

 **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 February 2024 at 7.30pm**

 **In the Village Hall, Westoning**

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

Cllr N McLoughlin, Cllr B Rogerson, CBC Cllr J Jamieson

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

3 members of the public were present

 Agenda published on the noticeboard and on the website

**7942 Apologies for absence** – Cllr E Russell, Cllr P Kelly, Cllr A Rayment

 **Absent** – no apologies given – Cllr Y Omishore

**7943 Minutes**

The minutes of the meeting held on 10th January 2024 were approved. Cllr Rogerson proposed, seconded by Cllr Bhasin the approval of the minutes as a true record. All agreed by those present and the minutes were signed by the Chairman.

**7944 Declaration of interests**

There were no declarations of interest.

**7945 Matters Arising**

There were no matters arising.

**7946 Public Participation**

Residents from Flitwick Road attended the meeting. They reported that vehicles are driving across the grass from the A5120 Flitwick Road to the old Flitwick Road rather than going along to the mini roundabout. The grass has been ruined and looks unsightly. It is also dangerous for vehicles to be driving across the grass. The residents asked if the Parish Council could do anything to stop this continuing. See Point 7949.1

A resident brought in the flagpole that he had been storing and said that it does not fit in the ground as it needs adjusting. See Point 7951.8

**7947 Reports and representations**

CBC Cllr Jamieson gave a report:

-flooding – the drain was cleared on Church Road which has improved the situation. Home Farm Way was investigated 3 years ago and any works done at that time have clearly not worked. A camera will be put down the drain to see where it is blocked. Flooding has also occurred under the bridge with the water not draining away. The water is coming off of the field and onto the road and the drains cannot cope. This will also be looked into.

-Posters – the Chairman raised the issue of posters in the village and said that a poster has recently been put up on a lamp post advertising the services of a handyman and could cause an accident if people stop to read it. CBC Cllr Jamieson said that posters put on lamp posts are not allowed and should be removed.

**7948 Finance**

7948.1 Bank balances and finance report:

|  |  |
| --- | --- |
| **Account** |  **£** |
| TSB Community Account  | 57,985.31 |
| TSB Instant Access Account | 67,602.86 |
| **TOTAL**  | 125,588.17 |

7948.2 Cllr Rogerson proposed, seconded by the Chairman the approval of the following payments, agreed by all Cllrs present:

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Payee**  |  **£** |
| Transfer | Clerk – salary February | 547.07 |
| Transfer | Clerk – expenses February | 48.05 |
| Chq 789 | HMRC – Clerk tax | 7.60 |
| Transfer | Parish Warden – village tidying | 275.00 |
| Transfer | Westcaf - donation | 1,000.00 |
| Transfer | D K Granger – play area, field inv 024479 | 243.60 |
| Transfer | Anglian Water – water bill Oct to Jan | 170.26 |
| Transfer | Westoning Recreation Club – bin use July to Dec | 131.46 |
| Transfer | Westoning Village Hall – hall hire Feb | 19.50 |
| Transfer | Smith of Derby – clock repair | 780.00 |
|  | **TOTAL** | **3,222.54** |

7948.3 Other finance matters:

7948.3.1 Anesco Solar Farm £3,917.39 – awaiting payment

 Noted by the Parish Council

**7949 Highways**

7949.1 Footpaths/Highways Issues

* Layby on A5120 – the Clerk to ask CBC Cllr Jamieson if there is any update. The Clerk to also mention that the cobbles on the footpath by the layby also need replacing. This was noted by Highways last June but nothing has been done about it. (**Action Clerk)**
* Post Office parking – the Chairman to email CBC Cllr Jamieson to follow this up.

 (**Action Chairman**)

* Grass off Flitwick Road - See public participation. The Parish Council suggested that planters, trees or bollards could be put there to stop the area being driven over. The Chairman said that she has been made aware of a scheme to plant tiny forests and suggested that the Parish Council could apply for the scheme. CBC Cllr Jamieson said that he will assess the area and also said that he will find out what the Parish Council are allowed to do on the land and whether CBC can provide assistance.

**7950 Recreation Ground**

7950.1 Recreation Club Licence

Cllr Rogerson said that she has some queries with the document. The Chairman said that a meeting will need to be held with the Solicitor to discuss any amendments. The Clerk to email Cllr Rayment to ask who drew up the document. (**Action Clerk**)

 7950.2 Dog fouling Bye-Law

The Chairman said that she will email CBC Cllr Jamieson to follow this up.

 (**Action Chairman**)

**7951 Village Matters**

 7951.1 Burial Ground

The Chairman said that the Landowners next to Westview Farm are still considering the suggestion of a temporary access as suggested by the Parish Council. The Parish Council are exploring a potential option with a resident who may have some land available to offer as a burial ground.

