Present: Councillors: Archer (Chairman), Conolly, Gordon, Mumby, Smith, Surtees, Teanby and Woodliff.
In attendance: 28 members of the public and the Parish Clerk.
The Chairman opened the meeting at 7PM and read out the procedure on the recording of Waltham Parish Council meetings.

01: 01/20  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.
      All Members declared an interest in respect of agenda item 10: 01/20 c) (To agree the Precept for 2020/21)
      Cllr Archer and Cllr Surtees declared an interest in respect of agenda item 09: 01/20 b) vi) (Planning Application Planning Application Reference: DM/1144/19/FUL)
   b) To note dispensations given to any member of the council in respect of the agenda items listed below.
      Dispensations had been granted by the Clerk to all Members in respect of agenda item 10: 01/20 c) (To agree the Precept for 2020/21) as without the dispensations, the number of persons prohibited from participating would be so great a proportion as to impede the transaction of the business.

02: 01/20  To receive any apologies from Members not able to attend the meeting.
Apologies were received from Cllrs Barrett, Kiddle-Bailey, Leaning, Moss, Sadler and Shaw.

03: 01/20  Open Forum Under Suspension of Standing Order No 21.
A member of the public addressed the Parish Council regarding the planning application for 59 Cheapside. The member of the public noted that few new details had been added to the (planning) documents to provide information about access for maintenance, and to allay fears of bank destabilisation.

A member of the public introduced himself as the agent present to speak about Salisbury Court should the Council have any questions.

A member of the public addressed the Parish Council to ask if the original plan to retain the existing route of the footpath through Salisbury Court had been dismissed. The Chairman clarified that the proposal to add the existing footpath through Salisbury Court to the Definitive Map was still on the table for consideration, as well as the proposed diversion of the footpath.

A member of the public representing the residents of Salisbury Avenue and Salisbury Drive addressed the Parish Council with a number of concerns regarding the planning application for Salisbury Court. The member of the public advised that clarification was needed on various matters including responsibility for maintenance of proposed grass alongside the path, the coverage of proposed CCTV, and the provision of lighting along the footpath. Safety concerns were expressed in respect of the proposed path being open to the ditch. The member of the public stated that the proposed path would be too narrow for mobility vehicles to pass without going onto the grass. The residents felt that the proposed fence was unattractive and did not blend in with the environment.
A member of the public addressed the Parish Council to state that she was not able to access the rear of her property via Salisbury Court. The Chairman advised that the Parish Council can bring this to the attention of the Ward Councillors as a planning matter.

04: 01/20  To consider and approve the minutes of the meeting on 3rd December 2019. The minutes of the Parish Council Meeting held on 3rd December 2019 were considered. It was agreed to change ‘a representative of the owner of Explorosity Education’ to ‘a representative of Explorosity Education’ agenda item 03 12:19 (paragraph 3, line 1). The Chairman signed the minutes as a true record, subject to the above amendment.

05: 01/20  To consider co-option of member.
The Parish Council invited the applicant to respond to questions from Members, and a vote took place.
RESOLVED: The Parish Council co-opted Nigel Jackson to the Parish Council and the Declaration of Office was signed, witnessed by the Clerk. The Chairman formally welcomed Cllr Jackson to the Parish Council and invited him to join the meeting.

06: 01/20  To receive the Police Report for Waltham.
The Police Report was received. PCSO Lesley Parry reported on 19 local incidents and encouraged residents to call 101 if they see anything suspicious. A report was provided regarding a serious incident of arson and a request made that anyone with any information should contact 101. PCSO Lesley Parry advised that despite these incidents, Waltham remains the lowest crime area in North East Lincolnshire.

07: 01/20  Clerk’s Report & Correspondence received since 3rd December 2019.
To consider correspondence received by the Clerk, not placed within the agenda, and to resolve any responses as required.
- The Clerk had received an email from NELC to report that the gully on the corner of Cross St & Church St had been unblocked.
- The Clerk had received an email from ERNLLCA to advise that the new Section 137 Limit 2020/21 is available on the ERNLLCA website L02-19
- The Clerk had received an email from NELC to invite Councillors to a Highways Major Projects Update Event.
- The Clerk had received an email from a resident to report that the old bin in Grove Park is not being emptied. The Clerk had reported this matter to NELC.
- The Clerk had received an email from NELC to advise that the chipped kerb on the corner of Barnoldby Rd and Bradley Road has been inspected and will be repaired by 9th March 2020.
- The Clerk had received an email from NELC with information regarding Parish & Town Council Precepts 2020-21.
- The Clerk had received an email from Humber and Wolds Rural Action with information on the NEL Wheels to Work Scheme.
RESOLVED: The Clerk to circulate promotional literature to the Parish Council.
- The Clerk had received an email from NELC regarding Little Coates Junction Scheme.
- The Clerk had received an email from a resident regarding concerns over amount of traffic on High Street and Tollbar.
RESOLVED: To raise the issue at the next meeting with NELC Highways.
- The Clerk had received an email from ERNLLCA regarding ‘Being a Good Employer’ Training on 14th February 2020.
RESOLVED: To be deferred to the next meeting for approval of training fees.
- The Clerk had received an email from NELC to advise that Toll Bar Junction is to be considered at NELC’s Cabinet in December
- The Clerk had received an email from a resident regarding traffic conditions at the junction of Brigsley and Westfield Road.
RESOLVED: To raise the issue at the next meeting with NELC Highways.

