

**Minutes of a Meeting of the Waltham Parish Council held in the
Waltham Library on Tuesday 1st March 2011 at 7.00 pm.**

At the start of this meeting the Vice Chairman Councillor P Woodliff explained that the Chairman had been delayed but would attend as soon as possible.

Vice Chairman Cllr P Woodliff in the Chair.

Present: Vice Chairman P Woodliff, Councillors Baker, Barrett, Bean, Clayton, Davies, Dewires, Surtees, and Teanby, Ward Councillors I Colquhoun and P Jackson, 22 Residents, 2 members of the press and the Parish Clerk.

01.03.2011 Parish Councils (Model Code of Conduct Order (2007))

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

Councillor P Surtees declared a Personal & Prejudicial Interest in item 9(b) The Old Tanyard under Planning. Councillor Dewires declared a Personal & Prejudicial Interest in item 15(b)(ii) Parks and Open Spaces as he has submitted a tender for consideration and Councillor Woodliff declared a Personal Interest in item 12 All Saints Church of which he is the Deputy Churchwarden and item 9(b) Waltham Windmill Golf Club under Planning as he is a member of the club.

02.03.2011 Open Forum – To enable any resident to raise any items with the Parish Council:

Mr Ryder of Brigsley Road explained that he was there to represent some of the residents present and to dispel the rumours that the neighbours to the plot of land on the corner of Brigsley Road and Cheapside are happy for a development to take place. Mr Ryder said that the neighbours as of yet had not been consulted by the developer and felt that the size of land once the section belonging to NELC has been taken off would not be large enough to build 4 houses. Mr Ryder showed great concern to the parking and access issues with the development being very close to the double roundabouts and made comment that the Parish Council objected to houses being built at the rear of 31 Brigsley Road because of its access onto a busy road and felt that the same objections should apply. Mr Ryder spoke about the last In Bloom results, which commented that it was the war memorial area that looked untidy and not the land opposite. Mr Ryder referred to a newspaper article that was printed following the informal presentation given to the Parish Council by the developer, which he felt gave the impression that the development had Council approval. The Chairman thanked the resident for bringing their concerns to the council but said that at the presentation given by Messrs David and Chris Carr there was no decision made by the Council regarding the suggestions brought before them. Individual Councillors may have asked questions or made informal comments on the suggestion brought to the Council but as a body no decision had been made as this was not an official set of plans brought before the Council.

Mr Todd of Cheapside addressed the Council regarding his concerns about the application for the storage and sale of hardcore from the Airfield site on Cheapside. He lives opposite this site and is opposed to this application because of the noise and extreme dust this site creates to the surrounding area.

Mr Rutherford of Cheapside then spoke to say he is also objecting to the application on the Airfield. He owns a garden centre a short distance away from this site and explained that when the brick rubble was being crushed last year the dust particles contaminated his plant stocks and put a dust film over the whole area.

The Chairman thanked the two gentlemen and explained that this application would be heard under item 9(b) on the agenda and their comments would be taken into consideration.

Mr Butler of Ings Lane explained that he has input plans for a dwelling on the Old Tanyard in Ings Lane. He said that following this application he has no intention to develop further and he also does not want to see Ings Lane overdeveloped. The design he feels fits in well with the area around Ings lane.

The chairman thanked him for his comments and the application would be considered under item 9(b) on the agenda.

03.03.2011 Apologies:

Apologies were received from PCSO R Lawson, Fire Officers D Scott and C Lamb and Councillors A Archer, Evans, Frisby and Shaw.

Councillor M A Archer entered the room, Vice Chairman P Woodliff handed over the Chair to Councillor M A Archer.

04.03.2011 To approve the Minutes of the Meeting held 1st February 2011:

The Clerk said that on page 121 half way down Date changed due to elections on 4th May should read 5th May. With this amendment being made the minutes were formally approved as being a true record and signed by the Chairman.

05.03.2011 To receive a report from the Fire Brigade Liaison:

The fire officers have given their apologies and had sent in a report that said there had been 10 calls for service for Waltham Fire Station in total for February and these included a fatal road traffic collision, a serious road traffic collision, a fire at Mount Pleasant, a fire in a waste bin at The Elms, standby at Peaks Lane Station and 5 false alarms.

06.03.2011 Police Liaison:

The Chairman read the attached report.

07.03.2011 To hear any matters arising from the previous meeting which are not covered on the agenda below:

The Clerk has received letters from both Humberside Fire Authority and Humberside Police Authority confirming that there will be no increase in their precept proposals for the 2011/2012-year these will be looked at again for the year 2012/2013.

NELC have sent a letter confirming that Balfour Beatty will be reviewing the Winter Service Operational Plan at the end of the winter season and will fully engage with the Town & Parish Councils in the review process. They will make contact in the forthcoming months with further information.

Mrs D Martin teacher at Tollbar Academy has emailed thanking the Parish Council for their letter. She explained that the students involved in presenting the petition to Downing Street were currently on study leave revising and taking their mock exams. When they returned she would be in contact to arrange to give a presentation at a Parish Council meeting.

NELC have issued the results of the Budget Consultation meetings, which were held throughout the Borough. These can be viewed at www.nelincs.gov.uk/council-and-democracy/consultations/budget-consultation-2011-12/

08.03.2011 To receive a report on the Clerk's actions since the meeting of 1st February 2011:

The Town Mayor and Mayoress of Immingham are holding a Coffee Morning on Saturday 2nd April 2011. All proceeds go towards Pilgrim Swimming Club and

Macmillan Nurses. Anyone wishing to attend should inform the Clerk before Thursday 24th March 2011.

Waltham Bowls Club are holding a Frog Racing Night on Sunday 6th March at 7pm at Lucarly's. Tickets cost £5.50 and include a steak pie supper. Funds raised at the raffle will go towards the club. Please inform the Clerk as soon as possible if you wish to attend.

Tactile Crossings are being installed on the corner of Bradley Road and Woodhall Drive and outside the Chemist on the High Street at the end of February.

Anglian Water will undertake works on Cheapside starting on 4th April 2011.

The Clerk has received a copy of NELC's annual report for 2009/2010 and this can be viewed in the Parish Office.

The Waltham Windmill Preservation Society are holding their Annual General Meeting at the Methodist Church Hall on Cheapside on Monday 7th March 2011 starting at 8pm, everyone is welcome to attend.

The 2011 Census is coming, residents will shortly receive forms for completion on the 2011 Census. These must be completed by 27th March 2011. For further details go to www.census.gov.uk

09.03.2011 Planning Matters and to discuss the planning applications received from North East Lincolnshire Council:

The following NELC decisions were heard:

DC/1091/10/WAB 75 High Street, Waltham.

Change of use in ground floor only from bank to hot food takeaway and the provision of an extraction unit.

Application approved. This was against Parish Council's recommendations.

The application for planning consent to retain two non-illuminated poster signs outside the Spar shop 3 Kirkgate Waltham has been withdrawn.

The application for an extension to dwelling house and construction of attached granny annexe with associated vehicular access 58 Cheapside Waltham has been withdrawn.

The Chairman spoke about a letter the Parish Council received on 2nd February 2011 from NELC Planning Office explaining that it intends to withdraw paper copies of the planning applications received and everything will be sent electronically from 1st April 2011. The Parish Council felt strongly that with no money set aside in next years budget to purchase the equipment needed this being imposed on the Parish Councils with such short notice was unacceptable. Ward Councillor Iain Colquhoun said that he had asked for the matter to be discussed urgently at the last Planning Committee meeting and the outcome was that this matter would be put on hold until a satisfactory outcome can be reached and the parish councils will continue to receive paper copies unless they wish to have the plans electronically.

The Parish Council considered the following planning applications:

DC/42/11/WAB **Cheapside, (Waltham Golf Club) Waltham**

Councillors P Woodliff and P Teanby declared a Personal Interest in this item as they are members of the club but are not on the committee.

