

Waltham Parish Council

EST. 1894

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

Minutes of Waltham Parish Council meeting on 1st of September 2026 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 Jane Robinson (JR).

In attendance: 4 members of the public, including 3 Councillors from Petham and RFO Tracey Block

The meeting commenced at 7.30pm.

JB welcomed all to the meeting.

1. To receive and approve apologies for absence.

Apologies had been received from Cllrs Barnes and Robinson.

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

There were no declarations of interest made.

3. To approve the minutes of the meeting held on 23rd June 2026.

The minutes of the meeting held on 23rd June 2026 were signed as a true record.

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

There was no update from Cllr Bland. The Clerk will request an update on Dene Meadows and on the caravans at Anvil Green.

5. Public session: To receive questions and comments from the public on any agenda item. This will include a discussion with Petham PC regarding the future of PAW News.

The context of these discussions relates to financial and other difficulties being experienced by PAW News. Petham PC agreed 1/3 of PAW News goes to Waltham and 2/3 go to Petham. Petham PC is willing to consider agreeing to fund any PAW News deficit until December 2026 and to precept for this going forward. There are cost savings potentially to be had for printing. It is thought possible that going forward the magazine could be in an electronic format as well as printed. It was agreed the magazine is an important local resource and that production needs to be efficient.

There was discussion about the level of involvement of distributors in consultations to date. It was said several have been unaware of these discussions. It was thought that the present editor might be willing to continue into the new year, however this would need to be confirmed.

There was discussion about subscriptions and difficulties with the existing system of collection. Some possible remedies were advanced including electronic means of collection. Other ways in which the PCs might be willing to help could include subsidising a percentage of costs up to a possible 100%. It was emphasised that the Parish Councils are not responsible for the running of the magazine. But they may be willing to help problem solve including with financial help. The cost of providing the magazine is currently £2,500 per annum. So for a 100% subsidy Waltham could be looking to add up to £800 to the precept.

The Editor, distributors and team behind PAW News would always continue to run the magazine. The Parish Council would consider assisting with the funds but not to run the magazine.

The Clerk will contact the Clerk at Petham PC regarding the PAW News.

6. To receive a Report from District/County Councillors (to include an update on the position at Anvil Green/Dene Meadows).

A report from Cllr Sole has been received. There was no report from Cllr Bland.

7. To receive any report from the Chairman.

The Chairman noted that the Concurrent Functions Grant has been received.
Grants will be discussed and if appropriate authorised in November.

8. To discuss the recent fires

The Chairman thought it appropriate that there should be an opportunity to discuss fires as there has been a field fire and a shed fire recently. There is a large bonfire at the Playing Field and flying cinders might be a problem.

There is a fire risk when the climate is hot and dry. This is something the PC needs to be aware of. If anyone is nervous of fire, the trustees of the Playing Field would need to be advised. The PC wondered whether the Playing Field Committee might want to limit the amount of time it is open for deliveries.

9. To agree a possible open letter to all parishioners

A possible open letter to all parishioners had been circulated by the Chair.

The Clerk is to produce the letter. It is to be headed Dear parishioners and dated Autumn 2026.

10. Financial matters: To note/authorise the following:

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

The Parish Council noted a bank balance of £10,372.91 as at 31st July 2026

ii. The following payments were authorised:

Invoice	Payment
Bank charges	£ 7.00
Bank charges	£ 7.00
Clerk	£ 261.30
HMRC	£ 62.40
Bank charges	£ 7.30
Clerk	£ 311.50
HMRC	£ 74.60
KALC	£ 322.09
Bank charges	£ 7.30

It was noted that the defibrillator needs new pads and a battery.

11. To consider any changes to the Risk Assessment.

There were no changes to the Risk Assessment

12. Planning matters: to approve the responses to any recent planning applications.

There was an application in Anvil Green, the Parish Council agreed to support this application.

13. To approve any decisions made following the discussion with Petham PC regarding the future of PAW News.

Waltham PC discussed the issue and would be happy to make a contribution via a grant of up to 1/3 of the costs but would not be willing to be involved in the production of the magazine. This grant would only be provided on the proviso that a copy is available to all households. Any grant would need to be applied for annually, be in accordance with the Council's policy and be supported by relevant documentation.

14. To receive any updates on Highways/Environment.

There were no updates to be received.

15. Any Other Business (for information purposes only):

There was no other business to discuss.

16. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

3rd November 2026

2nd February 2027

2nd March 2027

4th May 2027

The APM will be held on 6th April.

Meeting closed at 9.00pm.

Signed by:

Date: