



NEW WALTHAM
PARISH COUNCIL

COUNCILLORS:

YOU ARE SUMMONED TO THE ANNUAL MEETING OF THE PARISH COUNCIL

OF: NEW WALTHAM PARISH COUNCIL
AT: NEW WALTHAM COMMUNITY HALL & PAVILION
ON: WEDNESDAY 6th May 2026 AT 7.00 PM
Signed: A. Ottewell-Barrett (Officer) 28.04.2026

AGENDA

Members of the public and the press are invited to attend. The meeting will include a public consultation period, not exceeding 15 minutes in total. Members of the public may comment on items listed in the agenda below, with each individual allotted up to 5 minutes to speak. Should an attendee wish to address matters not included in the scheduled agenda, the Council may defer discussion or action to a future meeting. Please be advised that the Parish Council maintains a formal policy concerning the recording of its meetings. Prior notification must be provided to the Chairman and/or Clerk before the meeting commences, and any recording activities must comply with the official policy adopted by the Council.

**NEW WALTHAM PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING**

26/084	Election of Chair for the year 2026/27
26/085	Election of Vice-Chair for 2026/27
26/086	To receive the Declaration of Acceptance of Office by: <ul style="list-style-type: none">• Chair• Vice-Chair
26/087	Acknowledgement of any Apologies
26/088	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.

26/089	<p>Councillor Register of Interest Updates To ensure that all Councillors have submitted an updated version of their ROI for 2026/27.</p>
26/090	<p>Police Report To receive police report and welcome any members of local policing team.</p>
26/091	<p>Election of Committees To consider membership of and appoint members to the following Committees together with Chair of each Committee:</p> <ol style="list-style-type: none"> 1. Personnel & Finance Committee 2. Events Committee 3. Pavilion Management Committee 4. Allotment Committee
26/092	<p>Election of Representatives:</p> <ol style="list-style-type: none"> 1. Town & Parish Liaison 2. ERNLLCA District Committee 3. Village Hall Committee
26/093	<p>Minutes of Previous Meeting</p> <p>To approve the minutes of Parish Council meeting held on: Wednesday 1st April 2026</p>
26/094	<p>Future Meeting Date</p> <p>Next Parish Council Meeting Date: Wednesday 4th June 2024</p>
PUBLIC SESSION	
26/095	<p>Review of governance/procedural documents for Council/ To review and agree any amendments/necessary actions on the following for 2026/27 including, but not limited to the following documents: (Councillors must review documents before the meeting and share comments; all documents are available on the website or can be emailed if requested in advance).</p> <ul style="list-style-type: none"> • Standing Orders 2025 • Financial Regulations 2025 • Asset Register 2025-26 • Risk Management Assessment • Model Publication Scheme

	<ul style="list-style-type: none"> • All Committee Terms of Reference • Health & Safety Policy • Data Protection Policy • Communications Policy • Scheme of Delegation • Training & Development Policy • Anti-bullying & Harassment Policy • Equality/diversity Policy • Lone Working Policy • CCTV Policy • Complaints Policy • Data Protection Policy • Pavilion Hall Risk Assessment • War memorial/village green Risk Assessment • Priors Green Risk Assessment • Parish Council Risk Assessment • Pavilion Hall Risk Assessment • Financial Risk Assessment • Events Risk Assessment • Training & Development Policy • Whistleblowing Policy • Allotment Tenancy Agreement • Allotment Risk Assessment • WhatsApp & Social Media Policy
<p>26/096</p>	<p>Highways & Footpaths</p> <p>To receive any highways/footpaths items/updates (for discussion only)</p>
<p>26/097</p>	<p>Planning Matters</p> <p>To consider any planning applications received, including:</p> <ol style="list-style-type: none"> 1. Planning Application Reference: DM/0257/26/ADV Proposal: Display two non-illuminated freestanding signs Location: Land Off Louth Road, New Waltham North East Lincolnshire 2. Planning Application Reference: DM/0182/26/FUL Proposal: Erection of a metal frame pergola over existing paved area in rear garden Location: 16 Whimbrel Way, New Waltham
<p>26/098</p>	<p>NWPC Committee/Group Updates:</p> <p>Committee or group Chairs should deliver reports, and Committees/Groups may submit requests to the Council for review/consideration.</p> <ol style="list-style-type: none"> 1. Events Committee 2. Personnel & Finance Committee 3. Pavilion Management Committee 4. Allotments Committee 5. NWPC Youth Council 6. NWPC Community Friendship Group

	7. NWPC Community Create & Craft Group
26/099	Pavilion Hall & Play Area <ol style="list-style-type: none"> 1. Update on Pavilion Murals Project 2. Update on Book Hub Project
26/100	Parish Council Matters <ol style="list-style-type: none"> 1. Further discuss Priors Green Maintenance 2. To consider NELC SLA Greenlands Field 2026/27
26/101	Finance <ol style="list-style-type: none"> 1. To receive/review Internal Audit Report 25/26 2. To receive, approve & sign: Annual Governance Statement 25/26 AGAR 3. To receive, approve & sign: Accounting Statement of 25/26 AGAR 4. To approve the following payments: <ol style="list-style-type: none"> a) £328.32 Scribe 2026 Renewal Power: LGA 1972 s.111 b) £600.00 Mr. B Brooks (Internal Audit) Power: LGA 1972 s.111 c) £24.00 Mariner Computer (Laptop antivirus control) Power: LGA 1972 S.142 d) £375.00 Bella Blaze Productions (Summer event) Power: LGA 1972 S.145 e) £68.63 Office Friends (Pavilion supplies) Power: LGA 1972, s.133 f) £400.00 Andy Carr (Event Host Summer event) Power: LGA 1972 S.145 g) £438.51 Office Friends (LaserJet Toner Replacement) Power: LGA 1972 s.111 h) £45.00 Officer friends (Pavilion supplies) Power: LGA 1972, s.133 i) £29.99 Employee Reimbursement (work boots) Power: LG(FP)A 1963 s5

<p>26/102</p>	<p>Items in Progress</p> <ol style="list-style-type: none"> 1. Publication – New Waltham News 2. Worknest – H&S Audit recommendations 3. Cycle Track 4. Village Green Flag Pole 5. Youth Council’s Village Map & village entrance Signs 6. Youth Council’s BMX Noticeboard
<p>26/103</p>	<p>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</p>
<p>26/104</p>	<p>Payroll & Personnel (Confidential)</p> <ol style="list-style-type: none"> 1. To acknowledge payment of salaries as per individual employment contracts – detailed on distributed salary sheet (confidential), including any noted overtime submitted.