

**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 Monday 12th October 2022 at 7.30pm**

**In the Village Hall, Westoning**

**PRESENT:** Cllr A Rayment (Chairman), Cllr J Nethersole, Cllr P Ellis, Cllr B Rogerson,

Cllr E Russell, Cllr P Kelly, Cllr E Bhasin, Cllr R Botterell, Cllr C Luff,

CBC Cllr J Jamieson

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

Agenda published on the noticeboard and on the website

**7700 Apologies for absence** – There were no apologies

7700.1 Cllr vacancy

The Clerk reported that the Parish Council can now fill the vacancy by co-option. She said that she has not had any applicants to date.

**7701 Tributes to HM Queen Elizabeth II**

The Parish Council expressed their sadness at the death of HM Queen Elizabeth II and held a minutes silence. During the period of mourning a book of remembrance was made available by CBC for residents to record their thoughts as a lasting memorial and proclamations were read. The website main page was also changed to express the passing of HM The Queen as a sign of respect. The Church bells were rung 96 times in Westoning and flags were held at half mast.

**7702 Minutes**

The minutes of the meeting held on 5th September and 28th September were approved. Cllr Nethersole proposed, seconded by Cllr Russell the approval of the minutes as a true record. All agreed by those present and the minutes were signed by the Chairman.

**7703 Declaration of interests**

There were no declarations of interest.

**7704 Matters Arising**

There were no matters arising.

**7705 Chairman’s actions**

There were no Chairman’s actions.

**7706 Reports and representations**

CBC Cllr Jamieson said that the comments made on the Westview planning application were positively received. CBC have agreed that Sampshill Road needs repair work and it will be patched.

**7707 Public Participation**

Some residents that live in the vicinity of footpath number 7 attended the meeting following a letter they had received from the Parish Council. They agreed that the main issue is the leylandii which is very overgrown and blocks light from gardens. One resident said that they had received a letter some time ago from the Michelle Flynn, the Rights of Way Officer reminding them of their obligations to keep the leylandii cut back. See Point 7709.2

A resident asked whether the fence by the garages at the Pound can be re-instated. The Clerk to contact Grand Union Housing. (**Action Clerk**)

**7708 Finance**

7708.1 Bank balances and finance report:

|  |  |
| --- | --- |
| **Account** | **£** |
| TSB Community Account | 45,403.35 |
| TSB Instant Access Account | 66,750.70 |
| **TOTAL** | 112,154.05 |

7708.2 Cllr Rogerson proposed, seconded by Cllr Nethersole the approval of the following payments, agreed by all present:

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Payee** | **£** |
| 000678 | Clerk – salary | 511.94 |
| 000678 | Clerk – expenses | 48.74 |
| 000679 | HMRC – Clerk tax | 4.20 |
| 000680 | Parish Warden – village tidying | 275.00 |
| 000681 | D J Granger – play area/village/cemetery Inv 022951 | 438.00 |
| 000681 | D J Granger – play area/village/cemetery Inv 023002 | 438.00 |
| 000681 | D J Granger – playing field | 192.00 |
| 000682 | Mazars – external audit | 360.00 |
| 000683 | Mr Frith – planters | 30.00 |
| 000684 | Andy Muskett Ltd – lighting maint 2nd quarter | 130.20 |
| 000685 | Westoning Village Hall – hall hire September | 39.00 |
| 000686 | Npower – electricity bill 1/8 to 30/9 | 128.45 |
| 000687 | Barbara Osborne – payroll | 67.50 |
| 000688 | Westoning Village Hall hire Oct | 19.50 |
|  | **TOTAL** | **2,682.53** |

7708.3 Other finance matters:

7708.3.1 Precept – 2nd half received £21,961

Noted by the Parish Council

7708.3.2 Budget/Precept 2023/24

A meeting to be arranged in November to discuss the budget/precept for 2023/24.

**7709 Highways**

7709.1 Highways Issues

Nothing to report.

7709.2 Footpath Number 7

CBC Cllr Jamieson said that he will try to find out who owns the footpath, it could be CBC, the original developer or the residents.

Cllr Nethersole said that she met with Michelle Flynn who agreed that any vegetation that is not flush with a residents fence should be removed. Cllr Nethersole agreed to follow this up and write to Michelle Flynn to ask if CBC can help with the footpath and ascertain ownership. (**Action Cllr Nethersole**)

**7710 Recreation Ground**

7710.1 Recreation Club Licence

Nothing to report.

