## Minutes of a Meeting of New Waltham Parish Council

**Held at New Waltham Community Hall and Pavilion, St Clements Way, New Waltham on Wednesday 3 April 2019 at 7.00PM.**

**Present:**
- Cllr. Williams (Chairman)
- Cllrs, Baker, Raper, Breed, Baxter, Simpson

**Apologies:**
- Humberside Police

**In Attendance Cllrs:**
- Cllr Harness, Cllr Shreeve

There were 0 members of the public present.

### 18/179 Accepted Apologies:
- Humberside Police
- Accepted.

### 18/180 Declarations of Interest – Code of Conduct 2012
- None.

### 18/181 Minutes of Meetings
- The minutes of the meeting held on 6th March 2019 were accepted by all.

### Public Session

#### 18/182 Police Report
- Councillor Williams read out the police report, only 6 reports of crime were in New Waltham. PC Cave has been attempting to show be a presence on the streets. Cllrs were interested to see if Council could obtain stats for crime in NW over the years, in comparison to the village expanding with new build estates. Action – Clerk to follow up with Humberside Police

#### 18/183 Highways/Footpaths
- Engie offered apologies for non-attendance but so far they have nothing further to report, the have offered to attend our May meeting. – Action – Clerk to invite Engie to attend our May meeting.

#### 18/184 Planning Matters
- The Council discussed planning application DM/0151/19/FUL, Harvest Moon, change of use from Public House to Convenience Retail. The Council offered strong opinions that NW was not in need of another convenience store. Ward Cllrs in attendance advised that the planning application had received sufficient objections for this matter to go to planning committee. However, the Council felt that perhaps if the Harvest Moon was to close, due to lack of business then it was better to have the building in use as a retail unit, than be boarded up and empty. But, in light of the opinions of the village and the no immediate need for further retail stores in the village, the Council voted to object the planning application.
**New Waltham Community Hall and Pavilion**
- Not achieved its financial target of £18000 for the year.
- £1500 in cheques outstanding and waiting to be presented
- Regular bookings are going well.
- Looking at reintroducing the quiz night.
- Possible Psychic evenings
- Christmas Fair again this year.
- NW Academy have started to use Pavilion for school events.

**Future Dates**
Future date was unknown at this point due to elections. The next meeting will be the annual parish meeting

**Reports**
None.

**Parish Council Matters**

1. **Tollbar Roundabout works**
   There was no update.

2. **Dog fouling signage**
   None.

3. **HMRC**
   This is now up to date and all information has been submitted.

4. **Caretakers hours/overtime**
   31 hours overtime was submitted to the Council. The Council felt that in light of overtime needing to be agreed beforehand, the number of hours submitted were not acceptable. The position has a clear number of hours allocated to tasks needing to be done at the Pavilion. If the caretaker felt that he was regularly going over these hours, the Council should have been made aware prior to the overtime reaching such a large number. It was agreed by the Councillors that the overtime would not be considered. A meeting was to be arranged between Clerk and Caretaker to discuss further.

5. **Town & Council Parish Elections**
   Cut off for applications was 4pm on the day of the meeting. Cllrs Baker, Baxter, Breed, Simpson & Williams are to be duly appointed by default as there were not enough applicants to warrant an election.

   Cllr Raper advised that he failed to get his application in on time.

6. **Priors Green**
   Cllr Breed is to take over the overall patrol of this area in the future. To report back to the Council any issues.
7. **Flower beds at Enfield**  
Cllr Simpson is to take ownership of this area and advise the Council of any issues.

8. **Clerks hours of work**  
Cllr Williams reiterated the Clerks hours of work and office opening hours are Mon-Thurs 9.30-12, Fri 10-12 and is only contactable within these hours.

9. **Elections & Purdah**  
Change date of meeting to 8 May? due to elections, this date ensures still within rules of Purdah.

10. **Agree revised asset register**  
Clerk to distribute asset register to Cllrs. Cllrs to advise of anything they feel should be added before register is agreed.

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<th>18/189</th>
<th><strong>Finance</strong></th>
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|        | • Salaries – Agreed by all  
|        | • Payments schedule – Agreed by all  
|        | • There are a number of cheques & S/O’s to clear on the account – Year End balance may change as VAT money not back yet. Potentially Another £3k to add on.  
|        | • Cllr Williams proposes accept as year end balances and transfer sum into reserve account/2019/20 budget & contingency of £2.5k. which is budgeted in the 2019/2020 budget  
|        | Agreed by all. |

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<th>18/190</th>
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|        | • Bin collections changing in the village – brown bins are now more costly and collection dates have changed, without prior knowledge.  
|        | • Rotten posts around the village green, some down on the ground.  
|        | • Priors green signage  
|        | • Tree logs for priors green. |

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<th>18/191</th>
<th><strong>Exclusion of Press and Public</strong></th>
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<th><strong>Payroll Information</strong></th>
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<td>Agreed that salaries be paid as per schedule circulated and discussed.</td>
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The Chairman closed the meeting at 8.08pm.