Erect first floor external terrace deck to committee room with external stair flight.

Recommend approval.

DC/49/11/WAB **3 Carnoustie, Waltham**

Demolition of existing garage and utility, erection of two storey extension to side, bay window to front and single storey extension to the rear.

The Parish Council recommends approval on this application but would like the following condition to be considered:

The window to the utility room on the South East elevation should be fitted with frosted glass to protect the privacy on the ground floor currently enjoyed by the neighbouring property.

Recommend approval with conditions.

DC/984/11/WAB **93 High Street, Waltham**

Erection of 1 dwelling, amendments to dwelling type 4 of previously approved DC/76/10/WAB.

Recommend approval.

DC/84/11/WAB **Ings Lane (the Old Tanyard), Waltham**

The Chairman Cllr M Archer and Cllr Surtees having declared a Personal & Prejudicial Interest in this application left the room.

Vice Chairman Cllr P Woodliff in the Chair.

Erection of a detached replacement dwelling.

Recommend approval.

Cllr M Archer and P Surtees returned to the room. Cllr M Archer in the Chair.

DC/575/11/WAB **Cheapside (The Airfield), Waltham**

Change of use of land from disused airfield to storage of clean inert demolition material for a temporary period of 9 months.

The Parish Council recommends refusal on this application on the grounds that:

1. The applicants have given no consideration to the environmental impact this will have on the surrounding area and put no control measures in place to protect the surrounding residential properties, local businesses or wildlife from dust and noise pollution. The nature of the proposed inert materials to be stored is significantly different from other materials that have been previously stored on this site, now being crushed brick and concrete. The presumption is that the noise of the movement of this material into lorries will be significantly greater and the dust considerably more so.
2. No indication has been given by the applicant to the hours of operation of the works.

Recommend refusal.

DC/1164/10/WAB **High Street (Kings Head), Waltham**

Erect entrance porch extension to front.

Recommend approval.

DC/144/11/WAB **8 Station Road, Waltham**

Conversion of integral garage into sitting room and erect new attached garage.

The Parish Council recommends approval on this application but would like the following condition to be considered:

1. That the development will have no impact on the existing well established hedge adjacent to Station Road.

Recommend approval with conditions.

Cllr Woodliff wished to discuss the resident's comments on the presentation given by Carr & Carr. Cllr Woodliff felt that it is good that developers can bring in ideas to the Parish Council prior to submitting an application but felt that the report in the Telegraph had been taken out of context and somewhat misrepresented.

The Chairman said that the land had been on the development plan for many years and if it were to be developed upon it would benefit from an appropriate development. As no application has come before us all the parish council can do is make informal comments or observations. The Chairman said that he made no comment on the wow factor and this was misrepresented. Cllr Teanby felt it was good that developers come forward with their ideas. Cllr Clayton said that the residents have a concern that this plot will be over developed and that the neighbours have not been consulted. The Chairman said that no comments as a body were made; no decision was taken at the meeting that supported or opposed a principle. The Council only had a view of an idea. The Council discussed the report in the newspaper.

RESOLVED: It was agreed to write the Grimsby Evening Telegraph to point out that no decision was taken on the informal presentation given by the developers as no official application was brought before the Council and that the comments attributed to the Chairman on the wow factor were incorrect.

10.03.2011 To receive any update on the Extended Schools Facility from NELC:

A letter has been received from Barbara Hughes explaining that no decision has been made to date on the future of the Extended Schools building in Waltham. It is anticipated that this will be discussed further at a stakeholder meeting by the end of the current financial year.

RESOLVED: It was agreed to enquire if we are considered a stakeholder in this building.

11.03.2011 To consider a review of the Standing Orders, Financial Regulations, Waltham Parish Council Policy and Model Publication Scheme prior to the May elections.

The Clerk has recently been on Election Training with Jenny Fenton of NELC. Election packs will be made available to all Councillors from the Parish Office. Any extra packs required must be requested from the Electoral Officer at NELC. In our Standing Orders it states that a review of the orders must be undertaken prior to an election.

