

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

Present: Councillors M Archer, Barrett, Bean, Clayton, Davies, Dewires, Penney, Shaw, Surtees, R Taylor, Teanby and Woodliff, 2 Residents, Waltham Fire Station Officer David Scott, PCSO Emily Broughton 1 member of the press and the Parish Clerk.

01.11.2011 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 11 b (ii) as he has submitted a tender for consideration. Cllrs M Archer and P Surtees declared a Personal and Prejudicial Interest in item 10 c (i) To receive an update on Public Footpath 72 and Cllr M Archer further declared a Personal and Prejudicial Interest in items 11 b (ii) Tenders for the works required on the path and exit in Grove Park and 14 (a) Tender for the supply and installation of fencing the land at Station Road.

02.11.2011 Open Forum – To enable any resident to raise any items with the Parish Council:

Two young residents Mr Liam Tarttelin and Mr Jacob Merriman addressed the Parish Council and said they would like to bring forward a campaign to bring a skate park into Waltham. They are willing to put themselves forward to coordinate the project and fundraise. They have many friends and contacts on facebook who support this idea and would like to ask the Parish Council for their thoughts on this. Mr Tarttelin explained that they do not want to cause annoyance to householders in Ings Lane where they currently skate and feel that they may be stereotyped with the youths who have caused damage at the new playground. He said that skating, BMX and boarding could all be incorporated in one area and he felt that Mount Pleasant would be ideal for this, it would also take all those bikers, skaters and boarders off the local streets. The Chairman explained that this would be a big project and would need significant funding even if only the basic equipment was installed. The Chairman wondered if the current BMX mud ramps could be adapted in a way to suit all users. He said if Mr Tarttelin and Mr Merriman could look at setting up a group or association they would be able to apply for certain funding which the Parish Council are not able to do. This project would have to be applied for and the usual consultations would have to take place once the funds for the project were saved. This may take several years to achieve and the Chairman wanted to make the residents aware of this. Mr Tarttelin and Mr Merriman said they would look into setting up a committee.

The Chairman thanked them for coming to the meeting and putting their ideas forward.

03.11.2011 Apologies:

Apologies were received from Cllr A Archer and Cllr N Evans; Cllr B Taylor has said he would attend late. Ward Councillor P Jackson gave his apologies and Ward Councillor I Colquhoun will attend the meeting late.

04.11.2011 To approve the Minutes of the Meeting held on 4th October 2011:

The minutes of 4th October were considered, approved and signed as a true record.

05.11.2011 Fire Brigade Liaison:

The Chairman welcomed Fire Officer David Scott to the meeting.

Fire Officer Scott said that there have been 12 calls for service in October, 9 into Waltham, 2 into Lincolnshire and 1 into Grimsby. The refurbishments are almost complete, the new doors have been fitted and there just remain a few snagging jobs. Fire officer Scott confirmed that the crew would be able to help with the marquee for the Carols on the Green concert on 17th December.

There are a number of fire officers who are retiring and the fire service may be looking to take on further staff to fill these positions.

The Chairman thanked Fire Officer Scott for attending the meeting.

06.11.2011 Police Liaison:

The Chairman welcomed PCSO Emily Broughton to the meeting. In October there have been 2 house burglaries, 2 vehicle thefts and 2 thefts. At Halloween weekend there were several incidents reported. The police report has not been issued prior to this meeting. Humberside Police Authority has launched their annual survey to discover whether the policing priorities set last year are still at the top of the list for local people. To take part visit their website at www.humberside-pa-org.uk or call 01482 220789 to request a paper copy.

The Chairman thanked PCSO Broughton for attending, she and Fire Officer Scott left the meeting.

07.11.2011 To hear any matters arising from the previous meeting, which are not covered on the agenda items below.

The Clerk enquired with NELC regarding the waste collection for the hairdressers at the top of the High Street. She stated she had explained to NELC that these properties have no room for wheelie bins. NELC have said that a business should organise commercial waste collection. NELC said that they will look into the matter.

