

**Minutes of a Meeting of the Waltham Parish Council held in the
Waltham Library on Tuesday 6th December 2011 at 7.00 pm.**

Present: Councillors M Archer (Chairman), A Archer, Bean, Clayton, Davies, Dewires, Penney, Shaw, Surtees, B Taylor, Teanby and Woodliff, 3 Residents, Waltham Fire Station Officer Harry Gibson, Inspector Neil Pattison, Ward Councillors I Colquhoun and P Jackson, 1 member of the press and the Parish Clerk.

01.12.2011 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 and Prejudicial Interest in item 16 Cemetery as he has submitted a tender for consideration and item 18 (b) as he has accounts awaiting approval.

02.12.2011 Open Forum – To enable any resident to raise any items with the Parish Council:

Residents present explained that they were here to listen to the application for Ascot Road, Waltham and that they have submitted a letter to the Parish Council with their objections. The Chairman thanked them for attending and said that the letter will be read out when the application is heard under item 9 of the agenda.

03.12.2011 Apologies:

Apologies were received from Cllr R Barrett, Cllr N Evans and Cllr R Taylor.

04.12.2011 To approve the Minutes of the Meeting held on 1st November 2011:

The minutes of 1st November were considered, approved and signed as a true record.

05.12.2011 Fire Brigade Liaison:

The Chairman welcomed Fire Officer Harry Gibson to the meeting.

Fire Officer Gibson said that there have been 8 calls for service in November, 7 into Waltham, 1 into Lincolnshire. These included 3 rubbish fires, 2 standby, 2 property fires and 1 special service. Fire officer Gibson confirmed that the crew would be able to help with the marquee for the Carols on the Green concert on 17th December and was given the time of 12.30pm to erect it.

All the problems with the new building have been ironed out and everything is working well.

The Chairman thanked Fire Officer Gibson for attending and he left the meeting.

The Clerk has received a letter from Denise Fowler of Barton a Crew Manager with Humberside Fire and Rescue Service asking if the Parish Council would assist her with her dissertation for her final assessment for her MBA. The research will explore the issues and implications of generating income within Humberside Fire and Rescue Service and part of the Localism Bill that allows for Fire Services to generate income. Paul Drury who conducted the Integrated Risk Management Plan and Strategic Plan 2011-2014 identified the Parish Council as a group who could assist in this. Denise would like to attend the January 2012 Parish Council meeting with a view to giving a short presentation on this matter followed by a question and answer session. The Chairman said that we have a close relationship with the Fire Service and felt that it would be good to assist, providing it was within the boundaries set for a presentation to the Parish Council.

RESOLVED: The Council agreed to Crew Manager Denise Fowler giving a presentation at the January 2012 meeting providing it is within the boundaries set under our Standing Orders.

06.12.2011 Police Liaison:

The Chairman welcomed Inspector Neil Pattison to the meeting. Inspector Pattison opened in explaining about the Police budget cuts. He said that Humberside Police Force will not escape the cuts but he is as confident as he can be that our neighbouring police will remain. He cannot confirm the number of officers there will be, but knows that the Chief Inspector is doing all he can to protect our local PCSOs from the cuts. The Chairman asked if the Inspector would support giving these officers more powers if the Parish Council pushed this matter. Inspector Pattison said that he would be fully supportive of this, if his officers had the power to ticket offender, rather than walk past, they would be able to do so. Inspector Pattison spoke about Operation King Corth, which was an operation throughout the North East Lincolnshire area in co-operation with NELC, the fire service and the police based on protecting the services on operational duty during Halloween and bonfire night. This operation has received a parliamentary award for its success and goes to all the officers in recognition of their hard work. Inspector Pattison then went on to mention the duster salesmen who are visiting properties in the area. He urged residents not to let them near to their home and to ring the 101 police number should they visit them. They are not here as ex offenders trying to turn their lives around they are here to look at your home security with the view to breaking in. The police will move them out of the area if their whereabouts is known. Cllr Penney asked about the force directive on uniform and it mainly being high visibility now. The Inspector said that he welcomed officers being visible to the public as they can be easily identified.

The Chairman said he is very happy that the Inspector has come to the meeting and he is confident the police will do their best for the area. The Chairman thanked Inspector Pattison for attending and he left the meeting.

