

**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 July 2019 at 8.00pm**

**in the Village Hall, Westoning**

**PRESENT:** Cllrs T Fraser (Chairman), R Botterell, P Ellis, C Luff, J Nethersole,

A Rayment, B Rogerson

**IN ATTENDANCE:** Mrs K Barker (Clerk), 4 members of the public were present

**7131 Apologies for absence** – Cllr E Bhasin

**7131.1 Councillor vacancy x 2**

Nothing to report.

**7131.2** **Member Code of Conduct – decision notice**

The Chairman said that allegations were made against himself and Cllr Nethersole. These were investigated by the Monitoring Officer and Solicitor at CBC and there was no further action.

**7132 Minutes**

The minutes of the meeting held on 12th June 2019 were approved. Cllr Ellis proposed, seconded by Cllr Luff the approval of the minutes as a true record. All agreed by those present and signed by the Chairman.

**7133 Declaration of interests**

There were no declarations of interest.

**7134 Matters Arising**

There were no matters arising.

**7135 Reports and representations**

7135.1 Central Beds Councillor J Jamieson

CBC Cllr Jamieson said that gulley cleaning will be carried out in September. He asked the Parish Council to confirm if there are any particular problem areas. CBC Cllr Jamieson was thanked for organising the barriers opposite the school.

7135.1.1 Local Plan Hearing session 20th June

Cllr Rayment confirmed that he attended the hearing session. It was very well organised.

**7136 Public Participation**

A member of the public said that they were concerned that both sides of the road were included in the consultation for yellow road lines in the Phyghtle. See Point 7138.2.

The Clerk said that she has received an email reporting youths on Church Road, gathering near the village hall on their bikes in the late afternoon/early evening.  They have no respect or consideration for other road users and will often do wheelies in front of cars travelling along the road.   They will also ride up and down Church Road near the Cemetery and Church, again with no consideration for other road users.  The Clerk was asked to report this to the Police. (**Action Clerk**)

It was reported by the school that two cherry trees situated by the side of the hard court play area adjoining the school fence/building are causing problems. They have now grown to such an extent that they are now growing across the school roof and have on occasions blocked the guttering. The cherry stones, when they drop, are a slip hazard for the children and have to be swept daily by the school staff. The tree roots are lifting the tarmac in places which is a trip hazard for the children and for those playing netball. The Parish Council agreed that the trees be removed. Cllr Ellis agreed to contact the school to discuss it. (**Action Cllr Ellis**)

**7137 Finance**

7137.1 Bank balances and finance report:

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

|  |  |
| --- | --- |
|  | **£** |
| TSB Community Account | 27,867.38 |
| TSB Instant Access Account | 85,285.53 |
| **TOTAL** | **113,152.91** |

7137.2 Cllr Nethersole proposed, seconded by Cllr Rogerson the following payments, agreed by all:

|  |  |  |
| --- | --- | --- |
| **Cheque Number** | **Payee** | **£** |
| 000251 | Henlow Building Supplies – granite dust Petanque | 286.87 |
| 000252 | K Barker – salary | 470.36 |
| 000252 | K Barker – expenses | 44.47 |
| 000253 | HMRC – Clerks tax | 3.80 |
| 000254 | Mrs Harris – village tidying | 275.00 |
| 000255 | D J Granger – mowing inv 019585 | 391.20 |
| 000255 | D J Granger – mowing inv 019489 | 391.20 |
| 000255 | D J Granger – hedge work inv 019608 | 201.60 |
| 000256 | B Osborne – payroll | 64.50 |
| 000257 | E.on – electricity bill | 212.92 |
| 000258 | Westoning Village Hall | 18.00 |
|  | **TOTAL** | **2,359.92** |

7.3 Ot

7137.3 Other finance matters:

7137.3.1 TSB

Mandate change form

The Clerk is still to visit the bank to hand over the form and register her ID in order to be added to the mandate. (**Action Clerk**)

Bank charges £5.00 per month

Pending.

7137.3.2 Play Area/S106 money - £3,150.08 received

Noted by the Parish Council.

**7138 Highways**

7138.1 Damaged village entrance signs

CBC Cllr Jamieson said that he will chase this up. (**Action CBC Cllr Jamieson**)

7138.2 Traffic Management/Parking Control

Cllr Rayment spoke about the schedule of proposals drawn up for the new road lines. This will need to be submitted to CBC for consideration. CBC Cllr Jamieson said that CBC have now advertised the fact that they are proposing to put in new yellow lines in the Phyghtle. He said that he will clarify why the proposal is to put yellow lines on both sides of the road as this is not what the residents requested. (**Action CBC Cllr Jamieson**)

7138.3 Traffic Monitoring – traffic strips

CBC Cllr Jamieson will chase this up. (**Action CBC Cllr Jamieson**)

7138.4 Footpaths

7138.4.1 Flit Valley Walk - bench location and carving

Cllrs agreed that they would like the bench to be placed on the verge by the Church and the carving to be an ‘Owl’. The Clerk to respond to Darren Woodward. (**Action Clerk**)

7138.4.2 Footpath 7

The Clerk said that Michelle Flynn, the Rights of Way Officer will take a look at Footpath 7. She has informed waste services as well and will write to Aragon Housing.

