

MINUTES OF WESTON WITH GAYTON PARISH COUNCIL MEETING HELD ON TUESDAY 9 FEBRUARY 2010 IN WESTON VILLAGE HALL

Present: D. Kirby (Chairman)

Councillor D. Bowers
Councillor Dr. K. Evans
Councillor C. Gilbert
Councillor A. Hopkin
Councillor Mrs. A. Martin
Parish Clerk Mrs. C. L. Hawley

Also in attendance: Borough Councillor Mrs. F Beatty.

Apologies: Parish Councillors Mrs. A. Brook, C. Critchlow, R. Tonge and County Councillor L. Bloomer.

Minutes of the Parish Council Meeting held on 12 January 2010

175. **RESOLVED** - That the minutes of the Parish Council Meeting held on 12 January 2010 be confirmed and signed by the Chairman as proposed and seconded by Parish Councillors Hopkin and Gilbert.

Declaration of Interest

176. Parish Councillor Gilbert declared an interest in the appointment of a new Parish Clerk at minute number 186 below.

Chairman's Actions

177. The Chairman's actions undertaken this month were to be discussed on the Action List.

Update on Action List

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

Announcements and Notices

179. The Parish Clerk circulated the meeting dates for 2010/2011, which were agreed. **RESOLVED** – That the meeting dates be placed on the Notice Boards and on the web site:

All meetings to commence at 7.30 pm in Weston Village Hall (unless otherwise indicated):

Tuesday 12 January 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 9 February 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 9 March 2010, 7.00 pm Gayton Village Hall followed by
Tuesday 9 March 2010, 8.30pm Gayton Annual Parish Meeting
Tuesday 13 April 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 11 May 2010, 7.30 pm AGM Weston Village Hall Meeting Room
Wednesday 19 May 2010, 7.30 pm Annual Parish Meeting Weston Village Hall
Tuesday 8 June 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 13 July 2010, 7.30 pm Gayton Village Hall
Tuesday 14 September 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 12 October 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 9 November 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 14 December 2010, 7.30 pm Weston Village Hall Meeting Room
Tuesday 11 January 2011, 7.30 pm Weston Village Hall Meeting Room
Tuesday 8 February 2011, 7.30 pm Weston Village Hall Meeting Room
Tuesday 8 March 2011, 7.00 pm Gayton Village Hall followed by
Tuesday 8 March 2011, 8.30pm Gayton Annual Parish Meeting

Public Participation

180. There were no additional items discussed.

Borough Councillor Report

181. Borough Councillor Beatty updated the Parish Council on Borough matters:

- There were large financial constraints for the local authority in the next financial year.
- There had been less income generated from car parking.
- Discussions were taking place at Borough level regarding supporting current services.
- The Local Development Framework was ongoing and scheduled to be reported to the next Borough Council meeting in relation to more detailed information. Thereafter there would follow a public consultation. A collation of all responses would then be collated by November 2010 and a public exhibition proposed for March/April 2011.

Police Report

182. The Police were not present at the meeting. Discussion took place regarding a break in at Salt Works Lane that had been reported to the Police. There had also been some nuisance issues, signs being thrown into trees and damage to signage and planters.

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.

Parish Plan

183. It was noted that Parish Councillor Kirby had distributed the pilot questionnaires to 15 homes. Parish Councillor Beatty advised that she was interested in the development of the Parish Council's Parish Plan.

Developments

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

184.1 Planning Application No. 10/13077/FUL – Spring Farm, Amerton Lane, Shirleywich. Conversion of World War Two incendiary bomb stores to form a dwelling. **RESOLVED** – That the Parish Council had no objections.

184.2 Wimpey had applied, under the Public Health Act 1925, for the naming of a street in the Salt Works Lane development. The suggested name was Netherton Close, and it was noted that this would be in keeping with the theme for the site of names of canal tunnels. **RESOLVED** – That the Parish Council had no objections.

Salt Works Lane

185. Discussion took place in relation to a number of issues regarding Salt Works Lane and concerns regarding some of the designs not being adhered to. It was agreed that there could be potentially serious repercussions if the agreed plans were not followed. Discussion also took place regarding the towpath and the space that was required for this to be accommodated, the amount of space required for the necessary fencing, the realignment of Salt Works Lane and Green Road, and the lorries accessing the site via the wrong route through the Village. **RESOLVED** – (a) That Parish Councillor Kirby forward notes to the Parish Clerk to enable her to write to Mr. John Holmes at the Borough Council and also to request a meeting with the developers and Parish Councillor Beatty, (b) That the Parish Clerk write the letter, to include the relevant points, (c) That the Parish Clerk forward a copy of the letter to Borough Councillor Beatty, and (d) That Borough Councillor Beatty also speak to Mr. John Holmes.

Policy

186. The following were discussed:

- It was noted that the new Handyman had commenced work. He had submitted detailed timesheets which were countersigned by the Chairman. The necessary health and safety induction had been completed. Following discussion it was agreed that the Handyman could purchase new personal protective clothing.
- Discussion took place following the interviews for the new Parish Clerk. Parish Councillor Gilbert declared an interest in this matter and left the room whilst the discussions took place. Following the advertisement of the position, interviews had taken place and the interview panel had met to discuss the candidates, their suitability and to make a recommendation to the Parish Council. Following discussion there was a vote and the majority of those Parish Councillors present supported the recommendation. **RESOLVED** – That Parish Councillor Kirby: (a) Speak to the Staffordshire Parish Council's Association (SPCA) regarding finalising the arrangements, (b) Contact the successful candidate to ascertain if they would accept the position, and (c) Liaise with the current Parish Clerk regarding a hand over and transition.