RESOLVED: The Clerk is to issue copies of the above documents to all Councillors requesting one and these are to be reviewed. This review will be an agenda item at the next meeting.

12.03.2011 To receive requests from the Church:

Councillor P Woodliff and P Teanby declared a Personal Interest in this item.

(a) Permission to use the village green for the Church Summer Fayre.

RESOLVED: It was agreed that the Church could use the village green for its Summer Fayre.

(b) To discuss the possibility of a temporary answer phone being installed in the Parish Office for non-emergency church enquiries.

There were some questions which were raised about this item which the Council felt needed answering before approval was given these being: How long would this facility be needed for? Would it be just an answer phone or would you wish the Clerk to answer the phone when she is on duty? How would be messages be retrieved would someone need access to the Parish Office or would they be retrieved remotely? Would the church be paying for the installation and any ongoing maintenance costs and bills?

RESOLVED: it was agreed to ask the aforementioned questions before any decision was taken. The Clerk is to receive answers and add as an agenda item at the next meeting.

- (c) To receive an offer of a donation towards the refurbishment of the War Memorial area from the Church music event.

RESOLVED: It was agreed to write back and accept the kind offer of donations towards the refurbishment of the War Memorial area.

The Clerk enquired if the church was holding an event for Canon Shelton leaving. Cllr Teanby said that there would be a small event in the Church Hall on Easter Sunday from 3pm to 5pm.

The Chairman suggested an agenda item for the next meeting to consider purchasing a small memento for his long service to the village.

RESOLVED: It was agreed to place on the next agenda consideration for a memento for the Rector's farewell.

13.3.2011 Youth Report:

- (a) To receive an update on the play equipment at Mount Pleasant.

An official opening of the play equipment at Mount Pleasant was held on Friday 18th February. This event was well attended by the Mayoress and senior representatives from NELC as well as Leader, Humberside Police and the press.

The Chairman expressed regret that the youths have already set two fires at the play equipment. The Chairman had been called by the police to attend and had to use his personal extinguisher to put out the fire. The local fire service was also called but was given the wrong address from control. When they arrived they checked that the fire had been put out correctly. The culprits were found and dealt with by the police. The Council felt it was sad that they have put in a lot of effort to provide the youngsters with a fantastic park only to have two fires set in it within a week of it being opened.

Cllr Woodliff said that the Chairman's personal fire extinguisher should be recharged and thanked him for attending. If he had not attended some of the equipment may have been damaged beyond repair.

RESOLVED: It was agreed that the Chairman should bring his extinguisher into the Parish Office and the clerk arrange for it to be recharged.

The Chairman has been approached by 3 youths asking for a skate park. It was felt that the youth committee could investigate this further once the car park at Mount Pleasant has received some attention as it is in a very poor state.

14.3.2011 Pavements/Street Lighting/Highways:

- (a) To Consider NELC's proposal of a Borough-wide designated public place order, to restrict consumption of alcohol in North East Lincolnshire.

The Council had shown no objections against this proposal but were concerned at the lack of time given for this consultation. Cllr Bean said that this is becoming more frequent and suggested a list be compiled such as this one and the electronic planning notification.

RESOLVED: It was agreed that this item be tabled for discussion at the next Town and Planning meeting.

- (b) To receive a complaint from a resident on parking in the village.

The Clerk had received an email from Mr Parker of Manor Drive complaining about the parking around the Manor Drive and High Street areas during school times. The Clerk

had brought this complaint to the attention of NELC enforcement officer Matthew Chaplin, as he believes he is able to write to the offenders warning them of prosecution if they persist. Ward Councillor Colquhoun said that traffic management were present in the village for 3 days last week and now include Waltham on frequent patrol as an area of concern. The Chairman said that we are still awaiting confirmation of a Traffic Regulation Order which will give full authority to ticket offenders and in the meantime interim measures have been put into place and they are looking at other options which could include making all grass verges no parking in the borough and only approving certain ones but we await for further details of this. Cllr Teanby explained that the issues would have not been so prominent if traffic management came to the village last week as the children were on school holidays therefore they would not have seen the parking at its worst when people are parked over the zig zag lines in front of the school entrance.

