

 **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 12th February 2020 at 7.30pm**

 **in the Village Hall, Westoning**

**PRESENT:** Cllrs B Rogerson (Chairman), P Ellis, E Leftly, C Luff, CBC Cllr J Jamieson

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

Cllr Luff proposed, seconded by Cllr Leftly for Cllr Rogerson to act as Chairman of the meeting, agreed by

all.

**7229 Apologies for absence** – Cllrs A Rayment, R Botterell, E Bhasin, J Nethersole

**7229.1 Councillor vacancy**

The Clerk said that the vacancy is now available for co-option and there are some interested applicants.

 **7229.2 Cllr resignation**

The Clerk confirmed the resignation of Leisa Milne. She said that CBC has been notified and the vacancy will be available for co-option from March.

The Clerk said that she has been in contact with the Chairman regarding the vacancies. She said that although there are some applicants interested in becoming a Parish Councillor, a co-option would not take place at this evenings meeting. This is in part due to a number of Cllrs being absent but also as the Chairman has suggested changes to the way vacancies are filled. He would like to avoid new people joining the Parish Council without having thought through what is required of a Parish Cllr and the time needed. He said that if anyone is interested, they should understand what they are becoming a part of and should attend at least two meetings as observers. If they then wish to be considered for co-option, their name will need to be put forward for consideration to fill any vacancies available at that time. If there are more applicants than vacancies, it is essential that there is an open and fair selection process. A panel of 3 Cllrs could interview each applicant and make a recommendation to the Parish Council at the next meeting.

This was noted by all Cllrs and it was resolved to accept the changes and delay co-opting new Cllrs until the April meeting.

**7230 Minutes**

The minutes of the meeting held on 13th January 2020 were approved. Cllr Luff proposed, seconded by Cllr Leftly the approval of the minutes as a true record. All agreed by those present and signed by the Chairman.

**7231 Declaration of interests**

There were no declarations of interest.

**7232 Matters Arising**

There were no matters arising.

**7233 Reports and representations**

7233.1 Central Beds Councillor J Jamieson

* Newlands Road – this in unregistered and a request will be made to make it a right of way but this will take a long time. CBC will then be responsible for the footpath. Following emails from residents regarding the fencing which has been damaged by the recent storm, CBC Cllr Jamieson said that he thought that they are the responsibility of the homeowners and not the Parish Council.
* A small grant match fund scheme for the ward of £2,000 is available. Cllr Leftly said that she will look into the requirement for any equipment for the local youths.

 (**Action Cllr Leftly**)

**7234 Public Participation**

A resident attended the meeting and expressed their concern regarding the behaviour of residents in a neighbouring property to the allotments. When some trees on the allotments were cut back, the residents were intimidating and used abusive language. The Parish Council agreed that the Chairman, Cllr Rayment, send a letter to the resident concerned informing them that there seems to be a misunderstanding and the Allotment Association has the right to cut trees on the allotments or take them down and that the Parish Council has requested their removal. (**Action Chairman**)

**7235 Finance**

7235.1 Bank balances and finance report:

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

|  |  |
| --- | --- |
|  |  **£** |
| TSB Community Account  | 24,752.60 |
| TSB Instant Access Account | 85,784.50 |
| **TOTAL**  | **110,537.10** |

7235.2 Cllr Ellis proposed, seconded by Cllr Luff the following payments, agreed by all:

|  |  |  |
| --- | --- | --- |
| **Cheque Number** | **Payee**  |  **£** |
| 000326 | Clerk – salary | 470.36 |
| 000326 | Clerk – expenses | 36.27 |
| 000327 | HMRC – Clerks tax | 3.80 |
| 000328 | Parish Warden – village tidying | 275.00 |
| 000329 | Anglian Water | 145.15 |
| 000330 | Wicksteed – play area inspection | 54.00 |
| 000331 | Westoning Village Hall – hire PC0220 | 18.00 |
| 000332 | E.on – electricity bill | 168.24 |
|  | **TOTAL** | **1,170.82** |

7235.3 Other finance matters:

 7235.3.1 TSB - Mandate change form

Pending

Bank charges £5.00 per month

Pending..

 7235.3.2 Rent received

The Clerk confirmed receipt of the rent from the Recreation Club and the School. The Tennis Club rent is still awaited.

 7235.3.3 Grass cutting – email from Contractor

The Clerk reported that the Contractor, David Granger has confirmed a price increase of 3% for the coming grass cutting season. The Parish Council resolved to accept the increase. The Clerk said that the grass will be cut shortly.

 7235.3.4 Solar Farm - invoice to be raised ££3,005.13

 The Clerk to raise the invoice and submit it to Anesco. (**Action Clerk**)

**7236 Highways**

7236.1 Damaged village entrance signs/railings

Nothing to report.

