

# **NEW WALTHAM PARISH COUNCIL**

MINUTES OF THE NEW WALTHAM PARISH COUNCIL MEETING HELD AT  
NEW WALTHAM VILLAGE HALL ON WEDNESDAY 20<sup>TH</sup> MAY 2015 AT 7.00 PM

**Present:** Cllr Williams (Chairman)  
Cllrs, Mumby, North, Baker, Simpson, Matthews, Croy, Page, Moore and  
Dolphin.

In attendance: Cllrs Shreeve and Harness (Ward Cllrs), 2 members of the Public.

Temporary Clerk: Sue Booth (Clerk to Tetney)

## **15/42 To receive apologies for absence.**

Apologies received from Cllrs Barber, Raper and Cllr Fenty.

## **15/43 Declarations of Interest under Code of Conduct 2012.**

- A) Cllrs Matthews and Breed a personal interest in allotments, Cllr Matthews in Priors Green, Cllr North in the pavilion and Cllr Baker in the newsletter.
- B) There were no dispensations given.

## **15/44 To approve the Minutes of the previous Parish Council Meeting, Extraordinary meeting and Recruitment of Clerk meeting.**

Parish Council meeting – 1<sup>st</sup> April 2015 - Proposed by Cllr Baker and seconded by Cllr Croy.  
Vote to accept the minutes, unanimously agreed.

**RESOLVED:** The Minutes were approved.

Recruitment of Clerk – 10<sup>th</sup> April 2015 - Minutes had been previously circulated. Proposed by Cllr Williams, seconded by Cllr Baker, unanimously agreed.

**RESOLVED:** The minutes were approved.

Extraordinary meeting – 1<sup>st</sup> May 2015 – Proposed by Cllr Baker, seconded by Cllr Croy, unanimously agreed.

**RESOLVED:** The minutes were approved.

## **15/45 Police/Community reports**

Police were not present but had sent report which had been previously circulated. No priorities in April, May priorities antisocial behaviour near shops. 37 crimes reported in the village and Humberston. Parish Council can help by getting the public to actively report incidents to local policing team or to ring 101. Reports from the policing team are becoming more detailed. Cllr North commented that residents weren't reporting crimes because the police were taking too long to answer calls. **Cllr Williams to mention response times to Steve Sutton.**

No report from the Community Pride team.

### **15/46 Planning matters**

No planning matters were discussed. The Clerk had emailed all Cllrs advising that the NELC planning meeting was to be held on the morning of the Parish Council meeting, therefore if any personal comments should be submitted independently.

**Other planning matters** – Proposed development appeal on Shaw Drive to be heard at NELC on 23<sup>rd</sup> June.

### **15/47 Future Dates**

The next Parish Council meeting will be held on 3<sup>rd</sup> June 2015. (Cllr Simpson apologies)

The next Village Day meeting to be held on 22<sup>nd</sup> June 2015

The next Pavilion Management group meeting to be held on 8<sup>th</sup> June 2015

ERNLLCA training dates – Being a Good Cllr dates 3<sup>rd</sup> June/28<sup>th</sup> July/23<sup>rd</sup> Sept – no takers at this time.

### **15/48 Reports**

#### Village Hall Committee meeting

Cllr Mumby handed minutes from March meeting to Cllr Williams for circulation. There was no meeting in April and the May meeting minutes had not yet been produced. Litter bunker not on the May agenda so will be placed on the June agenda for discussion then. **Cllr Williams to contact Mrs Matthews regarding the litter picker.** Next Village hall meeting to be held on 3<sup>rd</sup> Monday in June at 2pm.

#### Town and Parish meeting 14<sup>th</sup> April 2015

Cllr Williams read out the key points relevant to the Parish as the Cllrs had not received copies of the minutes. **Cllr Williams to copy the report to all Cllrs.**

### **15/49 Parish Council Matters**

a) Approval of Asset Register – Previously circulated. All in favour to approve. Cllr Williams signed the register.

b) Audit report and response to auditor – Most points raised have now been actioned, terms of reference to be in place within 4 weeks, since creating the report the auditor has had all queries answered and is happy with Shaw Trust issues now. Cllr Baker commented on how well the former Clerk, Lori Dyas, had done considering the disorder which she received the administration in when she started.

c) Village day update – 4<sup>th</sup> July 2015, 11am onwards, many attractions and events taking place on the day. Raffle tickets still to be sold. Road closures are in place at a cost of £600, funded by the ward Cllrs. Police have been notified of the road closures and Dave Poucher will also support it. **Cllr Baker to forward on to Cllr Williams the correspondence from Yvonne Reed** re a painting event. Car parking will be available at the school and Methodist Church.

d) Shaw Trust and the transfer of the street cleaner to NWPC – transfer should have happened on 1<sup>st</sup> May however Cllr Williams suggested deferring the transfer until 1<sup>st</sup> June due to the Clerk leaving. Litter picker to be informed and given contract of employment. Cllr Williams

proposed employing the litter picker from 1<sup>st</sup> June 2015, seconded by Cllr Mumby, all in favour. **RESOLVED:** To employ the litter picker from 1<sup>st</sup> June.

