

**MINUTES OF A MEETING OF NEW WALTHAM PARISH COUNCIL HELD AT NEW WALTHAM COMMUNITY PAVILION, ST CLEMENTS WAY ON WEDNESDAY 1<sup>st</sup> FEBRUARY 2017 AT 7.00PM**

**Present:** Cllr. Williams (Chairman)  
Cllrs. Barber, Raper, Mumby, Baker, Simpson, Breed, Welham, Johnson, Dolphin and Baxter

**Apologies:** Cllr. Thompson

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

There were 9 members of the public present.

**16/139 Acceptance of Apologies**

Cllr. Thompson has granted sabbatical. No others received.

**16/140 Declarations of Interest – Code of Conduct 2012**

Cllr. Breed declared personal interest on 39 Peaks Avenue planning application due to family residency nearby.

**16/141 Minutes of Meetings**

To approve the minutes of the meetings held in January 2017 – Main Council meeting, Environment Committee and Pavilion Management Group Meeting

Minutes of main January meeting amended to read Village Hall committee report given by Cllr. Baker and not Chairman. With that amendment, approved as true record and signed by the Chairman.

Minutes of Committees not yet circulated as only held 48 hours prior to meeting and Clerk had been absent due to illness.

**RESOLVED: That minutes be approved as true record of main Council meeting and signed by the Chairman**

**Public Session**

Residents present again re anti social behavior and planning issues. Residents were reminded of the need to report all crime incidents to the 101 number if not an emergency. Resident raising objections to planning application at 39 Peaks Avenue.

**16/142 Police/Community Report**

To receive a report from the Police including report from surgery and to consider any necessary actions including the request for installation of a solar light and WiFi in youth shelter

Police report circulated to all and Chairman read out. Cllr. Mumby asked if the police report fly tipping to the appropriate body if discovered and Clerk advised she would check. Cllr. Baker advised that he had questioned at Town and Parish Liaison when extra PCSO's would be provided but had not been given an answer.

Solar light in youth shelter had been requested and members recalled that when purchased it did have that option. Clerk to check with company who had supplied shelter on whether light was still available. Wifi provision would be further considered.

**RESOLVED: Clerk to source provision of solar light if available for the shelter**

To receive a report from the Young People's Drop In & Community Football Scheme  
Numbers low at present but that is seasonal and expected.

**16/143      Highways/Footpaths/Traffic issues**

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

Nothing to report from Clerk.

- b)
- To receive response from NELC/ENGIE re Toll Bar Roundabout and agree any actions

Chairman gave full and detailed update on current situation with regard to action from ENGIE with contribution from Ward Cllrs. present. Issue has been sent back to Scrutiny and if Conservative Group successful then it would go to a full debate at Council towards the end of February. Any works not likely to start until 2018. Agreed that the PC send letter to the school asking for more proactive approach with regard to walkways provision for the children's safety.

**RESOLVED: That a letter be sent to the school regarding the provision of walkways etc. for the pupils**

- c)
- To consider replacement of litter picker's barrow and agree necessary actions

Agreed that replacement barrow be purchased. Maximum amount of £775 + any VAT agreed and clerk to organize.

**RESOLVED: That allowance agreed for £775 + any vat applicable for the Clerk to organize a new barrow For the litter picker/street cleaner**

- d)
- To receive request under Town and Country Planning Act for diversion of PROW 59 for part of the path due to development of the land and agree response

Discussed and changes welcome as long as the path is moved north of the housing estate and stays within the field.

**RESOLVED: That there are no objections based on the agreed observations shown above**

**16/144      Planning Matters**

The following planning applications were considered:

**DM/1179/16/FUL      7 Humberston Avenue, Humberston**

**Demolition of existing dwelling and erection of three detached dwellings, associated Landscaping, access and parking**

*No objections.*

**DM/1203/16/FUL      Tollbar Academy Station Road, New Waltham**

**Proposed encapsulation and reroofing of existing single storey classroom block**

*No objections.*

**DM/1128/16/FUL      Tollbar Academy, Station Road, New Waltham**

**Proposed encapsulation and reroofing of existing single storey classroom block**

*No objections.*

**DM/1125/16/FULA      304 Station Road, New Waltham**

**Partial demolition of existing garage, erection of new east elevation wall and Construction of new raised flat roof and conversion to artist studio**

*No objections.*

**DM/0004/17/FUL 275 Station Road, New Waltham**

**Erect rear extension, form gabled roof, raise roof height and form rooms in roof space With roof lights, alterations to window openings and render cladding to all elevations, Amendment to previously approved application DM/0941/16/FUL**

*No objections*

**DM/0049/17/FUL 39 Peaks Avenue, New Waltham**

**Variation of Condition 2 (approved plans) as granted on DM/0069/14/FUL – erection of Pair of semi detached dwellings..... – to form two detached dwellings**

*Planning permission granted should stand as it currently is, conditions put on for a reason and no benefit can be seen in splitting the dwellings in planning terms. Objections.*

**RESOLVED: That the above comments be submitted to NELC**

Planning Decisions Notifications from NELC for information only – all previously circulated  
To receive any other planning correspondence for information – none received

**16/145 Future Dates**

Next Meeting Date – Wednesday 1<sup>st</sup> March 2017

Committee Night for February – Monday 27<sup>th</sup> February 2017

Village Day Meeting – Monday 20<sup>th</sup> February 2017

**16/146 Reports (subject to availability)**

Village Hall Committee Meeting

Cllr. Baker reported on short meeting. Mrs. Matthews to continue as Chairman. Continuing policy of not opening on a Sunday. Chairman asked that Cllr. Baker check date of AGM as this was not advertised last year. Noted.

