

 **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 13th May 2020 at 7.30pm**

 **by Zoom video conferencing**

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

 A Marlow, J Nethersole, B Rogerson, E Russell

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

 Agenda published on the noticeboard and on the website

**7272 Apologies for absence** – Cllr R Botterell

**7272.1 Councillor co-option x 2**

The Chairman said that one of the applicants had withdrawn. The Chairman proposed that both Elaine Russell and Alan Marlow be co-opted onto the Parish Council as Parish Councillors. This was seconded by Cllr Nethersole. The co-option was agreed. Cllrs Russell and Marlow to sign a Declaration of Acceptance of Office at the next meeting in person.

**7273 Minutes**

The minutes of the meeting held on 8th April 2020 were approved. Cllr Bhasin proposed, seconded by Cllr Rogerson 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.

**7274 Declaration of interests**

Cllr Rayment – finance Point 7278.2

Cllr Russell – Point 7280.3.2 (Westoning Football Club – Lawnmower)

**7275 Matters Arising**

There were no matters arising.

**7276 Reports and representations**

Central Beds Councillor J Jamieson said that he was pleased that the Parish Council were awarded the CBC grant to resurface the hard play area. He said that the Parish Council may be interested in the Rural Match Fund Scheme for other projects. The Chairman said that it would be dependent on the level of funding required by the Parish Council and it will be considered. CBC Cllr Jamieson said that he has given a grant to the Football Club towards the cost of a new lawnmower out of the Ward Cllr Grant Scheme. The traffic lights on the crossing on the High Street are very old and in need of replacement. He suggested that it could be replaced with a zebra crossing which would not be traffic light controlled. The Chairman said that the village needs a system that is adequate and safe as this was the only crossing point over the A5120 in the village. Cllr Jamieson asked if the PC would be able to contribute to the cost of replacing the present system with a more sophisticated system if that was considered technically suitable. The Chairman stated that it would be dependent on the level of funding required from the PC but that it could be considered. CBC Cllr Jamieson said he will look into it further.

**7277 Public Participation**

There were no comments by members of the public.

**7278 Finance**

7278.1 Bank balances and finance report:

 The Clerk said that she will set up the new finance report shortly.

|  |  |
| --- | --- |
|  |  **£** |
| TSB Community Account  | 46,469.58 |
| TSB Instant Access Account | 85,997.00 |
| **TOTAL**  | **132,466.58** |

7278.2 Cllr Ellis proposed, seconded by Cllr Nethersole the following payments, agreed by all:

|  |  |  |
| --- | --- | --- |
| **Cheque Number** | **Payee**  |  **£** |
| 000349 | Clerk – salary | 481.45 |
| 000349 | Clerk – expenses | 23.65 |
| 000350 | HMRC – Clerks tax | 1.80 |
| 000351 | Parish Warden – village tidying | 275.00 |
| 000353 | D J Granger – grass cutting invoice 020422 | 402.94 |
| 000353 | D J Granger – grass cutting invoice 020387 | 402.94 |
| 000353 | D J Granger – grass cutting invoice 020346 | 402.94 |
| 000354 | Zurich Municipal – insurance renewal | 1,418.16 |
| 000355 | Westoning Village Hall – hire inv PC0120 | 18.00 |
| 000356 | E.on – electricity invoice | 84.12 |
| 000357 | A Rayment – reimburse for gate and materials | 218.53 |
| ~~000358~~ | ~~Stonebridges Printers – invoice 34,345~~ | ~~418.00~~ |
| 000359 | Neil Gates - gate hanging in allotments | 70.00 |
| 000360 | Anglian Water – water bill | 54.87 |
| 000361 | A Rayment – zoom subscription | 143.88 |
| 000362 | E.on – electricity invoice | 81.40 |
| 000363 | A Rayment – reimburse for Stonebridges Printing | 567.00 |
|  | **TOTAL** | **4,646.68** |

7278.3 Other finance matters:

 7278.3.1 TSB - Mandate change form

Pending

Bank charges £5.00 per month

Pending..

 7278.3.2 Insurance renewal

The Parish Council resolved to accept the quotation to renew the insurance of £1,418.16 with a five year long term agreement.

7278.3.3 Annual Audit of Accounts 2019/20

The Clerk said that she is now working on the year end accounts and audit. This will need to be approved at the June meeting and signed by the Chairman. The internal audit is to be done remotely.

