

 **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 April 2019 at 8.00pm**

 **in the Village Hall, Westoning**

**PRESENT:** Cllrs T Fraser (Chairman), R Botterell, C Davies, P Ellis,

C Luff, J Nethersole, A Rayment

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

**7083 Apologies for absence** – Cllrs J Geddes, B Rogerson, CBC Cllr J Jamieson

 7083.1 Elections

The Clerk confirmed that six Cllrs had reapplied for their positions on the Parish Council and that all the nominations were uncontested. Those Cllrs will therefore remain in office and include Cllr Fraser, Cllr Ellis, Cllr Luff, Cllr Nethersole, Cllr Rayment and Cllr Rogerson, . There are therefore four vacancies on the Parish Council. Cllr Botterell said that he missed the deadline for submission of the nomination form and would like to be co-opted onto the Parish Council at the May meeting.

The Chairman said that Cllr Davies and Cllr Geddes had decided not to re-apply for their position as Parish Cllr. Cllrs were saddened to hear this and thanked Cllr Davies and Cllr Geddes for their hard work and commitment to the Parish Council and the Village over their many years of service. Their efforts and contribution as members of the Parish Council has been very much appreciated.

**7084 Minutes**

The minutes of the meeting held on 12th March 2019 were amended at Point 7078 and approved. Cllr Nethersole proposed, seconded by Cllr Davies the approval of the minutes as a true record. All agreed by those present and signed by the Chairman.

**7085 Declaration of interests**

There were no declarations of interest.

**7086 Matters Arising**

There were no matters arising.

**7087 Reports and representations**

7087.1 Central Beds Councillor J Jamieson

 CBC Cllr Jamieson was not present

7087.1.1 Local Plan Hearing session 20th June – WPC registered to participate

The Clerk confirmed that a Representative from the Parish Council has been registered to speak. Cllr Rayment agreed to represent the Council.

7087.1.2 Local Plan Statement deadlines 30th April/28th May

Cllr Rayment agreed to draft the statement and circulate to Cllrs for approval for the Clerk to submit. (**Action Clerk**)

**7088 Public Participation**

Two members of the public attended the meeting to represent the Petanque Club. The club play for the Chiltern Region in the Three Shires league which contains 33 teams. They have to be affiliated to the EPA. There is a summer and winter league and the club play weekly in the summer either at home or away on a Thursday up to 10pm. Winter play would be on a Sunday but the club do not play in the winter as yet. LED lighting is supplied and this is removed after each game. The Club has been present in the village for 13 years and have been playing in Greenfield for the last 5 years but the facility they use is closing. A small area in the Recreation Club car park has been identified as a potential new facility and the Recreation Club has no objection. There would need to be a small amount of changes to allow the club to play including the laying of some gravel. The area would still be usable for parking.

The Chairman said that the Recreation Club and the Petanque Club need to ensure that near neighbours are happy with the arrangement. He said that he will contact Derek Geraghty to ensure this is done. The Petanque Club will need to submit a letter to the Parish Council if they require funding. (**Action Chairman**)

**7089 Finance**

7089.1 End March - bank balances and finance report:

The Clerk confirmed she had emailed the finance report to all Cllrs showing income, expenditure and a bank reconciliation. Expenditure to end March was £29,998.10 and income was £39,828.61. The total balance in the bank at the end of March was £99,007.73. There was one unpresented cheque at the end of March totalling £90.00.

|  |  |
| --- | --- |
|  |  **£** |
| TSB Community Account  | 13,935.85 |
| TSB Instant Access Account | 85,071.88 |
| **TOTAL**  | **99,007.73** |

7089.2 Cllr Davies proposed, seconded by Cllr Ellis, the following payments, agreed by all:

|  |  |  |
| --- | --- | --- |
| **Cheque Number** | **Payee**  |  **£** |
| 000221 | K Barker – salary | 400.83 |
| 000221 | K Barker – expenses | 37.15 |
| 000222 | HMRC – Clerks tax | 45.00 |
| 000223 | Mrs Harris – village tidying | 275.00 |
| 000224 | D J Granger – mowing inv 019116 | 391.20 |
| 000224 | D J Granger – mowing inv 019187 | 391.20 |
| 000225 | Westoning Village Hall – hall hire | 18.00 |
| 000225 | Westoning Village Hall – hall hire | 90.00 |
| 000226 | Barbara Osborne – payroll | 63.00 |
| 000227 | E.on – electricity bill | 220.02 |
| 000228 | Anglian Water – water charge | 19.72 |
|  | **TOTAL** | **1,951.12** |

7.

7089.3 Other finance matters:

 7089.3.1 TSB

The Clerk said that the £5.00 charge per month is still being deducted and the refund of the money deducted from the account has not been received. The Clerk said that she will look into this once the bank mandate has been changed. The mandate change form has been received and Cllr Geddes and John Read need to be removed and the Clerk added. The Clerk said that she will complete the form and submit it after the May meeting.

 (**Action Clerk**)

 7089.3.2 Precept (first half) £20,494.00 received

 Noted by the Parish Council.

**7090 Highways**

7090.1 Damaged village entrance signs

The Clerk to ask CBC Cllr Jamieson when the graffiti will be cleaned from the signs.

 (**Action Clerk**)

7090.2 Traffic Management/Parking Control

The Phyghtle petition was reviewed and the proposal to extend the double yellow line waiting restrictions along the Eastern side of The Phyghtle was accepted. The work may be done in May/June, this will be confirmed.

