Draft Minutes of the Waltham Parish Council Meeting held in the Waltham Library, High Street, Waltham, Grimsby, DN37 0LL on Tuesday 4th February 2020 at 7.00PM.

Present: Councillors: Archer (Chairman), Barrett, Conolly, Gordon, Kiddle-Bailey, Mumby, Shaw, Smith, Surtees, Teanby and Woodliff.
In attendance: 22 members of the public and the Parish Clerk.
The Chairman opened the meeting at 7PM.

01: 02/20 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.
      None
   b) To note dispensations given to any member of the council in respect of the agenda items listed below.
      None

02: 02/20 To receive any apologies from Members not able to attend the meeting.
Apologies were received from Cllrs N Jackson, Leaning and Sadler. Apologies were received from Cllr Moss and Ward Cllrs Jackson and Pettigrew, who will join the meeting later.
Cllr Moss joined the meeting.

03: 02/20 Open Forum Under Suspension of Standing Order No 21.
Members agreed to suspend Standing Order 21
Several members of the public addressed the Parish Council and spoke about a number of issues.
The meeting was reconvened.

04: 02/20 To consider and approve the minutes of the meeting on 7th January 2020.
RESOLVED: The minutes were adopted and signed by the Chairman as a true record.

05: 02/20 To receive a presentation from the Neighbourhood Watch Co-ordinator.
The presentation did not take place as the Co-ordinator was not in attendance at the meeting.

06: 02/20 To receive the Police Report for Waltham.
PCSO Lesley Parry presented the Police Report for Waltham.

07: 02/20 Clerk’s Report & Correspondence received since 7th January 2020.
   • Letter received from a resident regarding dyke clearance.
   • Email received from NELC advising of a consultation on the bereavement services.
   • OPAC E-Bulletin received.
   • National Association of Local Councils Newsletter received.
   • Emails received from residents regarding a litter bin in the Parish.
   • Email received from NELC regarding the A18 Safer Roads Scheme.
   • Email received from NELC advising of a consultation on Selective Licencing.
- Letter received from NELC advising of a consultation on the draft statement of Community Involvement (planning policy consultation) 27th Jan to 6th March.
- Email received advising of free Play Area Training – Thurs 9th April 2020.
- Email received from NELC providing an update on the Community Speed Watch Scheme.

**RESOLVED:** The Clerk to register the Parish Council’s interest in the Community Speed Watch Scheme.

- Email received from NELC providing information on hedgerow regulations.
- Email received providing information on the Great British Spring Clean (20th March to 13th April 2020).

**RESOLVED:** The Clerk to register the Parish Council for the Great British Spring Clean.

- A resident had requested a bench between Waltham Windmill and Brigsley. A spare bench was discussed.

**RESOLVED:** The Clerk to contact NELC regarding siting of the bench between Waltham Windmill and Brigsley.

**08: 02/20** To receive and confirm progress on the action sheet since publication.

Members received the action list.

**RESOLVED:** Clerk will follow up the action raised and update the action sheet before the next meeting.

**09: 02/20** Planning.

a) Planning Notifications and Decisions

Planning Application Reference: DM/1019/19/FUL Proposal: 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 (Re-submission of DM/0645/19/FUL to reduce floor area of second floor, reduce projection and depth of dormer, remove a window to the rear and replace timber cladding to concrete hanging tiles) Location: 15 Coltsfoot Drive Waltham Grimsby North East Lincolnshire. **REFUSED**

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. **APPROVED**

Planning Application Reference: DM/1134/19/FUL Proposal: Demolish existing conservatory and erect single storey rear extension to form sun lounge Location: 14B Archer Road Waltham Grimsby North East Lincolnshire. **APPROVED**

Planning Application Reference: DM/1013/19/REM Proposal: Reserved matters application with access, appearance, landscaping, layout and scale to be considered and discharge of conditions 4 (Surface Water Drainage), 5 (Method Statement) and 7 (Water Reuse) following DM/1053/18/OUT (Outline application to erect one dwelling with all matters reserved) to erect one dwelling Location: 79 Brigsley Road Waltham Grimsby North East Lincolnshire. **APPROVED**
b) Planning Applications

i) 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 - AMENDED PLANS with revised drainage and footpath details Location: Salisbury Court Barnoldby Road Waltham Grimsby

RESOLVED: Waltham Parish Council recommends refusal as the plan is presented on the following grounds:

- The width of the footpath should be a minimum of 1.2m, but the PC consider a full 2m would be an advantage to users of the footpath.
- The proposed fencing is galvanised, and the Parish Council recommends green coated palisade to blend in with the environment.
- The Parish Council recommends there to be a second speed bump just inside the entrance to the car park to negate the possibility of traffic speeding out of the gateway close to the unguarded section of the footpath and unprotected pedestrians.
- The proposed lighting of the car park needs to be conditional to illuminate the car park only and should be a condition not to cause light pollution for any surrounding neighbours, and be passive infra-red
- The Parish Council recommends a condition on the use of the Forest School building that it is ancillary to the use of the main building and not additional to the use of the main building.
- The open ditch now exposed in the remedial work to facilitate the footpath needs to be sensitively fenced to design out crime such as anti-social behaviour.