7236.2 Traffic Management/Parking Control

To be discussed further at the March meeting along with responses to the parking restrictions received to date.

CBC Cllr Jamieson said that he has received some correspondence regarding the road lines at Home Farm Way which need extending and re-painting.

7236.3 Village Walk

The Clerk said that she reported the potholes to CBC reported to her last month.

**7237 Village Matters**

7237.1 Community Christmas Event – storage of equipment

Cllr Luff said that the Village Hall Committee did not discuss the cost to the Parish Council for storing the equipment but suggested that Cllr Botterell should measure the cupboard to decide whether it is big enough to store the equipment. Only the top shelf of the cupboard is available but this may not take the weight of the speakers.

7237.2 Burial Ground

To be discussed further at the March meeting.

7237.3 Recreation Club/Ground

7237.3.1 Land Registry/New Lease/Dissolving the Charity

The Chairman is awaiting a response from the Charity Commission.

 7237.3.2 Disabled parking

Nothing to report.

 7237.3.3 Recreation ground gates and fence

The Clerk said that the Chairman has suggested that the Parish Council should only consider replacing the fence after the hard play area has been resurfaced as access may be required through the fence. Remove from the agenda as it is part of the long term plan. Agreed by the Parish Council.

 7237.3.4 Recreation Club entrance

The Clerk said that the Chairman has suggested that the entrance should be dealt with as part of the access to the burial ground if the Recreation Ground is chosen for a burial site. Agreed by the Parish Council.

7237.3.5 Recreation Ground improvements/maintenance

 7237.3.5.1 FA Grant Scheme – endorsement of application form

The Chairman has countersigned the application form for the grant scheme operated by the FA, as agreed by the Parish Council by email.

 7237.3.6 Recreation Ground play area

Nothing to report.

 7237.4 Hard surface area

7237.4.1 Block paved area/hard play area

 7237.4.1.1 CBC Improvement grant scheme

The Clerk said that the Chairman has said that a grant application will be submitted before the end of February for assistance with the cost of re-surfacing the hard play area and the block paved area.

 7237.4.2 Artificial Grass

Pending due to work to resurface the hard play area.

7237.4.3 Netball Court - resurfacing

 Cllr Ellis said that he obtained quotes and sent them to the Chairman.

* 1. Youth Facilities/Club

The Clerk said that Cllr Bhasin forwarded an email from Lisa Wright, Senior Youth Worker at CBC who has offered to help and advise how to take the initiative forward. Cllr Leftly agreed to take on the project in the absence of Cllr Bhasin who has recently had a baby boy. She said that she will also talk to the local youths about their views regarding facilities in the village. (**Action Cllr Leftly**)

 7237.6 Website

The Clerk reported that the website is progressing well. She said that she needs to finalise the set up and then download a number of documents and that she will share the website with all Cllrs shortly. The Clerk said that she will need to claim for additional hours worked. To date these equate to 7 hours. Cllr Luff proposed, seconded by Cllr Ellis for the Clerk to claim any additional hours worked whilst setting up the website, agreed by all.

7237.7 Noticeboard

Cllrs said they did not receive sample photos of possible noticeboards from the Chairman so were only able to decide that they would like a 1 door noticeboard that can fit about 8 A4 sheets. The Clerk to ask the Chairman to re-send the photos. (**Action Clerk**)

7237.8 VE Day event sponsored by the Chequers on 8th May – potential support

The Chequers are keen for the village to participate in the all day event. Cllr Rogerson said that she will enquire as to what the Chequers require. (**Action Cllr Rogerson**)

7237.9 Village Newsletter – articles

The Chairman to submit the articles by 15th February. (**Action Chairman**)

**7238 Planning**

7238.1 Planning Applications:

 There were no applications received.

7238.2 Other Planning Matters

 There were no other planning matters.

**7239 Parish Council Administration**

 7239.1 Parish Council documents – for annual review

 The Clerk to email all documents to all Cllrs. (**Action Clerk**)

**7240 Committees/Sub Groups/Representatives - Reports**

Cllr Ellis said that Westoning United Charity has paid out £675 in total shared between 27 households for the over 75’s.

Cllr Luff said that the Spensley Trust has been awarded another grant of £10,000 towards the hall project.

**7241 Village Communications**

The were no communications. As communications are covered under other headings, Cllrs agreed to remove this from the agenda.

**7242 General correspondence:**

Glasdon leaflets

**7243 Date of next meeting: Parish Council Meeting**

 **Wednesday 11TH March 2020 at 7.30pm**

 **Village Hall, Westoning**

 The meeting closed at 8.55pm

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