 7090.3 Traffic Monitoring – traffic strips

The Clerk said that CBC Cllr Jamieson had missed the emails requesting the strips. Cllrs agreed that they would like to undertake the monitoring on a yearly basis in order to review the statistical data. The Clerk to confirm to CBC Cllr Jamieson that the Parish Council would like to go ahead and request that the monitoring is not done in the school holidays.

 (**Action Clerk**)

7090.4 Footpaths

 7090.4.1 Water problem top of Church Road

The Clerk reported that the Rights of Way Officer had visited the area but the water had dried up. Cllrs agreed to take photos of the area if the water problem should arise again and forward them to the Clerk to send to the Right of Way Officer.

 7090.4.2 Flit Valley Walk

The Clerk read out an email from Darren Woodward at Flitwick Town Council who has taken over the project management of the Flit Valley Walk from Westoning to Clophill. He has been asked by volunteers who are helping on the delivery of the route if signage or an interpretation board could be installed further into Westoning as well as potential additional promotional items and a new carved oak bench as part of phase one at no cost to the Parish Council. The Clerk was asked to invite Mr Woodward to the May Parish Council meeting to discuss this further. (**Action Clerk**)

7090.5 Brick Wall repair

Nothing to report.

**7091 Village Matters**

7091.1 Community Christmas Event

Cllr Rayment said that the permanent power supply to the tree needs to be sorted with consideration given to the uplighters and the electronic notice board at a later stage. The power supply needs to be taken from the street sign below ground level and a lockable box for the power supply termination point will need to be sourced. Cllr Rayment to contact Andrew Woolgar to chase the work up. (**Action Cllr Rayment**)

It was agreed that the tree will need regular watering, particularly in the first season.

7091.2 Burial Ground

Nothing to report.

7091.3 Recreation Club

7091.3.1 Land Registry/New Lease

Nothing to report.

 7091.3.2 Disabled parking

Nothing to report.

 7091.3.3 Recreation ground gates

Nothing to report.

 7091.3.4 Advertising Policy

The Clerk to circulate the amended policy to all Cllrs. (**Action Clerk**)

 7091.3.5 Grass Strip

The Clerk confirmed that Cllr Geddes obtained a quote of £1,624.00 to convert the grass strip between the gate to the new fence to artificial grass. If this is successful, the remaining part of the strip between the road end and the gate could then be done at a later stage. Cllr Ellis proposed, seconded by Cllr Nethersole to accept the quote, agreed by all.

 (**Action Cllr Geddes**)

7091.3.6 Recreation Ground improvements

The FA report mentioned at the last meeting has been supplied and circulated to the Parish Council. Cllr Ellis said that he has made contact with Steve Maker, Westoning FC Chairman to arrange a meeting.

 7091.4 Play Area

 7091.4.1 Release of S106 money

The Clerk reported that an email had been received from CBC. In January 2017 John Read requested the release of £3,150 from S106 money for the installation of new play equipment in Westoning. A purchase order was received but an invoice has never been supplied. Cllrs confirmed that the new play area equipment was installed and that the Clerk confirm that the Parish Council wish to claim the money. (**Action Clerk**)

 7091.5 Planting of bushes/trees – front gardens of Grand Union Housing owned houses

CBC Cllr Jamieson emailed to report that the remaining root ball and the hole will be filled with top soil and seeded within 2 weeks. Subject to a utilities survey, it may be possible to get two trees planted back on the verge. If it is not possible in that location, Highways will find a different location. The replacement trees will not be the same as those destroyed. The earliest timescale for replanting is August.

 7091.6 Great British Spring Clean/Great Big School Clean – 13th April

Cllr Botterell said that the route has been organised and the equipment sourced. Refreshments will be supplied by the Chequers at a small cost to the Parish Council.

7091.6.1 Litter Bin

The Clerk to request a litter bin for the top of Church Road between the Church and the Manor (corner of the Grove and Church Road).

 (**Action Clerk**)

7091.7 Street Lights replacement – programme

The Clerk to forward the recommended schedule received from the lighting Contractor to all Cllrs for consideration at the next meeting. (**Action Clerk**)

 7091.8 Petanque Club

 See public participation.

7091.9 Recycling bin outside post office

Cllr Nethersole said that she spoke to the shop owners regarding the overflowing bin and it has now been removed as they had a problem with litter.

7091.10 Noticeboard

Cllr Rayment said that he will speak further with Andrew Woolgar regarding the noticeboard. He said that the noticeboard needs re-siting potentially outside the school. An electronic board would be expensive but needs further investigation before a decision is made to purchase a physical board.

 7091.11 Allotments

The Chairman said that the allotments have requested a skip to dispose of rubbish at a cost of £160. Cllr Fraser proposed, seconded by Cllr Davies to accept the cost, agreed by all. The Chairman reported that an allotment holder has installed security cameras and there is a privacy issue which needs to be taken up with the Police by those involved.

**7092 Planning**

7092.1 Planning Applications: No planning applications were received.

7092.2 Other Planning Matters

7092.2.1 Appeal 2nd April – Site at Park Farm, Westoning - postponed

Noted by the Parish Council.

**7093 Village Reports**

Spensley Trust – the Vauxhall Choir will be visiting.

Westoning School – the school has received a good ofsted report.

**7094 Parish Council Administration**

 7094.1 Asset Register

 There were no other amendments to the asset register.

**7095 Village Communications**

There were no communications.

**7096 General correspondence:**

There was no correspondence.

**7097 Date of next meeting: Annual Parish Council Meeting**

 **Wednesday 8th May 2019 at 8pm**

 **Village Hall, Westoning**

**Annual Meeting of the Parish**

 **Monday 13th May 2019 at 8pm**

 **Village Hall, Westoning**

 The meeting closed at 10.20pm

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