07.12.2011 To hear any matters arising from the previous meeting, which are not covered on the agenda items below.

The Clerk read an email received from Councillor Nixon the Chairman of Bradley Parish Council which said that he is not aware of any maintenance planned for Bradley Road but he is concerned over the speeding along this stretch of road and has taken the issue up with NELC and the Police. The road is due to be safety assessed in the winter months and he is suggesting a 40mph limit up to the entrance of Bradley Woods.

Cllr Colquhoun has emailed to say that the £25 charge for brown waste collection has been up before a special Scrutiny Panel who concluded that it wanted the charge to be cancelled, this now means that the whole question goes back to Cabinet for them to make the final decision. The Chairman asked if our letter of objection would go before the Panel. Cllr Jackson said that it might be advisable to write in again with our objections, as this would reaffirm our concerns.

RESOLVED: The Council is to write to Cabinet with our concerns over a proposed £25 charge for brown waste bin collection service.

08.12.2011 Clerk's Report – To receive a report on the Clerk's actions since the meeting of 1st November 2011.

LCR is the official magazine of the National Association of Local Councils. It is published 4 times per year and brings news of all the major issues affecting local communities and delivers essential advice on good practice and information to assist

with the real issues affecting your council. The cost is £15.50 per year should the Parish Council wish to receive this publication.

The Christmas tree was delivered on 1st December and in total 8 x 3ft trees were ordered by local businesses and all have the solar lights fitted to them.

The Website attracted 314 visitors in November, 218 new and 96 returning.

The Poppy Appeal box in the Parish Office raised £14.64 this year.

CPRE have put out a branch appeal saying it is facing a financial problem and is in danger of losing one of its branch officers due to financial constraints and are asking if members would consider making a donation. The Parish Council considered this but felt unable to contribute at this time.

Veolia Environmental Services has written to the Parish Council asking if they can be considered for the Approved Suppliers List. They offer services of sweeping, weed spraying, grass cutting, tree pruning, graffiti removal and leaf clearance to mention just a few. They have local depots in Grimsby and Louth and have been the preferred contract for East Lindsey District Council since 1988.

RESOLVED: The Council agreed to add Veolia Environmental Services to the Approved Suppliers list providing they can provide proof of relevant Public Liability Insurance.

09.12.2011 Planning Matters and to discuss the planning applications received from North East Lincolnshire Council:

The Clerk has received an email from Phil Wallis, Development Services Manager for NELC asking if the Parish Council would consider receiving electronic copies of the decision notices in future. The Parish Council discussed this and agreed that because the conditions are often read out and the documents are filed in the Parish Office for a year following receipt this would pass the costs of printing these onto the parish.

RESOLVED: The Council agreed to decline receiving the decision notices by email as this would be passing the printing costs onto the Parish. We are to suggest that this is a matter for discussion at the next Town and Parish meeting.

A response has been received from Matthew Chaplin, Enforcement Officer for NELC regarding the property at 5 New Road, Waltham. Matthew says in his response that having dealt with a course of investigation into this property he can report that there is no breach of planning legislation and the case will be closed accordingly. The property is not a care home and it is classed as a dwelling house and the occupants are living in a supported household. The noise issues that have been reported will be passed over to Danny Fox, noise abatement officer for NELC who will look into this matter.

The Parish Council have submitted an application for tree works to the Horse Chestnut in Grove Park that suffered wind damage. This is application number DC/940/11/WAB.

The Parish Council heard the following planning decisions:

DC/761/11/WAB Grove Lane (Grove Nursery), Waltham
Application for new planning permission to replace extant planning permission DC/293/08/WAB in order to extend time limit for implementation – Outline application for one bungalow with access, layout and scale reserved.

Application Approved.

DC/670/11/WAB 85 Manor Drive, Waltham
Alterations and erect a two storey side and single storey rear extension to existing dwelling.

Application Approved.

DC/691/11/WAB 14 Cheesemans Lane, Waltham
Demolish existing conservatory & erect single storey extension to side

Application Refused. This was contrary to the Parish Council decision.

DC/731/11/WAB 123 High Street, Waltham

Erect a single storey extension to rear.

Application Refused. This was contrary to the Parish Council decision.

The Parish Council considered the following planning applications:

DC/883/11/WAB Waltham Road, Willow House (r/o), Barnoldby Le Beck

Erect dormer bungalow with integral garage, new access & landscaping.

Recommend Approval.

DC/890/11/WAB 10 Ascot Road, (Land at), Waltham.

Erect one detached dwelling including new vehicular access with drop kerb & landscaping.

