

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 6th April 2016 in the Village Hall, Weston commencing at 7.30pm

Present:

Councillors: D Chase (Chair), P Laughton, M Lowney, P Nice, T Webster
County Councillor: B Laughton
District Councillor: S Michael
Clerk: S Akerman
Members of the Public: 2

160401 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. R. Allarton and Cllr. S. Meadows

Cllr. Lowney declared an interest in Agenda point 160404 (e) due to his relationship to the Clerk (spouse)

Open Forum – ten minutes to receive questions & comments from the public

Mrs Williams raised the poor condition of the pavements and Main Street.

160402 To accept the minutes of the meeting held on March 2nd 2016

The minutes were accepted as a true and correct record and duly signed by the Chair.

Proposed by Cllr. P. Laughton and seconded by Cllr. Lowney

160403 To accept the minutes of the extra-ordinary meeting held on March 17th 2016

The minutes were amended at the request of Cllr. Michael to reflect her apologies were not recorded. With this amendment, the minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Nice and seconded by Cllr. P. Laughton

160404 To report on matters arising from the minutes & progress of ongoing items

- a) To discuss Chair Allowance for 2015/16 (deferred from March meeting) – Chairman opted not to receive any allowance for the past year
- b) To discuss celebrations for the Queen's Birthday – a street party is planned for Sunday 12th June. Cllr. P. Laughton advised that a road closure has been applied for and approved, music entertainment has been booked with further entertainment planned. This will be a 'bring a picnic' party as numbers attending are unknown. Cllr. Chase raised the subject of commemorative medals as promoted by the Royal Mint for the children of the village. Clerk to provide Cllr. P. Laughton with details of alternative products. Cllr. Lowney requested details to post on the website and Facebook page. Clerk to post details of the road closure nearer the time.
- c) To receive an update on signposts at Meadow Lane and lights at Hutchinsons – Clerk advised NCC hope to replace the damaged footpath sign soon. Hutchinsons have adjusted the yard lighting. Clerk to contact with thanks and to request annual defibrillator donation.
- d) To receive an update on the defibrillator and emergency telephone – telephone has been received and Clerk awaiting contact from electrician to install. Cllr. Webster asked if quotes are need for the work, Clerk advised only if the cost exceeds £500
- e) To discuss proposal to move Clerk Appraisal and Review to October and set objectives for coming year – all agreed to move the review process to October to be in line with budget discussions. No specific objectives were set. Council agreed to provide support and training where required.

160405 To receive reports from District Council Representative

District Councillor Michael advised the meeting of the following:

- The Newark Sports & Fitness Centre on Bovis Road is on schedule to open on 25th April
- The next safer Neighbourhood Group meeting is to be held on 14th April
- Cllr. Michael received a telephone call on Sunday 3rd April from a Carlton resident reporting that 4 individuals were seen getting out of a lorry parked at Cromwell at 6.30am and walking in the direction of Sutton. The incident was reported to the police.

160406 To receive and consider any highways issues

Deferred to later in the meeting and the arrival of County Councillor Laughton.

160407 To consider financial matters

a) Clerk reported the balance of the bank account at 31st March 2016 was £4,431.21 plus a ring-fenced amount of £1,146 in the defibrillator fund. Bank statements are available for Councillors to view if required.

b) Receipts and payments

Receipts: VAT refund for 2015/16 of £60.55

Payments: Weston Village Hall for room hire through 2015/16 @ £96 (chq 000452)

N&SDC Dog Bin Contract for 2015/16 @ £436.80 incl. VAT (Chq 000453)

Contract received for 2016/17 @ £1.77 per bin/week (budgeted for £1.80). Clerk advised contract will be signed and returned to N&SDC

160408 To consider planning matters and receive updates on ongoing applications

a) Application 16/00054/FUL - Approved

County Councillor Laughton arrived at 7.55pm

160405 To receive reports from County Council Representatives

County Councillor Laughton provided an update on devolution in Nottinghamshire stating that a meeting was held on Friday 1st April with MPs who agreed not to proceed with the joining of Nottinghamshire and Derbyshire. Discussions are ongoing regarding the possibility of a Unitary Authority comprised of district councils and the county council.