7138.5 Brick Wall repair

Cllr Rogerson said that this will be done during the summer holidays.

7138.6 Village Walk

Cllrs attended the village walk and a report was supplied.

* Bell Close - the turning area which is designated as a ‘KEEP CLEAR’ area needs those words to be re-painted as the current lettering is so worn away that it cannot be read. This has resulted in vehicles being parked in the hammer head and preventing other vehicles from turning safely.
* Church Road - the pavement on each side of the road next to and opposite The Chequers is in a very poor state of repair to the point that it is now dangerous for pedestrians, especially the elderly. A top dressing will not be suﬃcient to provide a safe level smooth surface. A new top surface is needed in this area that has a high level of footfall.
* Footpath - from Church Road to Park Farm. It was edged and hard surfaced by the County Council many years ago but it has now become overgrown with trees, shrubs, weeds and rubbish. This footpath is used extensively by dog walkers and needs to be cleared to ensure that it remains accessible.
* Flitwick Road - the residents of the houses adjacent to the access road to the allotments routinely park their cars on the Grass Verge in front of their houses. This has caused deep ruts to be gauged out of the grassed area and in autumn, winter and spring the area gets very muddy. Several bollards are needed to prevent vehicles being parked on the grass verge.
* Highﬁelds – CBC need to confirm that the road into Highﬁelds has now been adopted.
* Church Road - the tarmac road surface outside the Church does not extend to the church fence. This narrow strip gets very muddy and a rut has now formed causing a hazard for people getting out of their cars when attending the church. It would be much appreciated if this strip could be dug out and reﬁlled with a suitable base material that can then be covered in tarmac.
* Richmond Road Houses - 14 to 19 back onto the Tennis Courts. There is a narrow strip of land between the rear Gardens and rear access path of those houses and the Tennis Courts. It appears that some householders have been disposing garden waste on this land. It was agreed on site that letters be sent to the residents of all these properties reminding them that this land should not be obstructed nor should any tree, plant or shrub be allowed to impinge on the fence line or the tennis court fencing.
* Seat for Footpath to Flitvale It was decided to request that the seat to be paid for by the footpaths budget of CBC should be located on the verge outside the Church.
* Manor Park Drive - Number 3 has trees over growing the pavement at low level.
  + Tree needs to be cut to give 1.1 metres headroom.
  + Shrub growing over footpath. Needs to be cut back.
  + Numbers 10 and 12 have trees and shrubs restricting the footpath.
  + Letters to be sent to all properties
* Chestnut Close Number 1 has shrubs and trees overhanging the footpath that need to be cut back. Letter to be sent to the occupier.
* Bus Shelter Needs painting. Stainless steel cigarette bin to be sourced and installed.
* Tithe Barn Close - Number 20 has several gravel boards that have come away from their ﬁxing and now stick out onto the pavement. Occupier to be advised to remove the hazard.
* Yellow Lines – Cllr Rayment to produce revised schedule of locations.
* Recreation Ground Quotation - to be obtained for replacing railings and/or refurbishment of existing railings.
* Banners - Several banners were attached to the railings. Recreation Club to be advised of the Parish Council’s Policy.
* Rec Ground Fence - the fence is still quite sound but safety concerns have been raised. Grass and weeds make the edge of the path look unsightly. 4 metres of fence have been cleared of weeds by Dumitru - 30 minutes work. 90 metre length remains to be cleared - approx 10 hours work - £12 per hour.

Cllr Nethersole proposed, seconded by Cllr Botterell to accept the cost of £12 per hour, maximum cost of £120 plus materials to clear the weeds on the edge of the path by the fence, agreed by all.

CBC Cllr Jamieson said that he has actioned:

* Highfields - has now been adopted
* Church Road tarmac surface - is on an action list but is not classified as urgent.