Cllr Davies explained about the no parking on verges sign that has been ripped down outside her house. The Chairman said that this will be replaced but currently is only an advisory sign until the Traffic Regulation Order is produced.

Councillor Surtees wished to report potholes outside No 7 Brigsley Road and 41 Grove Lane.

15.03.2011 To receive a report from the following Sub Committees:

(a) Allotments.

RESOLVED: It was agreed to take this item in committee at the end of the meeting.

(b) Parks & Open Spaces.

- (i) To consider membership of the Humber & Wolds Rural Community Council, who produce the Humberella newsletter, at a cost of £25 per annum.

RESOLVED: It was agreed to pay for the membership of the Humber & Wolds Rural Community Council for the year 2011 at £25.00

- (ii) To receive quotations for the Parks & Open Spaces specification. To consider and award the contract.

Councillor Dewires having declared a Personal and Prejudicial Interest left the room whilst this was discussed. He did however state that if only one quotation has been received would the Council please consider sending out for re-tendering.

The Chairman opened the three quotations received.

Green Grass contracting quoted £219.25 plus VAT and stated that this price was per cut. The specification states up to a maximum of 22 cuts that equated to £5788.00 including VAT.

NELC quoted £3591.45 plus VAT and gave the option of a 3 year period at the same cost but the price would increase by the inflation rate only.

Mark Dewires quoted £18 860.00

RESOLVED: It was agreed to accept NELC quotation of £3591.45 plus VAT and to consider next year including a 3 year option for quoting to all tenderers.

Cllr Dewires returned to the room.

The Clerk had received a notification through NELC that Mrs Kerr of Ings Lane has problems with some branches from trees in Grove Park coming over her fence and crushing the foliage in her garden.

RESOLVED: It was agreed that the Clerk and Councillor Surtees will take a look at the branches and inform Mrs Kerr that she could cut the offending branches off and put them over the fence or if the works required are too much then the Parish Council will ask for quotations from contractors for the work to be completed.

Cllr Dewires was asked to attend and give advice on which branches would need cutting.

(c) Public Rights of Way.

The Chairman having declared a Personal Interest in this matter and vacated the chair. Vice Chairman Cllr P Woodliff in the Chair.

- (i) To receive an update from the Public Rights of Way officers on the gate installed on the bridleway at Cheapside.

Ward Councillor Colquhoun attended the portfolio holders meeting on 22nd February and looked at the gate. It was thought to be unsuitable for horse riders. The highways department are to talk to the horse riders, garden centre owner and Parish Council for a satisfactory solution.

It was agreed to suspend the meeting to allow Mr Rutherford the garden centre owner to speak. Mr Rutherford said he was not on site when the meeting took place and that no one has been in touch yet to discuss the situation, he felt that this needs looking at urgently because of the nesting season coming upon us.

The council reconvened the meeting

Ward Councillor Colquhoun said that he would approach Mr Greaves at his earliest opportunity to push this matter forward. Cllr Teanby suggested that there should be warning signs that horses may be present on the approach to this bridleway.

RESOLVED: It was agreed that the Clerk is to write to NELC Public Rights of Way officers to express concern over the speed this matter should take due to the fast approaching nesting season and ask that consideration is also given for warning signs that horses may be present at both approaches to this bridleway.

Councillor M Archer returned to the Chair.

(d) Bowling Green.

- (i) To receive an update following meetings held regarding the building at Neville Turner Way.