- The Clerk had received an email from a resident requesting replacement bins to be installed on High Street and opposite Cabin News.

RESOLVED: The Clerk to request re-siting of two bins.

- A resident had visited the Parish Office to express concern as there is no bottle bank provided in Kirkgate Car Park. Members were updated that glass recycling in the main car park will continue.
- The Clerk had received an email from NELC containing a stakeholder update from the Environment Agency outlining recovery work undertaken during recent flooding
- The Clerk had received an email from NELC regarding Skip-It 2019 and a thank you letter from Cllr Swinburn. Skip-It has been selected as a finalist in the Keep Britain Tidy Awards and the Local Government Chronicle Awards. The email asked for feedback, comments and suggestions.

RESOLVED: The Clerk to reply and provide feedback from the Parish Council.

- The Clerk had received an email from NELC advising the following 3 consultations have been launched.
  - Budget Consultation - closes 26th Jan: https://budget2020.questionpro.eu
  - CCTV Strategy Consultation – Closes 20th Jan: https://cctv.questionpro.eu
- The Clerk had received an email from NELC regarding a highway scheme to help create the Stallingborough Business Park.
- The Clerk had received an email from a resident with photos to show that the land rear of Fairway is flooded.
- The Clerk had received an email from NELC to advise that a tree trunk obstruction in Buck Beck – Cheeseman’s Close will be removed and local de-silting carried out the first week in January.
- A resident had visited the Parish Office to report an environmental concern near her property.

RESOLVED: The Clerk to report to NELC Environmental Health.

- The Clerk had received an email from a resident to inform that a car had been parked on Grimsby Road for over a day.

RESOLVED: The Clerk to report to NELC Parking Enforcement if the vehicle is still parked at the location.

- The Clerk reported that several residents had expressed an interest in the Community Speedwatch Scheme.

RESOLVED: The Clerk will put the residents in touch with the Community Speedwatch Co-ordinator

08: 01/20 To receive and confirm progress on the action sheet since publication.
Councillors received the action list.
RESOLVED: Clerk will follow up the action raised and update the action sheet before the next meeting.

09: 01/20 Planning.
a) Planning Notifications and Decisions
i) Planning Application Reference: DM/0835/19/FULProposal: Demolish existing rear garage, erect single storey extension to rear and side and enclose existing car port to form new adjoining garage (Amended Plans to show demolition of rear garage and associated boundary treatment works) Location: 33 Marian Way Waltham Grimsby North East Lincolnshire. APPROVED

ii) Planning Application Reference: DM/1033/19/FULProposal: Erection of single detached garage Location: 18 Brigsley Road Waltham Grimsby North East Lincolnshire. APPROVED
iii) Planning Application Reference: DM/1031/19/FULA Proposal: Retrospective application to remove existing conservatory and erect single storey ground floor extensions and alterations to provide lobby and sun room. Location: 9 Gleneagles Waltham Grimsby North East Lincolnshire. **APPROVED**

iv) Planning Application Reference: DM/0886/19/FUL Proposal: Demolish existing dwelling and erect a detached dwelling with a detached garage and associated works. Location: 18 Laburnum Avenue Waltham Grimsby North East Lincolnshire. **APPROVED**

v) Planning Application Reference: DM/0464/19/FUL Proposal: Demolish existing dwelling and erect replacement detached dwelling with integral garage (Received Tree Report and Details). Location: Tree Tops Cheapside Waltham Grimsby. **APPROVED**

b) Planning Applications


**RESOLVED:** Waltham Parish Council recommends refusal of this application on grounds that there is insufficient information and detail provided regarding bank reinforcement for this development site to allay fears over potential bank destabilisation arising from excavation works. Close proximity of the development nearest to the Buck Beck, which is a public drain, will further affect bank stability and maintenance access to the drain will be required. Additional grounds are that the proposed development is not single-storey living space.


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

Cllr Pettigrew joined the meeting at 8.30PM
Cllr Conolly provided apologies and left the meeting at 8.40PM

iii) Planning Application Reference: DM/1152/19/FUL Proposal: Construction of a grassed playing field and forest garden within the grounds of Salisbury Court including the erection of a forest garden classroom with toilets, installation of a security camera and lighting pole, fencing, relocation of public footpath and the erection of a single storey rear extension to the existing nursery building. Location: Salisbury Court Barnoldby Road Waltham Grimsby.

