

# Waltham Parish Council

EST. 1894

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

## Minutes of the Parish Council meeting on 4<sup>th</sup> of November 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), Yolande Andon (YA), John Hockley (JH), Hugh Robinson (HR) and Jane Robinson (JR).

**In attendance:** A member of the public and RFO Tracey Block

The meeting commenced at 7.30pm

JB welcomed all to the meeting.

**1. To receive and approve apologies for absence.**

There were no apologies for absence.

**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.**

JR declared a personal interest as a Governor for Petham School.

**3. To approve the minutes of Motions and Resolutions of the meeting held on the 7<sup>th</sup> October 2025.**

The minutes of Motions and Resolutions of the meeting held on the 7<sup>th</sup> October 2025 were approved.

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

There were no matters arising from the above minutes not covered by the agenda.

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

The member of the public had no matters to raise.

**6. Chairman's Report. To receive an update on current issues, to include:**

The Planning Inspectorate has dismissed the appeal in Anvil Green and the residents on the site have 6 months to depart the site.

Dene Meadows – nothing has happened as yet. The Clerk is to contact Cllr Bland regarding the delay in the application being concluded, the Clerk will also write to the Planning Department about the same issue.

The Clerk's Salary needs to be discussed: the contract says that the salary will be reviewed annually. Currently the Clerk is on SCP 15, it was agreed that the Parish Council would increase this by a scale point to SCP 16 in 2026-27.

**7. Planning:**

There are no outstanding planning applications.

**8. To receive reports: from County and City Councillors.**

Cllr Sole's report has been circulated.

**9. Financial matters:**

**a) To note/authorise the following:**

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

The PC notes there is £ 5,623.44 in the bank.

**ii. To authorise any payments.**

The payments were authorised:

Bank Charges (October)	£ 6.45
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HMRC	£ 73.80
Clerk's salary (Oct)	£ 307.50

**iii. Budget Agreement for 2026/27**

The draft Budget was agreed.

**iv. Precept Agreement for 2026/27**

The PC agreed to precept for £8915 for 2026/27.

**10. To consider any changes to the Risk Assessment.**

There were no changes noted.

**11. To receive any updates on Highways/Environment.**

There were no updates to be received.

**12. Any Other Business (for information purposes only).**

The report from Cllr Sole was interesting.

**13. Date of next meetings:**

9<sup>th</sup> December 2025

3<sup>rd</sup> February 2026

3<sup>rd</sup> March 2026

7<sup>th</sup> April 2026

26<sup>th</sup> May 2026

**Meeting closed at 20.15**