

**P A R I S H O F W E S T O N I N G**

**MINUTES of the Meeting of**

**Westoning Parish Council**

**held on Wednesday 10th January 2024 at 7.30pm**

**In the Village Hall, Westoning**

**PRESENT:** Cllr J Nethersole (Chairman), Cllr E Bhasin, Cllr C Luff, Cllr P Ellis,

Cllr E Russell, Cllr A Rayment, Cllr B Rogerson, CBC Cllr J Jamieson

**IN ATTENDANCE:** Mrs K Barker – Clerk

No members of the public were present

Agenda published on the noticeboard and on the website

**7926 Apologies for absence** – Cllr Y Omishore, Cllr N McLoughlin, Cllr P Kelly

**7927 Minutes**

The minutes of the meeting held on 13th December 2023 were amended at point 7920.1 and approved. Cllr Luff proposed, seconded by Cllr Rogerson the approval of the minutes as a true record. All agreed by those present and the minutes were signed by the Chairman.

**7928 Declaration of interests**

Cllr Nethersole - Finance Point 7932.2

Cllr Bhasin – Planning Point 7937.1.3

**7929 Matters Arising**

There were no matters arising.

**7930 Public Participation**

There were no comments from members of the public.

**7931 Reports and representations**

CBC Cllr Jamieson gave a report:

-a request was made to increase the number of Parish Cllrs. There will be a review of this before the next election

-flooding has occurred in the village. Ditches are full and need clearing. Cllrs to confirm any issues with blocked drains for the Clerk to forward to CBC Cllr Jamieson

-flytipping will be removed from Sampshill Road. Should a name be obtained from the rubbish then the person will be prosecuted

-all rural non commercial bus services will stop. Flitabus and Dial-a-ride will be impacted. A consultation has been sent out and the Parish Council is urged to comment

The Chairman said that the village has been inundated with signs placed around the village for a new housing estate and queried whether these can be removed. CBC Cllr Jamieson said that he will look into this.

**7932 Finance**

7932.1 Bank balances and finance report:

|  |  |
| --- | --- |
| **Account** | **£** |
| TSB Community Account | 58,953.76 |
| TSB Instant Access Account | 67,517.49 |
| **TOTAL** | 126,471.25 |

7932.2 Cllr Russell proposed, seconded by Cllr Rayment the approval of the following payments, agreed by all Cllrs present:

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Payee** | **£** |
| Transfer | Clerk – salary January | 547.07 |
| Transfer | Clerk – expenses January | 34.65 |
| Chq 788 | HMRC – Clerk tax | 7.60 |
| Transfer | Parish Warden – village tidying | 275.00 |
| Transfer | J Nethersole – Christmas event expenses | 44.11 |
| Transfer | Barbara Osborne – payroll | 69.00 |
| Transfer | E Willman – Christmas tea trifles | 127.50 |
| Transfer | A Muskett – light maint 3rd quarter | 130.20 |
| Transfer | Npower – electricity bill Oct to December | 355.92 |
|  | **TOTAL** | **1,591.05** |

7932.3 Other finance matters:

7932.3.1 Grass Cutting – increase in costs

The Clerk reported that D J Granger Grounds Maintenance have confirmed their increase in costs for the 2024 season. The cutting of the village grass will increase by 6.97% to £410 per cut and the cutting of the Recreation Ground will increase by 5.95% to £178 per cut. The Clerk confirmed that the budget f0r 2024/25 should cover this increase in costs. The increase was noted and resolved as accepted by the Parish Council.

7932.3.2 Westcaf donation

The Clerk to ask Westcaf if they require the donation of £1,000 agreed by the Parish Council in their 2023/24 budget. The Parish Council has also agreed a donation of £1,000 in the 2024/25 budget and in future Westcaf should claim the payment by emailing the Clerk. (**Action Clerk**)

**7933 Highways**

7933.1 Footpaths/Highways Issues

* Layby on A5120 – CBC Cllr Jamieson said that a request has been made to put in a 3.5 ton limit for parking in the layby and a 20 minute restriction with enforcement.
* Post Office parking - parking outside the Post Office and driving over the pavement is an enforcement issue and CBC Cllr Jamieson will look into this as it is a safety issue.
* 20mph - CBC will not put in a 20mph limit on the High Street.
* School sign – the Clerk to report the school sign on the A5120 coming from Flitwick which is bent over. (**Action Clerk**)
* Lights out – the Clerk to confirm to CBC Cllr Jamieson the lights which are still out on the High Street and are the responsibility of CBC. (**Action Clerk**)
* Potholes – the Chairman to confirm the details of the potholes in Church Road and Home Farm Way to the Clerk so these can be reported to CBC.

(**Action Chairman/Clerk**)

**7934 Recreation Ground**

7934.1 Recreation Club Licence

The draft agreement was circulated. Cllr Rogerson and Cllr Russell agreed to look at possible amendments and the Parish Council to agree the document at the next meeting.

(**Action Cllrs Rogerson/Russell**)

7934.2 Dogs fouling on the Recreation Ground/Bye-Law

The Parish Council agreed that they would like a legally enforceable dog control order to prohibit dogs on the Recereation Ground but further information is required. CBC Cllr Jamieson said that he will forward some additional information.

**7935 Village Matters**

7935.1 Burial Ground

The Chairman said that she has not had a response from the Landowners next to Westview Farm regarding the temporary use of access to the proposed new burial ground as suggested at the last meeting. She said that another resident has offered a piece of land for sale and she will query its location. CBC is in the process of disposing of land near Flitvale Garden Centre.

