

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

Present: A. Hopkin (Vice Chairman)

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

Also in attendance: Borough Councillor Mrs. F Beatty (Part).

Apologies: Parish Councillors C. Critchlow, D. Kirby and R. Tonge and County Councillor L. Bloomer.

Minutes of the Parish Council Meeting held on 9 February 2010

195. **RESOLVED** - That the minutes of the Parish Council Meeting held on 9 February 2010 be confirmed and signed by the Chairman as proposed and seconded by Parish Councillors Bowers and Mrs. Martin.

Declaration of Interest

196. Parish Councillor Gilbert declared an interest in Planning Application No.10/13247/FUL – Millfield House, Gayton. Single storey rear extension with balcony, at minute number 207.1 below. He took no part in the discussion or decision relating to this matter.

Chairman's Actions

197. The Chairman's actions undertaken this month were presented by Parish Councillor Hopkin, on behalf of the Chairman, as follows:

- It was reported that the new Parish Clerk had been appointed. Mrs. Judith Gilbert was in attendance at the meeting and welcomed to the Parish Council. It had been agreed that the current Parish Clerk would complete the minutes from this meeting and thereafter the new Parish Clerk would take over the actions and a period of shadowing would take place until approximately 31 March 2010.
- It was reported that a number of items had been stolen from the lock up storage. There was ongoing discussion regarding the circumstances of the missing items.
- The Chairman advised that the Audit Commission had made a charge for its request of additional information to enable the Audit forms to be completed.

Update on Action List

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

199. **RESOLVED** – That all Parish Councillors advise the new Parish Clerk of any updates to any of the actions in order that the same could be updated correctly.

Announcements and Notices

200. The Parish Clerk advised that this would be her last meeting and welcomed the new Parish Clerk, Mrs. Judith Gilbert, to the meeting.

Parish Councillor Mrs. Brook, on behalf of the Parish Council, presented the Clerk with a huge and beautiful plant as a thank you, which was enormously appreciated.

Public Participation

201. Discussion took place regarding flayed cutting of the hedges in Gayton by the local landowners. It was agreed that this was an ongoing concern and that many motorists had received punctures as a result of the flayed hedge cutting.

It was noted that the County Council was responsible for clearing and cleaning the local roads, and in working with Parish Councils to address local issues. The Parish Council's contact was Mr. Rob Steele.

202. **RESOLVED** – That the Parish Clerk, annually, at the appropriate time of the year, towards the end of September write to the local landowners, Sandon Estates and local contractors in relation to the concerns raised.

Borough Councillor Report

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

- The Regional Spatial Strategy was ongoing with further discussions taking place.
- Discussions were continuing in relation to the Local Development Framework (LDF), and Borough Planning Policy. It was agreed that a more 'bottom up' approach would enable Parish Council's to have more authority in relation to matters in their area.
- It was noted that there were to be 11,500 more houses over the next 20 years and that the majority of these would be in Stafford. Some would be developed in Stone but there would be virtually no additional development in the surrounding Villages.
- It was reported that, as the situation with the LDF was at the current time, further development in every Village might be restricted for the next 20 years.
- It was anticipated that there would be approximately 9,000 new dwellings in Stafford and discussion took place regarding the future development of the Ministry of Defence site.
- The next stage of the LDF was for specific sites for possible development to be identified and exhibits would take place in Stafford during March 2010.
- Discussion took place regarding St. Andrews School, Weston and its ability to cope with the additional pupils that will be attracted to the school following the Wimpey development. It was noted that the next Governors meeting was in March 2010.
- It was hoped that affordable housing would remain in the current policy.
- It was reported that the Election date would possibly Thursday 6 May 2010.
- An update was received on the Borough Council finances and budget setting and the figures were to be published shortly.
- It was reported that there were ongoing discussions regarding the creation of larger health centres to undertake minor operations in the community.
- Discussion took place regarding the A518 which was already over congested due to the current traffic flows. It was agreed that this would be impacted on further with any future development.
- Borough Councillor Beatty reminded the Parish Council and local Parishioners to contact her regarding any local issues and she would endeavour to assist where she was able.
- It was noted that there was no update in relation to the Abbeylands planning application, at the current time.

