



# NEW WALTHAM

PARISH COUNCIL

## MINUTES

### NEW WALTHAM PARISH COUNCIL MONTHLY MEETING

**Held at:** Pavilion Hall, New Waltham.

**Meeting Date:** Wednesday 10 October 2025

Cllrs Present:	<b>Cllrs, Smith (Chair), Breed, Clarke, Hebbar, Poucher, Raper, Simpson, Welham, Bond, Charlesworth</b>
Apologies:	Cllr Dennis Sandell, Cllr Steve Keys, Cllr David Hartley
Others in attendance:	Anneka Ottewell-Barrett (Proper Officer/Clerk/RFO)
Members of Public present:	2 member(s) of the public.

Item No.	Description & Discussion	Action(s)
25/157	Apologies	<b>Accepted.</b>
25/158	Declarations of Interest Cllrs Breed, Clarke, Charlesworth & Hebbar (Allotments)	<b>Declared.</b>
25/159	Minutes of Previous Meeting	<b>Approved.</b>
25/161	Police Report  1. No update 2. Cllr Welham volunteered if this is during evening/weekend. Also, Cllr Clarke available.	Clerk to submit Cllr Welham & Cllr Clarke's name for Ward Walks – <b>Approved.</b>

25/162	<p><b>Public Session</b></p> <p>None.</p>	No action.
	<p><b>Co-option Application</b></p> <p>One application received.</p>	<b>Co-option successful.</b>
25/163	<p><b>Future Meeting Dates</b></p> <p>Wednesday 14<sup>th</sup> January 2026.</p>	<b>Approved.</b>
25/164	<p><b>Planning</b></p> <p><b>DM/0923/25/FUL - Sheltered Housing</b> Traffic pollution report wanted from NELC – through Ward Cllrs. Also, request noise assessment.</p> <p><b>DM/0851/25/FUL - The Orchards, Peaks Lane</b> Concerns were raised that currently only one resident. If extension created at front, where would workers etc park. More clarification wanted re use of property.</p> <p><b>DM/0884/25/FUL – New Waltham Manor</b> No concerns.</p>	<p><b>Clerk to request via Ward Cllrs.</b></p> <p><b>Clerk to query.</b></p> <p><b>Approved.</b></p>
25/165	<p><b>Footpaths &amp; Highways</b></p> <p><b>1. Cycle Track</b> No update.</p> <p><b>2. Any other concerns</b> No updates</p>	<b>No actions.</b>
25/166	<p><b>Pavilion &amp; Play Area</b></p> <p><b>1. New Committee ‘Pavilion Management Committee’</b> Committee formation agreed – Clerk to create terms of reference for committee.</p>	<p><b>Committee – Approved.</b> Clerk - ToR <b>Members:</b> Cllr Smith, Cllr Paxman, Cllr Hartley, Cllr Keys.</p>

	<p><b>2. Street Art Murals</b> Consultation open until January.</p> <p><b>3. Hall CCTV</b> Mount cameras higher to prevent further vandalism. Possible Ward funding available re this.</p> <p><b>4. Pavilion Hall Fencing</b> Chair suggests that due to Cllr Keys being very busy. Council to look at finding an external companies to quote.</p>	<p><b>Ongoing.</b></p> <p>Clerk to get quote to mount cameras higher – <b>Approved.</b></p> <p>Clerk to explore and get quotes - <b>Agreed.</b></p>
25/167	<p><b>Committee Updates &amp; Reports</b></p> <p><b>Events Committee</b> Previous meeting was cancelled due to non-attendance. Chair proposed a craft/activity afternoon. <b>Date of next meeting:</b> Monday 19<sup>th</sup> January @ 1pm</p> <p><b>Allotments Committee</b> Sub committee meeting took place. Cllr Hebbar gave brief overview. <b>Date of Next meeting:</b> 2<sup>nd</sup> February @ 1pm</p> <p><b>Personnel Committee</b> Committee met and reviewed policies. Clerk to review and upload to new website. Including new bereavement policy. <b>Date of next meeting:</b> 9<sup>th</sup> February 2026 @ 1pm</p> <p><b>Friendship Group</b> Cllr Bond gave brief overview. Has upcoming meal booked for Xmas lunch. 23<sup>rd</sup> Dec has brass musician and singer attending.</p>	<p><b>Agreed.</b></p>

<p>25/168</p>	<p><b>Parish Council Matters</b></p> <p><b>1. Worknest H&amp;S Compliance Services</b> Council agrees to 60 month service Worknest provides and agree annual cost.</p> <p><b>2. Youth Council</b></p> <p><b>Road Safety</b> – 20mph on estates, NELC have been contacted and conversations have started. Starion Road crossing – children wanted this changing from zebra to puffin crossing. Anthony Snell to be contacted re these issues.</p> <p><b>BMX</b> – Signs were wanted. Children to design and come back to council.</p> <p><b>Book Hub</b> – Plastic container. Clerk to gather quotes for plastic shed.</p> <p><b>Village Map</b> – Large map on pavilion hall exterior in addition to the 3 stand along maps.</p> <p><b>3. Village green posts</b> Ongoing, research for variety of posts to replace rotten wooden ones.</p> <p><b>4. Newsletter</b> 60% of village has been delivered. Further areas needing delivering. Remaining 500+ needs delivering. Chair proposed that pay interested individual £50 to deliver the remaining 500 booklets.</p>	<p>Clerk to sign and action - <b>Agreed.</b></p> <p>Clerk to contact NELC – <b>Agreed.</b></p> <p>Ongoing to update after YC meeting – <b>Agreed.</b></p> <p>Clerk to research plastic containers – <b>Agreed.</b></p> <p>Ongoing, Clerk to research further – <b>Agreed.</b></p> <p><b>Ongoing.</b></p> <p><b>Agreed.</b></p>
<p>25/169</p>	<p><b>Parish Council Finance:</b></p> <p><b>1. Budget &amp; Precept 2026/27.</b></p> <p>Budget approved with slight amendment. 12.5% Increase on precept to £97,280.64.</p>	<p>Budget to be amended &amp; re sent. But once amendments made – <b>Approved.</b></p> <p>Precept:12.5% increase – <b>Approved.</b></p>

	<p>2. <b>Acknowledge receipt of clerk's monthly/financial report</b> – including bank reconciliation, with supporting evidence.</p> <p>3. <b>Approve Payments as detailed within agenda &amp; distributed payments schedule/Clerk's Report</b> (circulated to Cllrs prior to meeting, along with invoice/receipt evidence)</p>	<p>Councillors acknowledge receipt of Financial Report, Bank Rec &amp; Payments including invoice/receipt evidence – <b>All Approved.</b></p> <p>Payments - <b>Agreed.</b></p>
25/170	<p><b>Exclusion of Press &amp; Public</b></p> <p>Consider exemption of press and public and under Public Bodies Admissions to Meetings Act 1960, Section 192) on the grounds that discussion of the following business is likely to disclose confidential information.</p>	N/A
25/172	<p><b>Personnel/Payroll</b> (May contain Confidential info, that cannot be minuted)</p>	N/A

<b>Meeting Ended: 20:54</b>	
Signed _____	Date _____