Cllr. Laughton also advised the meeting that the new highways shadow company, Via, is in place and expected to be live from 1st July. New telephone contact details were provide for the Area Manager.

160406 To receive and consider any highways issues

Cllr. Chase raised the comments received in the Open Forum regarding the condition of pavements and Main Street.

Comment was also made by a member of the public regarding the rubbish alongside the A1 from Markham Moor to Newark. This is Highways England jurisdiction not NCC.

Cllr. Lowney raised the issue of speed restrictions on the Great North Road and in particular the recent incident of a car off the road at Stone Road End and the increasing volumes of traffic due to incidents on the A1. Cllr, Laughton advised if the restrictions are agreed for Sutton-on-Trent he will ask for Weston to be included.

County Councillor Laughton left the meeting at 8.10pm

160409 To receive an update on the parish burial ground

Cllr. Allarton had provided feedback on the PCC questions from the last meeting

- If churchyard is declared closed, any unused plots can be used as required during the closure process. Rev Price has been advised that the closure process should have been started some time ago when there were only 5 or 6 plots available as it can take up to 12 months.
- Rev Price has confirmed should the PCC take over the management of the burial ground, the un-consecrated area would be honoured for burials other than C of E faith.
- The fee charging structure is still unclear. Cllr. Allarton is to look into this further.

Cllr. Chase and Clerk advised the meeting that a legal opinion had been sought from the N&SDC Legal Team regarding the right of access. It is suggested the council has access

through an easement created by prescription, i.e. having repeatedly accessed the parish burial ground unchallenged for over 20 years, a right of access can be claimed.

There followed a full discussion regarding access with the meeting concluding that the council should proceed with clearing the land and marking out plots etc. and that it would be up to the church or PCC to challenge the access.

The question of a public meeting was raised. Cllr. Lowney suggested that a more appropriate time to have such a meeting would be when the church graveyard is declared closed and there is a decision to be made as to who manages it, the parish or district council, and the impact this would have on residents. **All agreed.**

The Chairman put the following question to the meeting: **does the parish council want to manage the parish burial ground itself or sell the land to the PCC?**

A discussion followed resulting in Cllr. Lowney proposing that the council manages the parish burial ground itself (no time limit set) with a view to reviewing the situation at a later date, for example when the church graveyard is declared closed at which time a public consultation could be held.

The Chairman called for a vote and the council voted 4:1 in favour of retaining management of the burial ground at this time.

The meeting was adjourned for 5 minutes at 8.30pm

The Clerk asked for clarity from the Council regarding what impact the decision would have on the original proposal made to the church regarding the 'squaring off' of a piece of land. Cllr. P. Laughton felt it very important to resolve that issue. All agreed and that it would be possible to start maintenance and clearance of the rest of the area leaving the questioned piece of land for further discussion with the PCC.

Cllr. Chase stated he would like to mark out the long boundary with headstones as was verbally agreed with Rev. Price. All agreed that the council's decision to be communicated to Rev. Price and confirmation sought regarding the headstones.

At this point, the following steps were agreed

- Clerk to review minutes from 1984/5 for any suggestion of intent to manage the two burial grounds as one
- Cllr. Chase asked Cllr. Michael to ascertain an indication of costs should the district council take over management of the burial ground
- Clerk to write to Rev. Price informing him of the council's decision and requesting confirmation that the headstones can be used as a boundary. Cllr. Chase indicated a willingness to meet with Rev. Price to discuss the situation further if need be. Thanks also to be given to the PCC for clearing the soil mound.

Cllr. Lowney asked if the Scale of Fees and Regulations adopted in 2008 and 2011 respectively should be reviewed. All agreed this to be added to the agenda for the July meeting.

160410 To receive and consider correspondence received

NCC – letter received advising residents to register vehicles to use Notts. Recycling centres from September. Notices have been posted and details are also on the website and Facebook page.

