



**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 2<sup>nd</sup> JULY 2025 TIME: 7PM**

*Signed...A. Ottewell-Barrett, Parish Clerk: 26 June 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>25/100</b>	<b>To receive nominations for position of Chair and elect.</b>
<b>25/101</b>	<b>To receive nominations for position of Councillor for consideration for Co-option.</b>
<b>25/102</b>	<b>To receive any apologies of absence.</b>
<b>25/103</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>25/102</b>	<b>Minutes of Previous Meeting:</b>  To approve the minutes of: <i>Wednesday 4<sup>th</sup> June 2025</i>

25/103	<p><b>Police Report</b></p> <p>a) To receive update from local policing team.</p>
25/104	<p><b>Public Session:</b></p> <p><b>15 minutes maximum</b> for members of the public to discuss <b><u>items on the agenda only.</u></b></p>
25/105	<p><b>Future Dates:</b></p> <p>Next Meeting: <b>Wednesday 6<sup>th</sup> August 2025</b></p>
25/106	<p><b>Planning:</b></p> <p><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></p> <ol style="list-style-type: none"> <li>1. <b>Planning Application Reference: DM/0322/25/OUT</b>  <b>Proposal:</b> Outline Planning Application for up to 120 dwellings with associated landscaping and infrastructure with means of access to be considered only, with all other matters reserved.  <b>Location:</b> Grove Farm Station Road Waltham North East Lincolnshire</li>   <li>2. <b>Planning Application Reference: DM/0367/25/FULA</b>  <b>Proposal:</b> Demolish existing garage and erect single storey rear extension with rooflights with associated works (amended description and amended plans received June 2025)  <b>Location:</b> 16 Wayside Drive New Waltham</li>   <li>3. <b>Planning Application Reference: DM/0435/25/FUL</b>  <b>Proposal:</b> Change of use from existing dwelling (Class C3) to a residential home (Class C2) for 2 young people aged between 7 and 17 years  <b>Location:</b> 240 Station Road New Waltham</li> </ol>
25/107	<p><b>Footpaths &amp; Highways:</b></p> <ol style="list-style-type: none"> <li>1. To further discuss need for cycle track through village.</li> </ol>
25/108	<p><b>Community Pavilion &amp; Playground:</b></p> <ol style="list-style-type: none"> <li>1. To discuss request from NELC for use of car park for bike repair centre once a month.</li> <li>2. To further discuss purchase of dishwasher for kitchen</li> <li>3. To discuss/consider Cllr Sandell's request for set of hall keys.</li> <li>4. To discuss/consider addition of further fencing around the pavilion hall.</li> </ol>

	<ol style="list-style-type: none"> <li>5. Update on gardening of Pavilion &amp; Play Area.</li> <li>6. To discuss and consider/update of new sign for external wall of pavilion hall.</li> </ol>
25/109	<p><b>Events:</b></p> <ol style="list-style-type: none"> <li>1. Events Committee to provide a brief update on the last meeting and present an overview of the planned activities for the event day. <ol style="list-style-type: none"> <li>a) Raffle Tickets &amp; Prize Collection</li> <li>b) Councillor volunteers needed</li> <li>c) Update on alcohol licences</li> </ol> </li> <li>2. Events Committee to provide update on Community Friendship Group</li> </ol>
25/110	<p><b>Allotments:</b></p> <ol style="list-style-type: none"> <li>1. To review current 'Tenancy Agreement' and amend as Council agrees, including increase of annual rent.</li> <li>2. To review current 'record keeping' of allotment tenants, keeping in line with GDPR.</li> </ol>
25/111	<p><b>Parish Council Matters:</b></p> <ol style="list-style-type: none"> <li>1. To review and consider the circulated '<b>Personnel Committee Terms of Reference</b>' for adoption.</li> <li>2. To review and consider the circulated '<b>Investments Policy</b>' for adoption, enabling the Council to make an informed decision regarding the potential transfer of funds into a savings account. (Including reviewing/considering any proposals for accounts submitted).</li> <li>3. To review and consider the circulated '<b>Terms of Reference for Community Friendship Group</b>' for adoption. Including nomination of Councillor 'Friendship Group Lead'.</li> <li>4. To further discuss Newsletter Summer Edition &amp; delivery plan for next edition.</li> <li>5. To advise/update on status of sub-contracting of football pitches.</li> <li>6. To discuss Priors Green, maintenance needed. (Including complaint from resident of Priors Close, re tree).</li> <li>7. To consider DBS checks for Councillors – specifically those involved in community led groups/events.</li> <li>8. To discuss/ consider sponsorship of flower beds.</li> </ol>

25/112	<p><b>Finance:</b></p> <ol style="list-style-type: none"> <li>1. To receive and approve Clerk's report and update on finances. Including: Monthly Bank Reconciliation and bank account/Cash Book information.</li> <li>2. <b>Approve the following payments/spends (Inc VAT):</b> <ol style="list-style-type: none"> <li>a) Reimburse Cllr Sandell (Purchases for friendship group) - <b>£28.55</b> Power to spend: LGA 1972 s.145</li> <li>b) Reimburse Caretaker (Mop purchase) - <b>£18.80</b> Power to spend: LGA 1972 s.133</li> <li>c) Raffle Tickets Direct (Purchase of raffle tickets) - <b>£41.40</b> Power to spend: LGA 1972 s.145</li> <li>d) Poster My Wall (Website – Purchase of high-res image/design for banner printing.) - <b>£6.99</b> Power to spend: LGA 1972 s.145</li> <li>e) MES Gardening (Gardening war memorial/ nature reserve/ Pavilion Play Area + Pavilion Garden) - <b>£633.33</b> Power to spend: HA 1980 s.96</li> </ol> </li> </ol>
25/113	<p><b>Exclusion of Press and Public:</b></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>
25/114	<p><b>Personnel/Payroll (Confidential):</b></p> <ol style="list-style-type: none"> <li>1. To welcome new Caretaker to the Pavilion Hall team.</li> <li>2. To discuss/ consider Enhanced Business CRB Checks for all Council Employees.</li> <li>3. To consider Ernllca IOSH Course for Clerk (+ opening to Caretakers and Councillors).</li> <li>4. To note staff wages and HMRC/NI contributions as per employee contracts.</li> </ol>