Police Report

204. The Police were not present at the meeting. Discussion took place regarding a break in at the Parish Council lock up and it was reported that various items of equipment had been stolen.

Parish Councillor Hopkin advised that he had purchased new items to replace the stolen equipment. In addition high security locks had been fitted to the lock up.

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

205. It was noted that Parish Councillor Kirby had distributed the pilot questionnaires to 15 homes, so far 5 had been returned. Of the returned questionnaires, there were a number of relevant comments. A number of responses stated that the questionnaire was too long. Some had only partly been completed.

The Parish Council discussed the Parish Plan and agreed that it was now important to reflect on the next stage of the Parish Plan. Options included abandoning the project, to postpone the project, or to review the questionnaire and agree and pilot a second, more concise version.

Detailed discussion took place on the options and the viability of the Parish Plan, which was key to future funding and would ensure the Parishioners had a voice. It was agreed by the majority of Parish Councillors present, with only one Parish Councillor against the decision, that the questionnaire should be reviewed, condensed and made simpler before being piloted again. It was also hoped that the second pilot would be circulated before the end of 2010.

Parish Councillor Beatty advised that she was interested in the development of the Parish Plan.

206. **RESOLVED** - That the Parish Plan questionnaire be reviewed, condensed, simplified and the second pilot be circulated before the end of 2010.

Developments

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

207.1 Planning Application No. 10/13247/FUL – Millfield House, Gayton. Single storey rear extension with balcony. Parish Councillor Gilbert declared an interest in this planning application. He took no part in the discussion or decision relating to this matter. **RESOLVED** – That the Parish Council had no objections.

207.1 Planning Application No. 10/13260/FUL – Holly Bank, Gayton. Single storey rear extension. The Vice Chairman closed the meeting to enable the Parishioners present to make their representations to the Parish Council on this item. Discussion ensued regarding the potential impact of the development proposed to neighbours. Those present viewed the plans and discussed their concerns. This development would be an overshadowing feature on the current shared boundary wall, with a 17-foot wall of approximately 10 – 12 foot width. There was also concern as to whether the existing footings would be able to withstand the structure and that the development, if permitted, might depreciate the value of the existing properties in the future. The Vice Chairman re-opened the Parish Council meeting and the Parish Councillors discussed the matter in detail, taking into account the representations made to them. **RESOLVED** – That the Parish Council make the following comments: (a) That the Parish Council object to this planning application, (b) That the application is insensitive to the neighbouring properties due to the height of the proposed wall, (c) That there is concern regarding the height, size and location of the proposed wall, (d) That the proposed development is not in keeping with the area, (e) That the Parish Council suggest that the Borough Council officers undertake a site visit to the area in order to inspect the location prior to making any decision regarding this planning application, and (f) That Parish Councillor Mrs. Brook advise Borough Councillor Beatty of the Parish Council's comments, request details of the Borough Council Planning Committee date and advise the relevant Parishioners.

Salt Works Lane

208. It was noted that the letter had been sent regarding the Parish Councils comments.

209. **RESOLVED** – That Parish Councillor Beatty look into the matter further.

Policy

210. The Parish Clerk circulated, for information, the requested and collated information on the attendance of Parish Councillors at Parish Council meetings between January 2009 to February 2010.

