

MINUTES OF WESTON WITH GAYTON PARISH COUNCIL MEETING HELD ON TUESDAY 13 JANUARY 2009 IN WESTON VILLAGE HALL

Present: A. Hopkin (Vice-Chairman)

Councillor Mrs. A. Brook
Councillor D. Bowers
Councillor C. Gilbert
Councillor D. Kirby
Councillor Mrs. A. Martin
Councillor R. Tonge

Clerk Mrs. C. L. Hawley

Also in Attendance: Parishioner Mrs. M. Willing and PC M. Napier.

Apologies: Parish Councillors C. Critchlow and Dr. K. Evans, County Councillor L. Bloomer and Borough Councillor Mrs. F. Beatty.

Minutes of the Parish Council Meeting held on 9 December 2008

118. **RESOLVED** - That the minutes of the Parish Council Meeting held on 9 December 2008 be confirmed and signed by the Vice-Chairman as proposed and seconded by Parish Councillors Bowers and Mrs. Brook respectively, subject to: (a) The amendment at minute number 108 by way of the change in details relating to Land at Old School Close and Spencer Close, and (b) At the last paragraph of minute number 110, in relation to the small footbridge, adding the words 'on Green Road, joining the A518'.

Matters Arising from Parish Council Meeting held on 9 December 2008

119. It was noted that the matters arising had been included as agenda items for the meeting.

Declaration of Interest

120. No declarations of interest were recorded.

Announcements and Notices

121. The following announcements were noted:

- The next visit of the Civic Amenity vehicle was scheduled for 14 March 2009 from 10.00 – 11.00am on Weston Village Hall car park.
- The Village Fete was to take place on Saturday 13 June 2009.
- The Church Fete had been cancelled. Instead there would be an Open Garden Event on 11 and 12 July 2009.

Public Participation

122. No additional matters were raised.

Reports

123. PC Mark Napier was in attendance and presented the Police report to the Parish Council, on priority incidents which had taken place since the last Parish Council meeting.

PC Napier advised that PC Blewitt was due to leave the patch, as he would be moving to Stafford. The Parish Council were assured that there would be an immediate replacement to ensure that the area was fully Policed.

Parishioners were advised to report any incidents on the new non-emergency Police telephone number of 0300 123 4455.

Developments

124. No planning applications had been received for the Parish Council to comment on.

125. Discussion took place in relation to Salt Works Lane:

- It was noted that approximately four of the residential units were now occupied. The new occupants included one child of school age.
- Some of the units were still for sale.
- At the current time work on the site had closed down.

Policy

126. The Clerk reported on the Freedom of Information Act and recent changes that had taken place, which placed a duty on every public authority to adopt and maintain a publication scheme. This would facilitate the proactive release of information and play a crucial role in supporting and providing greater openness and transparency across the public sector. Under Section 20 of the Act a new model publication scheme had been approved which should be adopted by all public authorities from 1 January 2009. **RESOLVED** - That, retrospectively, and in line with Section 20 of the Freedom of Information Act, the Parish Council formally adopt the new model publication scheme with effect from 1 January 2009.

Property

127. The following matters were discussed:

- Weston Village Hall.
 - Discussion took place regarding the planting of a fast growing hedge, possibly a Hawthorn Hedge. **RESOLVED** – That Parish Councillor Hopkin endeavour to purchase a dry root for planting.
 - Discussion took place regarding cutting the tops off the conifers to approximately 8 foot in height. It was noted that the agreement of the Village Hall Management Committee would be required. **RESOLVED** – That Parish Councillor Mrs. Brook liaise with the Village Hall Management Committee.
 - Discussion took place on the constitution of the Village Hall Management Committee and the old legal document naming certain individuals, rather than the positions occupied by those individuals. It was agreed that this document needed to be revisited. **RESOLVED** – That Parish Councillor Hopkin speak to Ashley's regarding this piece of work.
 - It was noted that Parish Councillor Critchlow had spoken to the Architect, and the latter was to submit the plans to Stafford Borough Council.
 - Parish Councillor Critchlow had also been looking at the scope of works for the alterations to the Village Hall. It was hoped that tenders could go out in the next few weeks.
- Land at Old School Close, Weston.
 - Parish Councillor Critchlow was liaising with the Solicitor regarding the land at Old School Close. **RESOLVED** - That the Clerk endeavour to ascertain the legal papers.
- Spencer Close, Weston.
 - Parish Councillor Mrs. Brook circulated a letter that she had drafted in relation to Spencer Close. **RESOLVED** – That Parish Councillor Mrs. Brook update the letter, as discussed, and circulate to the residents in Spencer Close.
- Multi Use Games Area (MUGA).
 - It was noted that Parish Councillor Critchlow had not yet received formal confirmation on the £17,500 grant that had been applied for.
 - The planning application for the MUGA was to be included with the planning application for the improvements to Weston Village Hall.

- Memorial Sign for Tom Tavernor.
 - Parish Councillor Critchlow had advised that he had held discussions, and was to have a meeting in relation to the direction post.
 - In relation to the old finger post discussion took place regarding the possibility of putting finger signs on it. It was noted that, if this was to happen then the finger signs must be of an appropriate height.
- Notice Boards.
 - It was noted that one of the new Notice Boards had been fixed to the wall outside Weston Post Office, replacing the old Notice Board. **RESOLVED** - That Parish Councillor Critchlow completes the fixing with the one missing screw.
 - Discussion took place regarding the location of the other Notice Board in Weston. It was agreed that its location in the vicinity of the junction at Ferrers Road and Green Road would be a prominent position. **RESOLVED** – That Parish Councillor Hopkin speak to Parish Councillor Critchlow regarding the installation of the Notice Board, and note that Mr. Peter Baskerville might be able to assist with the installation.
- Wish List.
 - The Clerk circulated details of the Wish List which had been previously discussed at Parish Council meetings. It was noted that some of the suggestions on the Wish List might be no longer relevant. **RESOLVED** - That the Clerk (a) Ascertain how many returns there had been from Parishioners to the Wish List and, (b) Place this item on the agenda for the February Parish Council meeting.
- Signs for Weston Village Green.
 - Discussion took place regarding the notices that had been previously discussed to be placed on Weston Village Green. **RESOLVED** – (a) That the Clerk place this item on the agenda for the February Parish Council meeting, and (b) That Parish Councillor Hopkin approach Alan Povey regarding sign writing.

