

MINUTES OF A MEETING OF NEW WALTHAM PARISH COUNCIL HELD AT ST MATHEWS CHURCH, PEAKS LANE, NEW WALTHAM ON WEDNESDAY 6th SEPTEMBER 2017 AT 7.00 PM

Present: Cllr. Williams (Chairman)
Cllrs. Mumby, Raper, Dolphin, Barber, Simpson, Thompson and Baxter

Apologies: Cllrs. Baker, Welham and Breed

In Attendance: Cllr. Harness, NELC Ward Cllr.
Hayley Peterson and Cazzie Adams, Drop in Centre
PCSO Glaves, Humberside Police

There were 2 members of the public present.

17/66 Acceptance of Apologies

Received from Cllrs. Baker and Breed due to holidays and Cllr. Welham due to family commitment
Also received from Ward Cllrs. Shreeve and Fenty due to holidays.

RESOLVED: That apologies be received and accepted

17/67 Declarations of Interest – Code of Conduct 2012

Cllr. Williams declared a personal interest in Joseph Ogle court due to knowledge of the applicant and Cllr. Simpson declared a personal interest in Peaks Lane planning due to nearby residency. Noted.

17/68 Minutes of Meetings

To approve the minutes of the Parish Council meetings held in July and August 2017:

Main Council meeting July 2017; Extraordinary Meeting August 2017; PMG Committee – July 2017; Planning Meeting -August 2017

All minutes as listed were approved as a true record of the meeting.

RESOLVED: That the minutes be approved as true records of the meetings held as listed

Public Session

Resident present presenting views on planning matter for 67 Peterson Drive and were in objection to the proposal.

Discussions also took place with Ms Peterson and Ms Adams as part of the public break with regard to the Drop In and its future. The Chairman did go through reasons for recent Council decisions and advised the format of the drop in would be further considered by the Council. The Chairman stressed that the Drop In was provided solely through funding from residents of New Waltham and this was an important consideration for the Council. The Chairman and Ms Peterson agreed a meeting to be held to further discuss on 5th October 2017 with time to be confirmed.

17/69 Police/Community Reports

To receive a report from the Police

PCSO Glaves present on behalf of PCSO Burrows. Reduced figures on written report which had been circulated to all members, however Chairman felt that the figures were flawed as he had been made aware of incidents which had occurred during the timeframe of the report but which were not contained within the report. Chairman also expressed concern over Police still not being able to access the CCTV. Noted by all members.

To consider format and reopening of the Young People's Drop In and agree necessary actions

Reopening could not now occur until end of November at the earliest – possibly first week in December. Members discussed current format of the drop in especially in relation to the proven drop in ASB in the area whilst the Drop in has been closed. Agreed that a formal youth club would be better provision for young people in New Waltham, with better control over attendees and activities. Agreed that Clerk contacts YMCA to commence discussions on what service provision could be provided with regard to a youth club.

RESOLVED: That the Council seeks further information on the provision of a formal youth club with Activities, split into two age sessions, and that the drop in provision be put on hold until This information had been obtained and considered

17/70 Highways/Footpaths

- a) To receive update from ENGIE over TRO re parking, notification of meeting with ENGIE and agree any necessary actions

Chairman and Cllrs. Harness, NELC, have a meeting with ENGIE to look at Thornton Court and Charles Avenue with ENGIE and would report back. Noted.

- b) To receive updates from NELC on issues passed for investigation/action and agree any necessary actions

Clerk had reported that figures for vehicle speeds did not justify with ENGIE the provision of a 20 mph zone – Clerk asked to request necessary information on speeding etc. within the village from ENGIE. Also, tourist/directional sign by Priors Green could not be provided as it did not meet the criteria for the site.

- c) To receive any other highways/footpaths items for information only

None.

17/71 Planning Matters

The following planning applications were considered:

DM/0708/17/FUL 7 Joseph Ogle Court, New Waltham
Proposed garden workshop

No objections subject to acceptable noise levels

DM/0766/17/FUL 36 Peaks Lane, new Waltham

Variation of condition 2 (approved plans) following application DM/0972/16/FULA Demolish rear porch and alterations to two storey part to include porch

No objections

DM/0816/17/FUL 67 Peterson Drive, New Waltham

Retrospective application to erect fencing to side and rear

Objections on application being retrospective and ask that it be removed due to detrimental effect upon street scene

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

To receive any other planning correspondence for information – Appeal letter regarding Tollbar had been drafted and circulated and amended with suggestions from members. Members agreed final version and Clerk to submit following day.

RESOLVED: That comments on applications as agreed be submitted, including appeal comments also

17/72 Future Dates

Next Meeting Date - Wednesday 4th October 2017

Pavilion Management Group – Monday 18th September 2017

ERNLLCA AGM – Cllr. Baker to attend with regard to Council's resolution put forward.

17/73 Reports (subject to availability)

Village Hall Committee Meeting – Cllr Dolphin

Cllr. Dolphin wasn't present and so would report back on next meeting.

Pavilion Management Group– Cllr Williams

Finance circulated to all members and short discussion for update. Tickets to Wreath Making and Psychic evening all on sale now and white goods to be purchased for the kitchen when sizes were confirmed.

Christmas Fair was definitely going ahead on 18th 2017. Noted.

Merchant Navy Day flag flying – 1st to 4th September 2017

Flag had not been flown as advertised due to Cllr. Breed being away and apologies were noted.

NCS Scheme for 2017

Scheme had gone well and been beneficial but Chairman highlighted problem with rubbish left after scheme had finished. Cllr. Simpson would chase waste collection when her contact was back from leave. Noted.

Picnic at the Pavilion

Had taken place and been enjoyed by all. Cllr. Mumby reported on how good the whole event had been, particularly the performers.

To receive any other reports

None made.

17/74 Parish Council Matters

- a) To consider next edition of Newsletter for November 2017 and agree any necessary actions

Chairman encouraged all members to contribute and said he thought content of last edition had been poor. Proposed and agreed to drop back down to print run of 300. Majority of members promised to contribute articles for November edition.

RESOLVED: That next Newsletter be published for November 2017 and that the print run be decreased Back down to 300.

- b) To receive update on lone working risk assessments and method statements and agree any necessary actions and policies and also clarify situation regarding PPE

Clerk had circulated proposed policy which was agreed, but risk assessments formed integral part of the policy and needed to be completed also. Members agreed that the litter picker should not be working on the highway where there is no footpath due to safety concerns. Also PPE must be worn at all times, including full clothing kit. Item continued as exempt item.

RESOLVED: That litter picker NOT carry out duties on public highway where there is no footpath and Must not work on a verge only and that full PPE kit must be worn as to be issued

- c) To consider revision of allotment tenancy agreements for specific inclusions and agree any necessary actions

Cllrs. Simpson, Breed and Dolphin declared a Prejudicial interest in allotment matters due to holding allotment tenancies or positions on the Allotment Holders Committee and all three left the room.

Complaints had been received about bonfires on the allotments and it was agreed that a small working group of the Clerk, Cllr. Mumby and the Chairman consider the current allotment tenancy agreement and work on proposed new version for following year in liaison with current tenants to make sure all activities on the allotments are covered by tenancy rules.

RESOLVED: That small working group as shown be formed to consider allotment tenancy agreement And whether fit for purpose

17/75 Priors Green and Environmental Matters

a) To receive update/consider the following items and agree any necessary actions:

- Benches provision – in hand and waiting for logs to be delivered.
- Notice Board – deferred pending further information
- Directional signs – ENGIE had informed did not fit criteria.

All noted.

b) To receive report on Village Green maintenance, response from NELC and agree any necessary actions

Clerk to go back to NELC and ask for further information and to confirm funding etc.

RESOLVED: That clerk contact NELC again

17/76 New Waltham Community Pavilion

a) To receive update on extension Pavilion including payments and agree any outstanding necessary actions

Chairman reported that build was on track and going well and at present is slightly ahead of schedule. Stage payment due to be paid. CCTV will be done by electrician. Members asked that thanks to the Chairman be minuted for all of his efforts on this project. Noted.

b) To receive update on barrier relocation for information only

Barrier had now been done. Sign to be agreed for car park and Chairman would order. Post to be moved to the kerb side as previously agreed. Noted.

c) To receive progress report on the appointment of a part time caretaker

One application had been received at that point. Noted.

d) To consider amendments to Litter Picker's routes to incorporate Pavilion and agree any necessary actions

Currently visiting the Pavilion on Monday morning and Friday afternoon to litter pick and Chairman proposed that he also goes on a Wednesday and deviates his route to pick around it - agreed.

RESOLVED: That the Pavilion be added for another visit to the litter picker's round on Wednesdays

e) To consider and agree arrangements for Opening Ceremony for Pavilion and allocate budget for such

Set for Friday 24th November. Budget agreed for light refreshments - £300. Start time is 6.30 for 7.00 pm. Open day next day for public open day 11 am to 2 pm. Sunday is senior citizens party – next day. Limited to 100 and if high demand there will be a ballot.

16/77 **Finance**

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

All payments authorized to be made.

RESOLVED: That all payments be approved to be made.

- b) To receive and approve first quarter accounts for fy17/18 and account reconciliation

Members had received cash book and bank reconciliation for first quarter for 17/18. All received and approved and signed by the Chairman.

RESOLVED: That the first quarter accounts be received and approved

- c) To consider insurance renewal for fy 17/18 and additions to policy for new build and agree any necessary actions

Agreed Ecclesiastical through Came and Company at 1,032.24 with long term three year deal.

RESOLVED: That insurance renewal be taken at 1032.24 with long term 3 year deal with Came and Company

16/78 **Any Other Business**

To receive items for information only

Items discussed – repainting of post box, road closures for Remembrance Sunday and to request Mr. Allison work as Marshall on that day, disabled access to Tates (passed to Ward Cllrs) and Cllr. Harness attempting to get shop front access tidies. Light prune of flower beds at Enfield needed and Clerk advised she would obtain quotations.

16/79 **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

Employee issue c/f and agreed that Personnel Committee meet with employee and organize a mobile phone with PAYG top ups and we conclude risk assessments for all employees.

RESOLVED: That mobile phone be issued to staff member for health and safety reasons and that the Member of staff reports directly to the clerk for sickness/holiday absence etc. and that Risk assessments be finalized for all employees.

16/80 **Payroll Information**

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

All salary payments authorized as circulated.

RESOLVED: That all salary payments be made.

- b) To receive notification of increases to pension contributions from April 2018

Noted.

Chairman closed the meeting closed at 8.58 pm.

Signed:

Date: