



**NEW WALTHAM**  
PARISH COUNCIL

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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 5<sup>th</sup> FEBRUARY 2025 TIME: 7PM**

*Signed...A. Ottewell-Barrett, Parish Clerk: 30 January 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. \*\***

<b>25/017</b>	<b>Apologies</b> To receive any apologies for non-attendance.
<b>25/018</b>	<b>Declarations of Interest – Code of Conduct 2012</b>  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.
<b>25/019</b>	<b>Minutes of Previous Meeting:</b>  To approve the minutes of: <i>Wednesday 8<sup>th</sup> January 2025</i>
<b>25/020</b>	<b>Police Report</b>  To receive update from local policing team.

25/021	<b>Public Session:</b> 15 minutes maximum for members of the public to discuss items on the agenda only.
25/022	<b>Future Dates:</b> Next Meeting: <b><u>Wednesday 5<sup>th</sup> March 2025</u></b>
25/023	<b>Planning:</b>  <b>To discuss and agree on any incoming planning applications, including:</b> <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>  <b>**None received before publication of this agenda</b>
25/024	<b>Footpaths &amp; Highways:</b>  <ol style="list-style-type: none"> <li>1. To further discuss/consider maintenance of path at back of field area.</li> <li>2. Any updates/other items (for discussion only).</li> </ol>
25/025	<b>Community Pavilion &amp; Playground:</b>  <ol style="list-style-type: none"> <li>1. To further update re pavilion play area.</li> <li>2. To further discuss/consider concerns re car parking on pavilion field</li> <li>3. To further consider/review new &amp; outstanding tasks re pavilion hall: <ol style="list-style-type: none"> <li>a) Sound system</li> <li>b) Weather proofing loft/roof area</li> <li>c) Chairs</li> <li>d) Solar Panels</li> <li>e) Toilets/seats</li> </ol> </li> <li>4. To discuss/consider way forward for funding of new play area equipment (Zip Line/Accessible roundabout</li> <li>5. To discuss request for return of food pop-up's at the Pavilion</li> <li>6. To discuss possible need for third set of hall keys to be cut for relief caretaker.</li> </ol>
25/026	<b>Events:</b> <ol style="list-style-type: none"> <li>1. To further discuss plans for 2025 Music Festival</li> <li>2. To further discuss plans for Christmas in New Waltham, including; <ul style="list-style-type: none"> <li>• New village lights</li> <li>• Business shop window competition</li> <li>• Complimentary xmas trees to businesses to display</li> </ul> </li> </ol>

25/027	<p><b>Allotments:</b></p> <ol style="list-style-type: none"> <li>To consider annual fee increase for plot holders</li> </ol>
25/028	<p><b>Parish Council Matters:</b></p> <ol style="list-style-type: none"> <li>To consider involvement with Community Speed Watch (as per email received from Humb Police)</li> <li>To further discuss next edition of Newsletter (Spring)</li> <li>To further discuss any update on CCTV system.</li> <li>To further discuss and consider actions regarding Gardening contract/Priors Green.</li> <li>To consider resident request for village planters.</li> <li>To advise/update on status of sub-contracting of football pitches.</li> <li>To discuss/consider the corner flower beds at Enfield</li> <li>To discuss/consider implementing a % fee for all hall cancellations</li> <li>To further review/adopt the following amended documents: <ol style="list-style-type: none"> <li>Risk Management Assessment/Policy</li> <li>Asset Register</li> </ol> </li> <li>To agree Internal Auditor for 2024/5 End of Year Audit and £550.00 quoted fee.</li> <li>To develop and implement a strategy for attracting and recruiting new Councillors.</li> </ol>
25/029	<p><b>Finance:</b></p> <ol style="list-style-type: none"> <li>To receive Clerk's report and update on finances. Including: Monthly Bank Reconciliation and bank account/Cash Book information.</li> <li>Approve the following payments (Inc VAT): <ol style="list-style-type: none"> <li><b>Earth Bound Misfits = £325.00</b> Music Fest Entertainment Deposit Power: LGA 1972 s.145</li> <li><b>LJF Landscaping = £971.00</b> Pavilion Park equip installation+parts needed Power: PHAAA 1907s.76(1)/ LGA 1972 Sch14, p27</li> <li><b>Hugo Fox (Website Host) (DD) = £143.86</b> Web Hosting &amp; Gov Emails Power: LGA 1972 s.142</li> <li><b>NELC SLA = £1,464.58</b> Greenlands field grass cutting for April24 – Sept24 Power: HA 1980 s.96</li> <li><b>LJF Landscaping = £900 (deposit for materials)</b> Pavilion Hall Roof/Loft insulation boarding Power: LGA 1894 s.8(1)(i)</li> </ol> </li> </ol>

<b>25/030</b>	<b>Exclusion of Press and Public:</b>  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.
<b>25/031</b>	<b>Personnel/Payroll (Confidential):</b>  <ol style="list-style-type: none"><li>1. To advise of employment of further 'relief' caretaker on current '0' hour contract to cover sickness/holidays.</li> <li>2. To note staff wages and HMRC/NI contributions as per employee contracts.</li></ol>