7710.2 Pitch condition/grass cutting

The Clerk said that following her email to the grass cutting contractor asking them to cease cutting the Recreation Ground grass, she has received two invoices for the cutting of the Recreation Ground grass and will need to ascertain whether the Recreation Club had requested the cuts. (**Action Clerk**)

The Clerk read out an email from a resident complaining about the frequency of cuts during the dry weather. The Chairman said that he would look into the frequency of cuts this year and speak to the Contractor. The Clerk to supply a list of the number of cuts undertaken this year to date. (**Action Chairman/Clerk**)

7710.3 Bin collections – contribution from the Parish Council

The Clerk read out an email from the Recreation Club. The Recreation Club said that it was agreed that the Parish Council would pay the club £25 a month for the collection of Council/Park rubbish and which would be deducted from the rent. This was never implemented but times are difficult and they hope that this can be implemented so that costs can be reduced. If possible a review and reduction in the clubs rent would also be of huge financial support.

The Parish Council said that they were unaware of this request. The Chairman said that he will need to ascertain what the Recreation Club are spending on bin collections per week before any agreement is made. It was suggested that Mrs Harris, the Village Warden could use the school bin instead which is collected by CBC. Cllr Bhasin to enquire with the School whether this is possible. (**Action Chairman/Cllr Bhasin**)

The Parish Council said that a rent review/reduction will not be made at this time.

**7711 Village Matters**

7711.1 Christmas Event

The Chairman proposed, seconded by Cllr Ellis for Cllr Kelly to purchase a 15ft Premium Nordman Fir Christmas Tree at a cost of £250, agreed by all. They also agreed not to extend the fencing around the area of the tree, A meeting to be held to discuss the plans for the Christmas event and a flyer to be drawn up to be delivered around the village.

(**Action Cllr Kelly**)

7711.2 Rural Match Fund Scheme application

Nothing to report. The Clerk to chase up. (**Action Clerk**)

7711.3 Flower Planters

Cllr Ellis reported that Mr Frith will purchase bulbs and some winter bedding plants for the planters. More planters to be made up by the Spring.

Cllr Ellis to check the maximum number of words that can be placed on the planter plaques

(**Action Cllr Ellis**)

7711.4 Rock Snake

A report to be put in the next edition of WoS. Remove from the agenda.

7711.5 Flag Pole

The Clerk read out an email from the Insurers. If the flagpole is not installed by a professional third party company, it would need to be installed by someone who is competent enough to carry out the work. A risk assessment should be in place for the flag pole, especially if it is going to be installed by volunteers, and a record should be made of this. If the flagpole needs to be covered for Material Damage, replacement costs need to be provided (including installation costs if relevant).

The siting of the flag pole was discussed and suggested it could be placed in the corner of the tree enclosure and not in the hole where the tree is placed at Christmas. The Clerk to place the item on the January agenda for ordering.

7711.6 Burial Ground

The Chairman to draft a letter to the diocese. He said that there are some possible pieces of land in the village but there are issues regarding access and drainage. (**Action Chairman**)

7711.7 Allotments

Cllr Ellis said that he is awaiting a quote.

**7712 Play Area**

7712.1 Picnic Bench x 2

The Chairman to order the benches. (**Action Chairman**)

7712.2 Area under gate replacement

Cllr Ellis said that this will be done shortly.

7712.3 Play Area inspections – frequency

Cllr Ellis agreed to clarify when future inspections will take place as well as the annual inspection. (**Action Cllr Ellis**)

**7713 Planning**

7713.1 Planning Applications:

7713.1.1 CB/22/03602/FULL - 39 Flitwick Road, Westoning - demolition of existing conservatory and erection of a single storey rear extension. The Parish Council has no objection to the application.

7713.2 Other Planning Matters:

7713.2.1 Solar Farm

Nothing to report.

7713.2.2 Land Off Flitwick Road

The application was granted.

7713.2.3 West View Farm, Park Road

The Parish Councils comments were submitted.

**7714 Committees/Sub Groups/Representatives/Reports**

Nothing to report.

**7715 General correspondence:**

There was no correspondence.

**7716 Date of next meeting: Parish Council Meeting**

**Wednesday 9th November at 7.30pm**

**In the Village Hall**

The meeting closed at 9.00pm

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