  7951.2 Grass cutting/Schedule/Contract

The Parish Council discussed the forthcoming grass cutting season. A list of the areas cut by the Contractor was provided and discussed, to be amended. The Clerk said that she will finalise the Grass Cutting Contract and suggested the following amendments:

* grass cutting to be done from 1st March to 31st October
* a maximum of 20 cuts of the village grass and recreation ground grass.  Any additional cuts required either during the cutting season from March to October or outside of those months due to unexpected growth of the grass, to be notified to the Contractor by the Parish Council only.  The Parish Council understand that this may not always be possible due to their schedule.  As this is a maximum of 20 cuts this may be less due to ground conditions ie; too dry or wet to cut.  The Parish Council will monitor this should these conditions occur.
* the cutting schedule to consist of:

March and April – 2 cuts each month

May, June, July and August – 3 cuts each month

September and October – 2 cuts each month

The additional budget for 2024/25 will amount to £260 for the additional cuts. The Clerk to inform the Recreation Club and the Football Club of these new arrangements and that they must inform the Parish Council if any additional cuts/or no cuts are required or of any issues.

 (**Action Clerk**)

This was resolved as accepted by the Parish Council. The Clerk to email the Contractor,

Mr Granger with these changes, amend the Contract and once agreed, send this with the amended list of grass cutting areas to Mr Granger for him to sign. (**Action Clerk**)

* 1. Christmas Event proceeds

The Chairman said that she will buy vouchers with the proceeds from the Christmas event to give to the school for those in need, this was resolved as accepted and agreed by all present.

* 1. Planters

Nothing to report.

* 1. Defibrillator Training

Cllr McLoughlin said that she would like to hold the training in the Recreation Club in the evening so that people who work can attend but the hire cost is prohibitive. The event is free. The Chairman said that she will speak to Derek Geraghty, the Recreation Club Chairman, about the use of the Recreation Club for the training. (**Action Chairman**)

* 1. Noticeboard damage

The Clerk said that the Parish Council should expect an increase in the premium if an insurance claim is made for the damaged noticeboard as well as an increase in 2025 when the 5 year long term agreement with the insurance company comes to an end. The Parish Council agreed that they would like the Clerk to put in a claim. The Chairman to send pictures of the damaged noticeboard to the Clerk. (**Action Chairman/Clerk**)

* 1. Parish Warden – review of duties

Cllr Rogerson said that she reviewed the duties with the Parish Warden. The Parish Council agreed to remove the cleaning of street signs and add the tidying of the perimeter of the Village Hall including the side footpath and Tyburn Lane twice a week for 30 minutes. An amended copy of the job description to be given to the Parish Warden. (**Action Clerk**)

 7951.8 Flagpole

It was reported that the flagpole does not fix in the ground and needs a slight adjustment. It will also need a padlock to secure it from being stolen. Cllr Ellis agreed to arrange for the adjustments to be done. (**Action Cllr Ellis**)

* 1. Clock Tower

Cllr Ellis said that the repairs have been done. The quotes to repair the doors are very expensive and he is awaiting more quotes.

 7951.10 Allotments

Cllr Ellis said that the person who was dealing with the allotment rent payments has sadly died and no one else will be taking on the job. The rent payments need to be collected and a new system put in place. He said that he has been given a list of current allotment holders but this may not be accurate. He will be visiting those on the list to ask them to sign a new Contract and obtain the rent payment. An update to be given at the next meeting. The Chairman thanked Cllr Ellis for looking into it. (**Action Cllr Ellis**)

**7952 Play Area**

7952.1 Play Area Bins

The Chairman said that there used to be two waste bins in the play area but one has been moved to the hard standing area and is used by the School. This makes the bin very heavy and difficult to empty for the Parish Warden and the Recreation Club are also not happy with this additional commercial food waste going into their bins. The School should put their rubbish in their own bins. Cllr McLoughlin agreed to ask the School to ensure the School use their own bin and she also offered to move the bin back into the play area.

 (**Action Cllr McLoughlin**)

 **7953 Planning**

7953.1 Planning applications:

7953.1.1 CB/24/00161/EB - Land at Flitwick Road - Electricity Board Notification: Installation of one new terminal pole with stays on existing overhead line. The Parish Council has no objection to the application.

7953.2 Other Planning Matters:

7953.2.1 Solar Farm

Nothing to report.

 7953.2.2 Land Off Flitwick Road

Nothing to report.

7953.2.3 West View Farm, Park Road

Nothing to report.

**7954 Parish Council administration**

7954.1 Policies for review (Financial Regulations, Standing Orders, Asset Register, Risk Assessment)

The Parish Council reviewed the Financial Regulations, Standing Orders, Risk Assessment and Asset Register and agreed there were no changes to the documents.

**7955 Committees/Sub Groups/Representatives/Reports**

Westoning United Charity – Cllr Ellis said that vouchers have been given out to those residents over

70 years of age. The Charity are looking at options to give some money to benefit the Village and

are looking at contributing towards the play area. Cllr Ellis said that he will look at the

cost of repairing the witches hat or the cost of a new piece of equipment.

Church – Interviews for a new Vicar will be held shortly.

Police Priority Setting Meeting – Cllr McLoughlin said that she attended the Conference. She said

that the Police want to be more involved in the Village and any events.

**7956 General correspondence:**

There was no correspondence.

**7957 Date of next meeting: Parish Council Meeting**

 **Wednesday 13th March 2024 at 7.30pm**

 **In the Village Hall**

The meeting closed at 9.30pm

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