

## NEW WALTHAM PARISH COUNCIL

### MINUTES OF THE MEETING OF NEW WALTHAM PARISH COUNCIL HELD ON WEDNESDAY, 09<sup>th</sup> MARCH 2016 at the COMMUNITY PAVILION, NEW WALTHAM

**Present:** Cllr G Williams (Chair)  
Councillors G Baker (Vice Chair), R Barber, R Breed, J Dolphin, J Matthews, C Mumby, B Page, D Raper, P Simpson and R Thompson

**Officers:** S Heywood, Clerk to the Council

**Also present:** Councillors J Fenty, S Harness and S Shreeve (Ward Councillors)

		Action
16/028	<p><b><u>Apologies for Absence</u></b> There were no apologies for absence.</p>	
16/029 (A)	<p><b><u>Declarations of Interest under Code of Conduct 2012</u></b> Cllr Thompson declared an interest in 16/037/c – St Matthew's Church</p>	
16/030 (A)	<p><b><u>Minutes of Meetings</u></b> <b>Minutes of the Parish Council meeting held on 03<sup>rd</sup> February 2016: Resolved:</b> That the minutes be accepted and agreed as a true record. <b>Proposed Cllr Dolphin; seconded Cllr Raper; passed unanimously</b></p>	
16/032 (A)	<p><b><u>Police and Community Reports</u></b> The police report had been received and circulated prior to the meeting. The report was brief as there had been a very low rate of crime in the past month.</p>	
(B)	<p><b><u>Young People's Drop-in</u></b> Cllr Williams reported a marginal improvement in the number of people attending the Drop-in. Hayley is hoping that numbers will improve around Easter. Hayley continues to be full of ideas and enjoys the confidence of the children. Cllr Williams recommended that the Parish Council should continue to give Hayley their support</p>	
16/031	<p><b><u>Public Session</u></b> There were no members of the public present. Cllr Williams took the opportunity to report on a recent meeting that he had attended with Cllr Archer and Damien Jaines-White (NELC) regarding Tollbar Roundabout. Further scenarios were discussed and a drawing of a possible footbridge was produced. The Councillors suggested that the road be re-modelled to allow two lanes to the North and South and a reduction in the size of the roundabout. Cllr Fenty reported that he had attended a second meeting at which the same scenarios and proposals were discussed. Cllr Fenty presented the evidence obtained by petition. The favoured outcome would be an underpass that would cater for cyclists, the disabled and the children. This would also resolve the congestion problem. Cllr Harness said that they had asked to see the traffic models in real time, not speeded up as previously. It was clear that the models do</p>	

	<p>not represent reality. Damien Jaines-White conceded that the modelling was incorrect. He also confirmed that no consultation had been carried out with residents.</p> <p>Cllr Williams said that he had suggested a “yellow box” to assist drivers attempting to turn right out of Hawthorn Avenue, Maple Avenue and the petrol station.</p> <p>Cllr Shreeve said that there was scope to adapt the plan to a two-lane roundabout. Cllr Mumby asked if there was money available for an underpass. Cllr Williams said that he had been told that this would make the project unviable. The Drop-Off zone promised by the developers will only go ahead if the development itself goes ahead.</p> <p>The Ward Councillors reported that there was a mismatch between the Local Plan and the Local Transport Plan. There is a lack of ambition to look at the longer term notion of a Western Relief Road, running from Great Coates via Bradley and on to the Louth Road. As this does not appear on the Local Plan, there is nothing to prevent development. The Tollbar housing plan will obstruct the development of such a relief road.</p> <p>Cllr Williams reminded the Council that the officers from Engie had promised to come back to this meeting with drawings and they have so far failed to do so.</p>	
16/033	<p><b><u>Planning Applications</u></b></p> <p>No planning applications were received in time to be discussed by the Council this month.</p>	
16/034	<p><b><u>Other Planning Matters</u></b></p> <p>No other planning matters were raised.</p>	
16/035	<p><b><u>Future Dates</u></b></p> <p>The next <b>Parish Council</b> meeting will be held on Wednesday 06<sup>th</sup> April</p> <p>The <b>Pavilion Management Group</b> will meet on Wednesday 16<sup>th</sup> March</p> <p>The <b>Environment Committee</b> meeting on Tuesday 15<sup>th</sup> March 2016 was postponed</p> <p><b>Town &amp; Parish Councils Liaison Committee</b> will meet on Thursday 17<sup>th</sup> March 2016</p> <p><b>ERNLLCA</b> District Committee meetings will be held on 21<sup>st</sup> April and 21<sup>st</sup> July 2016.</p>	
16/036	<p><b><u>Reports</u></b></p> <p><b>(A) Village Hall Management Committee Meeting</b></p> <p>Cllr Baker had attended the AGM where questions were taken from the floor. He reported that the committee was asked why there were no facilities for younger people. The reply was that the hall was fully booked. After further enquiry it became clear that a slot could be made available but only on a day when the caretaker was reluctant to turn out. Cllr Thompson however said that it was due to the conditions of the licence for the hall. Cllr Breed had suggested at the meeting that the hall should be managed as a joint venture by the Parish Council and the VHMC. This was not well received. Cllr Williams had written a letter to the VHMC that was read out by Cllr Breed suggesting that the whole committee should resign en bloc and in the interim the hall should be managed by the Parish Council. The meeting degenerated into a slanging match. It should be noted</p>	

