

## MINUTES OF WESTON WITH GAYTON PARISH COUNCIL MEETING HELD ON TUESDAY 15 SEPTEMBER 2009 IN WESTON VILLAGE HALL

Present: D. Kirby (Chairman)

Councillor D. Bowers  
Councillor Mrs. A. Brook  
Councillor Dr. K. Evans  
Councillor C. Gilbert  
Councillor A. Hopkin  
Councillor Mrs. A. Martin

Parish Clerk Mrs. C. L. Hawley

**Also in Attendance:** Parish Councillor Councillor Mrs. F. Beatty and PC Paul Ryan.

**Apologies:** Parish Councillors C. Critchlow and R. Tonge and County Councillor L. Bloomer.

### Minutes of the Parish Council Meeting held on 11 August 2009

58. **RESOLVED** - That the minutes of the Parish Council Meeting held on 11 August 2009 be confirmed and signed by the Chairman as proposed and seconded by Parish Councillors Hopkin and Mrs. Martin respectively, subject to the following amendments: (a) Minute number 54 (d) to read 'That Parish Councillor Kirby write to the Parishioner who had painted the bus shelter to thank them, and offer to refund the cost of materials used', and (b) At minute number 55, third bullet point that Parish Councillor 'Mrs. Brook' ascertain the quotation for the conifers and not Parish Councillor 'Hopkin'.

### Matters Arising from Parish Council Meeting held on 11 August 2009

59. It was noted that the matters arising were included on the agenda for the meeting. **RESOLVED** –That this item be removed from future agenda, due to the implementation of the action list.

### Declaration of Interest

60. The following declaration of interest was noted:

- Parish Councillor Hopkin declared an interest in the matter relating to an invoice received from the builder for work on Weston Village Hall for £30,690.05, at minute numbers 78 and 79 below. He took no part in the decision making.

### Update from Extra Ordinary Meeting on 8 September 2009

61. It was reported that, at the extra ordinary meeting on 8 September 2009, the following matters were discussed:

- Multi Use Games Area and Village Hall improvements. These would be discussed later on the agenda.
- Discussion had taken place regarding the number of complaints received in relation to the state of the grass on Weston Village Green. Discussion took place regarding historical events that had taken place regarding the previous Handyman. It was noted, with great concern, that a number of serious and hugely incorrect statements had been made against the Parish Council and that it was necessary to ensure that the facts were known and any inaccurate accusations extinguished. **RESOLVED** – (a) That Parish Councillor Hopkin place his notice in Compass, as agreed (b) That Parish Councillor Kirby speak to the Handyman in relation to the letter to be published, and (c) That the Parish Clerk contact the Solicitor and advise of the situation and request advice as agreed.

## Chairman's Actions

62. The following Chairman's actions were discussed:

- The Chairman had drafted a Parish Plan questionnaire. **RESOLVED** – That this be emailed to all for information and comments.
- The Chairman had written to the family requesting a bench and asked if they would like to like to plant a new tree in the Village instead. It was agreed that a native tree or an oak tree would be preferable. **RESOLVED** – That the Chairman continue to liaise with the family.
- The Chairman advised that he was drafting information re Awards, to be discussed at a later date.

## Update on Action List

63. The action list had been updated by the Clerk and this was discussed. **RESOLVED** – That the Action List be forwarded to all Parish Councillors, on a monthly basis.

## Announcements and Notices

64. The Parish Clerk advised of the following matters:

- Community Council of Staffordshire AGM at 7.30pm on 24 September 2009 in Gnosall Memorial Hall, Gnosall.
- A presentation on Locality Working was to take place from 7.00pm on 28 September 2009 in Staffordshire County Council Offices, Stafford. **RESOLVED** – That Parish Councillor Gilbert attend.
- Leader Programme Application Workshop on 7 October 2009 at Staffordshire Showground, from 2.00pm – 5.00pm, in relation to community funding.
- Staffordshire Playing Fields Association AGM at 2.00pm on 21 October 2009 at King Edward VI Leisure Centre, King's Hill Road, Lichfield.
- The SPCA 70<sup>th</sup> AGM to take place at 10.30am on 7 November 2009 in the Council Chamber of Staffordshire County Council, Martin Street, Stafford.

## Public Participation

65. There were no additional matters raised.

## Police Report

66. The Parish Council welcomed PC Paul Ryan to the meeting.

PC Ryan advised that he had served almost 4 years with Staffordshire Police in a number of roles, including the Drug Squad and Motorway Driving Instructor. PC Ryan's report was circulated and he updated the Parish Council on current issues.

Discussion took place on the recent request to monitor the speed of vehicles. This had not been scheduled and discussion took place regarding the speed sensitive devices that were in situ for three weeks. There were only three such devices in the county.

Parishioners were advised to contact PC Mark Napier or PC Paul Ryan on the Police non-emergency phone number of 0300 123 4455. In an emergency the usual number of 999 should be dialled.

67. **RESOLVED** – That PC Ryan continue to action the correspondence, and request a speed sensitive device in the Village.

## Borough Councillor Report

68. Stafford Borough Councillor Mrs. Beatty reported on the following:

- Stafford Borough Council's Planning Committee was scheduled for mid September 2009.

- The Planning Application regarding Abbeylands had still not been processed. Borough Councillor Mrs. Beatty stated that she would monitor the situation and report back accordingly.

### Parish Plan

69. Discussion took place regarding the Parish Plan. **RESOLVED** – That the Parish Clerk arrange a separate meeting to discuss the Parish Plan at 7.30pm on 29 September 2009 in Weston Village Hall.

### Developments

70. The following planning applications had been received for the Parish Council to comment on:

70.1 Planning Application 09/12581/FUL – 10 Wellyards Close, Weston. Conversion of flat roof currently in need of repair or replacement to pitched roof. The roof is above a small part of living area and a part of the integral garage. **RESOLVED** – That the Parish Council have no objections.

70.2 Planning Application No. 09/12523/FUL - 14 Old Road, Weston. Proposed UPVC conservatory to rear of property. **RESOLVED** – That the Parish Council have no objections.

### Salt Works Lane

71. Discussion took place regarding Salt Works Lane:

- The planning application would be considered by Stafford Borough Council's Planning Committee at their next meeting,
- Parish Councillor Mrs. Brook and a number of local Parishioners would be attending.
- Discussion took place regarding the road alignment which would be discussed again following the Borough Council Planning Committee.

72. **RESOLVED** – That Parish Councillor Mrs. Brook: (a) Email the Parish Clerk and Parish Councillors following the decision of the Planning Committee, and (b) speak to British Waterways in relation to the architectural drawings for the bridge.

### Policy

73. There were no additional matters to report.

### Property

74. The following matters were discussed:

- Weston Village Hall Extension, toilet alterations, windows and internal works:
  - It was reported that the planning application for the alterations had now received planning consent, with no conditions.
  - The work would include the removal of some windows, and the replacement of the heating and water system, for which a separate quotation was required.
  - **RESOLVED** – That Parish Councillor Critchlow obtain quotations for the work.
- Maintenance of Green Space:
  - Discussion took place in relation to the green space It was not fully known whether the green space had been secured.
- Multi Use Games Area (MUGA):
  - The planning application for the MUGA had also received planning consent, but with some conditions. These included the time limit on its use from 9.00am until 6.00pm only. This was following one complaint.
  - In relation to the development the Parish Council would replace any trees removed.
  - **RESOLVED** – That Parish Councillor Critchlow hold discussions with planning in relation to this application.

- **RESOLVED** – That Parish Councillor Hopkin speak to the Village Hall Committee regarding the development.
- Discussion took place regarding the name of the Multi Use Games Area – this name was discussed and changed to Games Area.
- Spencer Close, Weston:
  - The letters had been sent to the residents and the feedback was that they were pleased with the work undertaken.
  - **RESOLVED** – That this item be removed from the agenda.
- Memorial Sign for Tom Tavernor:
  - **RESOLVED** – That Parish Councillors Hopkin and Critchlow endeavour to move this matter forward and report back at the next Parish Council meeting.
- Grass Cutting and Maintenance:
  - It was noted that the Handyman was cutting the grass in Spencer Close.
- Waste Bins:
  - **RESOLVED** – That Parish Councillor Martin inspect the bins in the Village and report back as to the condition of them and the number and locations of new waste bins and dog bins required.
- Children's Play Area:
  - The Clerk had recently received and forwarded to the Chairman the annual inspection report on the Children's Play area on Weston Village Green.
  - It was noted that some work was required on the area to address low risk issues.
  - **RESOLVED** – That Parish Councillor Kirby speak to Parish Councillor Critchlow regarding a quotation for the necessary work.
  - **RESOLVED** – That Parish Councillors Kirby and Hopkin repair the yellow spring toy.
  - **RESOLVED** – That Parish Councillor Kirby draft notices for the play area for discussion at the October Parish Council meeting.
- Sign Posts:
  - **RESOLVED** – That the following signage was required:
    - Finger posts.
    - Welcome to Weston signs.
- Tree survey:
  - It was agreed that the conifers by the Village Hall had been cut to a good standard.
  - Parish Councillor Hopkin stated that the last tree survey took place approximately seven years ago.
  - It was agreed that a full survey of every tree on the Village Green should be undertaken.
  - **RESOLVED** – That Parish Councillors Mrs. Brook and Hopkin request quotations for a tree survey and report back to the October Parish Council meeting.
- Sign in Cherry Lane, Gayton:
  - It was reported that the Gayton 'Cherry Lane' sign near to the bus shelter was broken. This was a metal sign from which the plastic insert had broken. **RESOLVED** – That the Clerk report this.