Parish Council Web Site

128. Parish Councillor Kirby gave a presentation on the Parish Council website and the new web site host that he had been looking into. It was noted that the proposed website would be easier to administer, was better quality, more attractive, and would be fully compliant with the Disability Discrimination Act.

Parish Councillor Kirby showed the Parish Council how to update the web site, the gallery of photographs and links that could be included. Parish Councillors were asked for their opinion regarding the moved to the proposed new web host. **RESOLVED** - That Parish Councillor Kirby (a) Change the web host to the one as presented to the Parish Council, and (b) Update the Parish Councillor contact details accordingly.

Public Rights of Way

129. The following matters were discussed:

- In Weston, it was noted that the footpath behind the Church was overgrown. **RESOLVED** - That the Clerk advise the County Council and request that the area be maintained.
- Discussion took place regarding the numbers of the Parish Footpaths. **RESOLVED** – That Parish Councillor Kirby ascertain and circulate details of the Parish footpaths and their corresponding numbers.
- Discussion took place regarding the local roads in the Parish and the amount of leaves on the roads and pavements making the surfaces extremely slippery. **RESOLVED** – That the Clerk ask Street Scene to sweep the roads and pavements in the Parish due to the leaves on the ground, particularly in Green Road, Ferrers Road and near to The Woolpack.

Best Kept Village

130. The Clerk advised that the entry papers had been received for the 2009 Best Kept Village Competition. The closing date for entry was 16 February 2009, and the Clerk forwarded the entry form to Mrs. Willing.

Discussion took place regarding holding a Village meeting in Weston Village Hall during February or March to discuss the arrangements for the 2009 BKV Competition. **RESOLVED** – (a) That Parish Councillor Mrs. Brook ascertain the availability of the Village Hall and circulate details to the Parish Council, and (b) That Parish Councillor Hopkin include details in the February edition of Compass.

Finance

131. The Clerk reported on the monthly Statement of Accounts/Receipts and Payments and record of Clerks hours worked. The Current Account balance of £1,244.36 and the Reserve Account balance of £7,355.14 were noted, and the following accounts presented for payment:

Clerk's salary January	289.77
Clerk's travel	97.96
Phone calls, emails	6.08
Broadband January	7.66
Handyman salary January	200.00
Pickering Plant Hire	46.00
Petty Cash	35.00

Discussion took place in relation to the following:

- A letter had been received from St. Andrews' School, Weston requesting funding from the Parish Council and discussion took place in relation to this, and the outdoor education visits that were proposed. It was agreed that the school was very important to the Village. Parish Councillor Hopkin proposed a donation of £500.00 to St Andrews' School. This proposal was seconded by Parish Councillor Tonge and all Weston Parish Councillors in attendance were in agreement.
- The Parish Council agreed to pay the entry fee for the 2009 Best Kept Village Competition, as in previous years.
- The Concurrent Function monies available and to be spent before the end of the financial year were to be reported to the February meeting.
- Discussion took place regarding the Handyman's timesheets.
- Discussion also took place regarding the Civic Amenity Visits for 2009/10. The Clerk had received a letter from Stafford Borough Council advising that the cost of one visit for one-hour duration at a single location for 2009/10 would be £47.90. Every third visit would be free of charge. During the current financial year the Parish Council requested 9 visits at a cost of £267.00.

132. **RESOLVED** – (a) That the monthly Statement of Accounts/Receipts and Payments, and record of Clerks hours worked be approved, (b) That Parish Councillor Mrs. Brook speak to Parish Councillor Critchlow in relation to the Handyman's timesheets, (c) That the Parish Council require 9 visits from the Civic Amenity vehicle during 2009/10. Seven of these visits to take place on Saturday mornings between 10.00am – 11.00am on Weston Village Hall Car Park, and two of these visits to take place between 10.00am – 11.00am at Cherry Lane, Gayton. The total cost of these visits during the 2009/10 financial year to be £269.40, (d) That the Parish Council make a donation of £500.00 to St. Andrews' School for outdoor educational visits, and (e) That the Parish Councillors ask the Village organisations to advise the Clerk if they require any funding from the remaining 2008/09 Concurrent Function.

Correspondence and Other Matters

133. The Clerk reported on the following correspondence:

- Staffordshire County Council Winter Driving Leaflet.
- SPCA Newsletter.
- Discussion took place about Parish Plans. **RESOLVED** – That Parish Councillor Mrs. Martin copy and circulate a document to the Parish Council.

Items for the next Parish Council meeting

134. The following items were agreed for discussion at the next Parish Council meeting:

- Stafford Borough Council Local Development Plan.
- Wish List.
- Allocation of future projects to Parish Councillors with relevant experience.
- Notices for Village Green.
- Gayton Bends.
- Parish Plans.
- Weatherproofing the old benches.
- Precept.
- Concurrent Function.

Date of the next meeting

135. The next Parish Council Meeting was to take place at 7.30pm on Tuesday 10 February 2009 in Weston Village Hall.

**ALAN HOPKIN
VICE-CHAIRMAN**