**7279 Highways**

7279.1 Damaged village entrance signs/railings

Nothing to report.

7279.2 Traffic Management/Parking Control

The Chairman said that this will be reviewed in July.

7279.3 Village Walk

To be reviewed when circumstances permit.

**7280 Village Matters**

7280.1 Community Christmas Event – storage of equipment

The Chairman questioned whether the event will go ahead in December and it will depend on the distancing regulations at the time.

7280.1.1 Storage of equipment

 Nothing to report.

7280.1.2 Christmas Tree enclosure

The Chairman said that he has received a quote of £400 from Neil Gates to kill the weeds, supply and install 150mm gravel board and weed suppressing material topped with a thick layer of wood chips. Cllr Ellis proposed, seconded by Cllr Nethersole to accept the quote, agreed by all.

7280.2 Burial Ground

Review when circumstances permit.

7280.3 Recreation Club/Ground

7280.3.1 Dissolving the Rec Ground Charity and transfer of assets to the

Parish Council

The Chairman said that he still has had no response from the Charity Commission.

7280.3.2 Recreation Ground improvements/maintenance

7280.3.2.1 FA Grant Scheme

The Chairman said that the FA grant has been awarded to the Football Club and they are in the process of choosing a Contractor. The programme of works will take 5 – 6 years. The club will maintain the ground and are applying for a grant towards equipment including a lawnmower and will need a further £1,000 if they get the grant. The Chairman suggested that the Parish Council could consider purchasing the equipment. Cllr Rogerson proposed, seconded by Cllr Leftly to allocate £1,000 towards the equipment in the budget, agreed by all.

 7280.4 Hard surface area

7280.4.1 Block paved area/hard play area - CBC Improvement grant scheme

The Chairman said that the CBC grant application for £10,000 has been successful. It was resolved to take up the existing tarmac , uplift the block paving and put a new surface in. The cost is expected to be in the region of £22,650. The budget has an allocation of £15,000 and with the grant should cover the cost of no more than £25,000. The Chairman and Cllr Ellis to obtain quotes. This was proposed by Cllr Ellis and seconded by Cllr Bhasin and agreed by all.

* 1. Youth Facilities/Club

Nothing to report.

 7280.6 Website

The Clerk reported that the website is live. There is still some work to do on the site and she asked Cllrs if there is anything they would like to add or amend. The Clerk was asked to add details about village walks when it is supplied.

7280.7 Noticeboard

Nothing to report.

7280.8 Litter bin – Recreation Ground – request for larger bin

Nothing to report.

7280.9 Allotments

The Chairman said that individual allotment holders are putting up netting and this will hopefully alleviate the rabbit issue. The deer have not reappeared at the moment. The Chairman said that he arranged for a replacement gate at a cost of £218.53 plus £70 for installation.

7280.10 Covid-19 – updates

A report can be accessed on Facebook ‘Westoning Cares’ pages. Another issue of Westoning On Sunday has been produced.

7280.11 War memorial

The Chairman said that he has advised Westoning Lower School that the war memorial is considered the responsibility of the Parish Council. This action was proposed by Cllr Ellis and seconded by Cllr Nethersole and agreed by all.

7280.13 Clock Tower

Cllr Ellis said that he has emailed an Engineer as there is a problem with the chimes.

7280.14 Tree cutting

Tree cutting will take place later this month by Network Rail. Access will be gained via the Recreation Ground.

**7281 Planning**

7281.1 Planning Applications: None received

7281.2 Other Planning Matters

 7281.2.1 Enforcement Case - 4 Manor Gardens – works to protected tree TPO

5/1967. Noted by the Parish Council

 7281.2.2 Tree with TPO

Cllr Ellis reported that there is an Oak Tree which is believed to be under a TPO in the front garden of 45 Church Road. The area under the tree has been covered with slate chippings which look like they have plastic sheeting underneath which may affect the water available to the tree. The Clerk to report this to Enforcement to be investigated. (**Action Clerk**)

**7282 Committees/Sub Groups/Representatives - Reports**

Westoning United Charity – Cllr Ellis said that the Charity gave a grant of £1,000 to Westoning Cares to provide support to those in need and also provided £600 for floats for those doing shopping in the village.

**7283 General correspondence:**

No correspondence

**7284 Date of next meeting: Parish Council Meeting**

 **Wednesday 10th June 2020 at 7.30pm**

 **Village Hall, Westoning or via Zoom**

 The meeting closed at 8.50pm

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