

**Minutes of a Meeting of the Waltham Parish Council held in the
Waltham Library on Tuesday 2nd August 2011 at 7.00 pm.**

Present: Councillors Bean, Clayton, Davies, Dewires, Penney, Shaw, Surtees, B Taylor, R Taylor and Woodliff, Ward Councillors I Colquhoun and P Jackson, 7 Residents, Fire Officer D Scott, PCSO Emily Broughton and the Parish Clerk.

Vice Chairman Cllr P Woodliff in the Chair.

01.08.2011 Parish Councils (Model Code of Conduct Order (2007))

Declaration of Interest by Members of the Parish Council in relation to the agenda below:

Cllr Dewires declared a Personal & Prejudicial Interest in item 21 (a) Accounts payable as he has submitted an account for approval.

02.08.2011 Open Forum – To enable any resident to raise any items with the Parish Council:

Mr Burnett wished to speak about two planning applications, which he has before the Parish Council this evening, these being 5 Coral Drive and 35 Golf Course Lane. He wished to say that the applicant has withdrawn the previous application for 5 Coral Drive and the new application before the Parish Council has been submitted following discussions with the Planning Office and in consultation with the neighbouring properties. The front extension has been omitted from this application and the roof lights in bedroom 3 will look skyward and not into the neighbour's conservatory which has obscure glass. The occupant has lived in the village for many years and seeks to extend the property to meet with his family's needs rather than moving out of the village. Mr Burnett stressed that the neighbour's and planning office have all be consulted throughout with this application.

Mr Burnett went on to speak about the proposed sunroom extension for 35 Golf Course Lane, Waltham. He explained that North East Lincolnshire Council imposed a condition, which took away the permitted development rights for this and surrounding properties on this development. This extension would have been within the permitted development rights if they had not been removed and there are similar extensions of this type on the same housing development therefore it would not be setting a precedent.

A resident of Mill View wished to make the Council aware that of the problems he has been experiencing during the works to the Gas Main along Mill View. The contractors National Grid have installed a new gas main and during these works proceeded to pile up the waste debris along his new wall, and when this was removed it left stains and marks along the wall. He has complained to the company and is still speaking to them on the matter. The other issue is that the patch job, which has been done to the footpaths and the way they have been left, is appalling. He appealed to the Ward Councillors present to take up this matter and assist in having them repaired correctly. The resident showed the Council and Ward Councillors a sample of the patching material used which was like a cloth binding material. He felt that this was totally inadequate. Ward Councillors I Colquhoun and P Jackson agreed to take this matter up with the backing of the Parish Council.

A resident wished to bring to the attention of the Parish Council the parking on grass verges along Barnoldby Road and in particular Station Road. The resident asked who decided upon the £500 fine advertised and asked how it is collected as nothing is happening. The Chairman explained that this is under the control of North East Lincolnshire Council and that they are currently seeking the power to enforce the

finer advertised. This should be around autumn time. The resident also wished to complain that the Kings Head have placed a chain at the gates to the car park and felt that as this is Parish Land it should not be allowed. The Chairman said that the Parish Council do not own the land in question, although for some time have been seeking clarification on a section that runs at the side of the Village Green but have not had any official confirmation on this matter. The Chairman said that there is a pedestrian access through the chained area.

Mr Ryder of Brigsley Road spoke to say that he is still opposing the Carr & Carr development for the corner of Brigsley Road and Cheapside in Waltham. He is looking into alternative ways to oppose the development, as the residents have no right to appeal the application and has found information, which says that he can apply for the land to be a village green because it has not been developed upon for the last 20 years and asked for the Parish Councils backing in doing this. The Chairman explained that the Parish Council already have a village green and to compulsorily purchase this piece of land they must speak about this as an agenda item and consult with the residents first before any approval to proceed can be given. Mr Ryder explained that there might not be time for this. The Chairman said that Mr Ryder as a resident could hold his own public meeting providing that 5 residents plus himself attend.

03.08.2011 Apologies:

Apologies have been received from Cllrs M Archer, R Barrett, N Evans and P Teanby.

04.08.2011 To approve the Minutes of the Meeting held on 5th July 2011.

The minutes of 5th July 2011 were considered, approved and signed as a true record.

