

## -MINUTES OF A MEETING-

NEW WALTHAM PARISH COUNCIL – PAVILION HALL – NEW WALTHAM  
ON WEDNESDAY 4 JUNE 2025

Present:	<p>Cllr. Steve Keys (Chair)</p> <p>Anneka Ottewell-Barrett (Clerk &amp; RFO)</p>
	Cllrs, Raper, Breed, Charlesworth, Bond, Poucher, Sandell, Smith, Simpson, Hebbar
Apologies:	Cllr Gary Bridges – submitted resignation as Chair and Councillor.
In Attendance Cllrs/others:	<p>Ward Cllr Steve Harness, Stan Shreeve, Hayden</p> <p>PC Dave Cave</p>
There was 6 members of the public present.	

25/084	<p><u>To receive apologies for non-attendance.</u></p> <p>Accepted</p> <p>Resignation – acknowledged (Election of Chair to be first item on agenda in July).</p>	Accepted.
25/085	<p><u>Declarations of Interest – Code of Conduct 2012</u></p> <p>Cllr Bond – Planning application No3.</p> <p>Allotments – Cllr Breed/ Hebbar/ Charlesworth</p>	Declarations Noted.
25/086	<p><u>Minutes of Previous Meeting</u></p> <p>Minutes of Annual Meeting – Accepted.</p>	Accepted as True record.
25/087	<p><u>Police Report</u></p> <p>a) PC Dave Cave in attendance. ASB and vehicle crime is focus for the area. Motorbikes going to from Becklands/BMX track in particular. Residents seem to be reporting to 101 now, which is fantastic to see.</p> <p>Council awaiting permissions from NELC to install the new camera at the BMX track/ back of the field. Hopefully, in the near future Council will have this area sully covered by CCTV.</p> <p>PC Cave also advised the Council that he will be temporarily leaving the area. Covering another Sergeant area. Council wished to congratulate PC Cave on his opportunity as Acting Sergeant.</p>	

25/088	<u>Public Session</u>  Member of the public in attendance re Planning application DM/0367/25/FULA	
25/089	<u>Future Dates:</u>  <b>Next Parish Council Meeting:</b> Wednesday 7th May 2025	Date agreed
25/090	<u>Planning</u>  1. DM/0234/25/FUL – Tollbar Academy, Station Road, New Waltham <b>No Objections.</b>  2. DM/0373/25/FULA – 258 Station Road, New Waltham <b>No objections.</b>  3. DM/0367/25/FULA – 16 Wayside Drive, New Waltham <b>Objections:</b> Council discussed this item – Councillors felt that they wanted to review the property to enable to assess the situation. Show of hands that Cllrs will assess this and supply comments on behalf of the Council.	No Objections  No Objections  Objections Noted and Submitted To NELC.
25/091	<u>Footpaths &amp; Highways</u>  1. <b>Path at back of field</b> Write to planning and advise that until paperwork is accepted – NWPC will have no liability for this path. – <b>Accepted.</b>  2. <b>Cycle track through village</b> Cllr Shreeve – contacted by Highways. Cycle Scheme on Peaks Lane, Station Road. The route is on the radar, but there are a few funding issues and so no time frame can be given. Advised that new funds are actually becoming available, keep this item on the back burner and hopefully in the near future we may get a resolution.  3. <b>Any other updates (for discussion only)</b>	Clerk to Action  Ongoing Agenda item.  None.
25/092	<u>Community Pavilion &amp; Play Area</u>  1. Cllr Keys advised that the new CCTV camera will be cited on the lamppost on the corner of the BMX track and the rear of the field. This position has been approved by local policing team and NELC. Awaiting testing on the lamppost for the electrical feed. Awaiting full permissions from NELC.  2. Defer item.  3. Alarm – Council agreed to not install within the hall.	Ongoing, Clerk/Vice to update when available.  Agreed.  Agreed.

