MINUTES OF A MEETING OF NEW WALTHAM PARISH COUNCIL HELD AT NEW WALTHAM COMMUNITY HALL AND PAVILION, ST CLEMENTS WAY, NEW WALTHAM ON WEDNESDAY 9 JANUARY 2019 AT 7.00PM.

| Present: | Cllr. Williams (Chairman) |
| Apologies: | Cllrs. Barber, Baxter, Mumby, Simpson, Baker, Raper |
| In Attendance Cllrs: | Ward Councillor arrived part way through the meeting |

There were 0 members of the public present.

18/133 Cllr. Williams introduced the new Clerk & RFO to the Council, Anneka Ottewell-Barrett.

18/134 **Accepted Apologies:**  
Cllrs. Dolphin, Perry, Breed – accepted.

18/135 **Declarations of Interest – Code of Conduct 2012**  
Cllr Baker advised of a personal interest.

18/136 **Minutes of Meetings**  
Cllr Baker expressed did not fully support section 124 of previous minutes. After brief discussion, the minutes were amended and accepted by all.

18/137 **Public Session**  
None.

18/138 **Police Report**  
Police report received read out by the Chair as no members of Humberside Police present

18/139 **Highways/Footpaths**  
Cllr Williams advised the Council that there was not much happening re TRO at present. The ongoing issues of the car park outside the Spar are still not resolved, Councillor Harness, Still trying to have repaired out of Ward funding. It's an absentee landlord from Manchester area. Owner of Carpetbase has offered to pay 50% towards repair costs, Blakemore have so far not been happy to offer the same.

18/139 **Planning Matters**  
Cllr Williams advises that the Planning Dept. now has full contact details for the new Clerk along with new Pavilion address for all correspondence. The land
opposite Tesco/Hewitts Avenue – the housing numbers have been increased to 86 against the original planned 68 houses. NELC ideally want two entrance/exits to this site. It is the same developer as the Birdseye site. The application for increased housing has gone to appeal dated 18 Dec 2018. It is advised that there is nothing further the Parish Council can do in this matter.

Cllr Williams continues to advise on the matter of the bus shelter outside the fish shop. NELC are claiming (since October), that this is unsafe, but not an immediate concern. Engie has been advised that we only rent the land that this is on. The Clerk is advised to write to them and suggest a possible re-model of this bus stop when Tollbar roundabout is done – and not to just simply pull it down.

NELC have contacted the Council to ask us to consider removing 3 litter bins from the New Waltham/Humberston area. In total there are 32 bins within NW, and we are to attempt to loose 3/replace with smaller units. It was discussed and the Council decided to offer up bin number 536 for removal.

It was also noted that the bins at the cycle track/alley way could be increased as heavy use in these areas.

**All in support.**

### 18/140 New Waltham Community Hall and Pavilion

Cllr. Williams reported that:
- Last year the wreath making and Songs for Christmas were popular and provided a good income. However, the New Year’s Eve party did not make any profit.
- Good, healthy diary of party bookings being taken for 2019.
- Weekly fitness Class being considered.
- Possible Weight Watchers/Slimming World had been approached.
- The Pilates lady was still on maternity leave.
- Another new football team joining us.
- NELC have expressed wanting to put up pitch rates, but advised that our contract is signed and is fixed for 3 years.
- Cleethorpes Band lined up for the Pavilion this year.
- Teenage parties – it took Barry over 4 hours to clean up after a teenage party. This was not acceptable. The deposit taken was cheque, so couldn’t hold back part deposit. Ideally, we want online BACS payments for all party bookings going forward. Also, looking into possible card system for Clerk to manage, to allow card payments/transactions. It was thought by Cllr. Barber that perhaps we could re-write the terms of hire expressing that if excessive cleaning is needed, it will come out of their paid deposit. A £50 deposit will also be required for teenage parties from now on.

### 18/141 Future Dates

- Next Meeting Date – Wednesday 6 February 2019
- Tuesday 12 Feb – Cllr, Mumby and Clerk, Anneka Ottwell-Barrett will be attending a Networking event from 10-12pm.