The Clerk read the letters received from neighbouring residents.

Recommend Refusal on the following grounds:

1. The loss of this area of green space would be detrimental to the visual and residential amenities for the area and as such would be contrary to policy GEN1 of the North East Lincolnshire Plan.
2. This piece of green land was gifted to the adjacent householder at a nominal fee. An application number DC/1020/02/WOL, was won on appeal in September 2003 it was to remain a green area of land and not allowed to be a private garden, therefore was not to be developed upon. Allowing this development would have an adverse effect on the street scene in this location and deviate from the Inspectors recommendation.
3. The area of the proposed development is shown on the North East Lincolnshire Council website and Green Space Strategy map of May 2011 as an amenity Open Space and the Parish Council believe that this area should remain as such.
4. Although the trees within this proposed development area are not protected with tree preservation orders they do offer road noise protection to the local residents from traffic travelling on Barnoldby Road and they have an influential amenity value whilst enhancing the green area. The proposal by virtue of its access would adversely affect the future growth of existing trees on this site and will result in the occupiers of the development seeking to remove or severely prune the trees in order to place a property with access on this site. These trees were planted as part of the landscaping scheme for the Archer Road development.
5. Councillors feel that a question needs to be asked of Anglian Water as to the correct location of a major sewer in this area and as to whether any easement width is required.

10.12.2011 Pavements/Street Lighting/Highways:

- (a) To receive information from a resident regarding speeding along Cheapside.

The Clerk read an email sent to Mrs Ogley from PC Barry Gardner of Humberside Police which said that the area on Cheapside lies 29th on a list of sites with 1804 offenders recorded speeding in a day and there has been 1 recorded casualty in the last three years.

The top 25 from the list will receive Police enforcement /Engineering to reduce the speed in these areas. The Chairman said he was very concerned about the number of offending vehicles and quite clearly this information would not be available to the police or ourselves without the village speed indicator signs being in this area. Cllr Bean asked if they could be turned around. The Chairman explained that they could but as we have just had them moved to ask again so soon may incur a charge to the Parish.

The Clerk has been informed by the Tree Officers of NELC that two lime trees have been identified as in a dangerous condition and they are to be removed. They are located on the corner of Carnoustie and Sunningdale. There was no indication from the information received that they are to be replanted.

RESOLVED: The Parish Council is to request that these two trees are replaced with mature specimens in order to maintain the street scene.

An order has been placed for 3 new salt bins for the village. NELC will also supply a further 3 new salt bins. The Chairman said that the village has received 5 tonnes of salt and grit under the emergency winter plan. The litter picker will now have a secure supply of salt but a bin with a lid is required to keep the salt dry for use in his salt spreader.

RESOLVED: The Parish Council agreed to purchase a bin with lid for the litter picker's compound for dry salt.

Cllr Shaw said that the white posts on the corner of Elm Road and Cheapside have been removed and asked if NELC has removed them. The Clerk was asked to enquire with NELC.

The Chairman said that he has been informed that a sign at the recycling area has been removed urgently at the Parish Councils request. Ward Councillor Colquhoun explained that he had notified NELC of this, along with some other issues, which the Clerk has found around the village, these were not major issues but niggles that needed sorting out and with the information on the board being well out of date this was also included. NELC had then ordered the removal of this sign.

11.12.2011 To receive any reports from the following Sub Committees:

(a) Allotments.

The Clerk has received an email from Mrs Frow asking if the Parish Council would consider trimming the hedge at the allotments, which backs on to Home Paddock.

RESOLVED: The specification for this work is to be discussed as an agenda item at the next meeting.

The Clerk said that the No Public Access sign for the gate to the allotments at Ings Lane has been fitted.

(b) Parks & Open Spaces.

(i) To receive further information on cleaning the War Memorial.

The Clerk confirmed that Jet Tech have been to clean a test area at the Memorial. She showed the Councillors photographs of the area. The Council were pleased to hear that this method of works have also been completed on a Grade 1 listed building in Lincoln and St James Church in Grimsby in the past.

RESOLVED: The Clerk is to forward this information on to the Conservation Officer for NELC and the War Memorial Trust. Providing there are no objections from either party the contract is to be awarded and the work completed.

The Chairman said that a damaged tree has fallen across the beck in Grove Park. A resident at no cost to the Parish has removed the tree. Upon doing this it was noted that the area in the corner of Grove Park between the bridge and the pumping station needs some attention as part of the beck is blocked with what appears to be old fencing posts with concrete ends.