**Cllr Williams asked with the Councils permission to discuss item 15/49 g**

g) To consider outsourcing the payroll of NWPC – The Parish Council will have 2 paid employees, the Clerk is paid monthly and the litter picker will be paid weekly. Cllr Williams received quotes for outsourcing the payroll. Care4all charge £17.50+vat to do the payroll and produce all pay slips for a 5 week month. Other payroll companies were discussed however they were significantly more expensive. The advantage of outsourcing would be that the Clerk would not have to write cheques to herself and any new Clerks in the future would not need to have pay roll experience. There would also be a neutral and independent body in charge of salary payments and this would help the Council to be transparent. Cllr Williams proposed outsourcing the payroll, seconded by Cllr Simpson, all in favour.

**RESOLVED:** To outsource the payroll of NWPC.

e) Pavilion Management group update – 3 car boot sales planned in May, June and July. BJB Forktrucks to sponsor a picnic at the Pavilion event. The Pavilion has been cleaned inside and out including the toilets and changing rooms. Tesco supplying paint and refreshments for the redecorating day on 30<sup>th</sup> June.

Matthew Bryant approached Management group with the proposal for Grimsby Borough junior football club to use the Pavilion on Saturday mornings and afternoons and Sunday mornings at a charge of £20/junior game and £25/senior game, by allowing this there will be regular use all year. He will mark out the lines himself. Teams will hopefully clean up after themselves. NELC to create list of teams who already play at the Pavilion with further financial opportunities becoming apparent.

Alex Wheatley runs several clubs in the area and has approached the management group about dance classes and possible after school football club.

A bowling club has already been established. Social bowling group meet on Tuesday afternoons. A fee of £3 per bowler has been negotiated with a potential of £1000 to be earned this year. There are no costs associated with the Pavilion this year, therefore as much money needs to be generated as possible for when costs are incurred next year. Chairs, parasols and a pool table have been donated.

Storage room doors need restoring, Cofely have been asked to repair them. Other maintenance issues NELC to rectify include dilapidated shutters and guttering, lighting is to be replaced and the roof is in good order. PAT testing and fire extinguishers have been mentioned. Volunteers are still needed to help out. Cllr Baker thanked Cllr Williams for all of his efforts in getting the Pavilion project up and running.

f) To receive request for delegated powers from Pavilion Management group – Cllr Baker proposed and Cllr Mumby seconded the management group having full delegated powers over the finances in the Pavilion bank account so items can be purchased immediately for the Pavilion without having to wait for approval from the Parish Council. All in favour. Cllr Shreeve suggested producing a bank statement to the Governance committee each month.

**RESOLVED:** For the Pavilion management group to have full delegated powers over the finances.

h) Development of Priors Green management plan – No interested parties have come forward. Creative Nature did a presentation and produced a quote previously for £20,000

however this seems expensive. The wildlife area must be maintained as per the management plan, but without companies applying for the position there is not much the PC can do. Cllr North proposed seeking advice from ERNLLCA, seconded by Cllr Mumby. All in favour.

**RESOLVED:** To take advice from ERNLLCA and to roll the matter over to the June meeting.

i) Allotment rentals – Cllrs Breed and Matthews left the room. Rents due 1<sup>st</sup> June, any increase must be given 1 year in advance. There is a waiting list and residents are currently advised to approach Humberston and Waltham for available plots. Cllr Williams proposed keeping rents the same as last year, seconded by Cllr Baker. All in favour.

**RESOLVED:** To keep the rents at current levels.

**Cllrs Breed and Matthews returned to the room.**

j) Update from Clerk recruitment committee – Applications have been received from good applicants and interviews have been conducted however there is only 1 possibly suitable candidate. The position has been advertised internally within NELC with a deadline for applications of Friday 23<sup>rd</sup> May, 2 applicants come forward so far.

k) To consider application to erect Tourist designation sign for Greenlands Pavilion – People from outside the village are having problems finding the site. Cllr Williams stated the sign would be paid for out of the Pavilion budget. Cllr Baker proposed supporting an application for a brown tourist sign, Cllr Mumby seconded the proposal.

**RESOLVED:** To support application for Tourist designation sign.

l) Election expenses for candidates – Cllr Williams reminded all Cllrs that it was their responsibility to complete and send their expenses forms in for the recent election even if it is a nil return and uncontested within 28 days of the election.

m) Publication date of newsletter – Newsletter can be published now Purdah is over. Aim to publish by end of July. Current format to remain until new Clerk employed. Contributions needed by 14<sup>th</sup> July deadline. Ward Cllrs to submit report along with Pavilion committee chairs report, Cllr Moore on why she wanted to become a Councillor, Cllr Croy on the drop in sessions, Cllr Matthews on Priors Green, Cllr Dolphin a retrospective report on the success of the Village day and Cllr Williams will write the lead report.

**Standing orders suspended at 9.05pm.**

### **15/50 Finance**

Cllr Williams proposed holding back the cheque for D. Jackson in April, seconded by Cllr Baker, all in favour. **Cllr Matthews to cut grass round War Memorial.** Cllr Simpson asked for letter to be written for replacement of plants spoilt by the digging of pipes. Flower beds at Enfield to go on June agenda.

**RESOLVED:** To agree cheque payments as per circulated list except for April payment for D. Jackson. Cllr Baker authorised cheque list due to 1 cheque written to Chairman Williams.

### **15/51 Any other business**

Cllr Williams asked for help putting up directional signs for the car boot, Cllrs Croy and Dolphin offered. Help also needed on the Village day and at the car boot sales.

Travellers have set up at the layby on Louth Rd.

Cllr contact list to be circulated and put on the notice board. Chair closed meeting at 9.20pm.