### 18/142 Reports (subject to availability)

No reports.
Parish Council Matters

1. To receive information from ERNLLCA/NELC for information.

2. To receive any updates on the TRO and agree any actions. Was previously discussed.

3. To agree the appointment an internal auditor for the year ending 31st March 2019 and agree actions. Cllr. Williams advises that he spoke to Sue Booth, Tetney Clerk, and got the contact details for their internal auditors/Accountants. Who have been contacted and are happy to audit for £300-£500. Agreed by all that we appoint CRL accounting as our auditors for one year.

4. To receive information and agree actions regarding dog fouling issues at Greenlands and Priors Green. Cllr. Mumby found the Act that reiterated that we can put signage up around the village regarding prosecution for dog fouling. Cllr. Williams expresses the need for the signs to quote the bi-law and see if it makes a difference. If not, we can approach the Wardens and see if they can patrol for us. Our main concern is the dog fouling on the sports pitch, which is actually illegal. This comes to light as there was an incident where a footballer fell on dog excrement whilst playing on our pitch. It was agreed that we needed to price up signage and look at erecting x5 signs for the playing field area and Priors Green. Agreed by all.

5. To receive an update on recent funding bid and agree future actions. Our bid was submitted. However, we were unsuccessful. We can re-apply In January 2020.

6. To discuss Operation London Bridge and agree any recommendations or actions. Fly flag at half mast and set up a book of condolences at a venue to be confirmed. Agreed by all.

7. To discuss the planned demolition and rebuilding of the bus shelter adjacent to Peaks Lane shops and agree actions / recommendations. As previously discussed, Clerk is to advise that we would like bus stop to be re-modelled when Tollbar roundabout work begins. We do not want the shelter just demolishing.

8. To consider a request for a proposed traffic management plan reference the impending works at Toll Bar roundabout and agree any actions. Clerk to invite Marcus Asquith to next Council meeting to discuss traffic management plan that will be implemented when works start.

9. To consider the implications of the changes to the statutory minimum wage regulations from 1st April 2019 and agree actions. Minimum wages are to increase in April.
10. **To consider the implications of the changes to employers pension contributions from 1st April 2019 and agree actions.**
   Pension goes up by 1% by the Council.

11. **To consider budget proposal for the financial year 2019/2020, to agree the budget, to set the precept and agree actions required.**
   Cllr. Williams shared the budget proposal with the Councillors and advised that he proposed having a £5,000 contingency. There are currently no Grants available to us.
   **Budget of £54,432.50 including the contingency giving a precept for 2019/2020 of £49,240.50 were agreed by all.**

12. **To receive new charges and agree any actions required to fulfil the requirements of the Information Commissioners Office.**
   We currently pay a yearly fee. £40 payment.
   **Agreed by all.**

13. **To receive opening times for the Parish Office**
   Opening hours for new Clerk agreed at Mon-Thurs 9.30-12 and Friday (based in The Pavilion), 10-12. The new full address for all correspondence relating to the Parish Council will now go directly to the Pavilion.
   **Agreed by all.**

14. **To consider mentoring & support for new parish clerk and agree actions**
   Sue Booth is very happy to mentor Anneka for next quarter.
   **Agreed by all.**

15. **To discuss current levels of IT support and agree recommendations / actions**
   Website upgrade is desperately needed. Cllr. Williams, been quoted £400 for Upgrading. Cllr Williams and Clerk to liaise with Mariner Computer Services to complete design of new website.
   **Agreed by all.**

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<th>18/144</th>
<th><strong>Finance</strong></th>
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<td>• Payments schedule/cheques for signature were approved by all.</td>
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<td>• X1 cheque was left to clear still.</td>
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<td>• to use £400 of revised estimated year end for the website upgrade.</td>
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<td>• Budget proposal was agreed upon.</td>
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<td><strong>Agreed by all.</strong></td>
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<th>18/145</th>
<th><strong>Any Other Business</strong></th>
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<td>• No 12 bus is safe for another 2 years.</td>
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<tr>
<td>• The Councillors joined together to say thank you to Cllr. Williams for his hard work acting as Clerk and putting together the budget.</td>
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<th>18/146</th>
<th><strong>Exclusion of Press and Public</strong></th>
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18/147 | **Payroll Information**  
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| Agreed that salaries be paid as per schedule circulated and discussed.  

| **The Chairman closed the meeting at 8.45pm.**  
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| Signed………………………………………… | Date……………………………….  
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