RESOLVED: The Clerk is to contact the Drainage Board to have this removed.

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

Nothing to report.

(d) **Bowling Green.**

- (i) To receive an update on the Pavilion.

The Chairman showed the Council a photograph of the pavilion. This has now been roofed and is awaiting the flooring and internal fixings to complete the building. Cllr Taylor asked about an entrance ramp. The Chairman said that there is to be a removable ramp to meet DDA Regulations. The Chairman suggested that once the building is complete the Parish Council have a site visit. The Chairman commended the Bowling Club for all their efforts in putting up this wonderful facility.

(e) **CCTV.**

- (i) To receive information further to a visit from Kevin Hynes of NELC.

The Chairman said that as the Parish Council are aware Ward Councillor Colquhoun has been actively pursuing having Waltham's CCTV system monitored 24 hours by the NELC monitoring station. This was to be at no cost to the Parish Council. After not hearing anything from NELC since our meeting of 9th March 2011, Kevin Hynes has now sent in two proposals to the Parish Council.

Option A: To exchange the current monitor and recorder for a vigilant system which will be compatible with the NELC station. In this proposal Waltham would need reassurances that the Parish would retain full control including the PTZ cameras. There is also mentioned a cost implication following the 1 year warranty expiring of the new monitor and recorder. NELC have offered to provide a competitive quote for maintaining this equipment.

Option B: To keep our current monitor and recorder and link via Broadband. Again this option explains that there will be an annual cost to the Parish Council for providing a Static IP address and additional Broadband line of approximately £350 per year.

The Chairman has spoken to Mr Hynes who was to get back to him prior to this meeting with answers to questions raised from these options, but unfortunately he has not replied as promised. The Council discussed this and felt that without Mr Hynes clarifying if the PTZ cameras were to remain in Waltham Parish Council's control and to question the cost implication when we were told at the meeting of 9th March that there would be no additional costs to the Parish Council then the Council felt unable to make a decision based on the information before them.

RESOLVED: It was agreed that further negotiations were required with NELC with an undertaking of no costs to the Parish Council and that this matter should come back to the Parish Council for a decision.

The Chairman spoke about progressing having a CCTV camera in the litter picker's compound. It was felt that having 2 static cameras offering a panoramic view would be better than a moving camera as this may miss part of an incident on its rotation.

RESOLVED: The Parish Council is to proceed with at CCTV camera in the litter picker's compound with 2 static cameras.

12.12.2011 Youth Report:

- (a) To receive a report on the visit by Councillors to the Youth Bus.

Cllr Bean explained that the Youth Committee visited the Youth Bus at Neville Turner Way and has arranged to view the skate facility at Freeman Street on 7th December. It was felt that, as New Waltham does not have any lights that it would be better to view this in the New Year when the nights are pulling out.

The Clerk said that she has made contact with Theresa Garner regarding the buildings at Neville Turner Way and Mount Pleasant and is waiting a date to meet. Ward Councillors I Colquhoun and P Jackson will be invited once a date is set.

The Chairman said that he has concerns raised by a resident over Waltham Football Club using the school grounds at a weekend. Cllr Davies asked if it was just a noise problem. The Chairman showed the Council photographs of the issues which included the new pitches being near to the neighbour's fence, the inadequate portable toilet facilities that the club are using as the school building is not open to the club and the number of balls collected in a 5 day period from the neighbour's garden. Cllr Teanby explained that he has passed this information on to the Head of The Leas Primary School and he is to get in touch with the residents to hear their concerns.

RESOLVED: It was agreed to wait until mid December and then enquire with the resident to see if contact from the school has been made before the Parish Council intervene in what is a neighbour's dispute.

13.12.2011 To receive an update on land purchase at Station Road:

Cllr M Archer declared a Personal Interest in this matter and vacated the Chair. Under the Code of Conduct 12.2 he remained in the room to answer questions posed by the Council. Cllr M Archer explained that he felt he has a Personal Interest as he owns the land at the bottom of this field and will have to maintain the hedge. This is his only ongoing issue. Vice Chairman Cllr P Woodliff in the Chair.

The Chairman said that the purchase is now complete and at this point would like to clarify with the press present that this land for allotment use was not donated to the Parish as reported in the press. The Parish Council has purchased this piece of land.