The Clerk can confirm that she has spoken to NELC and they have budgeted the cost of the village Christmas tree. We will order it from the usual supplier at £220 plus vat and delivery. The Clerk has looked into the 3ft solar trees from Plantscape. These are not suitable for the existing brackets on the shop fronts and are very expensive. The Councillors discussed this matter. The Chairman thought that solar lights from Maplin's were more reasonably priced and these could be put on the trees prior to installing them.

RESOLVED: The Clerk is to enquire with Maplin's the cost of Solar Lights for the 3ft Christmas Trees, she is then to contact the local businesses with brackets and inform them of the price of the tree and light package. The Clerk is to also enquire with Mr Chris Carr if he is able to install the trees once again this year.

The Clerk has received a telephone message from All Saints Church confirming receipt of our letter regarding the trees obscuring the village clock. This matter is to be discussed at their next meeting in November and we will receive a response following the meeting.

08.11.2011 Clerk's Report – To receive a report on the Clerk's actions since the meeting of 4th October 2011.

The Website attracted 181 visitors in October, 128 new and 53 returning.

Older People's Health & Well-being Programme has published a card with advice for extreme weather conditions. This card is published by a partnership of Voluntary and Public sector organisations who are working together in North East Lincolnshire to avoid unnecessary hardship for elderly and vulnerable people this winter should extreme bad weather descend upon us again. If you are a local resident who would be

willing to become a volunteer and deliver essential supplies in an emergency, to clear snow to give access to the homes of people needing support or if you have a four wheel drive vehicle that could help to deliver to isolated properties but volunteers would not be expected to enter properties to make DIY repairs etc. Please get in touch with Penny or Tayo on 01472 315437 for further information. Volunteers and Coordinators for this village are urgently needed.

The Grimsby Evening Telegraph have been in touch and have asked if the Parish Council would like to be involved in a new weekly article on the burning issues within our Parish. If the Parish Council would like to take part an article on what is happening in Waltham of around 300 to 350 words is required by December 1st. The Council discussed this matter

RESOLVED: It was agreed to send some articles into the Grimsby Telegraph for the inclusion in the Viewpoint page.

Solar Panels: many have started appearing on homes in the borough often to benefit from the Government's Feed-In-Tariff scheme. Although planning permission is mentioned in the literature provided by many installers, there is nothing said about Building Regulations. NELC strongly advises anyone considering solar panels to contact both the Planning Office and the Building Regulations office to ensure that you are not overloading your roof structure.

The ERNLLCA course on Finance, which the Clerk was to attend on Monday 24th October, was cancelled due to lack of numbers. The fee paid is to be reimbursed.

Waltham Parish Council has received notification that it is to receive compensation for the damage caused to the public toilets. The person who committed this offence was captured leaving on CCTV and was later questioned by the police. The Court has ordered the offender to pay compensation for the damage caused.

All Saints Church are holding a Victorian Christmas Fayre on Saturday 3rd December 2pm to 4pm, and a Brass Band Concert on Saturday 17th December, tickets are available from Cottingham's on the High Street at £6.

Due to Government spending cuts Waltham Library will no longer be open until 7pm in an evening. From Monday 31st October it will now close at 5.30pm. NELC apologise to their customers but in doing so have been able to save our libraries for the community.

NELC have announced that they intend to charge £25 for brown bin waste collection. The Clerk has received letters of objection from local residents on this charge. The Council discussed this matter at some length. It was felt that this is a form of double rating and that it will be the rural areas, which suffer more, as some of the town areas do not have the brown bins. The possibility of fly tipping would once again be an issue and with many people choosing not to pay the fee, having a large wagon, driver and operators come out for only a few bins would not be cost effective.

RESOLVED: The Clerk is to write to NELC to urge them to reconsider the charge and explain that the village is very pro-active in recycling and would hate to see extensive fly tipping add to the expense of the local authority.