05.08.2011 Fire Brigade Liaison:

The Chairman welcomed Fire Officer Scott to the meeting. Fire Officer Scott said that there were 10 calls for service in July. 5 in Waltham, 3 in Lincolnshire and 2 standbys in Grimsby. These were for 2 vehicle fires and 8 rubbish fires. The fire station refurbishments are well under way and are still 100% in attendance. The refurbishments should be completed by the third week in September.

The Chairman thanked the Fire Officer for his attendance.

06.08.2011 Police Liaison:

The Chairman welcomed PCSO Emily Broughton to the meeting. PCSO Broughton said that she is new to the Waltham area as she previously covered Scartho. There was no police report for July as the officer who completes them is on leave but PCSO Broughton said there has been an increase in crime during July. There were 2 house and 8 shed break-ins as well as produce stolen from the allotments. The police are following leads.

The Clerk said that the Road Watch operation would take place in the village again during August.

07.08.2011 To hear any matters arising from the previous meeting, which is not, covered on the agenda items below.

Nothing to discuss that is not covered by the agenda below.

08.08.2011 Clerk's Report – To receive a report on the Clerk's actions since the meeting of 5th July 2011.

NELC have developed a strategic framework for the area on environment and climate change and are offering the public to submit their views. The consultation will take

place for 12 weeks, beginning Friday 15th July until Friday 7th October and forms can be completed at greenspace@nelincs.gov.uk or you can write to Teresa James, Environmental Improvement Manager, Thrunscoe Centre, Highgate, Cleethorpes DN35 8NX.

NALC has issued an update for members on the Future of Standards of Conduct of members of Local Authorities in England. A copy is attached for each Councillor.

A calendar featuring paintings of Grimsby, Cleethorpes, Waltham and Louth by local artist, Carl Paul is now on sale. The calendar costs between £8 and £10 and is available for sale at The Fishing Heritage Centre, Grimsby; Cleethorpes Tourist Information Centre; and The Discovery Centre, Cleethorpes. For more information, visit www.carlpaulfinearts.co.uk

Residents are being asked to check the contents of their brown bins carefully before putting them out for collection, as several loads have had to be disposed of recently due to contamination.

Brown bins are supplied by the council to collect garden waste, such as grass cuttings, hedge trimmings, leaves and bark, twigs and small branches, and flowers. Residents can also use their brown bins to dispose of clean and empty cardboard. The waste hotline number is (01472) 325841 and for more information about what can go in to your brown bin or your waste and recycling collection dates, visit www.nelincs.gov.uk/environment/recycling--rubbish-and-waste/recycling/garden-waste

Kettle Funeral Directors are holding a Fun Quiz Night at the British Legion on Saturday 13th August starting at 7pm everyone is welcome. Prizes have been purchased from shops in the village and proceeds raised go to the Royal British Legion Poppy Appeal.

ERNLLCA are holding the following training sessions, Role of the Clerk on Wednesday 14th September, Finances on Monday 24th October and Councils are Employers on Tuesday 29th November all being held at the Town Hall starting at 7pm. The Clerk said that she would be interested in the Finance session to keep up to date and The Chairman said that a member of the personnel committee may attend the Councils are Employers session.

There have been 180 visitors to the website during July, 135 new and 45 returning.

NELC are holding a review of the polling places and the views of the Parish Council are being sought as to whether or not we feel that the current arrangements are satisfactory or whether we can suggest suitable alternatives. The Council discussed the current venues, which are used and agreed that All Saints Church Hall and Ross Hall are suitable venues and would not suggest any changes.

The Clerk has received an invitation from the Town Mayor and Mayoress of Immingham for a representative of Waltham Parish Council to attend a Civic Service on Sunday 18th September 2011 anyone wishing to take up the invite should contact the Clerk.

09.08.2011 Planning Matters and to discuss the planning applications received from North East Lincolnshire Council:

The Clerk said that she has visited Waltham Funeral Service on Fairway to pass on information on Waltham Cemetery and introduce herself as Burial Board Clerk. During the discussions that took place it was noted that there has been an illuminated sign installed on the building, which does not appear to have planning consent. The Clerk has brought this information to the parish council as she felt that because of the issues regarding the illuminated signage at the Kings Head it is only fair that the funeral service should apply for permission and that the residents should be able to

make comments on the sign. The Clerk asked the council if they wished the Clerk to notify the planning department of this issue.

RESOLVED: The Clerk is to contact the planning department regarding the illuminated sign erected outside Waltham Funeral Service and ask if planning permission has been applied for.

