

 **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 14th June 2023 at 7.30pm**

 **In the Village Hall, Westoning**

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

Cllr N McLoughlin, Cllr E Russell, Cllr Y Omishore

**IN ATTENDANCE:** Mrs K Barker (Clerk), no members of the public were present

 Agenda published on the noticeboard and on the website

**7833 Apologies for absence** – Cllr A Rayment, Cllr B Rogerson, CBC Cllr J Jamieson

**7834** **Co-option**

The Chairman said that two applicants had applied for the Parish Cllr vacancy. The Chairman proposed that Yinka Omishore be co-opted onto the Parish Council as a Parish Councillor. This was seconded by Cllr Bhasin. The co-option was agreed. Cllr Oimshore signed the Declaration of Acceptance of Office.

**7835 Minutes**

The minutes of the meeting held on 10th May 2023 were approved. Cllr Kelly proposed, seconded by Cllr Russell the approval of the minutes as a true record. All agreed by those present and the minutes were signed by the Chairman.

**7836 Declaration of interests**

Cllr Nethersole – finance Point 7840.2

Cllr Ellis – finance Point 7840.2

Cllr Kelly – finance Point 7840.2

**7837 Matters Arising**

There were no matters arising.

**7838 Public Participation**

It was reported that Flitwick Cricket Club have had the bottle bank removed which will be replaced with one that is not locked.

**7839 Reports and representations**

CBC Cllr Jamieson was not present, a short report was read out:

* Highways walk – a number of potholes and iron works have been identified
* Another walk will need to be held to look at additional yellow road lines
* A problem with the drains on the high street will be investigated following heavy rain

**7840 Finance**

7840.1 Bank balances and finance report:

|  |  |
| --- | --- |
| **Account** |  **£** |
| TSB Community Account  | 50,851.77 |
| TSB Instant Access Account | 67,096.05 |
| **TOTAL**  | 117,947.82 |

7840.2 Cllr McLoughlin proposed, seconded by Cllr Russell the approval of the following payments, agreed by all Cllrs present:

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Payee**  |  **£** |
| 000756 | Clerk – salary | 547.07 |
| 000756 | Clerk – expenses | 48.74 |
| 000767 | HMRC – Clerk tax | 7.60 |
| 000758 | Parish Warden – village tidying | 275.00 |
| 000759 | D J Granger – village etc Inv 023611 | 661.50 |
| 000759 | D J Granger – field Inv 023581 | 201.60 |
| 000760 | D J Granger – field Inv 023638 | 201.60 |
| 000760 | D J Granger – village etc Inv 023669 | 661.50 |
| 000761 | D J Granger – hedge work High Street Inv 023677 | 312.00 |
| 000761 | D J Granger – hedge/weeds Sampshill Inv 023620 | 201.60 |
| 000762 | W J Marshall – Internal Audit | 165.00 |
| 000763 | P Ellis – repairs to Clock Tower door | 10.74 |
| 000763 | P Ellis – Coronation event expenses | 11.89 |
| 000764 | J Nethersole – Coronation tea, entertainment | 279.83 |
| 000765 | A Rayment – cakes for Coronation | 207.22 |
| 000766 | P Kelly – flags | 40.94 |
| 000767 | Westoning Village Hall – hall hire | 19.50 |
| 000768 | Mr Frith – planters expenditure | 274.98 |
| 000769 | P Ellis – plants | 88.20 |
|  | **TOTAL** | **4,211.51** |

7840.3 Approval of Governance and Accounting Statements

 7840.3.1 Annual audit of accounts 2022/23

Accounting Statement/Governance Statement

The Parish Council approved the Annual Governance Statement and the Statement of Accounts. The Annual Governance Statement and the Statement of Accounts were proposed for approval by Cllr Kelly, seconded by Cllr Luff and agreed by all present. The statements were signed by the Chairman. The Clerk to send the Annual Return to the External Auditor and place the final audit documents on the website. (**Action Clerk**)

 7840.3.2 Internal Audit Report

The Clerk read out the report and this was noted by the Parish Council. The Parish Council thanked the Clerk for her work:

It was noted that the VAT reclaim had not been actioned and this matter was in hand but had not been completed by the year-end. An opportunity offered by Financial Regulations 6.18 – 6.20 is for the council to operate a corporate credit or debit card that would obviate the need for councillors or staff to make payments on behalf of the council using their personal cards.

Having ascertained that following the recent elections, the council is eligible to adopt the General Power of Competence (GPoC). This would greatly benefit the council.

Having tested all the aspects of the council’s internal controls and based on the information made available that in all significant respects, the internal control objectives were achieved throughout the financial year to a standard adequate to meet the council’s needs.

**7841 Highways**

7841.1 Footpaths/Highways Issues/Village Walk

 7841.1.1 Footpath 7/Newlands Road/Spensley Road

Volunteers from Flitwick arrived to clear footpath 7. Cllr Ellis, Cllr Rogerson and resident Peter Rogerson took 18 sacks of green waste to the tip. Some of the nettles at the start of the footpath were strimmed and left. This may need to be collected once it has died.

