Surtees and Kiddle Bailey returned to the meeting.

2. DM/0836/18/OUT 18 Brigsley Road, Waltham

Outline application for one dwelling with access from Laburnum Close with all matters reserved.

RESOLVED: Waltham Parish Council recommended Refusal of this application on the grounds of access and impact on Laburnum Close and Laburnum Avenue as this would compromise traffic flow. The recommendation was any development should access via Brigsley Road.

3. DM/0812/18/FUL Land at (rear of Helsenor) Cheapside, Waltham

Cllr Smith declared an interest and left the room.

Variation of Condition 10 (Approved Plans) as granted on DM/0607/17/FUL (Erection of seven dwellings, including garages, landscaping, access and extension to footpath) for alterations to include : Plot 4 - add bay windows, erect single storey rear extension and installation of Juliet balcony to rear at first floor, Plot 5 - extension ground floor at rear, first floor rear extension with Juliet balcony and first floor extension over garage, Plot 6 - erect first floor extension to rear and external alterations to sides.

RESOLVED: Waltham Parish Council recommended approval of this application.

Ward Councillor Pettigrew arrived and Councillor Smith re-entered the meeting room.

(DM/0285/18/REM) (AMENDED DRAINAGE DETAILS OCTOBER 2018)

Cllr Archer and Cllr Surtees declared an interest on DM/0579/16/OUT but Council agreed dispensation to remain as not build specific.

4. DM/0579/16/OUT (Outline application for the erection of 14 dwellings with access and drainage to be considered) Full layout of site, house types, boundary treatments and landscaping, discharge of conditions 3 and 4 of DM/0579/16/OUT - Land At Grimsby Road Waltham North East Lincolnshire.

RESOLVED: The Council agreed that there was insufficient information to make an informed decision therefore would not comment.

Ward Councillor Pettigrew agreed lack of detail presented to the Parish Council and could take the matter up with the Planning Department.

5. DM/0874/18/CND Details and discharge application of conditions 4 (Demolition Statement), 5 (Surface Water Drainage), 6 (External Materials), 8 (Landscaping Scheme) and 9 (Archaeological Report) pursuant to DM/0530/18/FUL (Demolition of existing dwelling and erect new two storey dwelling and annexe) - 44 Skinners Lane Waltham Grimsby North East Lincolnshire DN37 0EU
Cllrs. Archer and Surtees declared an interest on DM/0874/18/CND and left the meeting.

Cllr. Woodliff in Chair.

RESOLVED: Waltham Parish Council recommended approval of this application with the condition that the Awarded hedge at the side of public footpath Skinners Lane/Grove Lane be safeguarded.

Cllr. Archer and Surtees returned to the meeting.

6. DM/0888/18/TCA T10 Cedar: Reduce canopy spread to between 3.5m - 4m radius from base of tree. Reduce height to 9m. - 5 Cheapside Waltham Grimsby North East Lincolnshire DN37 0LN

RESOLVED: Waltham Parish Council recommended approval of this application

10: 11/18 Highways and Pavements

- a) To receive results on media question over Parking in the Village.

An appeal was out on media asking for the public's thoughts on Parking in the village.

Only two responses. What do Parish Council wish to do?

RESOLVED: The Parish Council agreed that a survey be done to monitor parking in the village with particular emphasis on Kirkgate Car Park.

- b) Initiation and installation new traffic sign

Council discussed the best way forward with this. Suggestions were made about approaching the Parish's IT consultant and Cllr. Kiddle Bailey also offered to ask a member of her family who is confident with IT to assist. Concerns were raised about insurance to do this.

The Chairman asked the Councillors if they agreed the Parish should send a request to NELC to contribute £1000.00 towards the new traffic sign.

RESOLVED: The Parish Council agreed that the Parish's IT consultant be approached in the first instance.

It was resolved that a request for a £1000.00 grant be sent to NELC.

It was agreed by Council that the white line marking and bollards be discussed with Mrs Swatman at the meeting on 28th November 2018.

11: 11/18 To receive any reports from the following working groups:

(a) Parks & Open Spaces

- (i) To receive update on winter planting.

A discussion took place regarding part planting the containers but as the containers were still looking good it was decided that the planting to be done immediately after Armistice Day.

RESOLVED: The Parish Council agreed to get all the planting done immediately after Armistice Day.

- (ii) To hear a request from a member of the Youth Working Group.

RESOLVED: The Chairman stated that a meeting had been arranged for Parish Council and the Youth Group to meet up.

- (iii) To consider offer from local business of trial of self-propelled litter collector.

The Chairman said that an offer had been made to trial this machine.

RESOLVED: It was agreed that the Parish take up this offer

- (iv) To consider response from East Coast Community Fund

The Chairman asked the Councillors to look at the attached report from the East Coast Community fund. The report confirmed that Waltham Parish Council had been successful in being provisionally approved for a grant of £9,600. This was a provisional grant award until the issue of the formal Grant Contract.

Ward Councillor Jackson said that the Council had Ward Councillors support.

RESOLVED: It was agreed to contact NELC for permission to install additional child play equipment on Neville Turner Way play area.

- A Councillor requested an up-date on the crown lifting at Grove Park. The Chairman responded that quotes had been requested and one had been received. This would be on the Agenda for the next meeting.