There is free Events Management training being offered in early 2012 from LEADER. This training would help give advice on licensing, health and safety, customer service, marketing and will fund the purchase of events equipment that will be available for groups to hire to make their event a success. Cllr Teanby asked if the clerk could get further information on this as it could be useful for the Queen's Jubilee Celebrations.

ERNLLCA are holding a free planning seminar at Immingham Civic Centre on Saturday 21st January 2012. This will be an all day event with lunch provided. It will

cover Local Plans, how to respond to a planning application and the Community Right to Build. The Clerk said that she and Cllr Bean have been on a planning course run by NELC and it was very informative. Anyone wishing to put their names forward please contact the Clerk. Places are limited to two per parish.

Waltham Library is to display pictures and information on Waltham's Local Heroes who fell during the wars. This display will be open on Friday 11th November from 11.15am.

From November the Garden Waste Collection will be carried out monthly. A sticker will be placed on the bin showing the date for collection.

09.11.2011 Planning Matters and to discuss the planning applications received from North East Lincolnshire Council:

The appeal has been dismissed for the development of the land at the R/O 31 Brigsley Road, Waltham.

The appeal has been dismissed for the illuminated signage at the Kings Head, High Street, Waltham.

The Chairman read from an email received regarding concerns over disturbances from the residents of 5 New Road, Waltham. There have been reports that this property is no longer a domestic property but is now a care home with multiple occupants. The Chairman said that if it is a care home it should be registered with the Care Quality Commission. This raised much concern from the Councillors that a care establishment can take over a domestic property without any consultation.

RESOLVED: It was agreed that the Clerk is to write to Mr Matthew Chaplin of NELC and the Care Quality Commission with concerns over 5 New Road, Waltham and its use as a multi occupancy care home.

The Parish Council considered the following planning applications:

Cllr M Archer and Cllr P Surtees declared a Personal Interest in this application and took no part in the discussion or vote.

Vice Chairman Cllr P Woodliff in the Chair.

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.

Recommend approval.

Cllr M Archer returned to the Chair.

10.11.2011 Pavements/Street Lighting/Highways:

The Clerk said that she has received the application forms for the Pedal Park scheme. She is awaiting confirmation from NELC that planning permission is not required. She asked that the exact location is confirmed in order for her to take photos of the position to put with the application. It was confirmed that the bike racks are to be placed on the village green outside the meeting room door near to the pavement on the High Street.

The Chairman discussed a meeting that he and the Clerk had with Steve Whittles and Steve Redfearn of NELC. This meeting was to discuss winter planning and what were the major areas of concern during last year's heavy snow and a forward plan can help relieve the issues should this severe weather happen again this year. NELC offered to place some large amounts of salt and grit at secure locations in the village. They will still

fill the salt bins as normal. It was suggested that further salt bins are placed at Westfield Road, Salisbury Avenue, Woodhall Drive and Chestnut Road areas NELC have a supplier for these and the cost is approximately £80 each. NELC also said that they would ask Neighbourhood Services to provide additional support in extreme conditions to prioritise clearing a route to the Leas School, Norsefield Avenue and Fairway to Grimsby Road. NELC are to contact Shoreline to discuss snow clearing at The Limes Group Dwelling and other sheltered housing. Investigations are still ongoing regarding the liability issues relating to volunteers using their own plant and equipment. NELC will provide the Parish Council with hi-visibility waistcoats, snow shovels and gloves for the emergency team.

RESOLVED: The Parish Council agreed to fund 3 salt bins at approximately £80 each to be sited at Salisbury Avenue, Chestnut Road and Mill View. The others will be paid for by NELC.

The potholes in Kirkgate Car Park have been filled. Cllr Teanby asked if there were any plans to resurface Bradley Road near to the bypass as he felt this area was very poor. The Clerk said she has not seen it for repair on the list sent from NELC.