The Chairman said that following discussions with the principal asset surveyor for NELC it was clear from the discussions that there would be annual costs involved in taking over this building. NELC would like a business plan from the Parish Council outlining what its full intentions are with the building and what investment and improvements it would intend to make. These discussions were reported back to the Bowling Club and an indication given by the sub committee was that they wouldn't be able to support the parish council financially with this commitment. The question was tabled if the Parish Council still wished to proceed with the taking over of this building. Cllr Barrett asked what if we refused, the chairman replied then the club would consider again the option of looking at a wooden building that would have minimal running costs. The Chairman said that following these investigations NELC have said that they will be revisiting the lease on the bowling green land.

RESOLVED: It was agreed that the full financial disclosure of costs for running this building is required before any decision is made on taking this building over. The Clerk is to ask again for the running costs that NELC currently pay for this building.

- (ii) To receive a quotation for the replacement of a broken sprinkler on the bowling green.

RESOLVED: It was agreed that the quotation for the replacement sprinkler is accepted. The Clerk is to inform the Bowling Club to proceed with the works required.

(e) CCTV

RESOLVED: It was agreed to take this item in committee at the end of the meeting.

16.03.2011 To receive a report from Councillors on outside meetings attended:

- (a) Cllr Frisby attended the ERNLLCA meeting on 10th February 2011, report attached.

Cllr Frisby attended the ERNLLCA meeting on 10th February and a copy of his report was issued to all councillors.

The Chairman attended the Area Action Group on Tuesday 8th February where some discussion took place over a suggestion of making a borough wide ban on parking on grass verges. We wait for further information on this.

17.03.2011 To hear from the Burial Board Committee.

- (a) To consider a rates review for the Cemetery.

RESOLVED: The rates for the cemetery for the year 2011 were agreed and consideration has been given to Parishioners because they have helped to fund the cemetery through the precept see appendix A for prices agreed.

It was agreed that the remainder of the Burial Board discussions are taken in committee due to their sensitive nature.

18.03.2011 To discuss the Parish Office:

The painting of the Parish Office has been completed. The toilets will be done when the weather gets warmer as the paint on the floor needs to dry properly. The Chairman said that he feels that the Parish Office, Cemetery and Public Toilets should be signed to identify their locations. Ward Councillor suggested contacting Dave Poucher of NELC.

RESOLVED: It was agreed to approach NELC and ask for signage showing the location of the cemetery, public toilets and parish office be placed in the village. It was also agreed to purchase a sign that shows the disabled toilet as a RADAR key operated toilet.

19.03.2011 Personnel Items:

No items to discuss

20.03.2011 Accounts for approval:

- (a) To receive a list of Accounts payable up to 1st March 2011 and approve their payment.

Cheques for payment:			£ . p
3078	BT Internet Services	Internet Feb – April	71.96
3079	HAGS Play Limited	Play Equipment	94,000.03
3080	Glasdon Manufacturing	Seats x 2	510.93
3081	BSB Services	Railing & Gate	2,388.00
3082	Mrs L Leach	Salary – Feb	672.04
3083	Mrs P Allenby	Salary – Feb	146.18
3084	HM Revenue & Customs	Tax & NI – Feb	111.62
3085	Anglian Water	Toilets/Office Nov-Feb	80.33
3086	Anglian Water	Cemetery Nov-Feb	15.80
3087	Mh-p	Website Hosting/Renewal	91.18
3088	Mrs L Leach	CA Baker – Waterstones	56.69
3089	Mrs L Leach	Petty Cash	50.00
3090	Mr D Griffin	Office Painted	320.00

RESOLVED: Accounts approved for payment.

The Council went into committee to discuss the remainder of 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 10.34pm.

Appendix A

Waltham Parish Council

Cemetery Fees as at 1st April 2011

	Parishioners	Non-Parishioners
Burial Plot	<i>£168.00</i>	£750.00
Ashes Plot	<i>£80.00</i>	£400.00
Interment – Burial	<i>£90.00</i>	£500.00
Interment – Ashes	<i>£65.00</i>	£300.00
Memorial Application	<i>£35.00</i>	£50.00
Additional Inscription	<i>£20.00</i>	£30.00
Reservation Plaque Fee	<i>£50.00</i>	£100.00