



# NEW WALTHAM

PARISH COUNCIL

## MINUTES

### NEW WALTHAM PARISH COUNCIL MONTHLY MEETING

Held at: Pavilion Hall, New Waltham.

Meeting Date: 1<sup>st</sup> April 2026

Cllrs Present: **Chair – Cllr Steve Keys**

**Cllrs, Clarkson, Poucher, Raper, Welham, Paxman, Bond, Sandell, Simpson, Hebbar.**

Apologies: Cllrs; Hartley, Clarke, Smith, Breed.  
Ward Cllrs, Dawkins & Shreeve.

Others in attendance: Aneka Ottewell-Barrett (Officer/RFO)  
Ward Cllr Harness.  
PC Dan Mosley

Members of Public present: 0 member(s) of the public.

| Item No. | Description & Discussion                               | Action(s)                       |
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| 25/234   | Apologies  | <b>Noted.</b>                   |
| 25/235   | Declarations of Interest<br>Allotments – Cllrs Hebbar. | <b>Declared &amp; Accepted.</b> |
| 25/236   | Minutes of Previous Meeting                            | <b>Approved.</b>                |

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| 25/237 | <p><b>Police Report</b></p> <p><b>1. Police Report</b><br/>PC Dan Mosley in attendance and read aloud the police report. New officer is in place, now up to 3 within the local area. New inspector in place and new sergeant in post. Full team now in situ for the ward.</p> <p>Opportunity arisen by GY Football club – to house a local football session on the Greenlands. Interested in seeing local talent and giving the opportunity for children to train with professional coaches. More information is needed. (Jason – GY foundation).</p> <p>Ward Walk – Cllr Welham and PCSO arranged for 12 April 11am.</p> | More info required, Officer to investigate and report back – <b>agreed.</b> |
| 25/238 | <b>Public Session</b>   | <b>No actions.</b>  |
| 25/239 | <p><b>Future Meeting Dates</b></p> <p>Wednesday 6<sup>th</sup> May 2026 (Annual Parish Meeting &amp; Annual Meeting of the Parish Council).</p>   | <b>Approved.</b>  |
| 25/240 | <p><b>Planning</b></p> <p><b>DM/0099/26/FUL (Variation of DM/0005/24/FUL)</b><br/>No objections.</p>  | No objections – <b>Agreed.</b>  |
| 25/241 | <p><b>Footpaths &amp; Highways</b></p> <p><b>1. Any information/ updates</b><br/>Ward Cllr advises that pot holes are being dealt with at present.</p>  | <b>No updates.</b>  |
| 25/242 | <p><b>Pavilion &amp; Play Area</b></p> <p><b>1. Pavilion extension</b><br/>Further discussions were had regarding the installation of a further room on the pavilion building. Employee Byron has</p>   | Await plans, obtain quote – <b>Agreed.</b>                                  |

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|  | <p>offered to draw up plans for the extension. Plans needed for a quote, and then grants can be sought. Project is ongoing.</p> <p><b>2. Pavilion Murals.</b><br/> Cllrs Clarkson &amp; Hartley have worked together as project leads. Meeting has taken place with local artists.</p> <p>A report has been distributed via Cllr Clarkson to all Cllrs. Full briefing was given during the meeting regarding what is being proposed.</p> <p>Discussions were taking place regarding painting directly onto the brickwork, or to use panels.</p> <p>Council discussed that if painting directly on the brickwork, maybe not to limit themselves to panel sized art work. It was agreed to get a quote for the full wall on the front of the building.</p> <p><b>3. Book Hub</b><br/> Shed built etc.</p> <p><b>4. Youth Council</b><br/> Youth Council wanting large board installing next to the track with safety information etc. Planning required?</p> | <p><b>Action</b> – obtain further quote and change design into a timeline of paintings across full length of the building – <b>Agreed.</b></p> <p>Requested book donations. Foundation for book hub to be installed, no further actions at present – <b>Agreed.</b></p> <p><b>Obtain quotes.</b></p> |
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## Committee Updates & Reports

### 1. Events Committee

Brief update given.

**Date of next meeting: 18<sup>TH</sup> April 11am**

### 2. Allotments Committee

Cllr Hebbar – advised on water supply; there is a driving communities fund available via Anglian water. Needs to be applied for via the Parish Council, as well as smaller community grants. Either can be applied for, for the water installation.

Allotments Association have now opened their own bank account.

**Date of Next meeting:** Monday 13<sup>th</sup> April 2026,  
1pm.

25/243

### 3. Personnel & Finance Committee

New maintenance employee is being kept busy. But doing a fantastic job so far.