Additionally, the Parish Council have concerns over the proximity of the Forest School to the open ditch

ii) Planning Application Reference: DM/0007/20/FULA Proposal: Erect single storey rear extension Location: 24 Golf Course Lane Waltham Grimsby North East Lincolnshire

RESOLVED: Waltham Parish Council recommends approval of this application.

iii) Planning Application Reference: DM/0004/20/FUL Proposal: Demolish existing garden room and erect single storey granny annexe Location: 83 Brigsley Road Waltham Grimsby North East Lincolnshire

RESOLVED: Waltham Parish Council recommends approval of this application.

iv) Planning Application Reference: DM/0015/20/FUL Proposal: Erect single storey extension to rear and demolish existing garage and erect single storey garage in rear garden Location: 157 Fairway Waltham Grimsby North East Lincolnshire

RESOLVED: Waltham Parish Council recommends approval of this application.

v) Planning Application Reference: DM/0040/20/FUL Proposal: Demolish existing extension and garage, erect single storey rear and side extension to include roof lights, erect detached garage and erect summerhouse Location: 25 Danesfield Avenue Waltham Grimsby North East Lincolnshire
RESOLVED: Waltham Parish Council recommends refusal on grounds that the proposed front elevation would have a detrimental impact on the street scene. The Parish Council consider that any heating proposals should adhere to regulations.

Cllrs Jackson and Pettigrew joined the meeting.

vi) Planning Application Reference: DM/1144/19/OUT 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) in accordance with highway works clarification plans received by the Local Planning Authority on 17th January 2020 Location: Land At Louth Road New Waltham North East Lincolnshire

RESOLVED: Waltham Parish Council recommends approval of the proposed amendments and would like to add further comments as follows:

The Parish Council feels that a safer option for pedestrians and cycle traffic travelling from the A16 and turning down in a westerly direction along the B1203 should have a cycle/footpath constructed to the signalised crossing point on the southern side of the B1203 and be railed in accordance with highway regulations on the grounds of pedestrian safety. The railings would reduce conflicting observations that have to be considered by motorists travelling from Waltham when they approach the roundabout. The rationale for these suggestions is that the scheme proposes to widen the junction at that point.

c) To consider scheduled monthly extra (planning) meetings.

RESOLVED: To hold an extra scheduled meeting each month to consider planning applications.

10:02/20 Finance Items.

a) To approve training for 3 Members - £90 (exc. VAT) per delegate.

Cllr Moss left the meeting

RESOLVED: Training for 3 Members was approved.

b) To receive a list of accounts payable up to 4th February 2020 and to approve their payment.

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<thead>
<tr>
<th>Company</th>
<th>Description</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Machine Mart</td>
<td>Police Lamp</td>
<td>£41.99</td>
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<tr>
<td>ICO</td>
<td>Data Protection Renewal</td>
<td>£40.00</td>
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<tr>
<td>Glendale</td>
<td>Cemetery – December</td>
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<td></td>
<td>Grounds – December</td>
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<tr>
<td>HMRC</td>
<td>Tax &amp; NI</td>
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<td>Ellgia</td>
<td>Cemetery Waste</td>
<td>£13.18</td>
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<td>ERNLCCA</td>
<td>Training</td>
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<td>Atomic IT</td>
<td>Printer &amp; Setup</td>
<td>£312.00</td>
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<tr>
<td>Platers</td>
<td>Fencing – Play Area</td>
<td>£9750</td>
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<tr>
<td>KC Landscapes</td>
<td>Shed Base</td>
<td>£264.80</td>
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<tr>
<td>EDF</td>
<td>Electricity 6 Dec – 24 Jan 20</td>
<td>£195.54</td>
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RESOLVED: These accounts were approved for payment.

c) To receive the finance report for month ending 1st January 2020.
RESOLVED: The Clerk to present an update at the next meeting.

11: 02/20 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 NELC regarding parking on the High Street by Blue Badge Holders. No further action is required.
   b) To consider requesting litter bin relocation (High Street and Barnoldby Road).
RESOLVED: The Clerk to contact NELC to request the relocation of a bin on Barnoldby Road to adjacent the seat by the pedestrian crossing, to request an additional bin outside the King’s Head on High Street, and to request a replacement bin on Neville Turner Way adjacent to the Under 5’s Play Area.

12: 02/20 Parish Office.
   a) To consider 15 councillor email addresses at a set up cost of £75.
RESOLVED: Councillor email addresses were approved at a cost of £75.
   b) To receive an email from NELC regarding rates.
RESOLVED: The Clerk to forward to NELC the original agreement between the Parish Council and NELC, with a copy to Ward Cllr Jackson.

13: 02/20 To consider repairs to the parish noticeboard on the village green.
RESOLVED: The Clerk to obtain a quotation for repairs to the existing noticeboard. and to obtain quotations for a new noticeboard should the existing noticeboard be uneconomical to repair.

14: 02/20 To receive any reports from the following working groups:
   a) Parks & Open Spaces.
      i) To agree the terms of the grounds maintenance contract.
RESOLVED: The terms of the contract were agreed.
      ii) To consider going to contract for any areas not already covered.
RESOLVED: To add the mowing of the Under 5’s Play Area (inside the fencing) and along the ditch side behind the Under 5’s Play Area to the grounds maintenance contract.
      iii) To receive any quotations for tree work in Grove Park
           No quotations had been received.
      iv) To receive any estimates for village information boards.
           The Clerk had received 2 quotations.
RESOLVED: To receive information from the Parks & Open Spaces Working Group for the next meeting.
      v) To receive any quotations for removal of the bushes on the village green rockery.
RESOLVED: The Clerk in conjunction with the Chairman to agree the expenditure for removal of the bushes on the rockery due to the short timescales to get this work completed before nesting season.
      vi) To consider repairs to the path in Grove Park and receive any quotations.
RESOLVED: The Clerk to seek quotations for path repairs in Grove Park.
      vii) To agree to seek a quotation for a tree survey for Well Lane.
RESOLVED: The Clerk to seek quotations for a tree survey for Well Lane.
      viii) To receive an update on Fairway Land
The Clerk provided an update on Fairway Land and advised she will meet with the Chairman before proceeding.

RESOLVED: The Chairman to meet with the Clerk to agree way forward.

ix) To consider cleaning the Cenotaph

RESOLVED: The Clerk to obtain a quotation for cleaning the Cenotaph.

b) Youth.
   The Clerk advised that the fencing had been completed and the grant had been drawn down.

RESOLVED: The Clerk to obtain further quotations for play equipment and safety surfacing for the Under 5’s Play Area.

c) Allotments.
   i) To consider allotment empty plot maintenance for both sites £25 per site.

RESOLVED: The Clerk to obtain quotations for strimming empty allotment plots.

ii) To consider additional hedge cutting at the Ings Lane site.

RESOLVED: The Clerk to obtain quotations for hedge cutting at the Ings Lane Allotments.

iii) To consider skip hire at a cost of £200 for March (Ings Lane site)

RESOLVED: No action required at the present time.

iv) To consider replacement plot number signs for the Ings Lane site.

RESOLVED: The Clerk to obtain quotations for replacement plot markers.

d) Waltham Park Bowls Club.
   To consider a request for work to control moles at Waltham Park Bowls Club.

RESOLVED: The Clerk to arrange work to control moles at Waltham Park Bowls Club.

e) Public Rights of Way.

RESOLVED: The Clerk to forward completed user evidence forms for the footpath between Church Lane and the Ings Lane Allotments to NELC.

f) CCTV.

RESOLVED: The Clerk and the Chairman to attend a meeting to discuss remaining CCTV work required.

g) Celebrations & Community Projects.

RESOLVED: The Clerk to circulate VE Day information to Members.

15: 02/20 Burial Board.

a) To receive a verbal report from the Chairman of the Burial Board

The Chairman of the Burial Board provided an update from NELC regarding the planning process for any future change of use for the Parish Council land adjacent Station Road allotments.

As it was 10PM, The Parish Council agreed to suspend Standing Orders to enable the meeting to be completed.

RESOLVED: The Burial Clerk to obtain two quotations for consultancy services.

b) To agree the terms of the cemetery maintenance contract.

RESOLVED: The awarding of the cemetery maintenance contract was deferred pending the receipt of additional information.

c) To receive a quotation for tree works within the Cemetery - £1500

RESOLVED: The quotation was approved.

d) To consider taking the next item in committee due to the sensitive nature of the information provided.
RESOLVED: Members agreed to take the next item in committee due to the sensitive nature of the information to be discussed.

e) To receive and consider information regarding a memorial application.

RESOLVED: The Parish Council approved the use of QR codes on memorial headstones subject to linked website content and any subsequent changes to content being approved by the Burial Board.

With there being no further business to discuss the Parish Council came out of Committee, ratified the decisions taken, and the Chairman closed the meeting at 10.20PM