The Clerk said that she has received notification from NELC that application number DC/372/11/WAB for 5 Coral Drive has been withdrawn.

The Clerk has received notification that an appeal has been lodged for application number DC/1165/10/WAB 31 Brigsley Road (r/o), Waltham. The Clerk said that any further information has to be submitted in triplicate to the Planning Inspectorate by 23rd August 2011. The Clerk then read out the Parish Council's original objections to this application.

RESOLVED: It was agreed that the objections, which the parish council had against this application, are still valid and no new objections were issued.

The Clerk has received this evening notification that the Waltham British Legion are applying for a new Club Premises Licence which include an extension to the hours on a Friday and Saturday night until 1am. The Councillors discussed this and asked if the Clerk knew what times the licencing hours are for the other public houses in the village. The Clerk said that she was only made aware of this prior to the meeting this evening and did not know what the hours are for the other establishments.

RESOLVED: The Clerk is to investigate the opening hours for the other establishments in the village and if less than the suggested hour of 1am, write to the Licencing Office with the Parish Council's concerns over the opening hours being until 1am and the noise and nuisance this would cause for the neighbours.

The Clerk has been made aware that there is a company working on the trees at The Grove Nursing Home who has entered into Grove Park without consent and by taking the gate from its hinges to access the trees. The Clerk was very concerned that she had no method statement for the works, insufficient barriers surrounded the area and no health and safety notices were displayed. The Clerk has tried twice to contact the Tree Preservation Officer to find out if he has given any permission for the contractor to enter Grove Park to access the trees. Cllr A Archer asked why we were not notified as we used to be. Ward Councillor P Jackson did not think the Parish Council was considered a Statutory Consultee on tree matters. The Chairman said we should find out if we are or not and did not agree that this contractor could trespass on our land. He felt that the works should be stopped immediately and the Nursing Home or Havelock Housing should be notified of this company gaining access into the park with its vehicles without permission.

RESOLVED: The Council agreed that the work should stop and the company should not gain access through Grove Park until it meets with all the Parish Council's requirements and meets Health and Safety Guidelines. Any damage caused to the gate and land should be claimed from the company. The clerk is to seek clarification as to whether the Parish Council are Statutory Consultees on tree matters.

The following NELC decisions were heard:

DC/303/11/WAB Brigsley Road/Cheapside (Land at), Waltham.
Erect 4 new dwellings.
Application approved.

DC/400/11/WAB 29 Kirkgate, Waltham.
Variation of condition 2 attached to planning application DC/44/10/WAB to install window to kitchen.

Application approved.

DC/405/11/WAB Brigsley Road (Hartley Lodge) Waltham Windmill.
To retain tunnel over miniature railway track with landscaping.

Application approved.

DC/464/11/WAB 22 Ings Lane, Waltham.
Erect two-storey side extension and rear single storey extension.

Application approved.

The Parish Council considered the following planning applications:

DC/547/11/WAB **5 Coral Drive, Waltham**
Demolition of existing garage and proposed alterations & extensions to existing dwelling.

Recommend Approval.

DC/562/11/WAB **35 Golf Course Lane, Waltham.**
Erect sunroom extension to rear of existing dwelling

Recommend Approval.

DC/592/11/WAB **16 Neville Turner Way, Waltham.**
Erection of first floor dormer extensions to create a larger bedroom and en-suite.

Recommend Approval.

10.08.2011 **To receive any reports from the following Sub Committees:**

(a) **Allotments.**

(i) To hear of further reports of theft of produce.

The Clerk confirmed that several allotment holders have reported the theft of produce. The Clerk has advised them to report this matter to the police and they do have a list of allotment holders.

(b) **Parks & Open Spaces.**

(i) To receive further information from companies regarding the cleaning of the War Memorial.

The Clerk read out the details received from the three companies on how they would clean the war memorial. Some discussion took place. The Councillors felt this was a very delicate matter and felt that choosing the correct cleaning method was imperative to the preservation of the memorial.

RESOLVED: The Clerk was asked to contact North East Lincolnshire Council and enquire as to what method was used to clean the war memorial in Grimsby.

(ii) To receive a report on the sub-committee meeting held on Monday 4th July 2011 and suggested position of the Flag Pole.

