

WALTHAM PARISH COUNCIL

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Dear Sir/Madam

I hereby give you notice that the Annual General Meeting of Waltham Parish Council will be held in the Library Meeting Room, Waltham on Tuesday 10th May 2011 commencing at 7.00pm.

All Members are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting hereunder.

Mrs L Leach

3rd May 2011.

Clerk to the Council

Agenda:

1. The Parish Councils (Model Code of Conduct Order (2007) Declaration of Interest by Members of the Parish Council in relation to the agenda below.
2. Open Forum - To enable any resident to raise any items with the Parish Council.
3. To receive any apologies from Members not able to attend the meeting.
4. Signing by Councillors of their Declaration of Office.
5. To appoint a Chairman for the year 2011/2012.
6. Signing by the Chairman of his/her Declaration of Office.
7. To appoint a Vice Chairman for the year 2011/2012.
8. To consider co-option to fill vacancies onto Waltham Parish Council
9. To elect Councillors to serve on the Burial Board Committee and Sub Committees & consider highways allocations.
10. To appoint or confirm to representation to outside bodies.
11. To approve the Minutes of the Meeting held on 5th April 2011 and the Extra Meeting held on 26th April 2011.
12. To receive a report from Fire Brigade Liaison
13. To receive a report from Police Liaison
14. To hear any matters arising from the previous meeting which are not covered on the agenda item below.
15. Clerk's Report – To receive a report on the Clerk's actions since the meeting of 5th April 2011.
 - (a) See Below for detailed report.
16. Planning matters and to discuss the planning applications received from North East Lincolnshire Council.
 - (a) See Below for applications received to date.
17. Pavements/Street Lighting/Highways.
 - (a) To receive an email from a resident with reference to parking on Brigsley Road/Westfield Road.
 - (b) To receive any update from NELC on the proposed Zebra crossing at High Street and Manor Drive.
18. Youth Report.
19. To receive an update on land purchase at Station Road.
20. To receive an update from All Saints Church

- (a) To hear on progress of telephone line being installed at Parish Office for Church answer phone.
 - (b) To receive a request for a letter of support to be sent from the Parish Council for All Saints Church to apply for funding to restore and renovate the Pipe Organ.
- 21. Waltham In Bloom/Best Kept Village.**
- (a) To review the summer planting specification and agree to send out to tender.
 - (b) To consider sending out letters for sponsorship for Waltham In Bloom.
- 22. To receive a report from Councillors on outside meetings attended.**
- 23. To hear from the Burial Board Committee.**
- 24. To receive any reports from the following Sub Committees:**
- (a) **Allotments.**
 - (i) To receive quotations for the trimming back of the trees overhanging the public footpath.
 - (b) **Parks and Open Spaces.**
 - (c) **Public Rights of Way.**
 - (d) **Bowling Green.**
 - (e) **CCTV**
 - (i) To consider replacement of the DVR unit.
- 22. To discuss the Parish Office.**
- (a) To discuss the Local Council Insurance renewal.
- 23. Personnel Items.**
- 24. To receive and approve the accounts for Year 2010/2011.**
- 25. Accounts Payable.**
- (a) To receive a list of Accounts payable up to 10th May 2011 and approve their payment.
- 26. Personnel Items.**

Clerks Report:

- ERNLLCA are holding 3 training seminars on The Role of the Clerk, Meeting Procedure and Understanding the role of a Councillor, each costs £30 per person and are being held at various dates and venues from May to September. Anyone wishing to attend please contact the Clerk.
- The Parish Council has received 4 tickets to the Mayor Making Ceremony being held at Grimsby Town Hall on Thursday 19th May 2011. These are for two Parish Councillors and their guests anyone wishing to attend should notify the Clerk before Friday 14th May 2011.
- Road works are due to commence on 9th May 2011 for 3 days on the High Street. Temporary lights will be in operation this is for gas main repairs.
- The website had a total of 146 visitors for April, 101 new and 45 returning.

Planning Application received to date:

- **DC/279/11/WAB 58 Cheapside, Waltham**
Alterations and extension to dwelling house, to also include a single storey linked extension, to provide a 'granny annexe' and construction of a new vehicular access.
- **DC/324/11/WAB 76 Westfield Road, Waltham**
Erect conservatory to rear of existing dwelling.
- **DC/289/11/WAB 49 Grimsby Road, Waltham**
Construction of single storey extension to rear.