

Notification of Meeting

Councillors of NWPC

You are summoned to a meeting of New Waltham Parish Council

On: Wednesday 3rd September 2025 **At:** 7pm

Location: New Waltham Pavilion Hall, St Clements Way, NW

(Signed...A.Ottewell-Barrett, Clerk/RFO/Proper Officer: 28 August 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. ****

No.	Section	Items for discussion
25/129	Apologies	To receive any apologies of absence.
25/130	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.
25/131	Minutes of Previous Meeting	To approve the minutes of: 6 August 2025
25/132	Police Report	To receive update from local policing team.
25/133	Public Session:	15 minutes maximum for members of the public to discuss <u>items on the agenda only.</u>

25/134	Future NWPC Meeting Date:	Proposed: Wednesday 1 st October 2025
25/135	Planning - 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>	<ol style="list-style-type: none"> 1. Planning Application Reference: DM/0501/25/FUL Proposal: Erect single storey flat roof rear extension with rooflights and associated works Location: 118 Peaks Lane New Waltham
25/136	Footpaths & Highways:	<ol style="list-style-type: none"> 1. To further discuss need for cycle track through village. 2. To discuss/consider A/K Frames installation within the village. 3. Any other concerns (for information only)
25/137	Community Pavilion & Playground:	<ol style="list-style-type: none"> 1. To discuss/consider request for refund for hall hire. 2. To discuss/consider installation of sanitary bins within the hall's toilets. 3. To consider/discuss installation of cycle park within hall car park. 4. To consider/discuss installation of bin within play area. 5. To discuss/consider the reinstatement of recycling bins within Pavilion car park. 6. To review play area inspection (as emailed to Cllrs) and consider recommended repairs by Playdale. 7. To consider/discuss proposed idea of hall exterior being used for village themed street art. 8. Any updates re agreed addition of fencing around back of pavilion hall.
25/138	Committee/Group Updates & Reports	To receive any updates from Committees/Groups and discuss/consider any requests put forward to full Council: <ol style="list-style-type: none"> a) Events Committee <ol style="list-style-type: none"> 1. Updates 2. Any requests/considerations for full Council. 3. Date of next meeting.

		<p>b) Allotments Committee</p> <ol style="list-style-type: none"> 1. Updates (Tenancy Agreement Alterations) 2. Any requests/considerations for full Council. 3. Date of next meeting. <p>c) Friendship Group</p> <ol style="list-style-type: none"> 1. Update via Group Lead re the future of the group. 2. To discuss monies collected by group at recent event in line with group's Terms of Reference.
25/139	Parish Council Matters	<ol style="list-style-type: none"> 1. To discuss/explore/update on New Waltham Youth Council. 2. To agree a replacement Councillor for flag-raising duties within the village and to discuss/consider a resident's request for a permanent flag to be flown 3. To discuss/ consider repairs for damaged village green posts. 4. To further discuss/update on Parish Council Surgery at the Pavilion Hall. 5. To discuss/consider request for installation of water supply to New Waltham Allotments. 6. To discuss the current situation within the village of abandoned housing construction sites. 7. To discuss/consider purchase of A3 printer and laminator for any future events. 8. To further discuss Priors Green & resident concerns re rotten fencing at rear of Priors housing area. 9. Newsletter. 10. To discuss/consider replacement/issues with litter pickers barrow.
25/140	Parish Council Finances	<ol style="list-style-type: none"> 1. To acknowledge receipt of emailed/distributed info and Clerk's monthly report (which includes monthly bank reconciliation/ Cash Book update & Budget report). 2. To approve/acknowledge the following scheduled payments/spends (inc VAT): <i>(Evidence of spends/Invoices/Receipts distributed to all Councillors & available within Clerk report).</i>

		<p>a) £90.06 – Reimburse Cllr Simpson (Music Fest food/drink/ Kitchen Float £20) Power: LGA 1972, s.145</p> <p>b) £16.09- Reimburse Cllr Sandell (Friendship Group) Power: LGA 1972, s.145</p> <p>c) £11.80 – Reimburse Cllr Keys (key cutting) Power: LG(MP)A 1976 s.19</p> <p>d) £15.19 – Amazon Card Purchase (Bulk Hand Soap for Pavilion Hall) Power: LGA 1972, s.145</p> <p>e) £183.33 – MES Gardening (Village Gardening) Power: Village Green – Public Health Act 1875, s145 and LGA 1972 Sch14, para 27</p> <p>f) £320.76 – St John Ambulance (Music Fest attendance) Power: LGA 1972, s.145</p> <p>g) £63.54 – E-Print (Music Fest Marketing Materials) Power: LGA 1972, s.145</p> <p>h) £287.35 – Biffa (91 day invoice for services at hall) Power: LG(MP)A 1976 s.19</p> <p>i) £15.00 – SumUp (Additional SumUp Unit for music fest) Power: LGA 1972, s.145</p> <p>j) £14.90 – Amazon card purchase (x12 blue rolls for pavilion hall/music fest) Power: LG(MP)A 1976 s.19</p> <p>k) £28.23 – Amazon card purchase (Safety tape/ hazard tape/ double sided & blu tac music fest) Power: LGA 1972, s.145/ LG(MP)A 1976 s.19</p>
25/141	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.
25/142	Personnel/Payroll (Confidential)	1. To note staff wages and HMRC/Ni contributions as per employee contracts.