**Adoption of terms of ref: Agreed.**

**Date of next meeting:** 23 April 2026, 10am

**Document adopted.**

### 4. Pavilion Management Committee

Still working through audit to do list. All marked as 'high' have now been implemented. FRA has now taken place, classed as moderate risk. But some requirements were flagged up. Store room was initially mentioned as a risk, but this has now been cleared and complies.

Access to store room was questioned by football guys, it came to light that their lease did not include use of the store room. Cllr

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|        | <p>Paxman met with football guys and cleared up to confusion. Proposal to keep line marker only within the store room. Old goal posts need scrapping.</p> <p>Football league wish to purchase new goal posts, non-foldable ones. They have requested to change gate to a double gate at their own cost.</p> <p>Loft space above the hall, requires boarding out to allow for more storage space. However, easier access is required – Byron (maintenance employee), has a stair case that can be installed within the centre ref’s changing rooms.</p> <p><b>Date of next meeting:</b> 8<sup>th</sup> April, 10am.</p> <p><b>5. Friendship Group</b></p> <p>Numbers still good, games and quizzes are being enjoyed weekly. 7<sup>th</sup> April they have a police officer from the dog section attending.</p> <p><b>6. Youth Council</b></p> <p>Brief update given to Council.</p> |                            |
| 25/244 | <p><b>Parish Council Matters</b></p> <p><b>1. Worknest</b><br/>Ongoing, currently 17 of 70 tasks are complete.</p> <p><b>2. Priors Green</b><br/>Ongoing maintenance required to control regrowth.</p>   |                            |
| 25/245 | <p><b>1. To acknowledge receipt of emailed/distributed Finance Report</b> and Clerk’s monthly report (includes monthly bank reconciliation/ Cash Book update).</p> <p><b>2. To approve/acknowledge the following scheduled payments/spends (inc VAT):</b></p>  | Acknowledged and approved. |

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|  | <p><i>(Evidence of spends/Invoices/Receipts distributed to all Councillors &amp; available within Financial Report).</i></p> <ol style="list-style-type: none"> <li>1. £80.03 - Office Friends (Pavilion supplies + First Aid replenishment)<br/>Power: LG (MP)A 1976 s.19</li> <li>2. £26.98 - First Aid Kit tamper stickers (pack of 40)<br/>Power: LG (MP)A 1976 s.19</li> <li>3. £188.56 - SSE Power<br/>Power: LG (MP)A 1976 s.19</li> <li>4. £189.99 - B&amp;Q (Shed for Book Hub).<br/>Power: PHAAA 1907 s.76(1)</li> <li>5. £33.90 - Amazon (Pavilion Supplies: Batteries &amp; Dustpans x2).<br/>Power : LG (MP)A 1976 s.19</li> <li>6. £1.00 - NELC (Allotment rent)<br/>Power :Small holdings act 1908 s23</li> <li>7. £1295.83 - Ernlca (Annual Fee)<br/>Power : LGA 1972 s.111</li> <li>8. £240.00 – Andy Carr (Halloween Disco)<br/>Power : LGA 1972 s145</li> <li>9. £159.56 – NWPC Event Easter (Reimburse Cllr Smith)<br/>Power: LGA 1972 s145</li> <li>10. £1476 – St John Ambulance (First Aid training Employees &amp; Cllrs)<br/>Power: LGA 1972 s.111</li> <li>11. £5.00 – Pavilion Supplies (Battery) Reimburse caretaker<br/>Power: LG (MP)A 1976 s.19</li> <li>12. £100.90 – Morrisons (Lunch provided for first aid training day)<br/>Power: LGA 1972 s.111</li> </ol> | <p>Councillors acknowledge receipt of Financial Report, Bank Rec &amp; Payments including invoice/receipt evidence – <b>All Payments Approved.</b></p> |
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| 25/246 | <p><b>Items in progress</b></p> <ol style="list-style-type: none"> <li><b>1. Newsletter</b><br/>Ready to be printed. Routes need to be planned for deliveries.</li> <li><b>2. Cycle Track</b><br/>No updates.</li> <li><b>3. Flag pole</b><br/><br/>Look into replacing flag pole, to a collapsable one.</li> <li><b>4. Village map</b><br/>Ornamental signs replacement to be more clearer/readable. Possible lights on the large wooden signs. Ongoing.</li> </ol> | <p>Routes to be planned.</p> <p>Obtain quote – <b>Agreed.</b></p> <p>No action at present.</p> |
| 25/247 | <p><b>Exclusion of Press &amp; Public</b></p> <p>Consider exemption of press and public and under Public Bodies Admissions to Meetings Act 1960, Section 192) on the grounds that discussion of the following business is likely to disclose confidential information.</p>   | N/A  |
| 25/248 | <p><b>Personnel/Payroll</b><br/>(May contain Confidential info, that cannot be minuted)</p>  | N/A  |

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| <b>Meeting Ended: 21:00</b> |            |
| Signed _____                | Date _____ |