Cllrs agreed to meet at Newlands Road and Spensley Road to undertake some tidying and strimming. It was agreed to monitor these areas throughout the year.

7841.1.2 To be reported on fix my street:

Tyburn Lane opposite the Village Hall – drain blocked

Number 1 Church Road – drain blocked

Footpath from Westoning to Flitvale very overgrown and needs clearing

 (**Action Clerk**)

7841.1.3 Village walk

Cllr Rogerson sent in a report:

The village walk took place with Cllr Rogerson, CBC Cllr Jamieson and two CBC representatives from highways. The following issues were raised:

Kerb/verge opposite Church

Village signs

Potholes on Greenfield Road/Church Road

Sunken drain outside The Birches

Speed calming

Low bridge signs

Conifers on Recreation Ground

Average speed cameras

Crossing at Bell PH

Flitwick path

Conifers on footpath 7

Road surface at Bunyan Road/Sampshill Road junction

Most of the above were outside the remit of highways. CBC Cllr Jamieson will provide a further update on the yellow road lines and the road crossing at the Bell PH. The kerb outside the church was seen as a road widening so would have to be allocated as a new project. Potholes were inspected and marked if deemed serious enough to be filled. The sunken drain marked blue for the utility company to deal with. The Bunyan Road junction is on the watch list. Iron works on Park Road are marked for attention for the utility companies. The granite kerb stones along the lay-by/bus stop opposite the Chequers to be refined and two replaced.

**7842 Recreation Ground**

7842.1 Recreation Club Licence

Nothing to report.

 7842.2 Bushes around football pitch

Cllrs noted that a quote has not yet been obtained but agreed that as the area has been tidied up it may not need any further work. The Chairman to contact Cllr Rayment to ascertain his view. (**Action Chairman**)

**7843 Village Matters**

 7843.1 Rural Match Fund Scheme – kerb in Church Road

Cllrs discussed the item and agreed that no further action is required. Remove from the agenda.

 7843.2 Burial Ground

Nothing to report.

 7843.3 Grass cutting – schedule/contract

The Parish Council agreed that it is too late for a contract to be drawn up for the 2023 grass cutting season and it will need to be ready for 2024 instead. The Chairman to contact Cllr Rayment as he was going to make contact with the grass cutting contractor, Mr Granger.

 (**Action Chairman**)

 7843.4 Christmas Events

The sub-group for the Christmas Tea – Chairman, Cllr Bhasin, Cllr Russell, Cllr Omishore and Cllr Luff.

The sub-group for the Christmas Event and lights switch-on – Cllr Kelly, Cllr Ellis and Cllr McLoughlin.

The Parish Council spoke about holding events for the younger residents in the village in addition to Christmas. To be discussed further.

7843.5 Flag Pole

Cllr Kelly has purchased the flags. There is no information regarding the flagpole. The Chairman to contact Cllr Rayment regarding the purchase. (**Action Chairman**)

 7843.6 Planters

The Parish Council agreed that a date needs to be organised to put together the remaining planters. The Chairman and Cllr Bhasin said that they would each like to sponsor a planter. The existing planters are looking good and are well tended by Mr Frith.

The Oak Tree on the Village Green has died. The Chairman to contact Cllr Rayment to ask about the guarantee. . (**Action Chairman**)

 7843.7 Community Benefit Group

Cllr Ellis said that he will be attending a meeting in Ampthill shortly regarding energy savings.

7843.8 Welcome to Westoning leaflet

The Parish Council agreed to only continue with Westoning on Sunday as a source of village information and possibly look at drawing up a leaflet at a later date when the new housing developments are in progress.

**7844 Play Area**

 7844.1 Picnic Bench x 2

The Chairman to contact Cllr Rayment to ascertain whether the benches have been received. (**Action Chairman**)

 **7845 Planning**

7845.1 Planning applications:

7845.1.1 CB/23/01197/FULL – Manor Park Stud Farm, Park Road – erection of hay barn. The Parish Council has no objection to the application.

7845.2 Other Planning Matters:

7845.2.1 Planning Enforcement – 4 Westoning Manor–non compliance with approved plans. Noted by the Parish Council.

7845.2.2 Solar Farm

Nothing to report.

 7845.2.3 Land Off Flitwick Road

Nothing to report.

7845.2.4 West View Farm, Park Road

Nothing to report.

**7846 Parish Council Admin**

 7846.1 Areas of responsibility

 The Chairman to circulate a list of Cllr responsibilities for approval at the next meeting.

**7847 Committees/Sub Groups/Representatives/Reports**

No reports were given.

**7848 General correspondence:**

There was no correspondence.

**7849 Date of next meeting: Parish Council Meeting**

 **Wednesday 12th July 2023 at 7.30pm**

 **In the Village Hall**

The meeting closed at 8.55pm

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