Environment Report

c/f to next meeting.

Town and Parish Liaison – 26.01.17

Cllr. Raper reported. Waiting for confirmation on expired banners/advertising on who should actually take them down. Street cleaning rotas now only 5 days per week. Equipment request for redundant equipment made again and response was that no decision had yet been made. Meeting with Parish Councils had been called and New Waltham was 2<sup>nd</sup> March. Clerk to attend with Chairman if possible. Noted.

To receive any other reports

None.

**16/147 New Waltham Community Pavilion**

- a) To formally accept the design for the pavilion extension to allow the submission of a planning application

Mr. Nelson had sent apologies and Chairman presented the final plan. Approved and planning application would be submitted the following day.

**RESOLVED: That the proposed plans for the pavilion extension be approved and that the agent be Asked to submit the proposals for planning permission**

- b) To consider the granting of delegated financial powers to the Clerk in conjunction with the Chairman and Vice-Chairman on all matters regarding the Pavilion extension

Deadline would be tight and request from Chairman that the agreement to the proposal would help expedite matters and members would see all information as currently in connection with the project. Agreed that powers be granted by majority vote.

**RESOLVED: That delegated financial powers be granted to Clerk, Chair and Vice-Chair on all matters Regarding the pavilion extension project until completion**

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

Chairman reported. Very good financial balance. More chairs have been purchased and processed through the Council finance to save the VAT element. Looking to appoint someone on short term basis to focus on funding for 3 hours per week and provide a model for funding applications. PMG will fund this and hopefully it will be self financing in the long term. Car boots starting on 22<sup>nd</sup> April and psychic evening coming up which is already oversubscribed. Christmas Fair is 18<sup>th</sup> November and Picnic at the Pavilion on 13<sup>th</sup> August. Village Day will this year be held at Pavilion and will be 24<sup>th</sup> June.

Bowling representative would be invited to the next PMG meeting to discuss issues around bowlers use of Pavilion. Noted.

- d) To receive update on forthcoming Pavilion events

All covered above.

### **16/148      Parish Council Matters**

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

Waiting for decision from Planning Dept and as soon as received, contractor would be notified to erect signs.

- b) To receive update on any Priors Green matters and agree any actions including the purchase of nesting boxes and an information board for Priors Green

Information board and bird boxes etc. agreed. Budget of £1k agreed for provision of board and boxes. Chairman to organize information board and Clerk to organize purchase of boxes etc. Clerk to get suitable dates from Creative Nature and school for sapling planting. Stile has already been budgeted for and waiting contractor to do it. Cyden Homes would be responding with what they are going to do with the fencing when their adjacent development has been completed.

**RESOLVED: That £1k budget be allocated for the provision of an information board and nesting/bird Boxes for the site. Clerk to organize.**

- c) To receive an update on the 2017 Village Day and agree any necessary actions

Will this year be at the Pavilion. Theme will be New Waltham at the Beach 24<sup>th</sup> June 2017. Activities will include laser shooting, donkeys and hopefully a funfair. Clerk to organize licence for the sale of alcohol that day. Propose that games be organized/purchased which can then be used on other occasions. Agreed.

**RESOLVED: That the above arrangements are acceptable for the Village Day 2017**

- d) To review the Council's Social Media Policy and agree any necessary actions

Agreed that a dedicated New Waltham Parish Council facebook page be started, Cllr. Johnson to organize and administer. Agreed solely as notice board type page and not one where comments could be posted etc.

**RESOLVED: That New Waltham Parish Council facebook page be started and administered by Cllr. Johnson but only to be 'notice board' type page with no interaction/comment facility**

**16/149      New Waltham Village Newsletter**

To receive update on February 2017 edition and agree any necessary actions

Clerk had completed and waiting for hard copies to come through. 300 copies to be printed and distributed to the three retail outlets in the village. Noted.

**16/150      Finance**

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

All payments, as per list circulated, approved to be made.

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

**16/151      Any Other Business**

To receive items for information only

Cydens have started building at Becklands and have temporary sales booth and written to all local residents. Cllr. Welham suggested spreadsheet for rotas for car boots etc. and they will do one.

Cllr. Simpson requested all members consider projects for this year’s NCS scheme and Clerk will put on March agenda. National Spring Clean Day is 3-5<sup>th</sup> March – Cllr. Baxter to organize bodies such as scouts, guides and schools etc. to participate.

**16/152      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**

**16/153      Payroll Information**

a) To approve payment of salaries as per salary schedule

Approved.

**RESOLVED: That all salaries be paid as per schedule circulated.**

Chairman closed the meeting at 8.52 pm.

Signed: .....

Date: .....