RESOLVED: The Clerk was asked to enquire with Bradley PC if this area is to be repaired.

The Chairman said that he has asked Miguel Cooksey of NELC to increase the upper limit of the speed indicator on Brigsley Road. The indicator is currently set to a maximum of 40mph and if a vehicle exceeds this speed it does not show any speed. He has witnessed several vehicles not registering on this indicator. Cllr R Taylor asked if it would still record that vehicle speeding. The Chairman confirmed that the speed indicators record a lot of valuable information including the number of vehicles speeding within an hour etc. The Council discussed if this information could be made known to the Parish Council.

RESOLVED: The Clerk is to ask Miguel Cooksey of NELC if the Parish Council can receive a copy of the information recorded on the speed indicator signs.

There have been several reports of dog fouling on Brigsley Road. In particular one male who is frequently seen jogging with his dog has been seen leaving his dog's mess on the pavement.

RESOLVED: The information received regarding the male jogger and his dog is to be passed onto the Community Pride team for investigation.

11.11.2011 To receive any reports from the following Sub Committees:

(a) Allotments.

- (i) To discuss planning permission for temporary signs on fencing outside allotments due to expire January 2012.

The Clerk has investigated this matter and Phil Wallis Planning Office Manager has confirmed that there is no need to renew the permission, as it was not granted for a limited period.

- (ii) Allotment number 6 to re-let.

The Clerk said that allotment number 6 has become available to re-let. This plot is at the top near to the main gate on Ings Lane. The Clerk asked if the next person on the list refuses to take the plot offered to them what procedure should she follow.

RESOLVED: The Council agreed that if a person on the allotment waiting list refuses to take the plot offered to them they can remain on the list but will be put back to the bottom.

Cllr Woodliff said that several members of the public believe the main entrance on Ings Lane is a public footpath and he explained there is no signage on the gate to say that it is not. There have also been issues of members of the public walking dogs, not on a lead, through the allotments.

RESOLVED: The Clerk was to ask the Public Rights of Way officers to place some new yellow markers on the public right of way signs at the allotments near Home Paddock and the path that runs from the High Street. The Clerk is to order a sign for the main gate on Ings Lane that says No Public Right Of Way. The Council agreed a new rule to be in place for next year is that dogs must be kept on a lead at all times.

(b) Parks & Open Spaces.

- (i) To receive any revised tenders for the cleaning of the War Memorial.

The Clerk sent out 4 letters to Jet Tech, Memorial Memories, Leakes Masonry and HJ Hutson inviting them to tender for cleaning the War Memorial in a method suggested by the War Memorial Trust.

No companies sent in a tender, however two letters were received. Memorial Memories said that they do not wish to provide pricing for the cleaning method as stated as they feel that this will have little or no difference to the appearance of the monument should it be cleaned in this fashion but are willing to clean a small area of the stone prior to any further works being undertaken. Jet Tech provided some images of the baking soda method used on Portland Stone the same material as our Memorial. This company also offered to carry out a test patch on an inconspicuous area to put our concerns at ease. The Council discussed all the options. They came to the conclusion that this should not be rushed and that the works will not take place prior to Remembrance Sunday.

RESOLVED: We are to invite Jet Tech to carry out a test patch of their cleaning method on an inconspicuous area on the Memorial. It was felt that as baking soda is an environmentally friendly product this would be the better option available to us rather than using chemicals.

- (ii) To receive any tenders for the works required for the paving and exit from the bridge in Grove Park.

Cllr M Archer and M Dewires declared a Personal and Prejudicial Interest in this item and left the room. Vice Chairman Cllr P Woodliff in the Chair.

