



**NEW WALTHAM**  
PARISH COUNCIL

**Clerk to the Council: Aneka Ottewell-Barrett**  
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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 6<sup>th</sup> DECEMBER 2023 TIME: 7.00 PM

*Signed...A. Ottewell-Barrett, Parish Clerk: 30<sup>th</sup> November 2023*

## 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. \*\***

23/146	<b>Apologies</b> To receive/accept any apologies for non-attendance.
23/147	<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.
23/148	<b>Minutes of Previous Meeting:</b> To approve the minutes of: <ul style="list-style-type: none"><li>Parish Council meeting held on: Wednesday 1<sup>st</sup> November 2023</li></ul>

### PUBLIC SESSION

15 minutes maximum for members of the public to discuss items on the agenda only.

23/149	<p><b>Police Report:</b></p> <ul style="list-style-type: none"> <li>To receive monthly police report.</li> </ul>
23/150	<p><b>Future Dates:</b></p> <p>Next Meeting: <u>Wednesday 3<sup>rd</sup> January 2024</u></p>
23/151	<p><b>To receive &amp; consider any applications for Co-option:</b></p> <ul style="list-style-type: none"> <li>Clerk to receive applications.</li> <li>Applicants to give brief introduction and address Council.</li> <li>Council to hold a vote on each application.</li> <li>Any newly appointed Cllrs to sign declaration of acceptance of office.</li> </ul>
23/152	<p><b>Planning:</b></p> <p>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></p> <ul style="list-style-type: none"> <li>DM/1122/23/FUL -118 Peaks Lane, NW Demolition of existing garage and extension and alteration of existing chalet bungalow and associated works</li> <li>DM/1082/23/FUL – 17 Mellor Way, NW Installation of roof lights to accommodate living accommodation on first floor</li> </ul>
23/153	<p><b>Footpaths &amp; Highways:</b></p> <ol style="list-style-type: none"> <li>To discuss any updates/concerns re cycle paths/footpaths.</li> </ol>
23/154	<p><b>Community Pavilion &amp; Playground:</b></p> <ol style="list-style-type: none"> <li>To advise/update re boiler service &amp; discuss quote for repair of tap in hall disabled toilet.</li> <li>To advise/update re incident within Pavilion car park/Gate &amp; discuss future of the car park gate.</li> <li>To advise/update re caretakers training.</li> <li>To update re ticket sales for wreath making/Christmas party.</li> <li>To discuss trees that have arrived from Woodland Trust</li> </ol>
23/155	<p><b>Parish Council Matters:</b></p> <ol style="list-style-type: none"> <li>To discuss/update on Council's utility charges</li> <li>To briefly discuss the 2024/25 draft budget &amp; precept in readiness for January.</li> <li>To discuss Chair's meeting with Ward Cllrs/Police/High Sherriff &amp; its outcome</li> <li>To discuss recent School Council Meeting with New Waltham Academy</li> <li>To further discuss 'New Waltham News' latest edition/next edition.</li> <li>To discuss social media statistics/ online presence &amp; marketing</li> </ol>

	<ol style="list-style-type: none"> <li>7. To discuss/update on tollbar pollution issue</li> <li>8. To discuss tollbar gardens area and its maintenance</li> <li>9. To discuss the start of plans put in place for the 2024 Music Festival</li> </ol>
23/156	<p><b>Reports:</b></p> <ol style="list-style-type: none"> <li>1. Any relevant reports</li> </ol>
23/157	<p><b>Finance:</b></p> <ol style="list-style-type: none"> <li>1. To receive an update on finances and bank account/Cash Book.</li> <li>2. Approve Payments Schedule for the month, including staff wages (separate document).</li> <li>3. To advise Council of closure of Petty Cash.</li> </ol>
23/158	<p><b><u>Exclusion of Press and Public</u></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>
23/159	<p><b><u>Payroll Information (Confidential)</u></b></p> <ul style="list-style-type: none"> <li>• To approve payment of salaries as per salary schedule (emailed to Cllrs)</li> </ul>

Agenda