

 **P A R I S H O F W E S T O N I N G**

 **MINUTES of the Meeting of**

 **Westoning Parish Council**

 **held on Wednesday 10th May 2023 at 7.30pm**

 **In the Village Hall, Westoning**

**PRESENT:** Cllr J Nethersole (Chairman), Cllr E Bhasin, Cllr A Rayment, Cllr P Ellis, Cllr P Kelly,

Cllr B Rogerson, Cllr N McLoughlin, Cllr E Russell, CBC Cllr J Jamieson

**IN ATTENDANCE:** Mrs K Barker (Clerk), 1 member of the public was present

 Agenda published on the noticeboard and on the website

**7815 Election of Chairman and Vice Chairman**

Election of Chairman – Cllr Rayment proposed Cllr Nethersole be elected as Chairman. Cllr Rogerson seconded the motion. There being no other nominations and Cllr Nethersole being willing to accept, she was duly appointed as Chairman of Westoning Parish Council. Cllr Nethersole signed the declaration of acceptance of office.

Election of Vice-Chairman – Cllr Nethersole proposed Cllr Bhasin be elected as Vice-Chairman. Cllr Rayment seconded the motion. There being no other nominations and Cllr Bhasin being willing to accept, she was duly appointed as Vice-Chairman of Westoning Parish Council.

**7816 Apologies for absence** – Cllr C Luff

**7817** **Declarations**

**Declaration of acceptance of office (post election)**

Cllrs present that will remain in office following the local elections, completed and signed the declaration of acceptance of office. Those Cllrs not present to sign the declaration at the next meeting.

**Declaration of Interest**

All Cllrs were reminded to complete the declaration of interest form and expenses form supplied by CBC. Completion of the forms is a legal requirement.

 **Co-option**

The Chairman proposed that Elaine Russell be co-opted onto the Parish Council as a Parish Councillor. This was seconded by Cllr Bhasin. The co-option was agreed. Cllr Russell signed the Declaration of Acceptance of Office.

 **Co-option**

The Chairman proposed that Natasha McLoughlin be co-opted onto the Parish Council as a Parish Councillor. This was seconded by Cllr Bhasin. The co-option was agreed. Cllr McLoughlin signed the Declaration of Acceptance of Office.

**7818 Minutes**

The minutes of the meeting held on 12th April 2023 were approved. Cllr Russell proposed, seconded by Cllr McLoughlin the approval of the minutes as a true record. All agreed by those present and the minutes were signed by the Chairman.

**7819 Declaration of interests**

Cllr Bhasin – finance Point 7824.2

**7820 Matters Arising**

There were no matters arising.

**7821 Chairman’s actions**

Cllr Rayment said that he contacted Connolly Homes regarding the proposed burial ground. He also arranged for the Christmas Tree to be removed by Dycol and this was removed free of charge. The picnic benches have been ordered.

**7822 Reports and representations**

CBC Cllr Jamieson gave a report:

-CBC Cllr Jamieson has been re-elected as Ward Cllr following the elections.

-The Highways Steward will be coming to villages in the area including Westoning, on 2nd June to

 look at highways issues. A further date will be arranged to discuss other issues in the village.

-A request to be submitted to CBC by CBC Cllr Jamieson to cut back footpath 7 following reports of

 overgrowing vegetation.

**7823 Public Participation**

There were no comments from members of the public.

**7824 Finance**

7824.1 Bank balances and finance report:

|  |  |
| --- | --- |
| **Account** |  **£** |
| TSB Community Account  | 58,170.70 |
| TSB Instant Access Account | 67,046.65 |
| **TOTAL**  | 125,217.35 |

7824.2 Cllr Ellis proposed, seconded by Cllr Rogerson the approval of the following payments, agreed by all Cllrs present:

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Payee**  |  **£** |
| 000746 | Clerk – salary | 547.07 |
| 000746 | Clerk – expenses | 40.09 |
| 000747 | HMRC – Clerk tax | 7.60 |
| 000748 | Parish Warden – village tidying | 275.00 |
| 000749 | D J Granger – village etc Inv 023494 | 661.50 |
| 000749 | D J Granger – field Inv 023469 | 201.60 |
| 000750 | D J Granger – field Inv 023503 | 201.60 |
| 000750 | D J Granger – village etc Inv 023549 | 661.50 |
| 000751 | E Bhasin – coronation expenses | 23.96 |
| 000752 | Anglian Water – water bill | 311.23 |
|  | **TOTAL** | **2,269.65** |

7824.3 Other finance matters:

 7824.3.1 Annual audit of accounts

The Clerk said that the year end accounts will need to be approved by the Parish Council in June. The Internal Audit is booked for 15th May, remotely.

7824.3.2 Precept – first half £21,961.50 received

 Noted by the Parish Council

7824.3.3 Re-issue of cheque to D Granger from April meeting and future payments

The Clerk said that the cheque sent to Mr Granger in payment of the grass cutting invoices had not been accepted by the bank for some reason unknown. Mr Granger has asked for a replacement cheque and also asked that future payments be split to ensure they are under £1,000 so that he can pay the cheques into his bank account remotely. This was accepted by the Parish Council.

**7825 Highways**

7825.1 Village Walk

The Chairman said that a walk was held on 25th April. Footpath number 7 opposite the Village Hall needs a severe cutting back. CBC Cllr Jamieson said that he will put in a request for CBC to cut back the vegetation on footpath number 7. The Parish Council agreed that when this is done they will arrange for the area to be kept tidy. Newlands Road and Spensley Road also need tidying and it was agreed that members of the Parish Council meet to clear the areas.

7825.2 Highways Issues

Nothing to report

 7825.3 Parking on verges notice

Cllr Rayment to circulate the notice for use by all Cllrs should the need arise.

 (**Action Cllr Rayment**)

**7826 Recreation Ground**

7826.1 Recreation Club Licence

Nothing to report.

 7826.2 Bushes around football pitch

Cllr Russell said that she will obtain a quote from a contact she has. (**Action Cllr Russell**)

**7827 Village Matters**

 7827.1 Rural Match Fund Scheme – kerb in Church Road

Cllr Rayment said that he is yet to write to CBC to inform them that the kerb is a problem and damage to vehicles could incur claims against CBC. He said he will send them photographs of the area. (**Action Cllr Rayment**)

 7827.2 Burial Ground

Cllr Rayment said that he has contacted Connolly Homes and has been asked to provide a site plan showing the Parish Councils preference for the position of an access road to the proposed burial ground on the land adjacent to the site at Westview Farm.

 7827.3 Grass cutting – schedule/contract

Cllr McLoughlin made a note of all the areas that need to be cut by the grass cutting contractor during the village walk. Cllr Rayment said that he will contact Mr Granger to discuss the list as there may be some areas that he does not currently cut.

 (**Action Cllr Rayment**)

The contract still needs to be finalised.

 7827.4 Kings Coronation

Cllr Rayment thanked all those who attended the Coronation event on 8th May. It was a splendid event and enjoyed by all. The Chairman said that cards and emails of thanks have been received.

 7827.5 Christmas Event

The Parish Council agreed to hold a Christmas Tea on Saturday 9th December. Further details of the event to be discussed.

7827.6 Flag Pole

The Parish Council agreed to go ahead with the purchase of a flag pole and to ask the school to be involved in the design of the flag. Cllr Kelly suggested purchasing some generic flags in the interim to use. This was agreed by the Parish Council and Cllr Kelly agreed to purchase the flags. The Parish Council resolved to accept the purchase of a flag pole at a cost of circa £500-600 and the flags at circa £200.

 7827.7 Planters

The planters are looking good and being cared for by Mr Frith. The areas for the remaining planters to be confirmed and the planters to be put together.

 7827.8 Community Benefit Group

 Nothing to report.

7827.9 Welcome to Westoning leaflet

 Nothing to report.

**7828 Play Area**

 7828.1 Picnic Bench x 2

The picnic benches have been ordered and will be delivered to the Chequers. Cllr Kelly agreed to build them.

 7828.2 Locks

 Cllr Ellis said that he has put locks on the Recreation Ground gates.

 **7829 Planning**

7829.1 Planning applications:

7829.1.1 CB/23/01178/FULL - 16 High Street - two storey rear extension

The Parish Council has no objection to the application but there is a need to mitigate the impact of delivery vehicles/contractors vehicles on the High Street.

7829.1.2 CB/23/01095/FULL – 7 Manor Gardens – erection of a single storey rear extension and new ground floor side facing frosted window

 The Parish Council has no objection to the application.

7829.2 Other Planning Matters:

 7829.2.1 Solar Farm

Nothing to report.

 7829.2.2 Land Off Flitwick Road

Nothing to report.

7829.2.3 West View Farm, Park Road

Nothing to report.

**7830 Committees/Sub Groups/Representatives/Reports**

No reports were given.

**7831 General correspondence:**

There was no correspondence.

**7832 Date of next meeting: Parish Council Meeting**

 **Wednesday 14th June 2023 at 7.30pm**

 **In the Village Hall**

The meeting closed at 9.30pm

Approved: ………………………………………………. Date: ……………………………………………………….