The Clerk explained that at the meeting of 4th July she was disappointed that none of the invited groups attended and that the meeting was held with only Councillors present. It was discussed about carrying out the improvements to the war memorial area in two phases. Phase 1 would be to clean the memorial and steps. To remove several aged bushes, which have become unappealing. To install a new flagpole with paving underneath. To place some commemorative Laurel bushes to represent Help

the Heroes in the area. To create a new circular planter at ground level and divide into sections to represent The Royal Air Force, Royal Navy, Merchant Navy and Army. To trim and tidy the bushes that are to remain. To refurbish the small remembrance area and paint the posts white with gold balls on top and to replace the rusty chains with gold or white coloured chains and tidy the area.

In phase 2 the council could look at new benches and a notice board showing the history of Waltham and its contribution in the two wars or to move the commemorative stone from the Aerodrome. To look at removing the chequerboard style paving and then look to further improve the village green.

The Clerk explained that a contractor has contacted the Parish Council and said that they would like to carry out a project in the village. The Clerk confirmed when questioned that this was not the contractor who owns the land opposite the war memorial or the contractor who wishes to develop on Brigsley Road.

RESOLVED: The Council agreed to proceed with phase 1 of the war memorial area and is to contact the Contractor giving him the designs of what the Parish Council would like at the war memorial to see what he is able to do and agreed to add phase 2 as an agenda item next year.

- (iii) To receive an update on Well Lane and further discuss encroachment onto Brigsley Road and Cheeseman's Lane.

Following a letter sent to Mrs Lyon regarding the land at the front of 12a New Road the Clerk said she has received a telephone call from Mr R Lyon asking that due to Mrs Lyon's ill health could all correspondence and communication regarding this matter please be addressed to him. The Clerk said that she would consult the Council on this matter.

RESOLVED: It was agreed that the Clerk should write to Mrs Lyon asking her to confirm that it is her wishes that all communications regarding 12a New Road be addressed to Mr R Lyon at the address given to the Clerk.

The Clerk read the information, which she has collated to date. The minutes dated 17.01.2008 states "The Chairman stated that he and the Vice Chairman have studied all the information that the Clerk has forwarded. The Parish Council has no documentation to prove that we own this land, however Mrs Lyon registered title extends to the boundary of her property. She has no right to the land. RESOLVED: Wilkin & Chapman – Mrs Lyon's solicitors would be informed of this. The Parish Council also agreed that these details would be kept on file and should the property come up for sale including the land then they would lodge a claim".

The Council discussed this matter further. The Clerk explained that if the Parish Council were unable to register this land with Land Registry because "open and unfenced ground is unlikely ever to be made the subject of registration" as per the documents from Land Registry dated 31st March 1995, then looking at the street view this verge must belong to NELC, similarly to Brigsley Road and Cheesemans Close as Councillor B Taylor and Councillor Teanby explained last month.

RESOLVED: It was agreed that the Clerk should contact NELC Highways department and enquire if they have a policy on householders encroaching and encompassing onto NELC Highways and Verges.

- (c) **Public Rights of Way.**

Nothing to report.

- (d) **Bowling Green.**

- (i) To receive an update on the pavilion building.

RESOLVED: The Council agreed to take this matter into committee as some financial matters are to be discussed.

(e) **CCTV.**

Cllr Taylor asked if the illuminated lights have been looked at on the CCTV system. The Clerk said that she has not checked but will ensure that she does before the next meeting.

11.08.2011 Pavements/Street Lighting/Highways:

- (a) To receive an update on the LTP3 funding for a zebra crossing.

NELC have announced a £4-million investment into road maintenance, road safety, public transport and street lighting this year. £261,000 will be spent on road safety projects including education programmes for new drivers and the introduction of 20mph safety zones outside schools and across East Marsh.

The Clerk read an email from Simon Moss, Lead Officer for Highways and Transport for NELC, which said that the zebra crossing scheme is being considered for funding and that there are some investigative works needed before full consideration can be given to its inclusion in the programme. The survey work has been programmed to take place during autumn so that the scheme can be designed and considered for inclusion in the 2012/13 or 13/14 programme. He acknowledges the Parish Council's support for a zebra crossing, and is grateful for the interest of the Parish Council and other parties.

The Chairman was very disappointed to hear that no allocation has been made for this year's budget. The Ward Councillors acknowledged the Council's disappointment and said that they will strongly support the Parish Council and press for an earlier date for the zebra crossing as well as the 20mph zone around the school.

