

MINUTES OF A MEETING OF NEW WALTHAM PARISH COUNCIL HELD AT NEW WALTHAM COMMUNITY PAVILION, ST CLEMENTS WAY ON WEDNESDAY 2nd NOVEMBER 2016 AT 7.00PM

Present: Cllr. Williams (Chairman)
Cllrs. Barber, Dolphin, Welham, Baker, Raper and Mumby

Apologies: Cllrs. Thompson, Baxter, Simpson, Johnson and Breed

In Attendance: PCSO's x 2
Cllrs. Shreeve and Harness, Ward Cllrs., NELC

There were 8 members of the public present.

16/95 Acceptance of Apologies

Received from Cllr. Simpson – holidays; Cllr. Johnson – family commitments; Cllr. Thompson – illness; Cllr. Breed – holidays; Cllr. Baxter none received.

Resolved: That apologies be received and accepted

16/96 Declarations of Interest – Code of Conduct 2012

None made.

Public Break:

Residents present discussing issues of littering around the Spar Shop and Subway. Council to send letter to Blakemores and also would re examine its own litter picking rounds. Chairman advised Police were working hard with groups of young people. Council to write to Stagecoach re bus stop concerns asking for a light within the shelter or a replacement see-through shelter. Youth Worker to also be asked to do some out-reach work on the issues. Five members of the public then left leaving only 3 present.

Resident asked about site visit re planning application and members confirmed it was cancelled due to work commitments but the item was back on the current agenda for further discussion.

16/97 Minutes of Meetings

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

Agreed as true record with amendment that Cllr. Mumby was at V Hall meeting and not Cllr. Baker.

RESOLVED: That minutes, with amendment of attendee at Village Hall meeting, be approved as true Record of meeting and signed by the Chairman

16/98 Police/Community Report

To receive a report from the Police and to consider any necessary actions including notice of Change of personnel in local policing team

Welcomed new PCSO Keeley Burrows who read out crime report up to 23rd October. Vote of thanks to former PCSO, Steve Sutton, for his work during the last 9 years and letter acknowledging the contribution to be sent to Insp Neil Pattison.

RESOLVED: That letter be sent to Policing Inspector with regard to PCSO Sutton

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

Numbers decreasing slightly now dark nights are here. Halloween event last Thursday well attended. Finish on 22nd December and reopen on 12th January 2017.

To receive update on additional CCTV cameras and agree any necessary actions

New camera has been installed without consultation so needs spinning round 180 degrees so its facing down Farmhouse Mews. Payment of invoice to be held over until change made.

The second tree down in Farmhouse Mews was removed as good will gesture to resident involved.

Resident had questioned privacy with regard to a flat in the line of the camera view but had been assured and sent evidence of blue filter to provide privacy and appeared satisfied. Noted.

16/99 Highways/Footpaths/Traffic issuesa) To receive any report from the Clerk for information only

Clerk now holding regular meetings with Traffic team Manager from NELC.

Road closure for Remembrance Sunday – won't allow us Peaks Lane because of road traffic issues.

Invoice for road closure still stands for Village Day as it can't be retrospective - Ward Cllrs. had promised to pay for it so they will settle it on PC's behalf. Noted.

b) To receive report on meeting re Toll Bar Roundabout on 12.10.16 and agree any actions

Chairman had attended meeting at Engie where various schemes were considered. Original proposal of traffic lights would seem to be favoured approach to the scheme. Further meetings to be held and Chairman will be in attendance.

c) To receive and agree formal routes and rounds for litter picking in the village

Clerk had circulated list of formal rounds and it was agreed that due to expansion in the village with new building works etc., this should be reviewed at least once each year. Agreed that there should be a term-time schedule and a non-term time schedule. Agreed that draft schedules be tabled at December meeting for consideration.

RESOLVED: That term-time and non-term time draft schedules be placed before December 2016 Meeting for consideration

16/100 Planning Matters

The following planning applications were considered

DM/0883/16/FUL 24 Peaks Lane, new Waltham

Demolish existing bungalow, alterations to access and erection of 7 dwellings with garaging, landscaping and associated works

C/f from previous meeting. Wholly unsuitable for access/egress, proximity to local schools. Objecting. Residents then left meeting and no public left.

DM/0970/16/FUL 5A Hawthorne Avenue, New Waltham

Retrospective application to demolish existing garage, erect extension to rear, raise Roof to create first floor accommodation, gable roof and create rear first floor balcony with Side dormers

Don't support the retrospective application and should be as per original plans. Major extensive development without permission.

DM/0972/16/FULA 36 Peaks Lane, New Waltham

Erect two storey and single storey extensions to include raised height of part boundary fence

Side extension no problem, but infill section would impact on neighbours who were adjacent.

DM/0982/16/OUT 203 Station Road, New Waltham**Outline application for the erection of 7 dwellings and garages with access to be considered**

Personal interest declared by Cllr. Baker. Totally out of place, proximity to Toll Bar right opposite bus stop and backyard development and unsuitable location onto busy road. Objecting.

RESOLVED: That all comments as agreed be submitted to NELC

Planning Decisions Notifications from NELC for information only – all circulated as received electronically.

