

**MINUTES OF A MEETING OF NEW WALTHAM PARISH COUNCIL HELD AT NEW WALTHAM COMMUNITY PAVILION, ST CLEMENTS WAY ON WEDNESDAY 3<sup>RD</sup> AUGUST 2016 AT 7.00PM**

**Present:** Cllr. Williams (Chairman)  
Cllr. Baker, Mumby, Raper, Welham, Dolphin, Thompson and Simpson

**Apologies:** Cllrs. Barber and Breed

**In Attendance:** Cllrs. Shreeve and Harness, Ward Cllrs., NELC

There were 2 members of the public present, both candidates for cooption.

**16/52 Acceptance of Apologies**

Received from Cllrs. Barber and Breed both due to holidays – accepted.

**RESOLVED:** That apologies be received and accepted.

**16/53 Declarations of Interest – Code of Conduct 2012**

Cllr. Williams declared personal interest in candidate for cooption due to family connection. Noted.

**16/54 Minutes of Meetings**

To approve the minutes of the Parish Council and any Committee meetings held in June 2016

All minutes as circulated approved and signed by the Chairman.

**RESOLVED:** That minutes be accepted as true record of the meetings

**16/55 Cooption of Candidates to fill casual vacancies**

To receive two candidates for cooption to fill casual vacancies and agree necessary actions

Two candidates present, Mrs. A. Baxter and Mrs. A. Johnson. Both had received cooption eligibility forms from Clerk along with a copy of the Code of Conduct.

Both candidates said a few words and then both candidates were proposed, seconded and unanimously voted to be coopted onto the Parish Council with immediate effect. Both candidates then signed Declaration of Acceptance of Office.

**RESOLVED:** That Mrs. A. Baxter and Mrs. A. Johnson be coopted to fill casual vacancies

**Public Session**

No one here.

**16/56 Police/Community Report**

To receive a report from the Police and to consider any necessary action

Disappointed to see increase in figures for crime. Chairman summarized report. Noted.

To receive a report from the Young People's Drop In & Community Football Scheme

Information had been sent to Chairman. 42 numbers in early month – highest ever. Maintained numbers even when bad weather. Doing great work at the centre and Hayley highly praised for work being carried out. Noted.

**16/57      Highways/Footpaths/Traffic issues**

- a) To receive any report from the Clerk for information only

Nothing to report.

- b) To receive information/update from Cllr. Breed on cycle ways and agree any necessary action

No update as Cllr. Breed absent. To be c/f to next meeting.

**16/58      Planning Matters**

The following planning applications were considered:

**DM/0686/16/FUL      7 Pretymen Crescent, New Waltham**  
**Demolish existing garage and erection of a new detached garage**

*No objections.*

**RESOLVED:      That comments be submitted to NELC as agreed**

Planning Decisions Notifications from NELC for information only – already circulated electronically when received.

To receive any other planning correspondence for information – none received.

**16/59      Future Dates**

Next Meeting Date - Wednesday 7<sup>th</sup> September 2016

ERNLLCA Annual Conference – Friday 18<sup>th</sup> November 2016

ERNLLCA AGM – 15<sup>th</sup> September 2016 – Venue would be South Bank but yet to be confirmed.

Pavilion fun day – Sunday 4<sup>th</sup> September – everything booked and confirmed. Volunteers required to help.

Pavilion Picnic – Sunday 7<sup>th</sup> August 2016 – Chairman absent but Cllrs. Dolphin and Thompson supervising.

Office Closure 25-29<sup>th</sup> August 2016 inclusive

NELC Mayor's Civic Service – Sunday 18<sup>th</sup> September 2016 – Cllrs. Barber and Welham to attend and Clerk to confirm with NELC

Environment Committee and Pavilion Management Group – Monday 19<sup>th</sup> September.

PMG – Monday 15<sup>th</sup> August 2016.

**16/60      Reports (subject to availability)**

Town & Parish Council Liaison Committee – Thursday 28<sup>th</sup> July 2016

Cllrs. Raper, Baker and Breed attended. Chair and Vice-Chair reelected. Review costs of road closures. Current year. PCC and Chief Constable at next meeting.

ERNLLCA North East Lincolnshire District Committee - 21<sup>st</sup> July 2016

No one attended.

Village Hall Committee Meeting – Cllr Baker

No meeting held.

Environment committee – Cllr. Breed

c/f to when Cllr. Breed present.

Newsletter/Communications Committee – Cllr. Barber

Minutes circulated and had been approved and were self explanatory. Circulation rounds needed to be firmed up and this would be done at future meeting. Noted.

Personnel Committee – Cllr. Barber

Minutes circulated and had been approved and were self explanatory. Committee progressing pension regulations so that they would be met by staging date. Noted.

