

Waltham Parish Council

TO: ALL MEMBERS OF WALTHAM PARISH COUNCIL: Councillors are hereby summoned to attend a meeting of the Waltham Parish Council on **TUESDAY, 2 May 2017** at Waltham Village Hall at **7.30pm** for the transaction of the business described in the following Agenda.

Tracey Block, Clerk to the Council

A G E N D A

1. To receive and approve apologies for absence.
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.
3. To approve the minutes of the meeting held on 4 April 2017.
4. To discuss matters arising from the above minutes not covered by the agenda.
5. Public session: To receive questions and comments from the public on any agenda item.
6. Election of the Chairman and any Vice-Chairman for the Council year 2017-2018
7. Completion of the Declaration of Acceptance of Office Form by the Chairman.
8. To receive reports from County and City Councillors.
9. To consider any matters relating to Highways and the Environment.
10. Financial matters:
 - a) To approve the following financial documents:
 - i. Internal Audit Annual Review – to receive the report from the Internal Auditor.
 - b) To note/authorise the following:
 - i. To note the Parish Council's financial position
 - ii. To authorise any payments including the Clerk's Salary and the internal audit
11. To review Financial Regulations, Standing Orders and the Risk Assessment, and confirm arrangements for insurance cover in respect of all insured risks
12. To consider any changes to the Risk Assessment.
13. Planning matters: to approve the responses to any recent planning applications.

Reference CA/17/ 00867
Proposal: Proposed detached workshop.
Location: Little Wadden Hall, Stone Street, Waltham, CT4 5PU

Application No: 17/00843
Proposal: Proposed single-storey side extension with 2 no roof lights following the demolition of existing conservatory together with timber framed double car port.
Location: Pleasant Acres, Whiteacre Lane, Waltham, CT4 5SR

Application No: 17/00878
Proposal: Proposed first-floor extension together with a single-storey rear extension following the demolition of existing conservatory, creation of additional parking and alterations to fenestration.

Location: Well Bungalow, Kake Street, Waltham, CT4 5SD

14. To consider/approve attendance at training/other events: See Appendix 1.
15. To note current consultations and correspondence that might be of interest and organise/approve/note any responses. See Appendix 2.
16. To receive updates on ongoing Parish Council or village initiatives:
 - Community Resilience Plan
 - WSRA
 - Village Hall
17. Any Other Business (for information purposes only):

Members of the public and press are welcome to attend and will be given an opportunity to speak on any matter on the agenda.

Date of next meeting: Tuesday 6 June 2017
Annual Parish Meeting: Tuesday 23 May 2017