N&SDC – letter advising the dedicated Standards Committee is to be incorporated into the Policy & Finance Committee

CVS Team – Defence & Military Welfare Service has been launched in Nottinghamshire

NALC – consultation on Notts Transforming Care Programme 2016. Clerk to circulate details by email

NCC – notices received for a new website www.nottshelpyourself.org.uk Detail to be posted on notice boards, website and Facebook page

Citizens Advice – letter received requesting grant aid in 2016/17. Clerk to write advising no grants available

160411 To consider and discuss any non-agenda items and business for the next meeting on Wednesday, May 11th 2016 (Annual Meeting of the Council)

- a) Election of Officers of the Council (Chair and Vice Chair)
- b) Review of Standing Orders and Financial Regulations
- c) Acceptance of year-end accounts and completion of Annual Return

It was agreed that arrangements for the Annual Parish Meeting be added to the May agenda for discussion.

There being no further business the meeting was closed at 9pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 11th May 2016. Minute ref. 295-298
Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Annual Meeting held on Wednesday 11th May 2016 in the Village Hall, Weston commencing at 7.30pm

Present:

Councillors: D Chase, R Allarton, P Laughton, M Lowney, P Nice, T Webster
County Councillor: B Laughton
Clerk: S Akerman
Members of the Public: 7

Prior to the start of the meeting, the Chair invited Cllr. Meadows to read an extract from his resignation letter which had been received. Cllr. Chase thanked him on behalf of the whole council for his service to the council and village over the last 4½ years.

160501 To elect officers of the council

Cllr. Lowney asked if the current incumbents were happy to remain in office. Cllr. Chase stated he would stand down if another councillor wished to be considered. Cllr. P. Laughton declared confidence in Cllr. Chase continuing as Chair, as did Cllrs. Webster and Nice. Cllr. Allarton expressed reservations but was also happy to be considered for Vice Chair.

Chair: Cllr. D. Chase Proposed by Cllr. P. Laughton and seconded by Cllr. Webster.
Vice Chair: Cllr. R. Allarton Proposed Cllr. Nice and seconded by Cllr. Lowney.

160502 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from District Cllr. Michael

Cllr. Allarton declared an interest in Agenda point 160510 being a member of the PCC.

Open Forum – ten minutes to receive questions & comments from members of the public

- Mr R. Allarton offered his thanks to Mr. Meadows for his work with the council and commented he had taken a principled stand in resigning. The comments were echoed by Cllr. Allarton.
- Mrs J. Birkin raised the state of the recent road repairs on Main Street and her concern over the sustainability of them. Cllr. P. Laughton spoke regarding the materials used and that there was no funding to resurface the road.
- Mr S. Meadows asked if the gulleys on the Great North Road had been repaired. Cllr. Lowney stated he believed this was not the case towards Bell Lane. Cllr. P. Laughton to report to Highways.
- Mr A. Denley reported an ill-fitting grate in the main carriageway opposite Colley Lane causing a potential hazard to drivers and pedestrians. Cllr. P. Laughton to report to Highways.
- Clerk advised the meeting of a letter received from a resident that related to a planning application to be discussed later in the meeting.

160503 To accept the minutes of the meeting held on April 6th 2016

Cllr. Allarton acknowledged that there may have been a full and free discussion regarding the burial ground at the last meeting which she was unable to attend, however had issues with two comments in the minutes which she wished to raise:

- Concern regarding the decision at the last meeting to continue to access the burial ground until challenged suggests the council is acting without integrity and lack of respect for the village. Cllr. Allarton believes the PCC and parish council should work together to resolve the issues over the burial ground for the benefit of the village
- The minutes recorded that a vote was taken for the parish council to run the burial ground without in Cllr. Allarton's view, the council being in possession of all the facts and costings this would entail. Accepting that the council is doing its best, Cllr. Allarton added that costs are a major challenge within the discussions as a whole and should be taken into account when making a decision such as this.

Cllr. Chase responded to the second point saying the decision was not a long term one and no time limit was set, however the council felt it was important to move forward, for example with the question of marking boundaries, in order to make progress on this subject.

Cllr. Lowney added that the council were advised of the limited space for new burials in the churchyard resulting in the council wanting to be able to provide space should the need arise in the near future. Cllr. Lowney went on to say that the parish council is legally the Burial Authority and as such needs to provide alternative options.

Mr R. Allarton (PCC Treasurer and resident) commented that whilst the parish council had only contributed financially towards the PCC maintenance of the churchyard in three of the last six years, it was very welcome to continue to do. He added that the parish council had never arranged its own working party to maintain the parish burial ground.

Cllr. Chase stated one of the main issues is the question of boundaries which Cllr. Allarton stated would not be an issue if one of the solutions suggested was taken up, i.e. sale of land to the PCC.

Cllr. Allarton went on to say that the other families affected by the boundary discrepancy had a right to know of the discussions and should be spoken to. Cllr. Lowney agreed but stated it was a difficult subject to raise without causing distress and considering the limited facts available at this time. It was restated that in April it had been agreed that a public meeting was not appropriate at this time for these reasons.

County Councillor Laughton arrived at 8pm

Cllr. Nice suggested a separate, not public meeting be arranged between the parish council, the PCC and Rev. Price to discuss the burial ground, obtain all the relevant information and resolve the outstanding issues in order to move forward. **All agreed to move forward with this suggestion.**

- Cllr. Allarton to report back to the PCC and Rev. Price to gain agreement for a meeting and to provide suitable dates to the Clerk for circulation

It was agreed the minutes not be amended and Cllr. Allarton's comments and the subsequent discussion be recorded. The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Webster and seconded by Cllr. P. Laughton

160504 To note and report matters arising from the minutes and the progress of ongoing items
a) Emergency Telephone – Clerk advised the telephone is installed and will be tested for service on Friday 13th May following which signage will be posted and the telephone will be live.

160505 To receive reports from County Council and District Council Representatives

County Councillor Laughton advised the meeting of the following:

- Registration for the NCC recycling centres is underway for all residents either by telephone or online. A motion is to be put to the county council to reconsider the amount of information required to register. In response to a question of possible increased fly-tipping as a result of the new system, Cllr. Laughton re-iterated that N&SDC are responsible for removing fly-tipping on public land and the landowner on private land.
- The new leisure centre on Bowbridge Road, Newark is now open.
- The county council are looking to develop a 4 flat assessment centre for the elderly in Southwell to operate as a point for assessment of patients between hospital and returning home.
- Funding for a 60 room extra care facility on Bowbridge Road has been agreed.
- Applications for wind turbines and solar farms have reduced dramatically since new, lower tariffs have been introduced.
- Cllr. Laughton advised there are limited funds available for grants should any groups in the village wish to apply. Cllr. P. Laughton expressed an interest on behalf of the village hall and Cllr. Allarton also on behalf of All Saints Church. Cllrs. To contact as appropriate. Any grants issued will be paid via the parish council account as in the past.
- Cllr. Laughton spoke about a visit to Sutton-on-Trent by the Chief Executive of NCC on 12th July (letter received by Clerk) to which the surrounding villages are invited. The aim of the

evening is for a short presentation followed by a Q&A session. Cllr. Laughton asked for questions to be provided in writing to the Clerk at Sutton-on-Trent prior to the meeting.
All agreed to discuss in more detail and formulate questions for submittal at the next meeting in July.

160506 To receive and consider any highways issues

- Cllr. Laughton apologised to the meeting for the poor state of Main Street stating that its condition was not viewed by Highways as a priority for resurfacing. Cllr. Webster asked if there was anything residents can do to voice grievances over the state of the road to which Cllr. Laughton responded that the Ombudsman can only make a judgement on whether the correct process is carried out and not on lack of resource which is the issue here.
- Cllr. Lowney asked what the process is for requesting a road closure without any consultation of residents or the parish council. He cited the recent notification of the closure of Main Street on June 12th for the village street party. Cllr. P. Laughton advised that the notice issued to the parish council is a consultation and can be objected to. She also advised that only a small section will be closed for the event with a minimal number of houses affected. Cllr. P. Laughton to request a revised notice bulletin be issued

County Councillor Laughton Left the meeting at 840pm

160507 To consider financial matters

c) Clerk reported the balance of the bank account at 30th April 2016 was £6,215.21 plus a ring-fenced amount of £1,396 in the defibrillator fund. Bank statements are available for Councillors to view if required.

d) To report receipts and payments

Receipts: Precept (first tranche) at £1,784

Annual donation to defibrillator fund from Hutchinsons at £250

Payments: None recorded

e) To discuss insurance renewal - Clerk advised that a quote had been requested for the same level of cover as last year but no figures received at this time. It is expected that the premium will be similar to last year. **All agreed if the increase is less than £16 then Clerk to go ahead and renew without further discussion needed.**

f) To approve the accounts for 2015/16 - Clerk provided a summary of the year-end accounts to all councillors for review. Cllr. Lowney questioned why there was no VAT refund in the figures and the Clerk advised it was because the refund had not been paid by HMRC prior to 31st March. **All agreed the accounts be accepted as a true and accurate record.** Proposed by Cllr. Allarton and seconded by Cllr. P. Laughton. The Chair and Clerk duly signed the accounts.

g) To complete the Annual Return - the Annual Governance Statement (*Section 1 of the Annual Return*) was read out by the Chair and a 'Yes' response given to each question. This was duly approved and signed by the Chair and Clerk.

Following this, the Accounting Statements 2015/16 (*Section 2 of the Annual Return*) was duly completed by the Chair and Clerk.

Mr Mike Harness has agreed to provide the Internal Audit. The date for the external audit has been confirmed by Grant Thornton as 17th June 2016. The required Notice of Appointment of Date for the Exercise of Electors' Rights will be displayed on the noticeboard in accordance with regulations and copies of the accounts and Annual Return will be posted on the website.

160508 To review and agree council policies

a) Standing Orders: Reviewed, accepted by all and duly signed by the Chair.

b) Financial Regulations: Reviewed, accepted by all and duly signed by the Chair

c) Risk Assessment: Reviewed, accepted by all. It was agreed that the assessment be reviewed twice a year in October and April.

d) Draft Communications & Social Media Code of Practice - circulated by the Clerk close to the meeting. **All agreed to table a discussion until the July meeting.**

Cllr. Allarton suggested the document be split with clear definitions of 'communication' and 'social media'. Cllr. Allarton offered to provide draft documents to the Clerk by 27th June for distribution in advance of the July meeting.

160509 To consider planning matters and receive updates on ongoing applications

- a) 16/00564/FUL The Nook, Main Street** – Clerk read out a letter from a resident to N&SDC supporting the application on the grounds that it had taken previous comments into account and it is an opportunity to bring new life into the village.
Cllr. Webster restated the objections to the last application and pointed out that whilst these were new plans, the applicants were still proposing to demolish the existing cottage and not incorporate the foot print or any reclaimed materials in the new build.
A resident with no vested interest except knowledge of the applicant commented that they were keen to become involved in village life and wanted the new property to compliment the village. Following a discussion of the application, the **council voted to support the proposal** and the Clerk was asked to respond accordingly with a comment regarding consideration to the potential use of existing bricks in the build to be sympathetic to other buildings in the village.
- b) 16/00211/FUL Honeywood Cottage, Main Street** – application approved by N&SDC
- c) 16/00321/FUL Red Roofs Farmyard** – application approved by N&SDC
- d) N&SDC Planning Committee Agenda** - Clerk asked if councillors wished to receive this as a monthly circulation. All agreed this was not necessary unless an item that directly affects the village is listed.

160510 To discuss any matters arising in regard to the parish burial ground
All agreed that the items listed on the agenda would be discussed in more detail at the meeting to be arranged with the PCC. Items listed were:

- a) Clarification of fee structure with PCC
- b) Review of old minutes
- c) Indication of N&SDC costs for burial ground maintenance

160511 To receive a report from the Safer Neighbourhood Group – Cllr. P. Laughton
Cllr. P. Laughton reported the following to the meeting:

- A spate of recent burglaries in surrounding villages, and Weston. It has been raised that details have not been circulated via the Notts Alert system to advise residents to be vigilant.
- An individual purportedly selling manure was challenged on Main Street recently when spotted putting a sticker on the street sign. The vehicle registration number has been reported to the police.
- A door to door fish salesman has been reported in Averham, however no van or fish was seen. Fish deemed to be not for human consumption has been sold to residents in Egmanton.
- Dog walkers have been approached in Carlton-on-Trent asking if they want to sell their dogs. Police believe it is individuals wanting dogs for fighting.
- A revised Community Speed Watch scheme has been started using digital speed readers. Volunteers are need (Cllr. P. Laughton has details) and will visit villages. Any speeding vehicles are reported for the police to follow up.
- Bogus calls have been received purporting to be from county council Highways offering to tarmac drives.

