

## MINUTES OF WESTON WITH GAYTON PARISH COUNCIL MEETING HELD ON TUESDAY 10 NOVEMBER 2009 IN WESTON VILLAGE HALL

Present: D. Kirby (Chairman)

Councillor D. Bowers  
Councillor C. Gilbert  
Councillor Mrs. A. Martin  
Councillor R. Tonge  
Borough Councillor Mrs. F Beatty

Parish Clerk Mrs. C. L. Hawley

**Also in Attendance:** 2 Parishioners.

**Apologies:** Parish Councillors Mrs. A. Brook, C. Critchlow, Dr. K. Evans and A. Hopkin and County Councillor L. Bloomer.

### Minutes of the Parish Council Meeting held on 13 October 2009

109. **RESOLVED** - That the minutes of the Parish Council Meeting held on 13 October 2009 be confirmed and signed by the Chairman as proposed and seconded by Parish Councillors Mrs. Martin and Bowers respectively, subject to the following amendments: (a) At minute number 93, to read '...multi agency working...', (b) At minute number 101 the Parish Clerk to ask Neighbourhood Watch where they required new signs only, and (c) At minute number 106, to include a bullet point for Councillor Gilbert to action the position regarding the Gayton phone box.

### Declaration of Interest

110. There were no declarations of interest to record.

### Chairman's Actions

111. The following Chairman's actions were discussed:

- Parish Councillors Kirby had updated the formatting in the Action List and circulated this as agreed.
- Parish Councillor Kirby had spoken to the Handyman in relation to the advert for a new Handyperson. The current Handyman had agreed to continue in post until the new person was appointed. It was noted that some damage had been caused to the mower when the lock up was moved – this had now been repaired.

### Update on Action List

112. The action list had been updated and this was discussed in detail.

### Announcements and Notices

113. The following matters were announced:

- The Parish Clerk reported on a training event being hosted by Haughton Parish Council entitled 'New Planning Framework', on Friday 20 November 2009 in Haughton Village Hall, commencing at 7.00pm. The cost was £10.00 per delegate. **RESOLVED** - That the Parish Clerk book a place for Parish Councillor Kirby to attend.
- The Chairman advised that he had received a letter from the Parish Clerk advising of her resignation as Parish Clerk to Weston with Gayton Parish Council. The letter was duly read by the Chairman who **RESOLVED** – To discuss the matter further with the Parish Clerk.

## Public Participation

114. There were two Parishioners in attendance who discussed a number of concerns they had in relation to planning application No.09/12809/FUL – 24 Meadowbank, Weston. These included, amongst other comments, the following, which were handed to the Parish Council:

- The proposed development was not in keeping with the area.
- It would not be adjacent to the property.
- Currently the open aspect has a restrictive covenant in place, and this should be adhered to.
- The area between the properties is a shared drive and not an adopted road.
- The proposed development would impede on the parking areas.
- The location of the proposed development would be approximately 11 metres from a neighbouring lounge, and approximately 20 metres from a neighbour's front door.
- The proposed development would adversely affect the light to, views from, access to and value and saleability of neighbouring properties.
- A more suitable location could be sought.
- There was concern regarding the actual boundary.
- There was concern regarding the height of the proposed development.

## Police Report

115. The Police were not in attendance to present a report.

Parishioners were advised to contact the Police non-emergency phone number of 0300 123 4455. In an emergency the usual number of 999 should be dialled.

## Borough Councillor Report

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

- Discussions were taking place regarding the issue with the post box, at Borough Council level.
- The Local Development Framework was ongoing. In 2010 the strategy would be looked at in relation to housing and employment sites. It was noted that the number of houses had been reduced and the housing allocation was mostly within Stafford.
- Discussions in relation to the Wind Farm were ongoing.
- The planning application at Hixon Airfield was within the planning application process.
- There was nothing further to report in relation to Abbeylands.
- In relation to Salt Works Lane, there was nothing additional to report at the current time.

## Parish Plan

117. Discussion took place regarding the Parish Plan and the updated questionnaire that had been circulated for comments.

It was agreed that the questionnaire had now been well proof read. Discussion took place regarding an incentive to encourage the maximum return of the completed questionnaires. The Parish Clerk advised that no financial incentive was permitted as the Parish Council finances were raised from the precept.

118. **RESOLVED** – (a) That Parish Councillor Kirby arrange for copies of the questionnaire to be forwarded to representatives of the Village Organisations as a pilot sample, and (b) That the Parish Clerk and Parish Councillor Gilbert forward to the Chairman the agreed contact details to enable the pilot questionnaire to be distributed.

## Developments

119. The following planning application had been received for the Parish Council to comment on:

119.1 Planning Application 09/12809/FUL – 24 Meadowbank, Weston. **RESOLVED** – (a) That the Parish Councillors circulate this planning application and ensure that all comments are returned to the Chairman before 20 November 2009, and (b) That the Parish Clerk forward a circulation sheet to the Chairman.