RESOLVED: Parish Clerk to add this item to Agenda for December

(b) Allotments

- (i) Report attached

Cllr. Kiddle-Bailey added that the Allotment clean-up had been a great success and thanked those who attended. The Chairman thanked Cllr. Kiddle Bailey.

(c) CCTV

- (i) Chairman's verbal up-date

The Chairman reported that BeeSafe Securities had been in to the Parish Office to sort out the problem with one of the cameras. Work is ongoing to resolve the issues identified.

12:10/18 Parish Office

RESOLVED: It was agreed that the amended reporting of services information sheet be adopted.

13: 11/18 Finance Items

- a) To receive a list of Accounts payable up to 31st October 2018 and approve their payment.

Chq No	To	Details	£
4365	Petty Cash	Skip Hire Allotments	190.00
4366	Mrs P Allenby	October salary + Sept Overtime	xxx.xx
4367	Mrs L Leach	Oct Salary+Sept O'time+Hols owed	xxx.xx
4368	Mrs C Jackson	Oct Salary	xxx.xx
4369	HMRC	Oct Salary	150.16
4370	Glendale	Ground Maintenance September	469.00
4371	Signs Express	Plates for Cemetery Plot D07	19.20
4372	SSE	Electricity Public Conveniences	186.17
4373	Lindsey Garden Products	Waltham Cenotaph	100.55
4374	Smith Engineering	Waltham Cenotaph (Tommy)	285.02
4375	Ticker-T-Boo	Winter Planting	479.00
4376	Lindsey Garden Products	Extra stone	30.00
4377	Office Friends	Stationery and Printer Cartridge	99.96

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

- b) To consider request for funds for Tea Party at British Legion. Cllr. Surtees to report.

The Tea Party was discussed and Cllr. Surtees asked for donations of raffle prizes for the draw.

RESOLVED: The Parish Council agreed to fund the Tea Party at the British Legion to the sum of £100.00.

14: 11/18 Burial Board.

- a) A discussion took place regarding information that can be given out by the Parish Council with regard to members of the public requesting information on plots in the Cemetery.

RESOLVED: The Parish Council agreed to follow GDPR Legislation and ERNLLCA guidance in that only information available in the public domain should be given to enquirers.

15: 11/18 Christmas Celebrations & Trees

- a) To consider contacting local businesses regarding Christmas trees and agree to order large tree for village green. It was discussed that the Parish Clerk write to all businesses in Waltham regarding ordering Christmas Trees for their businesses. Cllrs. Connor and Kiddle-Bailey offered to hand deliver the letters.

RESOLVED: The Parish Council agreed to order the Christmas trees as required by businesses and one large tree for the Village Green.

16: 11/18 Personnel Matters

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.

a) The Parish Council discussed the bank mandate that was in place as the previous Parish Clerk was still on the mandate.

RESOLVED: The Chairman and one other signatory be requested to go to our local branch with the information provided by the Business Banking Manager of NatWest and put in place the measures to change the current mandate, and ensure sufficient funds be made available to cover cheques to be issued.

b) To consider management of Website/Facebook

The Parish Council discussed the management of the Website and Facebook and it was decided that Andy Green of Lyke Limited who established our website should update this and train the Locum Parish Clerk.

RESOLVED: It was agreed that Andy Green would be asked to update the Website but not to add anything to Facebook and that the Locum Clerk be trained to update the Website in the interim pending employment of a new Parish Clerk.

RESOLVED: STANDING ORDERS WERE SUSPENDED AT 10P.M AND TO RATIFY DECISIONS TAKEN.

The meeting was reconvened.

Cllr. Teanby queried who was on the Personnel Committee and asked how many people would be interviewing the position for Parish Clerk. The Chairman advised that he had spoken to ENRLLCA and that the usual number was for three people to sit on the interview panel.

c) To approve Chairman's decision to extend the application period. Chairman to report and to consider delegating powers to the Personnel Committee to re-advertise the post.

RESOLVED: The Parish Council agreed to extend the application period and delegate powers to the Personnel Committee to re-advertise the post if necessary.

d) Interim Office Hours.

RESOLVED: The Parish Council agreed to the new open to the public hours of 11-12 noon Monday to Thursday.

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 10.15p.m.



Protecting Communities, Targeting Criminals, Making a Difference

Local Community News

Waltham, Brigsley & Ashby-cum-Fenby Update November 2018

Crime

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

Between 16th & 20th October outbuildings at a farm on Louth Road were entered on a couple of occasions when the doors were removed. Tyres were let down on farm machinery.

On 29th October a car parked on Rosedale was broken into after a window was smashed. Cash was stolen.

Overnight 21st & 22nd October a car parked on Grimsby Road was damaged after a window was smashed.

Overnight 22nd & 23rd October an outbuilding at a farm on Louth Road was entered. Wood was set alight.

Other crime include:

Three assaults. Shop theft from the newsagents. A domestic related theft. Two reports of harassments. Two reports of inappropriate use of social media causing anxiety and distress.

There have been four reports of ASB. Two reports of youths causing issues at Grimsby Road. Toilet roll and flour being thrown over property on Chiltern Drive. A property being egged on New Road.

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

PCSO 7602 Lesley Parry lesley.parry@humberside.pnn.police.uk