The Clerk has had a visit in the Parish Office from a NELC officer who marks the potholes for repair. He wanted to make the parish council aware that the intervention level for pavements is 20mm and for highways is 40mm. Holes, which are not this depth, will be regularly looked at but not marked for repair.

The Clerk has received an email from Mr Parkinson wanting to make the Council aware of a growing problem of several vehicles for sale on the roadside in the village. The Chairman said that this matter has been looked at before and said that if the vehicles are taxed, tested and insured then NELC would not consider them, however if there are several vehicles all with the same contact number or parked within a short distance of each other then these can be reported. The Chairman asked that the clerk inform Mr Parkinson of these findings.

The Clerk has received via another clerk a report that some trees outside 51 Archer Road are overgrown and obstructing the use of the footpath and that the front hedge of 30 Mill View has also been allowed to overgrow. The Clerk asked that the standard letter be issued to these homeowners.

RESOLVED: It was agreed that the standard letter be sent to 51 Archer Road and 30 Mill View for overgrown hedges.

12.08.2011 Youth Report:

- (a) To receive costs of benches and installation for Neville Turner Way and Mount Pleasant play areas.

The Clerk said that she has received a price for the Eco-Rest benches, which she recently purchased for Mount Pleasant, and they are £206.96 each plus vat. The installation including welding extra steel onto the bottom of them is £165 each plus vat.

RESOLVED: The Council agreed to purchase 1 bench for Mount Pleasant to complete the set and a further 2 benches for Neville Turner Way to be placed near to the beck away from the car park area for the parents to use.

13.08.2011 To receive an update on land purchase at Station Road:

RESOLVED: The Council agreed to take this matter into committee as some financial matters are to be discussed.

14.08.2011 To receive an update on the Extended Schools Building:

The Clerk has received an email from Elaine Ettridge, Capital Advisor for NELC who confirms that to date only one expression of interest in taking over the management of the Extended Schools site has been received. The interested party are presently working on a business case to enable them to establish the viability of the proposal. When any further information is received we will be kept informed.

15.08.2011 To discuss the Queen's Jubilee Celebrations:

The Clerk has been speaking to Mrs Stennett regarding the account held for the Waltham 2000 Celebrations and she has confirmed that this account is for the Waltham 2000 Committee and this is not a committee of the Parish Council, but did have members of the parish council on the committee. Mrs Stennett has agreed to take the account books left at the parish office and discuss with the members of the Waltham 2000 Committee about closing the account.

Cllr Surtees felt that the Queen's Jubilee Sub Committee should enquire if there is a pack available for the celebrations and organise a meeting to progress ideas.

16.08.2011 Waltham In Bloom/Best Kept Village Competition:

- (a) To receive the date of Friday 12th August 7pm for Waltham In Bloom presentation evening at the Meeting Room in Waltham Library.

The Clerk confirmed that letters have gone out to all first, second and third place winners inviting them to the presentation evening. All Councillors are invited. Cllr A Archer asked about the silver cup. The Clerk confirmed that this is kept at the Parish Office.

The second judging of the Best Kept Village competition will take place during the last two weeks of August.

17.08.2011 To receive a report from Councillors on outside meetings attended:

The Chairman said there should have been a meeting today with Shore Trust in relation to Paul Jolly but this was cancelled at short notice.

18.08.2011 To hear from the Burial Board Committee:

RESOLVED: The Council agreed to take this matter into committee as some matters, which are private, are to be discussed.

19.08.2011 To discuss the Parish Office building:

The Clerk asked that the Printer/Photocopier be serviced as it is producing black lines on documents and is not feeding the paper from the tray.

RESOLVED: The Clerk is to arrange the service of the printer/photocopier as soon as possible.

The Clerk reported that there is a section of guttering damaged at the Parish Office and that some of the roof tiles have been cracked. This could have been as of the result of stones being thrown on the roof. The Clerk would like permission for these repairs to be completed as soon as possible.

RESOLVED: It was agreed that the clerk should arrange for a quotation for the emergency repairs as soon as possible and the works are to be carried out under Delegated Powers.

20.08.2011 Personnel Items:

Nothing to report.

The Council went into committee to discuss the remainder of the items on the agenda.

The Council came out of committee and re-convened to ratify the decisions taken in Committee.

The Chairman thanked everyone for attending and the meeting closed at 9.55pm