## Salt Works Lane

120. There was nothing to update regarding the current situation at Salt Works Lane, Weston.

## Policy

121. The following matters were discussed:

- Discussion took place in relation to the Handyman. It was noted that five applications had been received for the position following the job advert being placed in Compass and on the Parish Council notice boards. The closing date of 6 November 2009 had now passed. **RESOLVED** – (a) That the Parish Clerk contact all applicants and advise that their details had been presented to the Parish Council meeting, (b) That Parish Councillors Kirby and Gilbert discuss and draft an application form, and consider interview questions, (c) That an interview schedule then be drawn up, with the Chairman, Vice Chairman, Parish Clerk and Parish Councillor Gilbert being the interview panel, and (d) That Parish Councillor Kirby contact Parish Councillors Hopkin and Critchlow regarding the Handyman job specification.
- Discussion took place regarding the updated Finance Policy, prepared by Parish Councillor Gilbert. **RESOLVED** - That the updated Finance Policy be agreed and adopted by the Parish Council.

## Property

122. The following matters were discussed:

- Weston Village Hall Extension:
  - Parish Councillor Critchlow was obtaining quotations and moving the project forward.
- Games Area (GA):
  - The work on the Games Area had now been completed.
  - **RESOLVED** - That Parish Councillor Critchlow was to obtain separate quotations from another contractor in relation to the lights.
  - **RESOLVED** – That Parish Councillor Kirby meet with the Village Hall Committee on 17 November 2009 to discuss maintenance of the Games Area and to ensure that a Risk Assessment is completed.
  - Concern was expressed as to how the Games Area was currently being used. Bikes had been used in the facility and fires lit.
  - There was no signage and there were no gates to the Games Area. **RESOLVED** – (a) That Parish Councillors Kirby and Tonge arrange for the facility to be temporarily gated, (b) That Parish Councillor Kirby arrange for appropriate signage to be displayed, and (c) That Parish Councillor Kirby advise the Village Hall Committee of the action being taken.
  - **RESOLVED** – That the Parish Clerk make enquiries regarding the insurance cover for the Games Area.
- Notices for children's play area:
  - **RESOLVED** – That Parish Councillor Kirby was collecting information.
- Village Signs:
  - **RESOLVED** – That the Clerk was chasing for a number of signs: flashing speed signs, children playing signs, Welcome to Weston signs.
- 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.
- Tree Survey:
  - **RESOLVED** – That Parish Councillor Mrs. Brook was obtaining three quotations.

## Public Rights of Way

123. The following matter was discussed:

- Parish Councillor Bowers reported that access to the wooden bridge over the Gayton brook, behind Moat Farm was gained by walking over two wooden railway sleepers. There were extremely slippery making the bridge difficult and dangerous to access due to the possibility of slipping. **RESOLVED** – That the Parish Clerk report this.

## Best Kept Village

124. Discussion took place regarding the 2009 Best Kept Village Competition:

- The Judges results had now been received. **RESOLVED** – That Parish Councillor Kirby circulate the comments for discussion at the next Parish Council meeting.
- It was reported that correspondence had been received from Liz Sanderson of Minow Productions, advising that the BBC were interested in speaking to the Village regarding linking in with their production of 'Rural Life'. **RESOLVED** – That Parish Councillor Kirby speak to Mavis Willing and ask if she would be willing to undertake this role.

## Finance

125. The Clerk reported on the monthly statement of accounts, receipts and payments and record of Clerks hours worked. The Current Account balance of £1,227.44 and the Reserve Account balance of £16,430.71 were noted, and the following accounts presented for payment:

Clerk's salary November 2009	307.71
Clerks travel (120 miles)	72.12
Clerks phone calls, emails, etc (20x 32p)	6.40
Broadband connection November	7.66
Pickering Plant Ltd	46.00

The following additional accounts had also been received:

- An invoice had been received from John Donaldson, the Handyman for £604.00.
- A receipt had been received from Parish Councillor Mrs. Brook for plants, which had been planted in the Village for £31.84.
- An invoice had been received for the Games Area for £69,595.00

126. **RESOLVED** – (a) That the monthly Statement of Accounts, Receipts and Payments, and record of Clerks hours worked be approved, and (b) That the additional accounts mentioned above be confirmed and payment authorised.

## Correspondence and Other Matters

127. The following correspondence was reported:

- South Staffs Water had forwarded information on the work carried out in the woods and meadows around Blithfield reservoir to create three new permissive footpaths, which were to be open to the public.
- Staffordshire and Stoke-on-Trent Archive Services' Newsletter 'From Time to Time'.
- The Chairman had received a letter from the Caravan Club regarding their use of Weston Village Hall for their annual events which he read to the Parish Council. **RESOLVED** – That Parish Councillor Kirby discuss this matter with the Village Hall Committee and write to the Caravan Club.
- A letter had been received from Mr. David Heath of Staffordshire County Council regarding the local bus service.
- A letter had been received from Bill Cash MP, regarding the Sustainable Communities Act.
- Parish Councillor Gilbert advised that Gayton would be able to adopt their telephone box for £1.00. Discussion took place in relation to this and the requirement to pay an annual amount of £20.00 to

keep the current electricity supply to the phone box. **RESOLVED** – (a) That Gayton adopt the phone box, (b) That the Chairman and Parish Councillor Gilbert sign the contract to adopt, (c) That the Gayton Precept be used to pay the annual £20.00 to maintain the electricity supply, and (d) That Parish Councillor Clifford ask the Gayton Parishioners what they would like to do with the adopted phone box.

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

128. The following additional items were raised for discussion at the next Parish Council meeting:

- Remembrance Day Service – arrangements for future years.
- Security at the Games Area and Village Hall.

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

129. The next Parish Council meeting was to take place at 7.30pm on Tuesday 15 December 2009 in Weston Village Hall.

**DAVID KIRBY  
CHAIRMAN**