	<p>that any Councillors who spoke at the meeting were not speaking on behalf of the Parish Council and that the letter from Cllr Williams did not represent the views of the Parish Council. Cllr Baker reported that the behaviour of several people there was disgraceful and that any goodwill that may have existed between the Parish Council and the Village Hall Management Committee was now gone.</p> <p><b>(B) Pavilion Management Group</b>  Cllr Breed reported that Premier Football started using the pitch for training on 20th February. They currently have seven children training but hope to increase the numbers to 20/30 running through to September. Cllr Williams said that football had brought in £210.00 in February but expenditure is low at this time of year.  The Bowlers are meeting on 30<sup>th</sup> March and the green is being prepared.  There have been discussions with NELC regarding any repairs. It has been agreed that all repairs will be done by NELC during the first year which ends on 07<sup>th</sup> May. Next year NWPC will have to pay 50% of any repairs required.  The new singing group attracted seven young people. It was agreed that they need to be given time to get established.  All groups using the Pavilion and the pitches on a regular basis need to produce evidence of their Public Liability insurance.</p> <p><b>(C) Emergency Planning</b>  Cllr Matthews reported that he had spoken to the Clerk at Waltham Parish Council which has a well-established emergency plan. WPC have provided a plan which could be adapted to suit New Waltham. Cllr Matthews said that setting up this group from scratch would involve a lot of work. Cllrs Thompson and Simpson volunteered to become involved and to speak to others in the village.</p>	
<p><b>16/037</b></p>	<p><b><u>Parish Council Matters</u></b></p> <p><b>(a) Commonwealth Flag Day</b>  Cllr Breed reported that Jayne Perry, Deputy Head of New Waltham Academy has agreed to read the Affirmation and it is expected that several children from the school will be present. Paul Speed, reporter with the Grimsby Telegraph has been invited to attend. Cllr Dolphin suggested that children from Enfield Academy should also be invited. Cllr Breed agreed to do this.</p> <p><b>(b) Safety Equipment for Street Cleaner</b>  Cllr Williams explained that Mr Major's job exposes him to a certain amount of risk. Cllr Page pointed out that the Council has a duty of care towards its employees. It was proposed to purchase adequate safety equipment for Mr Major. Seconded by Cllr Baker; passed unanimously.</p> <p><b>(c) Donation request by St Matthew's Church</b>  Cllr Thompson left the meeting during the following discussion. A request had been received to help the church replace its noticeboard. The Parish Council does have a budget for donations and it is open to local organisations to apply. Cllr Simpson proposed that a sum of £500 be given to the church; seconded by Cllr Raper; passed unanimously.</p>	