The Clerk was asked to report Bell Close and Church Road pavement to CBC Highways and send letters as requested above. (**Action Clerk**)

The Clerk to ask the grass cutting contractor to supply a quote to trim the tree by Bell Close, it is growing downwards and restricting view. (**Action Clerk**)

7139 **Village Matters**

7139.1 Community Christmas Event

The tree was inspected during the Village Walk. It is showing signs of distress. A meeting was held on 5th July with Colin Davies and a gardener who conﬁrmed that the tree is unlikely to survive. Needles are falling and the trunk is spongy. The suggested plan is to discontinue watering, remove the tree and excavate a larger hole through the old road material. Plant a new 10’ tree in October and keep the current wooden fence until the new tree is established. Weeds have been cut back in the fenced area and litter removed.

The Parish Council accepted that the tree is beyond recovery and needs replacing. The Parish Council agreed to the purchase of an artificial tree and to put Christmas lights on the trees in the recreation ground. Cllr Botterell agreed to obtain the cost of purchasing an artificial tree. (**Action Cllr Botterell**)

Cllr Rayment said that he is waiting to hear from the electrician, Mr Woolgar, who has been hard to get hold of. The electrics need to be re-instated.

7139.2 Burial Ground

Possible locations were considered during the Village walk. The part of the Recreation Ground adjacent to Bryson Close needs to be investigated as a possible location for a burial ground. Discussions to be initiated with the Recreation Club, Church PCC, Football Club and the Charity Commission. In any new lease to the Recreation Club, the Parish Council must retain the right to construct an access over any area of the Recreation Ground and to maintain, develop or improve any part of it.

7139.3 Recreation Club

7139.3.1 Land Registry/New Lease

Nothing to report.

7139.3.2 Disabled parking

The Clerk reported that she has been in touch with the Recreation Club regarding the alternative disabled parking area agreed by the Parish Council. They will make some enquires with local builders, obtain some quotes and get the work done.

7139.3.3 Recreation ground gates

Cllr Ellis agreed to obtain a quote for the fence and gates.

(**Action Cllr Ellis**)

7139.3.4 Recreation Ground improvements

Cllr Rayment said that TGMS will be conducting a survey of the ground shortly and once this is done the Parish Council will be in a much better position to go forward with the lease.

7139.4 Street Lights replacement programme - Church Road

The Clerk said that the light replacements in Church Road will be done shortly.

7139.5 Petanque Club

The Chairman said that the Recreation Club has said that they want to charge the Petanque Club £20 rent per game. The Petanque Club has sent a letter of concern to the Parish Council. The Parish Council agreed that this cost was excessive and agreed to meet with the Recreation Club.

The Clerk confirmed receipt of a letter from a resident and member of the Petanque Club with queries regarding the running of the Recreation Club. The Parish Council agreed that these queries be raised at a meeting to be held with the Recreation Club. The Clerk to respond. (**Action Clerk**)

7139.6 Litter bin/dog waste bin

The Clerk read out an email from a resident who has been liaising with CBC regarding litter bins. The Waste Officer has advised that the litter bins are used for both general waste and dog waste. It is not required to be collected separately. There is currently a litter bin near the bus stop on Park Road, which can be used for dog waste and further beyond the pub near the tree where the NISA shop is situated. The Waste Officer said that their contractor has been advised to increase emptying of the litter bin outside the shop to weekly, it was previously fortnightly.

The Clerk to request a larger litter bin in the Recreation Ground by the school gate.

(**Action Clerk**)

Cllr Nethersole to order 25 dog bag dispensers at £1.99 each to put around the village.

(**Action Cllr Nethersole**)

7139.7 Westoning Netball Club

A quote to be obtained for the replacement of the court area. (**Action Cllr Ellis**)

**7140 Planning**

7140.1 Planning Applications:

7140.1.1 CB/19/01613/FULL – 12 Church Road – first floor side extension and front porch. The Parish Council has no objection.

7140.2 Other Planning Matters

7140.2.1 Park Farm appeal – report

There was no update.

**7141 Play Areas** 7141.1 Inspection Report – review of repairs

The Chairman proposed, seconded by Cllr Ellis for the suggested repairs to be undertaken at a cost of no more than £500 including the painting of damage to the equipment, agreed by all. Cllr Ellis agreed to obtain the cost for the medium risk items and a new slide, safety surfaces and a sign. (**Action Cllr Ellis**)

7141.2 It was reported that youths (15/16 year olds) have been playing on the play equipment and playing football in the play area. The Parish Council agreed that notices be placed in the area ‘this area is reserved for children under 12 years of age’. Cllr Botterell agreed to look into the cost of obtaining the signs. (**Action Cllr Botterell**)

**7142 Committees/Sub Groups/Representatives - Reports**

There were no reports.

**7143 Village Communications**

There were no communications.

**7144 General correspondence:**

There was no correspondence.

**7145 Date of next meeting: Parish Council Meeting**

**Wednesday 14th August 2019 at 8pm**

**Village Hall, Westoning**

The meeting closed at 10.20pm

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