



NEW WALTHAM
PARISH COUNCIL

Clerk to the Council: Anneka Ottewell-Barrett
New Waltham Community Hall & Pavilion, St Clements Way
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COUNCILLORS

YOU ARE SUMMONED TO A MEETING OF NEW WALTHAM PARISH COUNCIL

LOCATION: PAVILION HALL, ST CLEMENTS WAY, NW

ON: WEDNESDAY 4th JUNE 2025 TIME: 7PM

Signed...A. Ottewell-Barrett, Parish Clerk: 22 May 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. ****

25/084	Apologies To receive any apologies for non-attendance.
25/085	Declarations of Interest – Code of Conduct 2012 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.
25/086	Minutes of Previous Meeting: To approve the minutes of: <i>Wednesday 7TH May 2025</i>
25/087	Police Report a) To receive update from local policing team. b) To update/report on Chair & Clerk’s meeting with PC Mosley

25/088	<p>Public Session:</p> <p>15 minutes maximum for members of the public to discuss items on the agenda only.</p>
25/089	<p>Future Dates:</p> <p>Next Meeting: Wednesday 2nd July 2025</p>
25/090	<p>Planning:</p> <p>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></p> <p>1. Planning Application Reference: DM/0234/25/FUL Proposal: Refurbishment of existing Block C to provide Special Education Needs and Disabilities (SEND) education, to include internal/external alterations, erection of single storey extension to create dedicated entrance and associated works. Location: Tollbar Academy Station Road New Waltham</p> <p>2. Planning Application Reference: DM/0373/25/FULA Proposal: Erect single storey extension to side Location: 258 Station Road New Waltham</p> <p>3. Planning Application Reference: DM/0367/25/FULA Proposal: Demolish existing garage, erect single storey rear extension with rooflights, erect two storey side extension to include carport at ground floor, dormer to front with associated works Location: 16 Wayside Drive New Waltham</p>
25/091	<p>Footpaths & Highways:</p> <ol style="list-style-type: none"> 1. To further discuss/consider maintenance of path at back of field area. 2. To further discuss need for cycle track through village. 3. Any updates/other items (for discussion only).
25/092	<p>Community Pavilion & Playground:</p> <ol style="list-style-type: none"> 1. To consider future safety security measures for the pavilion green and building, including CCTV. 2. To further consider/review new & outstanding tasks re pavilion hall: <ol style="list-style-type: none"> a) Chairs b) Solar Panels c) Toilet seats d) Any other items for discussion only 3. To discuss and consider alarm for pavilion hall

	<p>4. To discuss and consider/update re new sign for external wall of pavilion hall</p>
25/093	<p>Events:</p> <ol style="list-style-type: none"> 1. Any further updates on planned events, including Music Festival 2. To consider purchase of bespoke Parish Council Gazebo for use at events.
25/094	<p>Allotments:</p> <ol style="list-style-type: none"> 1. To discuss/acknowledge complaint that has been received re fires at the allotments.
25/095	<p>Parish Council Matters:</p> <ol style="list-style-type: none"> 1. To further discuss the Personnel Committee and its Terms of Reference. 2. To discuss the establishment of new committees to support the effective and efficient operation of the Council. 3. To further discuss Newsletter Summer Edition & delivery plan for next edition. 4. To advise/update on status of sub-contracting of football pitches. 5. To discuss and consider options for opening a higher interest savings account. 6. To extend congratulations to Councillor Roger Breed on the occasion of his 30th anniversary as a Parish Councillor.
25/061	<p>Finance:</p> <ol style="list-style-type: none"> 1. To receive Clerk's report and update on finances. Including: Monthly Bank Reconciliation and bank account/Cash Book information. 2. Approve the following payments/spends (Inc VAT): <ol style="list-style-type: none"> a) £29.45 – Reimburse Cllr Sandell (Refreshments/snacks for friendship group) Power: LGA 1972 S.145 b) £15.70 – Mrs Browns Bakes (Refreshments during meeting using Chair's allowance) Power: LGA 1972 ss.15(5) & 34(5) c) £2.50 – Thank you card for the leaving of previous Chair (Chair's allowance). Power: LGA 1972 ss.15(5) & 34(5)

	<p>d) £38.84 – We Print Lanyards (Website) – New Cllr ID Badges & Lanyards x3 Power: LG(FP)A 1963 s5</p> <p>e) £1437.50 - TEC Partnership/E-Print (Spring Newsletter Printing) Power: LGA 1972 S.142</p> <p>f) £659.05 - ADSM Water Annual Fee Power: LGA 1894 s.8(1)i</p>
25/062	<p>Exclusion of Press and Public:</p> <p>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.</p>
25/063	<p>Personnel/Payroll (Confidential):</p> <ol style="list-style-type: none"> 1. To note staff wages and HMRC/NI contributions as per employee contracts.