Property

187. The following matters were discussed:

- Weston Village Hall Extension:
 - Parish Councillor Critchlow updated the Parish Council on the work on Weston Village Hall.
 - Discussion took place regarding a meeting held on 6 February 2010 and possible alterations to the proposal.
 - **RESOLVED** – That Councillor Critchlow have further discussions regarding the possible alterations and ensure that the updated draft is received by 13 February 2010.
 - It was noted that the work was to commence on 1 March 2010.
 - **RESOLVED** – That Councillor Critchlow liaise with the builder regarding the planned phasing of the works.
 - Discussion also took place regarding additional work that might be required. Parish Councillor Hopkin advised that a meeting had taken place with the builder on 9 February and a further meeting was scheduled for 13 February.
 - **RESOLVED** – That the Parish Council agree for Parish Councillors Critchlow, Hopkin and Kirby to meet and discuss the final plans and to agree the commencement of the work, prior to the next Parish Council meeting, if they are in agreement.
 - **RESOLVED** – That Parish Councillor Hopkin speak to the Village Hall Committee regarding the timing of the work to be done.
 - **RESOLVED** – That the flat roof of the Village Hall might be in need of attention and that Parish Councillor Hopkin ensure that the roof was assessed.
- Security at the Games Area (GA) and Village Hall:
 - **RESOLVED** - That security and cameras be agreed in principle and that this be discussed at a joint meeting with the Village Hall Committee.
 - Parish Councillor Kirby advised that the GA signage was now erected.
- 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.

Public Rights of Way

188. Discussion took place regarding the following:

- Local landowners leaving thorns and debris on the road following hedge cutting. It was noted that it was the responsibility of the landowner to remove any debris that they caused. **RESOLVED** – That this item be placed on the Agenda for the March 2010 Parish Council meeting.
- It was reported that the no through road sign at the bottom of Boat Lane was actually located over the bridge. It was therefore located beyond where it should be. **RESOLVED** – That the Clerk report this to Highways.
- It was noted that the footpath on Gayton Brook still required attention, as it was very slippery. **RESOLVED** – That the Clerk report this to Highways.

Best Kept Village

189. Discussion took place regarding the 2010 Best Kept Village Competition. It was noted that Parish Councillor Critchlow would be able to undertake work on the BKV and discussion took place regarding this, the posters which the local children would complete for the annual judging, and a possible BKV event in March/April. **RESOLVED** – That Parish Councillor Hopkin place an item for Compass.

Finance

190. The Clerk reported on the monthly statement of accounts, receipts and payments and record of Clerks hours worked. The Current Account balance of £1,241.98 and the Reserve Account balance of £7,674.95 were noted, and the following accounts presented for payment:

Clerk's salary February 2010	307.71
Clerks travel (120 miles)	72.12
Clerks phone calls, emails, etc (20x 32p)	6.40
Broadband connection February	7.66

The following additional invoices had also been received:

- An invoice from SL Servicing for £611.95.
- An invoice from SL Servicing for £68.75.
- A work sheet and details of expenses from the Handyman for £435.19.
- Invoices for equipment had been received from Councillor Hopkin for £64.49.
- An invoice for £27.95 relating to 34SP.com had been received from Parish Councillor Kirby.

The Clerk presented and handed out copies of the completed Audit Commission Annual Returns as at 31 March 2008 and 2009, together with details of the income, expenses and balances carried forward for both years which had been checked and verified. The Clerk advised members of any significant variance and invited members to view the accounts. The Clerk also presented and distributed details of the Bank Reconciliation as at 31 March 2008 and 2009, for information. Members' comments were sought on the accounts for the years ending 31 March 2008 and 2009, in order that the same could be forwarded to the Audit Commission.

The Clerk reported on and circulated information on the Precept and Concurrent Function for 2010/11. Discussion took place on the figures and the Parish Council agreed that it required the full Concurrent Function monies for 2010/11: Weston £1164.00 and Gayton £226.00. The Parish Council also agreed that it required a Precept of £11,940.00 for 2010/11.

191. **RESOLVED** – (a) That the monthly Statement of Accounts, Receipts and Payments, and record of Clerks hours worked be approved, (b) That the additional accounts mentioned above be confirmed and payment authorised, (c) That the Parish Council confirm the details in the Annual Returns and accept the accounts as at 31 March 2008 and 2009 and agree that the Chairman sign and approve the accounts as at 31 March 2008 and 2009, after having approved the Statement of Assurance, as presented by the Clerk,

and (d) That the Clerk advise Stafford Borough Council accordingly of the Parish Council 2010/11 Precept and Concurrent Function requirements.

Correspondence and Other Matters

192. The following correspondence was reported:

- Staffordshire County Council advised that the mobile library would be a three weekly service from April 2010. **RESOLVED** – That Parish Councillor Hopkin place an item in Compass.
- Following discussion regarding the bus service it was **RESOLVED** – That Parish Councillor Gilbert email information regarding the concerns.

Items for the next Parish Council meeting

193. That an item on a BKV event in March/April be discussed at the next Parish Council meeting.

Date of the next meeting

194. The next Parish Council meeting was to take place at 7.30pm on Tuesday 9 March 2010 in Gayton Village Hall.

**DAVID KIRBY
CHAIRMAN**