**RESOLVED:** Waltham Parish Council recommends refusal of this application due to lack of sufficient information provided. The Parish Council’s view is that the proposed 1 metre wide hard-standing path is not wide enough to facilitate the passing of mobility scooters etc. and there is no information provided regarding maintenance of the proposed grassed areas either side of the path. The proposed path is open on one side which caused concern. The Parish Council noted the absence of a detailed report on existing sewerage on site. Other concerns were the appearance of the proposed palisade fencing and no proposal for lighting along the proposed path, whilst the Local Authority has installed a street light along the existing right of way. The Parish Council has further concerns regarding the condition of the parapet of the bridge at the entrance from Barnoldby Road, and signage that is obstructing the view of vehicles leaving the site.

iv) Planning Application Reference: DM/1153/19/FULA Proposal: Erect front extension at first floor over existing garage to create additional living accommodation. Location: 5 Marian Way Waltham Grimsby North East Lincolnshire.

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

v) Planning Application Reference: DM/1157/19/FUL Proposal: Variation of Condition 2 (Approved Plans) as granted on DM/0545/17/FUL (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)) for revision to window positions to the side and materials on the extension. Location: 59 Cheapside Waltham Grimsby North East Lincolnshire.
RESOLVED: Waltham Parish Council recommends approval of this application. Cllrs Archer and Surtees, having declared an interest, left the room and Cllr Woodliff took the Chair.

vi) Planning Application Reference: DM/1144/19/FUL Proposal: Variation application for Condition 3 (Accordance with Design and Access Statement), 4 (Tollbar Roundabout Works), 6 (Offsite Highway Works) and 13 (Approved Plans) and removal of Condition 5 (School Car Park) pursuant to DM/0118/15/OUT (Outline application with access to be considered for residential development (of up to 400 dwellings) including the provision of a small corner shop, open space and associated infrastructure) Location: Land At Louth Road New Waltham North East Lincolnshire.

RESOLVED: Waltham Parish Council approves the application but would like to recommend that a footpath is added from the proposed Toucan crossing on Station Road into Louth Road towards Holton le Clay with railings alongside the highway for pedestrian safety. The Parish Council would also like to comment that the requested clearway along Station Road would improve safety. Cllrs Archer and Surtees returned to the meeting and Cllr Archer re-took the Chair.

Cllr Teanby offered apologies and left the meeting at 9.20PM

10: 01/20 Finance Items.

a) To receive a list of accounts payable up to 7th January 2020 and to approve their payment.

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Reference</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4570</td>
<td>YHRTP</td>
<td>Cilca Training</td>
<td>£250.00</td>
</tr>
<tr>
<td>4574</td>
<td>SLCC</td>
<td>Arnold-Baker Manual</td>
<td>£134.79</td>
</tr>
<tr>
<td>4575</td>
<td>Glendale</td>
<td>Cemetery – November</td>
<td>£554.90</td>
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<tr>
<td></td>
<td></td>
<td>Grounds – November</td>
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<tr>
<td></td>
<td></td>
<td>Total</td>
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</tr>
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<td>Elgia</td>
<td>Cemetery Waste</td>
<td>£8.26</td>
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<tr>
<td>4577</td>
<td>Peter Strawson</td>
<td>Christmas Trees</td>
<td>£159.50</td>
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<tr>
<td>4578</td>
<td>E-Quip</td>
<td>Signs</td>
<td>£26.40</td>
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<tr>
<td>4579</td>
<td>Nitro Fire Protection Ltd</td>
<td>Annual Maintenance</td>
<td>£43.58</td>
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<tr>
<td>4580</td>
<td>Smith of Derby</td>
<td>On site inspection</td>
<td>£180.00</td>
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<tr>
<td>4581</td>
<td>Wave Anglian Water</td>
<td>Toilets Water</td>
<td>£150.31</td>
</tr>
<tr>
<td>4582</td>
<td>BT</td>
<td>Phone/Broadband</td>
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<tr>
<td>4583</td>
<td>SSE</td>
<td>Electricity</td>
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<tr>
<td>4584</td>
<td>Toops Tidy Gardens</td>
<td>Grounds Maintenance</td>
<td>£64.00</td>
</tr>
</tbody>
</table>

RESOLVED: These accounts were approved for payment.

b) To receive the finance report for month ending 1st December 2019.