<p>(d)</p>	<p><b>Bank Reconciliations.</b> Cllr Mumby, as a non-signatory of the Parish Council's bank accounts, agreed to take on the task of checking the bank reconciliations on a quarterly basis.</p>	
<p>(e)</p>	<p><b>Annual Review.</b></p>	
<p>i)</p>	<p>Cllr Williams proposed that the new version of <b>Standing Orders</b> be accepted. Seconded by Cllr Baker; passed unanimously.</p>	
<p>ii)</p>	<p>Cllr Baker proposed that the <b>Financial Regulations</b> be accepted. Seconded by Cllr Dolphin; passed unanimously.</p>	
<p>iii)</p>	<p>The Parish Council has no <b>scale of charges</b> that needs to be reviewed this year.</p>	
<p>iv)</p>	<p>Cllr Williams asked that it be recorded that all <b>Risk Assessments</b> will be dealt with within two months of this meeting. He and Cllr Breed will seek advice from Phil Hewitt of NELC.</p>	
<p>v)</p>	<p>The <b>Asset Register</b> was considered and it was agreed that the equipment held at the Pavilion should be added with a value of £1,600.00. The Asset Register was otherwise approved.</p>	
<p>vi)</p>	<p>The <b>Insurance Schedule</b> was reviewed and it was agreed that one of the flag poles could be removed. There was discussion around the ownership of the bus-shelters. The one on Peakes Avenue is the responsibility of the Parish Council. Enquiries will be made regarding the remaining three bus-shelters as it appears that one of these may also be the Council's responsibility. The swing barrier at the entrance of the Village Hall car-park is almost certainly the responsibility of the VHMC but enquiries will be made before this is removed from the insurance schedule.</p>	
<p>vii)</p>	<p>Cllr Williams proposed that a separate account be opened specifically for the money allocated to the maintenance of <b>Prior's Green</b>. This would then clarify the amount of money held as a <b>Business Reserve</b>. Seconded by Cllr Matthews; passed unanimously.</p>	
<p>viii)</p>	<p>It was agreed that the Clerk will produce monthly <b>Bank Reconciliations</b> for consideration by the Council.</p>	
<p>(f)</p>	<p><b>Village Hall Management Committee</b> Regarding the accounts, Cllr Mumby said that the Parish Council would find that the accounts are kept extremely well by Mrs Mary Fisher.</p>	
<p></p>	<p>Any further discussion of the VHMC was held over to the next meeting.</p>	
<p>g)</p>	<p><b>Future of New Waltham Village News</b> There was some heated discussion regarding the recent problems over the distribution of the newsletter. There had been a lack of communication between the Councillors as to their availability and also as to the exact nature of the distribution rounds. These issues will be discussed at the next meeting of the Communication and Newsletter Committee. Cllr Breed suggested that fewer newsletters be produced and that these could be left at outlets in the village for residents to collect. Cllr Dolphin suggested that a survey be conducted to see whether residents would prefer an online version of the newsletter or a paper one. There was also discussion around changing the format to A4 sheets without the cover. Cllr Dolphin agreed to undertake the survey to obtain opinions and suggestions.</p>	

h)	<p><b>Best Kept Village Competition</b> It was agreed that New Waltham would not be entering the competition this year.</p>	
16/038	<p><b><u>Finance</u></b></p> <p><b>Bank Reconciliations</b> These will be reviewed on a quarterly basis in the next financial year.</p> <p><b>Clerk's Overtime</b> This had arisen due to the Clerk's attending the Auditor for two days for a pre-audit review and the resultant further work that had arisen. The claim was for 19.5 hours. Proposed by Cllr Williams that this should be approved; seconded by Cllr Dolphin and approved unanimously.</p> <p><b>Payments to Newsletter Distributors</b> These will be reviewed and resolved by the Communications and Newsletter Committee. Cllr Breed agreed to advertise for more distributors.</p> <p><b>Monthly broadband cost</b> The monthly fee of £15.00 had not been previously minuted. Cllr Simpson proposed that the fee should be paid; seconded by Cllr Matthews; passed unanimously.</p> <p><b>To approve this month's expenditure</b> <b>Resolved:</b> To agree the list of cheques as per the statement displayed at the meeting. <b>Proposed by Cllr Baker; seconded by Cllr Barber; passed unanimously.</b></p>	
16/039	<p><b><u>Any Other Business</u></b> Cllr Mumby raised the issue of the state of the road outside the Spar shop. This will be placed on the next Agenda. Cllr Breed will contact Malc Willey regarding the Heritage list Cllr Raper reported that on 09<sup>th</sup> February he had informed NELC that one of the street lights was out by the Spar shop. Cllr Simpson stated that the gardener is now back at work with effect from 01<sup>st</sup> March.</p>	
	<p><b><u>The meeting closed at 9.15 pm</u></b></p>	