  7935.2 Grass cutting/Schedule/Contract

Cllrs discussed the maps that were drawn up.  The Clerk to ask Cllr McLoughlin if the process was completed and if so could the maps be forwarded so that the areas and the new contract can be formally agreed. (**Action Clerk**)

The Chairman said that she obtained another quote for the cutting of the Recreation Ground of £195 per cut for 16 cuts per year but this is more expensive than the current Contractor. The Chairman to look into further. (**Action Chairman**)

7935.3 Christmas Events

The total amount of money raised at the Christmas lights event was £325 and as agreed at the last meeting will be donated to Charity. Cllrs again discussed possible recipients and agreed this could be given to either the foodbank or in the form of vouchers for those in need. To be confirmed.

The tree lights to be removed.

* 1. Planters/Oak Tree
     1. Planters

The Parish Council agreed to have the remaining planters in place by the end of March. Cllr Rayment to purchase the compost.

(**Action Cllr Rayment**)

* + 1. Dead Tree

The tree will be removed by CBC.

7935.4.3 CBC Cllr Grant Scheme

Match funding is available until the end of March 2024.

* 1. Defibrillator Training

Nothing to report.

* 1. Noticeboard damage

The Chairman said that the damaged door cannot be replaced or repaired. It was agreed to use the whole noticeboard for all notices. The Clerk to contact the insurers to ascertain whether the noticeboard can be claimed on the insurance and how much the insurance premium would increase. Cllrs also discussed the noticeboard outside the Village Shop.

(**Action Clerk**)

* 1. Parish Warden – review of duties

Cllrs discussed the duties of the Parish Warden. Cllr Rogerson agreed to contact the Parish Warden and ask that she list how much time is spent each week on the areas listed in her job description to ensure that her time is used effectively. (**Action Cllr Rogerson**)

7935.8 Flagpole

The flagpole to be installed on 13th January. Cllr Rayment said that the Parish Council need to ensure that different flags are used for different occasions.

* 1. Clock Tower

Cllr Ellis said that he has contacted Smith of Derby and they will confirm a date to repair the clock. The cost for the call out is £650 plus the repairs and the total cost could be in the region of £1,000. Cllr Ellis proposed to accept the cost and this was seconded by the Chairman and agreed by all those present. Cllr Ellis to obtain a cost for repairing the Clock Tower doors. (**Action Cllr Ellis**)

**7936 Play Area**

Nothing to report.

**7937 Planning**

7937.1 Planning applications:

7937.1.1 CB/23/02390/FULL - Sunnyside Farm, Toddington Road, Westoning - demolition of existing storage, distribution and wholesale unit and construction of two storey office and workshop, parking and upgrades to existing road junctions. External areas to be retained for plant and materials storage. The Parish Council has no objection to the application.

7937.1.2 CB/23/04022/FULL - Highfield House, Church Road - single storey rear extension. The Parish Council has no objection to the application.

7937.1.3 CB/23/03964/FULL - Tithe House, Tyburn Lane - demolition of existing dwelling, garage, workshop and outbuilding. Erection of new dwelling, garage and workshop. The Parish Council has no objection to the application.

7937.1.4 CB/23/04127/RM - Land off Flitwick Road, Westoning - following Hybrid/Outline Application CB/21/05411/FULL (Hybrid Planning Application: comprising: (i) Full application for 133 dwellings (class C3), including affordable homes, plus associated accesses, landscaping, open space, associated infrastructure and works; and (ii) An outline application, with all matters reserved except access, for 15 plots for self-build or custom build homes at land off Flitwick Road, Westoning) Reserved Matters for 15 self build or custom build plots.

The Parish Council comments that:

* A reasonable distance should be maintained between the rear elevations of the dwellings and the houses in Bell Close to retain the privacy of the occupiers of houses in Bell Close
* The maximum square footage of dwellings on this site should be restricted to ensure that each plot is not over developed
* All plots on the application site should be no more than two storeys in height
* All materials used on the external elevations of the plots on the application should be approved in writing by the planning officer
* All materials used on the external elevations of the plots on the application should be free of decoration or maintenance by the occupiers
* All dwellings should have adequate off street parking for all vehicles within the curtilage of the dwelling
* The external elevations of all dwellings should reflect the character of the village
* The Parish Council request that all comments will be incorporated in conditions attached to the application.

7937.2 Other Planning Matters:

7937.2.1 Solar Farm

Nothing to report.

7937.2.2 Land Off Flitwick Road

See Point 7937.1.4

7937.2.3 West View Farm, Park Road

Nothing to report.

7937.2.4 4 Manor Gardens – Enforcement Case now closed: A breach of planning

control has been identified – no formal enforcement action to be taken. Noted by the Parish Council.

7937.2.5 CBC Consultation (outside 55 and 57 Flitwick Road) – disabled parking bay

Noted by the Parish Council.

**7938 Parish Council administration**

The Clerk to circulate the policies for review next month. (**Action Clerk**)

**7939 Committees/Sub Groups/Representatives/Reports**

Nothing to report.

**7940 General correspondence:**

The Chairman said that an ‘Open Spaces for Recreation’ questionnaire was received and this will be completed and returned.

**7941 Date of next meeting: Parish Council Meeting**

**Wednesday 14th February 2024 at 7.30pm**

**In the Village Hall**

The meeting closed at 10.00pm

Approved: ………………………………………………. Date: ……………………………………………………….