RESOLVED: The Clerk to present an update at the next meeting.

c) To agree the Precept for 2020/21

A budget report had been provided by the Clerk. Members considered the proposals put forward by the Finance Committee. Careful consideration was made to the requirements of the Parish Council for 2020/21. The recommendation of the Finance Committee was for a precept figure of 55,000 which represents an increase of 10% (subject to rounding). Alongside the proposed precept increase, the proposed budget included spending from the Council’s general reserves to fund services for 2020/21. The Parish Council considered the implication of the proposed increase on the Council Tax. The parish part of the precept for a Band D property would increase from £23.17 per year in 2019 to £25.48 per year in 2020 under the proposal. Members felt that the Parish Council gives good value for money and that residents would benefit from future plans, which include improving the streetscene via litter-picking, enhancing the village parks & open spaces, the increase of burial capacity, and making the village safer via improvements to CCTV.

RESOLVED: It was agreed to request a precept of £55,000 which represents a 10% increase on the current year. Cllr Jackson offered apologies and left the meeting at 9.30PM.

11: 01/20 Highways and Pavements.

a) To receive and respond if required to any correspondence received by the Parish Council.
The Clerk had received an email from a resident to report incidences of vehicles accessing the roundabout on Doughty Close the wrong way, leading to near misses.

RESOLVED: To raise the issue at the next meeting with NELC Highways.

b) To receive an email from Humberside Police regarding measures to reduce speeding on Cheapside.

RESOLVED: The Clerk to reply and make enquiries about funding available from the Police for the device to measure speed.

12: 01/20 Public Toilets.
a) To receive an update on floor and wall tiling.
RESOLVED: No updates were received.

13: 01/20 Parish Office.
a) To approve the ICO Data Protection Fee (annual) Renewal at a cost of £40.00
RESOLVED: The payment was approved.
b) To discuss councillor email communication.
RESOLVED: The Clerk to circulate information on options for the setting up of councillor email addresses.

14: 01/20 Burial Board.
a) To agree the specification for the grounds maintenance contract for 2020 and agree to send out to contract.
RESOLVED: The specification and sending out to contract was agreed subject to adding the closing date to the specification.

15: 01/20 To consider revising the Parish Council Emergency Plan.
Members discussed updating the Emergency Plan in light of recent flooding in the village.
RESOLVED: The Clerk to circulate the current Emergency Plan

16: 01/20 To receive any reports from the following working groups:
a) Parks & Open Spaces.
i) To agree the specification for the village grounds maintenance contract for 2020 and agree to send out to tender.
   The specification was considered. The addition of hedge maintenance for Well Lane was discussed. The Clerk provided legal guidance to the Council (ERNLLCA Advisory Note ‘Council Spending on Churches’ [2017]).
RESOLVED: The specification and sending out to contract was agreed subject to the addition of the Well Lane hedge maintenance and a closing date.
   ii) To receive information and estimates for village information boards.
RESOLVED: The Clerk to obtain further estimates from local blacksmiths.
   iii) Proposal by Cllr Archer to consider works to revitalise the rockery on the Village Green.
RESOLVED: The Clerk to arrange removal of the bushes on the rockery.
   iv) The Clerk had received an email from a resident regarding the condition of the path through Grove Park.
RESOLVED: The Parks and Open Spaces Working Group will attend a site visit to inspect.
b) Youth.
   To receive any updates.
   The Clerk reported that the fencing work on Neville Turner Way Under 5’s Play area is scheduled to commence on 20th January.
RESOLVED: The Clerk to check that the dyke has been cleared alongside the Neville Turner Way Under 5’s Play Area before the fencing works commence.
c) Allotments.
i) To receive an update from Anglian Water regarding dyke clearance - Ings Lane Site
RESOLVED: The Clerk to make enquiries regarding a specific date for the dyke clearance.
ii) To consider an empty plot maintenance schedule for both sites.
RESOLVED: The empty plot maintenance schedule was agreed.
d) Waltham Park Bowls Club.
   To receive any updates.
   No updates were received.
RESOLVED: To suspend Standing Orders so that the meeting can continue after 10PM

e) Public Rights of Way.
   To receive an update on Footpath 66.
RESOLVED: The Clerk to forward received completed user evidence forms to the NEL Public Rights of Way Officer.
   To receive any updates on the footpath through Salisbury Court.
RESOLVED: Waltham Parish Council comments that the proposed 1 metre wide hard-standing path is not wide enough to facilitate the passing of mobility scooters etc. and there is no information in the planning application DM/1152/19/FUL regarding maintenance of the proposed grassed areas either side of the path. The proposed path is open on one side which caused concern. The Parish Council expressed concerns around the appearance of the proposed palisade fencing, and in the planning application DM/1152/19/FUL there was no proposal for lighting along the proposed path, whilst the Local Authority have installed a street light along the existing right of way.
f) CCTV.
   To receive any updates.
RESOLVED: The Clerk to arrange a meeting with the CCTV provider.
g) Celebrations & Community Projects.
   To receive any updates.
   No updates were received.

With there being no further business to discuss, the Chairman closed the meeting 10.08 PM.