

Waltham Parish Council

EST. 1894

Draft Minutes of the Ordinary Parish Council Meeting held on the 6th of July 2021 at Waltham Village Hall

In line with the Transparency Code all documents relating to the meeting are published in an Agenda Pack on the Parish Council Website at <https://walthampc.org.uk>

Present: Parish Councillors: John Barry (Chair), Sue Browne, and Ben Grillet.
Parish Clerk: Tony McCord.

There were no members of the public present.

The meeting commenced at 19.35. The Chairman gave a warm welcome to attendees.

21/22.034. To receive and approve apologies for absence:

Apologies for absence were received from Cllrs Jane Robinson and Carolyn Lawrence and approved..

21/22.035. To receive declarations of any Disclosable Pecuniary interests or Other significant Interest:

There were no Declarations of Interest.

21/22.036. To approve the minutes of the meeting held on the 1st of June 2021:

The minutes were formally approved and signed by the Chairman.

21/22.037. Matters arising from previous minutes not covered by the agenda:

Item 21/22.029 b) Cllr Browne raised a discrepancy in a payee name in the payment schedule. It was pointed out that this had been clarified during the authorisation process.

21/22.038. Public Session:

There were no questions or comments from members of the public.

21/22.039. Reports from County and City Councillors:

a) **County Cllr Mike Sole** had previously circulated his June Canterbury South report covering KCC and City Council issues. KCC elements included his involvement with Committee work; Parish Tours; Footpaths; and Covid Recovery Grants. City Council issues included bin collections and potential changes in CCC office location.

21/22.040. Financial Matters:

- a) **Quarterly Accounts April to June 2021.** Members considered and **approved** the accounts.
- b) **WSRA Grant Application.** A report from the Responsible Finance Officer had been previously circulated. It was noted that the Association had extremely limited financial reserves as a consequence of diminishing Concurrent Functions Funding grants over previous years and no fund-raising capacity as a consequence of Covid-19. Members **resolved** to transfer the £2,034 CFF allocation and to hold £468 in a contingency reserve in case of unforeseen difficulties. The Clerk appraised Members on the current position regarding the City

Councils audit of CFF and the need for parish councils to be proactively involved in providing informed views throughout that process in collaboration with KALC CAC. Members unanimously resolved to support the initiative. **Action: Clerk**

c) Waltham Village Hall Management Committee Grant Application. Financial information on income and spending and a progress report had been received by the RFO. Requested information on the Trust's policy on reserves had not been forthcoming and it was noted that a surplus of over £9,000 and a bank balance of £14,560 existed at year end. Discussion revealed that some councillors were aware of WVHMC's capital maintenance and development intentions but it was agreed that this information should be presented formally. Members **resolved** to approve a grant payment of £2,136.00 as a contribution towards running costs and requested the Clerk to draft a revised Grant Awarding Policy.

Action: Clerk

d) St Bartholomew's Church Council Grant Application. A detailed report had been provided by the Church Warden giving details of receipts and payments for 2020 and a comparison with 2019. This showed a significant reduction in receipts during 2020 coupled with a reduction in payments giving a marginal increase in revenue. Capital reserves of some £26,630 are held in anticipation of a quinquennial report on the fabric of the Church and other costs. Members **resolved** to approve a grant payment of £850.00. **Action: Clerk**

e) To Authorise a Payment Schedule.

A payment schedule had been sent to Members prior to the meeting:

Payment Schedule - 1st to 30th June 2021 Bank Balance at 29:06:2021 = £20,853.86

Transaction Number	Invoice Date	Invoice Number	Payee	Payment Summary	Net Amount	VAT	Gross Amount
21/22/06	-	-	Waltham Sports and Recreation Association	Concurrent Functions Funding Grant	£2,034.00	0	£2034.00
21/22/07	-	-	Waltham Village Hall Committee	21-22 Grant	£2,136.00	0	£2,136.00
21/22/08	-	-	St Bartholomew's Church Council	Grant contribution towards churchyard maintenance	£850.00	0	£850.00
21/22/09	30th June 2021	-	A.S.McCord	June Salary & expenses	£222.40	£1.00	£223.40
Total:					£5,242.40	£1.00	£5,243.40

Councillors discussed each transaction and **Resolved** to approve the payments. **Action: Clerk**

21/22.041. Dog fouling in Waltham Park.

Council had been sent a copy of a complaint to the WSRA about dog fouling, especially in the vicinity of the Children's play area. The parish clerk had produced a report outlining the legal position of the Council, both in its relationship with the WSRA's management role and Councils statutory powers under the 2005 Clean Neighbourhoods Act. It was agreed that enforcement of Dog Control Orders was a complex issue requiring a multi-agency approach and should be an option of last resort. It was noted that the WSRA had already taken some remedial action and it was **Resolved** that Cllr Ben

Grillet, as the Councils representative, would engage with the WSRA to discuss what further proactive action may be needed and how Council could offer support. **Action: Cllr Ben Grillet**

21/22.042. Adverse Weather Policy Research update.

The Clerk gave an update on progress since the June meeting (minute 21/22.032). To date 18 responses had been received either by completed questionnaires, email comments or telephone calls. These would be analysed and conclusions will be reported to the September meeting of Council with recommendations for the 2022/23 budget setting process. **Action: Clerk**

21/22.043. Rural Crime Discussion.

A request from the KALC Chief Executive for Member views on Rural Crime issues had been previously circulated. A wide range of comments had been received and had been published in the Agenda Pack. After further discussion it was **Resolved** that the unabridged comments would be forwarded to assist KALC discussions with Kent's Police and Crime Commissioner. **Action: Clerk**

Business having been completed the meeting was closed at 9.25 pm.

21/22.044. Date and time of next meeting: Tuesday the **7th of September 2021** commencing at 7.30pm in Waltham Village Hall

Chairman's Signature: