



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 June 2026 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

28th May 2026

Agenda

01:06/26 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 that any changes to Members' interests should result in the Member supplying an amended, or new declaration of interest form to NELC via the Clerk.
- c) To note dispensations given to any member of the council in respect of the agenda items listed below.

02:06/26 Apologies for Absence

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

03:06/26 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.

04:06/26 Minutes of the Previous Meeting(s)

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

05:06/26 Parish Councillor Vacancy

To receive an update from the Clerk.

06:06/26 Action Plan

To receive an updated project action plan.

07:06/26 Planning

a) Planning Decisions:

To note planning decisions received from NELC.

i) Planning Application Reference: DM/0139/26/FUL

Proposal: Installation of new access ramp and low noise condenser unit to rear of existing funeral care facility.

Location: Waltham Funeral Directors 19 - 21 High Street Waltham North East Lincolnshire. I am writing to tell you the above application has been decided under Delegated Powers. After taking all matters into consideration, it has been decided to **approve** the application.

ii) Planning Application Reference: DM/0195/26/FULA

Proposal: Erect single storey extension to front/side to provide a link between the existing dwelling and garage with formation of a car port, alterations to front porch, alterations to first floor rear window, rooflights and various associated works

Location: 32 The Drive Waltham North East Lincolnshire DN37 0FB
I am writing to tell you the above application has been decided under Delegated Powers. After taking all matters into consideration, it has been decided to **approve** the application.

b) Planning Applications:

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

i) [Planning Application Reference: DM/0124/26/FUL](#)

Proposal: Variation of Conditions 2 (Approved Plans) to allow for revised layout of Plot 2 with supporting information relating to Conditions 3 (Materials), 4 (Drainage), 5 (Water Efficiency), 7 (Construction Traffic Management Plan), 8 (Access) and 10 (Landscaping) pursuant to DM/0944/25/FUL - AMENDED PLAN (LANDSCAPING AND HIGHWAYS) - REC 22-04-2026

Location: 36 The Drive Waltham North East Lincolnshire DN37 0FB

ii) [Planning Application Reference: DM/0368/26/FULA](#)

Proposal: Alterations to form loft conversion, installation of dormer to side and associated works.

Location: 16 Chiltern Drive Waltham North East Lincolnshire DN37 ODY

c) Planning Appeals:

Site: Land Off Mushroom Lane, Brigsley, North East Lincolnshire, DN37 0BJ

Proposal: Outline application for nine dwellings and garages with access to be considered and all other matters reserved (AMENDED PLANS AND DESCRIPTION - ALTERATIONS TO ACCESS)

Planning Inspectorate Reference: 6009363

Application Reference: DM/0749/25/OUT

Start Date: 12th May 2026

08:06/26 Finance & Governance

- a) To approve payment of accounts (the payment for the new noticeboard is subject to planning pre-approval advice having been received prior to the meeting).
- b) To note emergency expenditure agreed by the Clerk under delegated powers for removal of fallen tree on Ings Lane Allotment - £330 +VAT.
- c) To receive a thank you letter from Waltham Windmill Preservation Society for the £280.95 collected for the WWPS at the Waltham Picnic at the Mill.
- d) To note pre-planning advice obtained by the Clerk for the new noticeboard – planning not required and noticeboard has been ordered.
- e) To approve quotation of £350 for a railway sleeper bay to be installed at the Ings Lane Cemetery for collection of spoils.
- f) To approve Cllr Midgley as delegate 1 for the ERNLLCA Conference 2026 (29 Sept 2026) Cost £50
- g) To acknowledge that some Members find WhatsApp easier to use than Teams chat and to consider a draft WhatsApp Communications Policy for official WhatsApp working groups.
- h) To agree the revised Memorial Bench Policy
- i) To confirm delegates for the ERNLLCA Annual General Meeting (AGM). It will take place remotely via Zoom on the evening of Thursday 22 October 2026. The meeting will start at 7pm.

09:06/26 Annual Governance and Accountability Return (AGAR) 2025-2026

- a) To receive and note the annual internal audit report.
- b) To approve the Annual Governance Statement 2025-2026 (AGAR Section 1)
- c) To approve the Accounting Statements 2025-2026 (AGAR Section 2)
- d) To approve year end accounts 2025-2026
- e) To receive confirmation from the Responsible Financial Officer that the dates set for the period for the exercise of public rights are 4th June to 15th July 2026.

10:06/26 Highways & Public Rights of Way

- a) To note that the site meeting with NELC Highways that the Parish Council requested has been arranged for Wednesday 3rd June at 9AM, and to confirm officer/councillor attendance.
- b) To receive any response to NELC Highways regarding zig zag lines outside the new school on Sunningdale, Waltham.
- c) To receive any response from NELC to the request for a school crossing patrol.
- d) To note that NELC are replacing the speed-activated sign on Cheapside within the next month.
- e) To note that the NELC Waltham Roundabout project is currently progressing ahead of schedule and is now expected to be completed earlier than originally planned. As a result, the planned night-time road closures required for resurfacing works have been brought forward and will now take place from Wednesday 3 June 2026 to Monday 8 June 2026.
- f) To receive an email from a resident regarding Footpath 72, and to note that the resident has reported the matters to NELC.
- g) To receive a request from a group of residents of Doughty Close to work alongside the Parish Council and NELC to plant up the roundabout to deter large vehicles from mounting the roundabout and damaging the grass.

11:06/26 Cadet Building

To consider any action in relation to the reported closure of the Cadet building on Mount Pleasant Playing Field.

12:06/26 Allotments

- a) To note that NELC is making arrangements for the fitting of a new, better designed weed screen at the Ings Lane Watercourse.
- b) To consider a request from a tenant regarding levelling a plot.
- c) To receive a quotation for installation of the Station Road toilet from the approved supplier.

13:06/26 Litter Picks/Tidy Up Days

To note that the Council has received two enquiries from villagers about 2026 litter picks, and to resolve any action.

14:06/26 Events

- a) To note the report from the Events Working Group regarding the Summer Picnic.
- b) To consider a donation of £50 to Back to Brass for performing at the Summer Picnic.
- c) To receive Christmas Lights Switch-On Event proposal and costings.

15:06/26 Flagpole

To allocate flag raising duties to a councillor or councillors.

(To fly the Union Flag for the majority of the year, with flags such as the Lincolnshire Flag, and the Remembrance Flag being flown on the appropriate dates.)