The Clerk confirmed that she sent out to 4 companies to tender for the works in Grove Park. Carr & Carr, NELC, Mark Dewires and Sean McCann Civils. Two have been returned and an email from Carr & Carr explaining that they are unable to quote as they do not hold a Street Works Licence. The Clerk said that she investigated this area prior to sending out tenders and has written confirmation from NELC that the area at the exit to the bridge does not belong to NELC and therefore no Street Works Licence is required. The Clerk did explain this to Mr Chris Carr prior to the deadline for tenders. The Chairman opened the sealed tenders. M Dewires quotation as per the specification is £1200.00 zero vat. Sean McCann Civils quotation as per the specification is £495.00 plus vat.

RESOLVED: It was agreed to accept the quotation from Sean McCann Civils. Cllr P Surtees took no part in the vote.

Cllr M Archer and M Dewires returned to the room. Cllr M Archer in the Chair. Ward Councillor Iain Colquhoun entered the meeting.

- (iii) To receive any tenders on providing an Arboricultural Survey on the mature trees in Grove Park.

The Clerk confirmed that she sent out to 4 companies to tender for the works in providing an Arboricultural Survey on the mature trees in Grove Park. NELC, Lindsey Tree Services Ltd, Mark Hudson and Michael J Sumner. Lindsey Tree Service has sent in a letter, which says that after a visit to the park there are 21 mature trees involved and it is apparent why the Council is now seeking professional input.

However a number of the younger trees dating from the 1980's are now developing flaws, which the council should be aware of as responsible landowners. They therefore feel unable to tender for our contract in its current form. The Chairman explained that the Parish Council is aware that there are younger trees in the park which may need looking at but as per a recommendation following a site meeting with senior tree officers with NELC it was concluded that the trees with Tree Preservation Orders should be the immediate priority.

The Chairman opened the sealed tender received. NELC quotation as per the specification was for £710.00 plus vat.

RESOLVED: The Council agreed to accept the quotation of £710 from NELC for the Arboricultural Survey. This cost will be included into next year's budget for works to be completed by the end of April 2012.

(c) Public Rights of Way.

- (i) To receive an update on Public Footpath 72.

Cllr M Archer and P Surtees having declared a Personal and Prejudicial Interest left the room. Vice Chairman Cllr P Woodliff in the Chair.

The Clerk said that she has received notification that an informal discussion with the relevant landowners is taking place, as there is a section of the proposed diversion, which may need further discussion due to it being on the wrong side of the fence. The Clerk showed the Parish Council a map showing the area in question. Once the informal discussions have taken place formal consultation will follow and we will be contacted.

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

(d) Bowling Green.

- (i) To discuss roofing materials for the Pavilion.

The Chairman said that the bowling club have been finding it difficult to find a contractor to install a tin roof on the pavilion as per our planning specification. They have been in contact with many roofers in the area and the only chance of having a tin roof would be to buy the materials directly from the manufacturers and have a local installer fit, but this would not happen until after the Christmas break due to the supply and work load of the fitting staff. The bowling club have come up with an alternative material, which is a high performance torch on bituminous membrane with a Tecna torch mineral outer layer on top. This material has achieved an EXT.F.AB Fire rating as per certificate 07/4409. The Council had some concerns over this change of material as they felt it was not as secure or fireproof as the tin option that was on the planning application. The Council asked about the changes to the application. The Clerk said that she has contacted the Planning Office and Building Regulations department and they will accept the change providing we inform them in writing. The Clerk has also contacted the companies who have quoted for the insurance. The Chairman said that the company who supply and install this type of roof will insure it is weatherproof for 12 years inclusive of materials and installation and it can be installed within a month. The company who supply the materials for a tin roof would only guarantee the materials. They would not guarantee a company to fit it. There was much discussion on this. There followed a vote. 5 members voted in favour of a tin roof, 6 members voted in favour of the felt roof.

RESOLVED: It was agreed that the bowling pavilion could have a felt roof and this is to be installed by Wilkins Roofing Contractor. The parish council are to write to the bowling club explaining that due to the change of materials, as requested by the bowling club, should the roof be fire damaged or a break-in

occur through the roof of the pavilion the Parish Council will not be responsible for any repairs arising from it. It was agreed that the terracotta colour be used.

(ii) To discuss quotations received on Insurance for the Pavilion.

The Clerk has contacted 3 companies regarding the insurance for the pavilion. The quotations are £977.12 from our current insurer AON, £795 from Came & Company and £265 from Norris & Fisher. The Clerk has explained to the Insurance Companies that there may be a change to the roof specification in as much as the Parish Council may change to a mineral felt roof.

RESOLVED: It was agreed to accept the quotation from Norris & Fisher for £265. This is to commence as soon as possible.

(e) **CCTV.**

(i) To discuss a standalone CCTV camera for remote sites.

The Clerk has sourced some prices for a stand-alone CCTV camera to cover the bowling pavilion and green. Maplin have a 500GB hard drive with 2 cameras and all the associated wiring for £199. This could be an option once electricity is installed at the pavilion. Further to that Europarc Guarding have emailed to say that they are developing their own standalone/mobile camera and would like to show this to the Parish Council.

RESOLVED: The council is to look into the details of the Europarc camera and bring the information back to the next meeting.

(ii) To discuss details on CCTV link with NELC.

The Clerk has received notification via our Ward Councillor that NELC are to commence work on linking our CCTV to NELC's system during November. The Council were disappointed that NELC have not been in touch directly. We await contact from NELC on their formal proposals.

12.11.2011 Remembrance Sunday Parade:

All is in place for the Remembrance Sunday Parade and we hope the event will once again be well supported by the local community.

13.11.2011 Youth Report:

(a) To receive a further letter from Waltham Football Club.

Mr Farrell of Waltham FC has written to the Parish Council to thank us for the kind donation of £200 towards the training costs and winter training kits. He goes on to ask if the Parish Council would be supportive of the team training and holding games at Mount Pleasant instead of the school grounds. They currently play their games at Scartho as they do not have a home ground and this is very costly to the club.

The Chairman said that the old cricket pavilion could be a solution to the club's problems if, as Mr Farrell says he has tradesmen willing to give up their time to help restore the building with only the cost of materials needing to be sought. The club could then have the pitches near to it and have changing and toilet facilities as well.

RESOLVED: The Parish Council is to pursue the use of the old cricket pavilion with NELC and bring back to the Parish Council any substantial negotiations.

The Chairman said that following the talk in the open forum he feels that the existing BMX track is looking a little tired and we could possibly look to improving this area to provide a facility that would accommodate all sports. It was discussed that New Waltham have a new biking/skating facility that they have just opened.

RESOLVED: The Council agreed that the Clerk is to write to New Waltham Parish Council and ask if Waltham Parish Council could arrange a visit to view and discuss the skating facility that they have recently installed.

With the time being 10pm the Parish Council agreed to suspend Standing Orders to allow the remainder of the items to be heard.

14.11.2011 To receive an update on land purchase at Station Road:

- (a) To receive any tenders for the supply and installation of fencing off the area between our land and the neighbouring land.

The Chairman Cllr M Archer declared a Personal and Prejudicial Interest in this matter and left the room. Vice Chairman Cllr P Woodliff in the Chair.

The Clerk confirmed that she has sent out to 4 companies to tender for the fencing at Station Road. She has been in contact with the neighbouring land owner who has confirmed that 3 rail high would be suitable for his needs. The Chairman opened the tenders received. JW Plater, 3 rail high £2974.40 and 4 rail high £3126.50. Sean McCann Civils, 3 rail high £2314.00 and 4 rail high £2398.50. Hodson & Kauss, 3 rail high £3422.25 and 4 rail high £3633.05. J Waterman Timber Services, 3 rail high £2188.00 and 4 rail high £2357.00. All prices exclude vat.