16/61      **New Waltham Community Pavilion**

- a) To receive further information on possible expansion of pavilion site and agree any necessary actions

In the current Newsletter there is a consultation document which is also on website and would be available on the open day. To be discussed at next meeting. Clerk would arrange quotations from planning consultants who would be able to take the project through to planning permission stage. Chairman confirmed that Cyden Homes would be willing to upgrade play equipment at Pavilion Site rather than on Becklands.

**RESOLVED: That consultation responses be collated and then discussed at September meeting**

- b) To receive a report on Pavilion Management for the month from Chairman

There had been a problem with the Bowling Club again on a drop in evening. Agreed that water tight SLA be produced for next season to prevent the situation from recurring and if it did, to allow action to be taken. Football continuing.

**RESOLVED: That SLA be produced for Bowling Teams use for next season to enable action to be taken if terms and conditions breached**

- c) To receive update on two forthcoming Pavilion events

Events as per calendar with plenty of events between present and Christmas. Noted.

16/62      **Parish Council Matters**

- a) To receive further information on additional CCTV cameras and agree any further necessary actions

Quotation had been received for extra camera and it was agreed that letter be sent out to all residents in Farmhouse Mews asking for comments before decision taken as cameras would sweep area by their homes. Clerk to write to all residents agreed and then place on September agenda.

**RESOLVED: That consultation letter be sent to residents of Farmhouse Mews as agreed before Any decision made**

- b) Village Signs project – to receive update on progress and agree any necessary actions

Cllrs. Williams, Mumby and Breed to meet on site and agree definitive locations.

**RESOLVED: That Council members as named meet on site and agree definitive locations**

- c) To receive update on any Priors Green matters and agree any actions

All up to date from previous report and only outstanding matters were stile installation and replanting. Chairman to meet tomorrow on site and would then report back.

d) To receive update on this year's NCS project and agree any actions

Cllr. Simpson advised that they would be in attendance on Monday to go over scheme with groups. Paint inside the pavilion and finish off the room. Chairman to obtain the paint and leave supervision to Cllrs. Simpson and Breed. Scheme would be starting on 15<sup>th</sup> August. Noted.

e) To consider the future of the flower beds at Toll Bar Roundabout and agree action

Chairman drew attention to the three beds the PC is responsible for and previously the guides had planted them up. Now in poor state of tidiness and planters might be possible to improve the look of the area. Agreed to be held in obedience as Garden Club might be able to assist.

**RESOLVED: That this matter be held over pending potential assistance from gardening club**

f) To receive and consider NELC consultation on combined Mayoral Authority for Greater Lincolnshire and agree any response

Cllr. Shreeve, NELC gave overview of general issues. Members agreed that the PC doesn't have all of the details and it would be difficult for it to pass a comment at the present time.

**RESOLVED: That the PC's response to NELC be as agreed.**

g) To consider and agree any resolutions for submission to ERNLLCA's AGM in September

None agreed and unlikely that anyone would attend.

**RESOLVED: That no resolutions be sent to the AGM for 2016**

h) To consider extending/renewing existing gardening contract and agree actions

Chairman advised that this matter had been discussed by the Environment Committee and it was in full agreement. Chairman highlighted that current contractor provides excellent service and follows the schedule fully with no issues. Contract now coming to an end and Chairman proposed that we extend the current contractor's contract for two years with break clause after 12 months and one months notice either side. Unanimously agreed and Clerk to write and advise.

**RESOLVED: That the current grounds maintenance contract be extended for a two year period as agreed**

**16/63      Finance**

a) To approve accounts for payment as per payment schedule circulated

Payments to be made as circulated approved.

**RESOLVED: That all payments be made as per list circulated**

b) To consider banking arrangements in light of proposals by Nat West to possibly introduce further banking charges

At moment satisfied with current arrangements but Clerk to look at other providers as informal exercise over coming months and report back.

**RESOLVED: That although the current banking arrangements are satisfactory, the Clerk will look at Other providers and report back**

c) To receive and approve quarterly accounts for first quarter of fy 16/17.

Clerk had circulated quarterly cash book to 30.06.16 and the first quarter account reconciliation to 30.06.16. This was checked against bank statement, approved and signed.

**RESOLVED: That the quarterly accounts be approved and signed**

d) To receive confirmation from BT of direct debit set up.

Updated and awaiting confirmation from debt management company over previous accounts. Noted.

**16/64            Any Other Business**

To receive items for information only

Cllr. Johnson to do a wreath making night – florist will give her time for free – welcomed for the Pavilion.

**16/65            Exclusion of Press and Public**

**RESOLVED:    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**

**16/66            Payroll Information**

a) To approve payment of salaries as per salary schedule circulated

All salary payments as per schedule circulated, approved to be made. Chairman updated over pension provision for employees and that individual meetings will be held to give employees all necessary facts. Noted.

**RESOLVED:    That all salary payments be made as per schedule**

Chairman closed the meeting at 8.34 pm.

Signed: .....

Date: .....