



# NEW WALTHAM

PARISH COUNCIL

## Clerk/RFO Monthly Report

December 2024

Presented at Council Meeting: 4 December 2024

## **Pavilion Play Area**

- **The Pavilion play area** – The main installation has now been completed. Contractor team will be back on site Saturday 7<sup>th</sup> December, to install safety matting.
- **Play equipment Annual Inspection** – To take place once above installation complete.

## **Pavilion Hall & Events**

- **Wreath Making**

First workshop was a huge success with positive feedback received. Thanks go out to Cllr Simpson for all her hard work for this event. Second workshop is on 6<sup>th</sup> December.

- **Christmas Event**

Dave Burns Magician & Illusionist (booking cost £350) – currently sold 50 tickets at £5 each. Tea/coffee and snacks have been purchased and will be sold on the day at the event.

**Income so far of £200.**

- **Brown Bin**

After a complaint via me, that we paid many months ago and no bin had arrived. Two came along! So we have 2 new brown bins at the pavilion.

- **Blinds**

Quote and measure up scheduled for Wednesday 4<sup>th</sup> December. Requiring a like for like for 2 large windows and fire exit, all in a Navy blue/blackout blind. I will order once quote received.

## **Football Pitches**

No further with this unfortunately. Below I will attach the last correspondence with the Solicitor;

*The document you provided between the Council and the Football association is a Service Level Agreement. If a sublease is proposed and the Deed of Variation to your lease is needed, then I would estimate to review, and register this in accordance with its terms would be in the region of £750 to £1,000 plus VAT, though I expect we won't need as much time given that they have drafted a standard document.*

*If the Service Level Agreement is what will be used in the place of a lease, then you should not need the Deed of Variation. I can see that the SLA includes an annual letting fee of £1,000.*

*Formalising their occupation into a sublease will give both you and them more clarity as to rights and obligations. Indeed, if a lease it what they are expecting to take, then they may want to move to that rather than the SLA.*

*If you plan on granting them exclusive use and possession of the property then you should do this by a lease. However, if they are only going to be occupying as licensee only and will not be able to exclude you from the property, then it should be done by way of a Licence, and appropriate wording should be included in the SLA to that effect.*

In my opinion, the sublease is not needed and an SLA will form an adequate contract between the two parties. NWPC are not giving the football association exclusive rights and possession. As, we will still be in control of the area. Therefore, an SLA should be sufficient. This is for NWPC to further discuss. I have sent the above to NELC for their comments, as they are the ones that initiated the need for the Deed of Variation in the first place.

Will keep Council updated.

## **Priors Green**

Chair has been in contact with M.E.S Gardening and has a quote for maintenance of this area (plus war memorial and Enfield corner).

£250 per cut for priors green, £75 per cut for war memorial and £200 per cut for shrub beds on Enfield corner (which would be twice a year).

Also quoted by same individual for repair to priors fence/gate - £570, to include removal of old gate post, replace with new and reinstalling original gates with fittings (includes labour, removal of any rubbish).

For further discussion by Council.

## **Newsletter**

As far as I am aware all copies have now been delivered. However, we seem to have a surplus of extra books! I have suggested that perhaps these need putting into shops in piles (post office/spar/coop etc).

Thanks go out to all Cllrs who delivered, an amazing effort once again and I know well received by residents.

## Financial Information:

### Bank Balances (as of 3 December 2024)

Main Account:	£28,771.75
Pavilion Account:	£41,737.59
Reserve:	£6,633.67

### Evidence:



#### SLA NEW WALT PC CL

Business Reserve Account  
05148472 | 52-21-38

**£6,633.67**

Available: £6,633.67

+ [Your interest rate](#)



#### SLA NEW WALTHAM PARI

Business Current  
05124174 | 52-21-38  
Account balance: £28,831.72

**£28,771.75**



#### SLA PAVILION MANAGEM

Business Current  
26138816 | 52-21-38  
Account balance: £41,737.59

**£41,737.59**

# Bank Reconciliation:

2 December 2024 (2024-2025)

## New Waltham Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 02/12/2024</b>		
	Cash in Hand 01/04/2024		57,169.10
	<b>ADD</b> Receipts 01/04/2024 - 02/12/2024		96,473.16
			153,642.26
	<b>SUBTRACT</b> Payments 01/04/2024 - 02/12/2024		74,668.38
<b>A</b>	<b>Cash in Hand 02/12/2024</b> (per Cash Book)		<b>78,973.88</b>
	Cash in hand per Bank Statements		
	Petty Cash 02/12/2024	0.00	
	Main Account - NWPC 02/12/2024	30,679.62	
	Pavilion Account - NWPC 02/12/2024	41,660.59	
	Reserve 02/12/2024	6,633.67	
			<b>78,973.88</b>
	Less unrepresented payments		
			78,973.88
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>78,973.88</b>
	<b>A = B Checks out OK</b>		

Report created by: Anneka Ottewell-Barrett  
 Date: 3 December 2024