

**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 8th April 2020 at 7.30pm**

**by Zoom video conferencing**

**PRESENT:** Cllrs A Rayment (Chairman), E Bhasin, R Botterell, P Ellis, C Luff,

J Nethersole, B Rogerson

**IN ATTENDANCE:** Mrs K Barker (Clerk), 2 members of the public were present

(Elaine Russell, Alan Marlow)

Agenda published on the noticeboard and on the website

**7258 Apologies for absence** – Cllr E Leftly

**7258.1 Councillor vacancy x 2**

Interviews of the three applicants for the two Parish Cllr vacancies will take place during the coming month. Co-option to take place at the May meeting.

**7259 Minutes**

The minutes of the meeting held on 11th March 2020 were approved. Cllr Ellis proposed, seconded by Cllr Nethersole the approval of the minutes as a true record. All agreed by those present and to be signed by the Chairman at the next meeting in person.

**7260 Declaration of interests**

There were no declarations of interest.

**7261 Matters Arising**

There were no matters arising.

**7262 Reports and representations**

Central Beds Councillor J Jamieson was not present.

**7263 Public Participation**

There were no comments by members of the public.

**7264 Finance**

7264.1 Bank balances and finance report:

The Clerk confirmed that the finance report was circulated by email.

|  |  |
| --- | --- |
|  | **£** |
| TSB Community Account | 27,917.68 |
| TSB Instant Access Account | 85,924.55 |
| **TOTAL** | **113,842.23** |

7264.2 Cllr Rogerson proposed, seconded by Cllr Bhasin the following payments, agreed by all:

|  |  |  |
| --- | --- | --- |
| **Cheque Number** | **Payee** | **£** |
| 000343 | Clerk – salary | 454.16 |
| 000343 | Clerk – overtime website 6 hours | 82.02 |
| 000343 | Clerk – expenses | 30.54 |
| 000344 | HMRC – Clerks tax | 20.00 |
| 000345 | Parish Warden – village tidying | 275.00 |
| 000346 | D J Granger – grass cutting invoice 020280 | 402.94 |
| 000346 | D J Granger – grass cutting invoice 020313 | 402.94 |
| 000347 | BATPC – membership | 456.00 |
| 000348 | Barbara Osborne – payroll | 64.50 |
| 000352 | The Lion Press – printing | 360.00 |
|  | **TOTAL** | **2,548.10** |

77264.3 Other finance matters:

7264.3.1 TSB - Mandate change form

Pending

Bank charges £5.00 per month

Pending..

7264.3.2 VAT refund £2,013.70

Noted by the Parish Council.

7264.3.3 Solar Farm payment received £3,005.13

Noted by the Parish Council.

7264.3.4 Annual Audit of Accounts 2019/20

The Clerk said that she is awaiting further guidance regarding the submission date for the external audit. The accounts will need approving and signing but it is unclear how this will be done. The internal audit is to be done remotely.

**7265 Highways**

7265.1 Damaged village entrance signs/railings

Nothing to report.

7265.2 Traffic Management/Parking Control

The Chairman said that this will be reviewed in July.

7265.3 Village Walk

To be reviewed when circumstances permit.

**7266 Village Matters**

7266.1 Community Christmas Event – storage of equipment

Nothing to report.

7266.1.1 Christmas Tree enclosure

The Chairman said that there are a lot of weeds in the enclosure. He suggested that gravel boards and bark are put in and he will obtain a quote.

(**Action Chairman**)

Cllr Botterell suggested getting flower boxes to make the area look more presentable.

7266.2 Burial Ground

Pending response from the Charity Commission.

7266.3 Recreation Club/Ground

7266.3.1 Land Registry/New Lease/Dissolving the Charity

The Chairman said that he has sent two letters to the Charity Commission but has not had any response. He said that he will leave it until the restrictions are lifted and then he will telephone them.

7266.3.2 Disabled parking

Remove from the agenda pending the outcome on the decision of the burial ground.

7266.3.3 Recreation Ground improvements/maintenance

7266.3.3.1 FA Grant Scheme

A decision regarding the grant application is subject to delay due to the current Covid-19 crisis.

7266.3.4 Recreation Ground play area

The Chairman is awaiting the outcome of the CBC Community Assets Grant Scheme application.

