

Waltham Parish Council

EST. 1894

Website: <https://waltham-pc.gov.uk>

Minutes of the Parish Council meeting on 1st of July 2025 at Waltham Village Hall

In line with the Transparency Code all public documents relating to the meeting are published on the Parish Council website. Please note that the minutes remain in Draft form until approved at the next meeting.

Present: Parish Councillors John Barry (JB) (Chair), John Hockley (JH) and Yolande Barnes (YB).

In attendance: RFO Tracey Block

The meeting commenced at 7.30pm

JB welcomed all to the meeting.

1. To receive and approve apologies for absence.

Apologies for absence were received from JR, HR and Cllr Bland

2. To receive any declarations of interest (Disclosable Pecuniary Interest and Other Significant Interests). The nature as well as the existence of any such interest must be declared.

No declarations of Interest were received.

3. To approve the minutes of Motions and Resolutions of the meeting held on the 29th May 2025.

The minutes of Motions and Resolutions of the meeting held on the 29th May 2025 were approved.

4. To discuss matters arising from the above minutes not covered by the agenda.

There were no matters arising from the minutes.

5. Public Session: To receive representations questions and evidence from the public on agenda items.

No public session.

6. Chairman's Report. To receive an update on current issues:

TB to prompt the groups to apply for grants.

WSRA policies to be submitted for the CCFG.

CA/25/00943, The Nook – The PC raises no objection.

CA/25/01025, Whiteacre Farm Nursery – The PC raises no objection.

CA/25/01078, Walnut Tree Farm = The PC raises no objection.

7. To receive reports: from County and City Councillors.

Cllr Sole's report had been circulated.

8. Financial matters:

a) To note/authorise the following:

i. To note the Parish Council's financial position.

The PC notes there is £ 11970.75 in the bank.

ii. To authorise any payments.

The payments were authorised:

Bank Charges (June)	£ 7.25
Bank Charge (July)	£ 6.45
Bank Charge (August)	£ 6.75
HMRC	£ 60.20
Clerk's salary	£ 253.90

9. To review the policies as circulated.

The policies below had been circulated prior to the meeting:

Standing Orders 2025 - approved

Safeguarding – Parish Clerk details to be amended. – approved.

Health and Safety Policy - approved

Requests for Information – approved.

Media/Filming at the meeting – approved.

Reserves Policy – removed

Grants Policy – approved.

Training Policy – approved.

Employment Policy – approved.

Complaints Policy – approved.

Scheme of delegation – approved.

Financial Regulations 2025 – approved.

Data Protection 2025 – approved.

IT Policy 2025 – approved.

Winter Service Level Agreement = following discussion, it was agreed that this policy should be removed. Salt bag to be placed in the parish. PC to send note to Darren Peacock.

10. Local Government Reorganisation:

i. To consider completion of the questionnaire

Waltham Parish Council completed the questionnaire, the Clerk will submit it.

ii. To consider whether there are any CCC/KCC Assets the PC wishes to try to acquire and to receive any update from the KALC EGM on Local Reorganisation

The PC does not wish to take any assets on. The Clerk had attended the EGM and there was little news at this stage.

11. To consider any changes to the Risk Assessment.

There were no changes noted.

12. To receive any updates on Highways/Environment.

There were no updates to be received.

13. Any Other Business (for information purposes only).

There was no other business to be discussed.

14. Date of next meetings:

2nd September 2025

7th October 2025

4th November 2025

9th December 2025

3rd February 2026

3rd March 2026

7th April 2026

26th May 2026

Meeting closed at 20.50