



WALTHAM PARISH COUNCIL AGENDA

Dear Sir/Madam

I hereby give you notice that a Meeting of Waltham Parish Council will be held in the Waltham Library Meeting Room, High Street, Waltham, Grimsby, DN37 0LL on Tuesday 2nd December 2025 commencing at 7.00PM.

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

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press may attend the meeting. Members of the public wishing to speak during the Open Forum are asked to contact the Clerk in advance of the meeting if possible.

Tanya Kuzemczak
Clerk to the Parish Council

27th November 2025

Agenda

01:12/25 Declarations of Interest

- a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

02:12/25 Apologies for Absence

To receive any apologies sent to the Clerk from Members not able to attend the meeting.

03:12/25 Open Forum

Members of the public may make representations, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chairman of the meeting.

04:12/25 Minutes of the Previous Meeting(s)

To approve the minutes of the previous meeting(s).

05:12/25 Police Report

To receive the monthly Police Report and resolve any actions.

06:12/25 Action Plan

To receive an updated action plan and resolve any actions.

07:12/25 Planning

a) Planning Decisions:

i) To note planning decisions received from NELC.

Planning Application Reference: DM/0719/18/FUL Proposal: Retrospective application to erect single detached garage to rear of garden following extinguishment of public right of way August 2025 Location: 19 Church Lane Waltham Grimsby North East Lincolnshire

APPROVED

ii) Planning Application Reference: DM/0322/25/OUT Proposal: Outline Planning Application for up to 120 dwellings with associated landscaping and infrastructure with means of access to be considered only, with all other matters reserved. Location: Grove Farm Station Road Waltham North East Lincolnshire

REFUSED

b) Planning Applications:

To consider any comment from the Parish Council to be submitted to NELC.

i) [Planning Application Reference: DM/0884/25/FUL](#) Proposal: Variation of Condition 2 (Approved Plans) pursuant to DM/0419/21/FUL to install PV layout to roof, alterations to windows, installation of new substation with enclosure and relocation of secure pedestrian access gate with associated works Location: New Waltham Manor Wellington Avenue New Waltham North East Lincolnshire.

ii) [Planning Application Reference: DM/0944/25/FUL](#) Proposal: Variation of Condition 2 (Approved Plans) following DM/0107/25/FUL to include revised access road and relocation of parking Location: 36 The Drive Waltham North East Lincolnshire DN37 0FB

08:12/25 Finance & Governance

a) To approve payment of accounts.

b) To receive a finance/budget report.

c) To consider any additions or amendments to the draft budget presented at the November council meeting.

d) To note that the agenda for the meeting of Tuesday 6th January will be published before 24th December 2025.

e) To receive a report on options for the renewal of phone and broadband for the Parish Office and approve a supplier and terms.

- f) To receive a verbal report from Cllr Smith on the Waltham Windmill Preservation Society meeting held on 8th November 2025.

09:12/25 Highways & Public Rights of Way

- a) To receive a response from NELC regarding Footpath 66
- b) To receive a complaint about parking at the Waltham Windmill Bonfire event, and to note that the Clerk has signposted the complainant to the Waltham Windmill Trust and the NELC Parking Enforcement Team.
- c) To receive an update on Salisbury Court public right of way.
- d) To receive an email from a resident regarding various highways issues and to note that the Clerk has signposted the resident to NELC.

10:12/25 Digital Inclusion

To receive information on a NELC Digital Inclusion Project.

11:12/25 Events

- a) To receive a proposal from the Events Working Group for an Easter Treasure Hunt for 2026 and establish if there are sufficient volunteers to be able to hold the event.
- b) To consider installation of a wooden frame for banners on the hedge at Ings Lane allotments.
- c) To agree purchase of one banner for Sunday afternoon concerts – cost estimate - £55 – to be displayed on the Ings Lane allotment hedge.

12:12/25 Flagpole

To receive a risk assessment for flagpole maintenance and agree any arrangements for condition inspections in between the agreed three-yearly servicing visits.

13:12/25 Fairway Land

- a) To agree arrangements for grass cutting in 2026
- b) To receive an update from Humber Forest on free trees.

14:12/25 Grounds Maintenance

To agree any ad hoc grounds maintenance work ahead of the 2026 planting season e.g. watering, changing compost, topping up compost etc.

15:12/25 Neville Turner Way Play Area/Mount Pleasant

- a) To receive an update on the grant application for a replacement seesaw in the Under 5's Play Area.
- b) To agree any responses the NELC Consultation on Sports Provision.
- c) To receive an update on a meeting with NELC.

16:12/25 Village Green Steps Handrail

To receive any updates on a handrail for the steps to the village green

17:12/25 Community Payback Scheme

To receive further information on the Community Payback Scheme.

18:12/25 Newsletter Publication Dates

To agree the following dates for publication of the Waltham News in 2026

Edition	Deadline articles	Royal Mail delivery (week commencing)
Easter	2 nd February 26	23 rd March 26
Summer	18 th May 26	6 th July 26
Christmas	28 th September 26	16 th November 26

19:12/25 Waltham All Saints Closed Burial Ground

- a) To receive an email from Waltham All Saints PCC regarding memorial safety testing.
- b) To note the National Association of Local Councils legal topic note (2021) on the maintenance of closed churchyards.
- c) To receive advice from ERNLLCA regarding memorial testing in closed churchyards.
- d) To receive any quotations for memorial safety testing.
- e) To receive a repeat request from Waltham All Saints PCC for the Parish Council to pay for height reduction of yew trees and remedial works to drains.

20:12/25 Cemetery Committee

- a) To consider the following recommendations in respect of reservations: -
 - Close the Ings Lane Cemetery waiting list for non-residents with immediate effect.
 - Continue the Ings Lane waiting list for residents only.
 - When Station Road Cemetery is open for burials, the full Ings Lane Cemetery waiting list (residents and non-residents) to be offered a plot reservation.
 - Once the waiting list for Ings Lane Cemetery is honoured, offer plot reservations at the Ings Lane Cemetery to residents.
 - Five plots to be held back for immediate burials at Ings Lane Cemetery.
 - Charge a reservation fee of £400 for non-residents and £125 for residents (Station Road and Ings Lane Cemeteries).
- b) To agree a quotation of £1,500 for levelling a mound of spoils at the rear of Ings Lane Cemetery.
- c) To agree a quotation of £800 for tree/shrub maintenance works.

21:12/25 Listening Bench QR Code

To receive an update from the Clerk and agree action.

Resolution to exclude the Public and Press

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve legal privilege or the likely disclosure of private and confidential information.

22:12/25 Fairway Land Access

To receive any updates on access and resolve any actions.