7266.4 Hard surface area

7266.4.1 Block paved area/hard play area - CBC Improvement grant scheme

The Chairman is awaiting the outcome of the CBC Improvement grant scheme application which is expected week commencing 6th April.

* 1. Youth Facilities/Club

The Chairman said that he sent an email to Lisa Wright and Rebecca Caird re-stating the Parish Council’s commitment to set up a youth club when current restrictions have been lifted.

7266.6 Website

The Clerk reported that the website has now gone live. She said she was keen to get the website up and running in order to provide details for the village on Covid-19 and where to obtain help and information. There is still much work to do on the site and it will be an ongoing project over the coming months. The website can be reached at [www.westoningparishcouncil.org](http://www.westoningparishcouncil.org) The Clerk was asked to add details about village walks when it is supplied.

7266.7 Noticeboard

The Chairman said that this is delayed pending the relaxation of current Covid-19 restrictions.

7266.8 VE Day event sponsored by the Chequers - 8th May

The event has been cancelled due to the current Covid-19 restrictions.

7266.9 Litter bin – Recreation Ground – request for larger bin

Nothing to report.

7266.10 Allotments

The Chairman said that he met with Andy Dewar. The Allotment Association are looking at some deterrents to stop the deer crossing into the cultivated areas. The rabbit population is currently in the process of being controlled.

Cllr Ellis suggested that the Allotment Association should inform all allotment holders when

any changes are made as some information does not seem to be getting through.

The Chairman said that he spoke to a resident regarding problems with smoke from a bonfire on the allotments. He said that he has instructed the Allotment Holder and the Allotment Committee Chairman, only to start a bonfire when the wind takes the smoke and smuts away from the neighbouring houses. Furthermore, the fire must be kept small and manageable and to be attended at all times.  
  
The Parish Council re-confirmed their decision not to contribute to the purchase of a lawnmower.

7266.11 Newsletter – deadline 14th May

The Parish Council agreed that as the Westoning On Sunday Newsletter is being produced regularly, it is unnecessary to put any articles in the village link. The Chairman said that he will contact the Editor Linda Little.

7266.12 Westoning On Sunday special issue (Covid-19)

A special edition of Westoning On Sunday has been produced and delivered to all households in the village since the outbreak of Covid-19. The newsletter sets out the safe options available to Westoning residents who fall into any of the categories – the elderly, house-bound, key workers and vulnerable residents and ‘Westoning Cares’ has been set up as the coordinating group. The newsletter details services, help and advice that residents can access as well as helplines. A second issue is currently with the printers.

The Parish Council expressed their thanks to all who have helped in any way, the Parish Church, the Chequers, the Butchers and the Village Shop for keeping well stocked. Westoning United Charities has provided loans to give shoppers a cash float.

7266.13 Great British Spring Clean

The event has been postponed until the autumn.

7266.14 Rights of Way

The Chairman said that there was a problem with a right of way footpath that was blocked with a chain and padlock. This has since been removed and the footpath is now accessible.

The owner of the land has taken all reasonable steps to make the route of the footpath clear so people straying from the footpath are wilfully trespassing on private farmland. Stout posts have been placed along the route to make it even clearer where people should walk. Notices approved by the Rights of Way Officer will also be put up.

**7267 Planning**

7267.1 Planning Applications:

7267.1.1 CB/20/00844/FULL – 49 Spensley Road – two storey side extension with Juliet Balcony. The Parish Council has no objection to the application.

7267.2 Other Planning Matters

There were no other planning matters.

**7268 Parish Council Administration**

7268.1 Parish Council documents – for annual review

Cllr Ellis proposed, seconded by Cllr Nethersole to accept the documents with no amendments, agreed by all.

7268.2 Annual Meeting of the Parish - there will not be an Annual Meeting of the Parish.

Annual Parish Council Meeting – there will not be an Annual Parish Council Meeting and the election of the Chairman and Vice Chairman has been postponed until 2021.

**7269 Committees/Sub Groups/Representatives - Reports**

Nothing to report.

**7270 General correspondence:**

No correspondence

**7271 Date of next meeting: Parish Council Meeting**

**Wednesday 23th May 2020 at 7.30pm**

**Village Hall, Westoning**

The meeting closed at 8.50pm

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