The Chairman said that the fencing was started at 9am this morning and it would take approximately 3 days to complete. He has met the adjoining landowner and the boundary was agreed. The Chairman said that the plans have now been drawn up for the entrance, car parking area and allotments. The Parish Council need to now consider going out to tender for the entrance works. The land also needs spraying off and then later cultivating. The Council discussed this matter.

RESOLVED: It was agreed that the entrance works required should be sent out to tender and these are to be returned for the next meeting. The land is to be sprayed off. Cllr M Archer volunteered to arrange this for the Parish Council. The Council will only have to purchase the spray materials needed.

The Council discussed the size of the allotment plots and the rent to be charged.

RESOLVED: It was agreed that a single plot should be 6 meters by 12 meters. Each plot will cost £52 per year. Residents are able to take more than one plot if required. Residents who ask if they can pay in two instalments should show proof of hardship and instalments must be made by Easter and then on the 1st July.

Cllr Teanby asked about compost for the site and Cllr Davies asked about selling produce. It was suggested that compost is to be placed on the plot holder's own site and the selling of produce would be covered under the Rules and Regulations, which are to be drawn up and issued before any plot is let.

The Council discussed new entrance gates. It was thought best if the gates were inset from the road just enough to allow one vehicle to pull off the highway if the gates were closed.

Cllr M Archer returned to the Chair.

14.12.2011 To receive any information on the Queen's Jubilee Celebrations:

Cllr Teanby said that this matter should be put on hold until after the Christmas break as there are a lot of things going on for people at this time. Cllr Teanby has spoken to Tollbar and they do have a music team who would be interested in taking part in the celebrations.

The Clerk said she has had a letter from the Windmill Trust saying that in principal the Windmill Centre could be used for the Beacon Concert and the beacon could be moved to the Model Engineer's site.

The Queens Jubilee Celebrations is to be placed on the agenda in the New Year.

15.12.2011 To receive a report from Councillors on outside meetings attended:

(a) Cllr Bean attended the ERNLLCA meeting 10th November 2011. Notes from this meeting were distributed.

Cllr Teanby had a meeting with the Leas Primary School. He has been given a list of the new directors, which include accountants, parents and Chris Carr who will be able to give advice on the building and its safety. The Chairman asked if there is any member from the Parish Council. Cllr Teanby said there is not but has been told that the meetings with him as representative will continue and the school wishes to be proactive in the community. Cllr Teanby is to enquire about a list of out of school events that are held so that they can be included in the Parish List and to enquire with the school as to how a member of the public or parish can complain once they are an Academy.

16.12.2011 To hear from the Burial Board Committee:

Cllr Dewires having declared Personal and Prejudicial Interest in the item left the room.

The Clerk spoke about inscriptions on headstones. Cllr Woodliff declared a Personal and Prejudicial Interest in this matter and left the room.

There has been an application for an inscription to be placed on the rear of a stone. The Burial Board discussed this at their last meeting and agreed that in the past this has not been allowed, as it is not in keeping with the other stones in the cemetery and felt that it would be an invasion on the privacy of the burial it faces. The Burial Board would therefore like to add to the Rules and Regulations that all inscriptions should face the burial plot that it relates to. It would then be clear to the applicant that inscriptions on the rear of the stones are not allowed.

RESOLVED: It was agreed to add that “All inscriptions should face the burial plot that it relates to” to the Rules and Regulations of the Cemetery.

Cllr Woodliff returns to the room.

(a) To receive tenders for the cemetery maintenance contract and a recommendation by the Burial Board on awarding the contract.

The Clerk confirmed that she sent out 4 tenders for quotation these were to NELC, Green Grass Contracting, Welch’s Garden Service and M Dewires.

There has only been one tender returned. The Chairman opened this. M Dewires has quoted £5000 for the year 2012.

RESOLVED: It was agreed for M Dewires to be awarded the maintenance contract for the cemetery for the year 2012.

There followed some discussion on the tenders not returned. The Clerk is disappointed that the companies have asked to be part of the tender list but do not respond to quote when asked.

RESOLVED: The Clerk is to enquire with NELC why the tender for the cemetery maintenance contract was not returned and was this an oversight. She is to contact the other companies on the approved suppliers list and ask if they wish to continue to be contacted. An appeal for contactors is to be included in the next newsletter to encourage local businesses to take part. All contractors are to hold public liability insurance.

Cllr M Dewires returned to the room.

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 10.30pm.