The police message is as usual, report anything no matter how insignificant it seems as soon as possible using the telephone number 101.

Cllr. Chase left the meeting for 5 minutes at 9.15pm

160512 To discuss and agree arrangements and agenda for the Annual Parish Meeting on 1st June

Clerk ran through draft agenda provided which was accepted. Details to be sent to guest speakers. Cllr. Allarton and Cllr. P. Laughton agreed to provide refreshments on arrival.

Cllr. Nice left the meeting at 9.20pm

160513 To receive and consider correspondence

No additional correspondence other than that already discussed during the meeting.

160514 To consider and discuss any non-agenda items and business for the meeting on Wednesday 6th July 2016

- a) Visit of NCC Chief Executive and questions to be raised
- b) Codes of Practice for Communications and Social Media

c) Review of Burial Ground Regulations & Scale of Fees

The public meeting was closed at 9.30pm.

Matters arising from the meeting – resignation of Cllr. Meadows

A discussion followed regarding the content of the letter received and whether the points raised should be addressed in public or not. It was agreed that as the contents had been read out at a public meeting, then the council should address the points at the next meeting.

All agreed the following actions to be taken:

- Clerk to scan and distribute a copy of the resignation letter to all councillors.
- Clerk to write to Cllr. Meadows on behalf of the council accepting the letter of resignation and thanking Cllr. Meadows for his service to the council and the village.
- Cllr. Chase to contact Cllr. Meadows to discuss the points raised in his letter and in particular to gain clarification in order for them to be addressed by the council.
- A response to the points raised to be included on the July agenda and the council to meet early (at 7pm) to discuss them prior to the meeting proper.
- Clerk to review procedure for advertising a Casual Vacancy and advising the Monitoring Officer
- Cllr. Lowney to remove Cllr. Meadows details from the website

There being no further business the meeting was closed at 9.50pm

WESTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held on Wednesday 1st June in the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: D. Chase, R. Allarton, P. Laughton
County Councillor: B. Laughton
District Councillor: S. Michael
Clerk: S. Akerman

Members of the Public: 14

160601 Introduction and welcome – Cllr. Chase

The Chair welcomed everyone to the meeting and explained the change of format for this year with guest speakers. He went on to introduce those councillors present.

160602 To accept the minutes of the last Annual Parish Meeting on May 13th 2015

The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Laughton, seconded by Cllr. Allarton.

160603 To discuss any matters arising from the minutes

None raised

160604 To receive a report from County Councillor Bruce Laughton

Cllr. Laughton thanked the council for its support over the past year and advised the meeting of several of major changes at the County Council over the last twelve months:

- A new charity organisation called Inspire has been set up to manage the counties library service
- A new not for profit company in conjunction with Cormac has been set up to manage the counties highways. The company called Via will start work from 1st July with the aims to provide improved work practices and service to the public.
- The county council continues to experience financial constraints. Its two major sources of funds are council and business taxes and the Revenue Support Grant which comes for the DCLG. The current split is approx. 70/30 but by 2021 the full council funding will be via local taxes.
- Social care for adults and young people is a major user of council funds and this year's council tax was increased by 2% as a consequence.
- Cllr. Laughton is campaigning to have a 50 mile/hour speed limit imposed on the B1164 Great North Road to coincide with the main village boundary
- The Chief Executive of NCC is attending a meeting with six local parishes including Weston on 12th July at the Methodist Hall in Sutton-on-Trent to discuss the state of the roads in the area. Cllr. Laughton is planning a 'drive through' along Main Street after the meeting to highlight its poor condition.