### **Public Rights of Way**

75. There were no additional matters for discussion.

### **Best Kept Village**

76. Discussion took place regarding the 2009 Best Kept Village Competition. Weston had come joint third in 2009 with Gnosall. Walton-on-the-Hill had been first and Yarnfield second. **RESOLVED** - That the Clerk write to Mrs Willing and thank her for her hard work on the 2009 BKV Competition.

## Nominations

77. **RESOLVED** – That this item be deferred until the October meeting and Parish Councillor Kirby draft and circulate a paper for discussion.

## Finance

78. The Clerk reported on the monthly statement of accounts, receipts and payments and record of Clerks hours worked. The Current Account balance of £3,582.13 and the Reserve Account balance of £16,430.71 were noted, and the following accounts presented for payment:

Clerk's salary September 2009	307.71
Clerks travel (174 miles)	104.57
Clerks phone calls, emails, etc (25 x 32p)	8.00
Broadband connection September	7.66
Pickering Plant Ltd	46.00
John Hicks Associates	59.90
SL Servicing	348.20

The following additional accounts had also been received:

- An invoice had been received from the builder for work on Weston Village Hall for £30,690.05. This was discussed in detail and the correspondence circulated. It was noted that the additional building work had been agreed to include the upgrade of the hand dryers, the baby changing facilities, the non slip flooring and the additional toilets in the ladies cloak room. Parish Councillor Hopkin declared an interest in this matter and took no part in the decision making.
- Parish Councillor Critchlow had received an invoice from the Architect for £950.00. **RESOLVED** – That Parish Councillor Kirby request timesheets from the Handyman.
- John Donaldson £920.00.
- SL Servicing. It was noted that Parish Councillor Hopkin had paid this invoice and so was to be reimbursed. **RESOLVED** – That Parish Councillor Hopkin ensure that all SL Servicing invoices are sent to the Parish Clerk so that he does not have to pay them himself.
- Parish Councillor Critchlow had received a quotation for the work on the Games Area of £64,500.

79. **RESOLVED** – (a) That the monthly Statement of Accounts, Receipts and Payments, and record of Clerks hours worked be approved, (b) That the quotation for the work on the Games Area be agreed and Parish Councillor Critchlow ensure that work commenced, (c) That the invoice from the builder for work on Weston Village Hall for £30,690.05 be agreed and paid, (d) That the invoice from the Architect be agreed and paid, (e) That the invoice to John Donaldson for £920.00 be agreed and paid, (f) That Parish Councillor Hopkin be reimbursed £93.74 which he had paid to SL Servicing, and (g) That the Clerk place an item on the October meeting to discuss the value of work below which the Parish Council can authorise without seeking three quotations.

## Correspondence and Other Matters

80. The Clerk reported on the following correspondence:

- SPCA Newsletter.
- SPCA Annual report and accounts.
- County Playing Fields Association information.
- Information on community training grants.
- South Staffordshire PCT AGM on 30 September 2009 at the Cedar Tree Hotel, Rugeley.
- St Andrew's School had a vacancy for a LEA Governor. **RESOLVED** – That Parish Councillor Martin be nominated and the Clerk complete the necessary paperwork.
- An email had been received regarding the Sustainable Communities Act. **RESOLVED** – That the Parish Clerk write to Bill Cash, MP.

- A letter had been received regarding the XI bus service. **RESOLVED** – That the Clerk write to Staffordshire County Council.
- A number of letters had been received regarding Weston Village Green:
  - In relation to the email from Ian Knott, Chairman of Woolpack FC, it was **RESOLVED** - That Parish Councillor Kirby write a letter in response to his email.
  - In relation to the letter from Marjorie Webb, it was **RESOLVED** - That Parish Councillor Kirby write a letter in response.
  - A letter had also been received from Gail and Stuart Wray. **RESOLVED** - That Parish Councillor Kirby write a letter in response.

#### **Items for the next Parish Council meeting**

81. No additional items were raised for discussion at the next Parish Council meeting.

#### **Date of the next meeting**

82. The following meetings were agreed:

- 21 September 2009 at 7.00pm a joint meeting with the Village Hall Committee.
- 29 September 2009 at 7.30pm a meeting in Weston Village Hall to discuss the Parish Plan. **RESOLVED** – That the Clerk book the venue and circulate details.
- The next Parish Council meeting was to take place at 7.30pm on Tuesday 13 October 2009 in Weston Village Hall.

83. Exclusion of the Public:

**RESOLVED** – That the public be excluded from the meeting in accordance with Paragraph 1 of Part 1, Schedule 12A of the Local Government Act 1972, due to the possible disclosure of confidential information.

#### **Minutes of the Exempt Parish Council Meeting held on 11 August 2009**

84. **RESOLVED** - That the exempt minutes of the Parish Council Meeting held on 11 August 2009 be confirmed and signed by the Chairman.

**DAVID KIRBY  
CHAIRMAN**