Property

211. The following matters were discussed:

- Weston Village Hall Extension:
 - It was reported that the further work to the Village Hall should have commenced on 1 March however, due to a number of reasons, including the builder being ill, the project was approximately 2 weeks behind schedule.
 - **RESOLVED** – That Councillor Critchlow continue to liaise with the builder regarding the planned phasing of the works.
 - **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 had been discussed.
 - **RESOLVED** – That Parish Councillor Hopkin clarify whether lights or CCTV had been agreed.
- Notices for children’s play area:
 - **RESOLVED** – That Parish Councillor Kirby was continuing to collect the information in order to move this item forward.
- Village Signs:
 - **RESOLVED** – That the Clerk was requesting a number of signs: flashing speed signs, children playing signs, Welcome to Weston signs.
- Memorial Sign for Tom Tavernor:
 - **RESOLVED** – That Parish Councillor Mrs. Brook advise Councillor Hopkin of Jeff Tavernor’s telephone number.
 - **RESOLVED** – That Parish Councillor Hopkin endeavour to move this matter forward and report back at the next Parish Council meeting.
- Tree Survey:
 - **RESOLVED** – That Parish Councillor Mrs. Brook endeavour to contact the tree Surveyor as they had not contacted Councillor Hopkin.

Public Rights of Way

212. The Parish Clerk advised the meeting of the 2010 Community Paths Initiative and the funding that could be available to improve footpaths in the local area.

213. **RESOLVED** – That (a) That Parish Councillors report back to the next Parish Council meeting on any improvements required to the local Parish footpaths, and (b) That the Parish Clerk add this as an item for the April meeting for further discussion.

Best Kept Village

214. Discussion took place regarding the 2010 Best Kept Village Competition. The Parish Clerk handed to Parish Councillor Hopkin a map used in a previous BKV competition, for the attention of Councillor Critchlow.

Finance

215. The Clerk reported on the monthly statement of accounts, receipts and payments and record of Clerks hours worked. The Current Account balance of £105,888.16 and the Reserve Account balance of £3,582.58 were noted, and the following accounts presented for payment:

Clerk's salary March 2010	307.71
Clerks travel (123 miles x 0.601)	73.92
Clerks phone calls, emails, etc (20x 32p)	6.40
Broadband connection March	7.66
Petty Cash	25.30
Pickering's Plant	47.00
SBC Civic Visits	95.80
Audit Commission	205.63
Clerk's new salary scale as issued (323.08-307.71 x 12)	184.44

An invoice for equipment had been received from Councillor Hopkin for £400.23 to replace that stolen.

216. The Parish Clerk presented details in relation to the Concurrent Function monies:

- Weston Parish had been allocated a Concurrent Function of £1,164.00. This had all been allocated.
- Gayton Parish had been allocated a Concurrent Function of £226.00. To date £96.00 had been allocated leaving a balance of £130.00. Following discussion the Gayton Parish Councillors agreed that the balance should be donated to the Gayton Village Hall Committee.

217. The Parish Clerk sought the Parish Council's permission to update the signatories to the Bank Accounts to include the Chairman and to arrange for the salary of the new Clerk to be debited from the Parish account on a monthly basis, and to transfer a balance of £100,000.00 to the Staffordshire Railway Account.

217. **RESOLVED** – (a) That the monthly Statement of Accounts, Receipts and Payments, and record of Clerks hours worked be approved, (b) That the additional account mentioned above be confirmed and payment authorised, (c) That the balance of Gayton Parish Concurrent Function money, amounting to £130.00, be donated to the Gayton Village Hall Committee and (d) That the Parish Clerk update the signatories to the Bank Accounts to include the Chairman, arrange for the salary of the new Clerk to be debited from the Parish account monthly, and transfer £100,000.00 to the Staffordshire Railway Account.

Correspondence and Other Matters

218. The following correspondence was reported:

- A letter had been received from the Village Hall Committee asking if they could use the Village Green for the annual fete. **RESOLVED** – That the Parish Clerk acknowledge and agree to its use.
- Correspondence had been received regarding dog fouling on the Village Green.
- Correspondence from Staffordshire County Council regarding potholes and quarrying in the County.

Items for the next Parish Council meeting

219. The following additional items were agreed for the next Parish Council meeting:

- An item on a BKV event in April.
- Highway process.
- Community Paths Initiative.
- Parish Councillor attendance at meetings.
- Dog fouling on Weston Village Green and Byelaws.

Date of the next meeting

220. The next Parish Council meeting to take place at 7.30pm on Tuesday 13 April 2010 in Weston Village Hall.

ALAN HOPKIN
VICE CHAIRMAN