	4. New hall sign – Clerk to gain other quote for new sign.	Clerk to Action
25/093	<u>Events</u> <ol style="list-style-type: none"> <li>1. Music Fest – Alcohol Licence ( Cllr Smith &amp; Keys to obtain Licence)</li> <li>2. Gazebo with NWPC branding on for event – Spend agreed up to approx. £400.</li> </ol>	Spend Agreed £400 for Branded events Gazebo
25/094	<u>Allotments</u> <ol style="list-style-type: none"> <li>1. <b>Complaint received re bonfire</b> Council currently undertaking an internal Investigation and appropriate action will be taken dependant on the outcome.  July meet – Review tenancy agreement and annual fee  Warning Letter to be sent to Tennant.  New signage for the allotment – Next agenda</li> </ol>	Internal Investigation  Review Tenancy Agreement All/Clerk  July agenda item
25/095	<u>Parish Council Matters</u> <ol style="list-style-type: none"> <li>1. <b>Personnel Terms of Ref</b> – Personnel would like further time to review the document. Monday 9th June 11.15am – agreed meeting date for review.</li> <li>2. <b>Committees</b> – Item cancelled due to resignation of chair</li> <li>3. <b>Newsletter</b> – NELC full street plan see if can obtain and be more organised for this edition.</li> <li>4. <b>Football Pitches – Ongoing</b></li> <li>5. <b>Savings Accounts</b> – Clerk to seek guidance from ERNLLCA regarding suitable providers (and forward to Councillors) the correct process/suitable candidates for opening a savings account, with a view to investing £30,000. Clerk advised that no further action can be taken until more detailed instruction and a formal resolution is provided by the Council.</li> <li>6. <b>Congratulate Cllr Roger Breed on 30 years of being on the Parish Council</b> – Council wished to thank Cllr Breed for his service on the Council over the past 30 years.</li> </ol>	Personnel Requested Time to review Agreed.  Agreed.  Clerk to obtain Street plan  Clerk to chase  Full detailed Proposal From Council for July. Agreed.

25/096	<p><u>Finance</u></p> <ol style="list-style-type: none"> <li>1. To receive Clerks Report/ update on finances (bank reconciliation) – Clerks report including full Bank Reconciliation received by Councillors.</li> <li>2. Payments for Approval – The following were all approved: <ol style="list-style-type: none"> <li>a) <b>£29.45</b> – Reimburse Cllr Sandell (Refreshments/snacks for friendship group) Power: LGA 1972 S.145</li> <li>b) <b>£15.70</b> – Mrs Browns Bakes (Refreshments during meeting using Chair's allowance) Power: LGA 1972 ss.15(5) &amp; 34(5)</li> <li>c) <b>£2.50</b> – Thank you card for the leaving of previous Chair (Chair's allowance). Power: LGA 1972 ss.15(5) &amp; 34(5)</li> <li>d) <b>£38.84</b> – We Print Lanyards (Website) – New Cllr ID Badges &amp; Lanyards x3 Power: LG(FP)A 1963 s5</li> <li>e) <b>£1437.50</b> - TEC Partnership/E-Print (Spring Newsletter Printing) Power: LGA 1972 S.142</li> <li>f) <b>£659.05</b> - ADSM Water Annual Fee Power: LGA 1894 s.8(1)i</li> <li>g) <b>£2046.75</b> – Cllr Keys (Sound System for hall) <b>Power:</b> LG (MP)A 1976 s.19</li> </ol> </li> </ol>	<p>Received &amp; Approved.</p> <p>All payments Approved &amp; Signed.</p> <p>Invoices &amp; Receipts Emailed to Cllrs as Evidence.</p>
25/097	<p><u>Exclusion of Press and Public</u></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>	N/A
25/098	<p><u>Payroll</u></p> <ol style="list-style-type: none"> <li>1. Salaries agreed as true reflection according to employment contracts.</li> </ol>	Noted.
<p style="text-align: center;"><b>Meeting Ended at: 20:50</b></p> <p>Signed..... Date.....</p>		