To receive any other planning correspondence for information:

Phone Boxes

Councillors agreed that they would prefer to keep the phone/equipment but if they are to be removed, the Parish Council would like to adopt them and keep them on behalf of the village to be used as information points etc.

RESOLVED: That comments as agreed be submitted

New Local Plan and agree any actions

Link to new local plan had been sent out and consultation finished last week.

Cllr. Shreeve, NELC advised that the lack of inclusion of the Western Relief Road has a technical reason why its not included. Inspector would reject anything which would not be completed within the lifetime of the plan and so the proposed road would be rejected. Noted.

16/101 Future Dates

Next Meeting Date – Wednesday 7th December 2016

ERNLLCA Annual Conference – Friday 18th November 2016 – Clerk, Cllrs. Welham and Baker confirmed.

ERNLLCA Training – Tuesday 8th November 2016 – Cllrs. Barber and Williams and Clerk.

Pavilion Management Group – Monday 28th November 2016 – will now be final Mondays of the month.

Environment Meeting - Monday 28th November 2016 8.00 pm.

Remembrance Day – 13th November – the wreath has been provided. Service being led by Lawrence Price and outside service by Ian Walker. Noted.

Christmas Tree Lighting Event – Saturday 3rd December 2016 at 4.00 pm – to agree arrangements

Cllr. Breed to liaise with NELC to switch lights. Marquee to go up, Church Christmas fair, marquee outside and sell hotdogs. Chairman asked for volunteers on the day.

16/102 Reports (subject to availability)Village Hall Committee Meeting

Cllr Mumby reported on basic domestic issues. Commemorative plaque has been erected in memory of Mr. Goring. Financial situation a good one with £7k in the bank.

ERNLLCA District Meeting – 27.10.16

Clerk had only attended start of meeting and nothing to report.

To receive any other reports - none.

16/103 New Waltham Community Pavilion

a) To receive update on Pavilion extension project and agree any necessary actions

Clerk had submitted a proposal to NELC with a draft drawing and response awaited. Next stage would be to finance planning application with NELC to obtain planning permission.

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

Presume singing group has disbanded but not confirmed. Football still going well.

Approx £260 a month income from football. Trading well. Advertised for cleaner and this to be progressed quickly.

c) To receive update on forthcoming Pavilion events

Halloween parties successful raising £115. Wreath making coming up and some sessions already fully booked. Psychic evening booked for February 2017 and last one raised £300. Walking Group to be deferred until after Christmas due to lack of numbers.

16/104 Parish Council Matters

a) To consider next edition of Newsletter and agree any necessary actions

Out for distribution. Noted.

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

Signs are made and Chairman will meet planning consultant this week to agree exact locations – planning application will then be submitted the following week. Agreed addition of a plaque saying who designed it and when – agreed wording as ‘Designed by Benje Smith, aged 10 2016’ and plaque to go on post of each sign.

RESOLVED: That project proceed as agreed and small plaques be ordered for inclusion on the signs

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

Stile agreed and Chairman and contractor to agree location. Creative Nature work outstanding was saplings to be replanted in liaison with police and school. Clerk to chase Creative Nature for date.

d) To consider and agree social media provision for the Parish Council

Chairman advised request received regarding the Parish Council taking over the New Waltham Community Page. Agreed that the PC did not wish to do so and the current administrator should be advised to close it down and the PC not be associated with it.

RESOLVED: That The Parish Council does not wish to take over the New Waltham Community Facebook page and that the administrator be asked to close it down

e) To consider first proposals for Council’s new 5 year plan and agree timescales and actions

All members asked to consider schemes for longer-term plan for the Council and initial ideas included tidying up village green by extending fence and putting in some raised beds. Trim trail suggested on Pavilion Site as well as potential playground for older children. To be c/f to budget meeting.

RESOLVED: That proposals be included at budget meeting in 2017

Standing Orders moved till 9.15 pm.

16/105 Finance

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

All payments approved as per listing and signed off by Chairman.

RESOLVED: That all payments be made as per listing circulated.

- b) To receive Annual Return from external auditors and agree any further actions

Members were satisfied with Annual Return and any comments from external auditors and agreed no further action necessary and the audit was closed for the fy 15/16.

RESOLVED: That the audit for fy 15/16 be closed with no further actions required

- c) To receive and approve half year income and expenditure account and account reconciliation for half year

Clerk had circulated accounts/cash-book to end September 2016 and also bank account reconciliation. These were approved and accepted and signed by the Chairman.

RESOLVED: That half yearly accounts and account reconciliation be approved by the Council

16/106 Any Other Business

To receive items for information only

Items discussed included verge issues, emergency planning, a planning issue at Enfield Avenue and whether db checks were required for any future events.

16/107 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

16/108 Payroll Information

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

All salary payments as per schedule circulated, approved to be made.

RESOLVED: That all salary payments be made as per schedule

- b) To receive confirmation that Pension Scheme for New Waltham Parish Council is now in place

Clerk advised that all arrangements were now in place and the PC’s pension fund with NEST was now officially up and running. Direct Debit had been signed for payment schedules and employees were now all entered into the scheme. Noted.

The Chairman closed the meeting at 9.15 pm.

Signed:	Date:
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