RESOLVED: The Council agreed to proceed with the 4 rail high motorway post and rail fencing from J Waterman Timber Services. They agreed to pay the difference in the 3 and 4 rail as they felt this would be better for the parish council's needs. This work is to commence as soon as possible and the adjoining landowner will be invited to attend when the site is marked out.

The Clerk has received notice that we are ready to complete on the land, as we do not need to wait for planning permission, as this is not required for the change of use.

RESOLVED: The Council agreed that the completion should proceed as soon as possible and that the funds should be transferred from the Public Works Loan Board into our account and the final invoice paid for completion. The planning application for the new entrance should proceed. The Clerk is to consult with NELC on this matter.

The Parish Council agreed to proceed with drawing up the plans for the upgrading of the entrance and hardstanding for cars inside the property. The Parish Council also agreed to obtain a price for new metal gates to replace the existing ones.

Cllr M Archer returns to the room. Cllr M Archer in the Chair.

15.11.2011 To receive an update on offer of land to be gifted at Fairway:

The Clerk has received an email from Mr Browne confirming receipt of our letter and said he and Mr McCarthy will now set the wheels in motion to make this happen.

The Chairman has marked a map showing the area of land. This was distributed to the Council. Cllr Woodliff enquired if the land had an entrance on Grimsby Road as he has been to see the land and it would appear that between the houses on Grimsby Road there is an untended wooded area, which appears to join onto this land. The Chairman said that the only entrance he was aware of was on Fairway; the legal team would have to look into the possibility of further accesses. The Chairman said there is no guarantee of access from an adjoining field and it may be the parish council will need to install some fencing or hedging to an adjoining boundary. This newly gifted land and its possible uses caused much discussion.

RESOLVED: It was agreed that the parishioners of Waltham should be asked what they would like the piece of land to be used for with ideas such as a nature walk, wooded area, community allotment section being mentioned. The public should also be asked what the area should be called. The Clerk is to create a news article for the next newsletter and advertise this on the website in order to seek the local residents' opinions.

16.11.2011 To discuss the Queen's Jubilee Celebrations following the meeting of 27th October 2011:

The Clerk read a report from the Queens Jubilee meeting held on 27th October.

Cllr Teanby said he was very disappointed at the lack of attendees at the meeting, however those who did attend provided some very good ideas to take forward.

Once idea in particular was for there to be a Beacon Concert possibly held at the windmill on the Bank Holiday Monday using local contacts to supply the music and entertainment. The Council agreed this would be a good idea to take forward. There was a discussion over the parish council printing a list of events for the month of June and Cllr Teanby talked about a group of Councillors visiting the local shops to include any special offers or events they may also wish to promote in the list of events.

RESOLVED: It was agreed to ask the Windmill Trust as a tentative enquiry if the Parish Council could hold a Beacon Concert on the windmill grounds to celebrate the Queen's Jubilee.

17.11.2011 To receive a report from Councillors on outside meetings attended:

Cllr Bean attended the Town & Parish Council meeting on 6th October 2011. A report of this meeting has been distributed. NELC are continuing to look into the matter of insurance for volunteers.

Cllr Teanby said that he has attended a meeting at the Leas School and they will be holding some events for the Queens Jubilee. The site will have a 125year lease when it becomes an Academy in 2012. It currently has 415 pupils and this is expected to rise to 420 next year.

18.11.2011 To hear from the Burial Board Committee:

Cllr Shaw said that she has made the Clerk aware that some graves have been topped up without prior knowledge of the Council. The Clerk has contacted our maintenance contractor and the grave diggers and found that the grave diggers have used some top soil from a new burial to top up what he said was some dangerous holes in the ground.

RESOLVED: The clerk is to ask the grave digger not to top up any of the existing grassed graves only to report any dangerous holes to the clerk and this work is to be carried out by our maintenance contractor. The grounds are to be reinstated as soon as possible to an acceptable manner and grassed or grass seeded.

19.11.2011 Personnel Items:

Nothing to discuss.

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 10.45pm.