

Notification of Meeting

Councillors of NWPC

You are summoned to a meeting of New Waltham Parish Council

On: Wednesday 1st October 2025 **At:** 7pm

Location: New Waltham Pavilion Hall, St Clements Way, NW

(Signed...A.Ottewell-Barrett, Clerk/RFO/Proper Officer: 25th September 2025)

A G E N D A

Members of the public and press are welcome to attend. The meeting will have a period of public consultation which shall not exceed 15 minutes in total. The public can speak on items contained in the agenda below with no individual speaking for more than a maximum of 5 minutes. If a member of the public wishes to speak on other issues, if these are not scheduled Agenda items, the Council may have to carry the item and/or any action forward to the next meeting.

****PLEASE NOTE THAT THE PARISH COUNCIL HAS A FORMAL POLICY WHICH GOVERNS THE RECORDING OF ITS MEETINGS. PRIOR NOTICE MUST BE GIVEN TO THE CHAIR AND/OR CLERK PRIOR TO THE COMMENCEMENT OF THE MEETING AND ANY RECORDING MUST ADHERE TO THE OFFICIAL POLICY ADOPTED BY THE COUNCIL. ****

No.	Section	Items for discussion
25/143	Apologies	To receive any apologies of absence.
25/144	Declarations of Interest Code of Conduct 2012	<ol style="list-style-type: none"> 1) 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. 2) To note dispensations given to any member of the council in respect of the agenda items listed below.
25/145	Minutes of Previous Meeting	To approve the minutes of: 3rd September 2025
25/146	Police Report	To receive update from local policing team.
25/147	Public Session:	15 minutes maximum for members of the public to discuss <u>items on the agenda only.</u>

25/148	Future NWPC Meeting Date:	Proposed: Wednesday 5 th November 2025
25/149	Planning - To discuss and agree on any incoming planning applications, including: <i>(Any other applications submitted which need to be discussed at this meeting can be forwarded/discussed at Councillors' discretion after publication of agenda).</i>	No planning was received before publication of this agenda.
25/150	Footpaths & Highways:	<ol style="list-style-type: none"> 1. To further discuss need for cycle track through village. 2. To discuss/consider A/K Frames installation within the village. 3. Any other concerns (for information only)
25/151	Community Pavilion & Playground:	<ol style="list-style-type: none"> 1. To consider/discuss installation of cycle park within hall car park. 2. To update re order of installation bins within play area. 3. To further review play area inspection (as emailed to Cllrs) and consider recommended repairs by Playdale. 4. To further consider/discuss proposed idea of hall exterior being used for village themed street art/mural installation. 5. To discuss/consider quotes for loop system to be installed in hall. 6. Discuss residents' concerns/complaints re noise volumes from hall during parties. 7. To discuss/consider proposal from local School to hold pre-loved uniform sales at the hall. 8. Any updates re agreed addition of fencing around back of pavilion hall.
25/152	Committee/Group Updates & Reports	To receive any updates from Committees/Groups and discuss/consider any requests put forward to full Council: a) Events Committee 1. Updates

		<ol style="list-style-type: none"> 2. Any requests/considerations for full Council. 3. Date of next meeting. <p>b) Allotments Committee</p> <ol style="list-style-type: none"> 1. Updates 2. Any requests/considerations for full Council. 3. Date of next meeting. <p>c) Friendship Group</p> <ol style="list-style-type: none"> 1. Updates 2. Review revised version of Group's Terms of Reference.
25/153	Parish Council Matters	<ol style="list-style-type: none"> 1. To discuss/update on progress of New Waltham Youth Council project. 2. To further discuss Priors Green and proposal for maintenance/works and review quotes. 3. To discuss residents' concerns re the path at back of Greenlands field. 4. To discuss arrangements for Remembrance Sunday Service and wreath collection. 5. To update re repairs for damaged village green posts. 6. To further discuss flying of permanent union flag at the war memorial. 7. To further discuss Newsletter Winter edition.
25/154	Parish Council Finances	<ol style="list-style-type: none"> 1. To acknowledge receipt of emailed/distributed info and Clerk's monthly report (which includes monthly bank reconciliation/ Cash Book update & Budget report). 2. To approve/acknowledge the following scheduled payments/spends (inc VAT): <i>(Evidence of spends/Invoices/Receipts distributed to all Councillors & available within Clerk report).</i> <ul style="list-style-type: none"> • £453.33 MES Gardening Village maintenance (Power: Public Health Act 1875, S.164) • £3,896.78 Gallaher Insurance Insurance Renewal (Power: LGA 1972 s. 111) • £559.20 Leafield Environmental Purchase of Play Area bins (Power: Litter Act 1983, Ss5 and 10)

		<ul style="list-style-type: none"> • £19.99 Reimburse Caretaker Mop purchase (Power: LG(MP)A 1976 s.19) • £5.99 Reimburse Caretaker Replacement keys/blue roll dispenser (Power: LG(MP)A 1976 s.19) • £6.80 Card purchase Chair/Clerk meeting – Mrs Browns (Power: LGA 1972 ss. 15(5) & 34(5)) • £21.99 Clerk DBS Check Gov.uk site (Power: LG(FP)A 1963 s5) • £15.98 Amazon Dishwasher tablets for pavilion (Power: LG(MP)A 1976 s.19) • £14.44 Amazon X12 Blue rolls for pavilion (Power: LG(MP)A 1976 s.19) • £1,531.25 TEC Partnership Newsletter Printing (Summer edition) (Power: LGA 1972 s.142 (1A)) • £328.32 Scribe Scribe Bookings system (Power: LGA1972 s.142) • £81.90 Tulip Healthcare Sanitary Bins at pavilion x3 months (Power: LG(MP)A 1976 s.19) • £36.00 Ernllca Training HR Appraisal Skills Course (Power: LGA 1972 s.111) • £54.23 Office Friends A3 Paper Order (Power: LGA 1972 s.111)
25/155	Exclusion of Press and Public	To consider exemption of press and public under Public Bodies Admissions to Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information.
25/156	Personnel/Payroll (Confidential)	1. To note staff wages and HMRC/NI contributions as per employee contracts.