160605 To receive a report from District Councillor Sylvia Michael

Cllr. Michael thanked the meeting for the opportunity to provide an update on Newark & Sherwood District Council from the last year:

- The council is committed in its move from Kelham Hall which will provide a saving of around £500,000/year. Building has started on the new offices near the Cattle Market in Newark and when completed will be a 'multi-hub' sharing the space with Citizens Advice, DWP and Newark & Sherwood Homes.
- The Newark & Mansfield NHS Trust is to merge with the Nottingham University Hospitals NHS Trust.
- Major improvements to train services, with extra and faster trains, between Newark and Nottingham will bring a welcome boost to the economy of the area for businesses, tourism and commuters.

- The new leisure centre on Bowbridge Road is now fully open. It is managed by Active4Today Limited, N&SDC's preferred operator. Funds for the centre were generated by receipts from the building of the new Asda superstore and carpark.
- The National Civil War Museum was opened last May and now fully operational.
- Reduced tariffs for wind turbines and solar panels has resulted in a drop in planning applications for these alternative sources of energy.

160606 To receive questions for the county and district councillors

- Cllr. Allarton commented on the lack of signage for the new leisure centre from the centre of Newark. Cllr. Allarton also commented on the lack of signage within the centre, e.g. no signs displaying charges, where to pay or clear directions to the pool.
- Cllr. Laughton to raise these points with the Chair of the Leisure Committee.
- A resident questioned whether there would be public parking available on the site of the new council offices close to Newark Castle Station. Cllr. Laughton advised discussions are ongoing over providing parking for council staff in an attempt to encourage the use of public transport, but there would be some public parking available.
- A resident raised the issue of the condition of Bell Lane.

160607 Guest Speakers

Neighbourhood Policing - PCSO Keith Crowhurst

PCSO Crowhurst was introduced and advised the meeting that he covers an area that stretches from Weston to Oxton and Gunthorpe and incorporates parts of Newark.

- The area has seen only 12 incidents reported since the beginning of the year and as such is seen as a safe area when comparing to one of comparable size in Newark for example.
- Main duties involve patrolling the area, investigating abandoned vehicles, checking for tax and insurance and dealing with drink driving which is a problem in the rural areas. Gathering evidence, liaising with Speed Watch groups and dealing with community issues through involvement with the Safer Neighbourhood Watch Group.
- PCSO Crowhurst gave important advice regarding securing property, for example lock cars and doors during the day as well as at night, and do not leave valuables lying around the house. A team is available to do house visits to advise on home security should anyone require this service.
- PCSO Crowhurst stressed the importance of reporting any incident or suspicious activity to the police immediately and not to wait for a few hours or days. Emergency situations where life or property is deemed to be in danger should be reported via 999. Non-emergency calls should be made via the 101 number. It was stressed that if in doubt, a resident should call 999 and the operator will direct the call accordingly.

Choose Newark Hospital - Hayley Allison, Assistant Chief Operating Officer and Tracey Wall, Nurse Matron

Hayley Allison thanked the meeting for the opportunity to present Choose Newark Hospital and the changes and developments that have taken place recently.

- An increase in the number of services offered, improved administration and IT services, increased theatre utilisation and the marketing and education of the public of the facilities at Newark Hospital have contributed to a rise in the number of local people treated locally thus reducing the travelling distance for patients.
- Outpatients is an extremely busy area of the hospital that is looking at ways of extending the hours that clinics operate to increase capacity. Some improvements already in place include the introduction of a Nurse specialist in the ophthalmology department and an increase in the number of procedures covered in the Daycase Unit.
- Equipment has been improved with a replacement CT scanner, upgraded digital x-ray equipment and an upgraded IT system which provides the facility to share data with GP surgeries.
- The hospitals aim to improve the access to out of hours care has led to redevelop the entrance to the minor injuries and urgent care unit. Waiting time guidelines of 4 hours are being met.
- The merger with the Nott's University Hospitals NHS Trust will bring more benefits and services to local people including more integration with GPs and a review of available beds at the Sconce Ward and Fernwood Community Unit.

All Saints Church – Rev. Greg Price

Rev. Price joined the benefice in January 2015 and following a pastoral reorganisation is now responsible for 5 churches in the area: Tuxford, Weston, West Markham, Normanton and Marnham.

- All Saints Church is a friendly and welcoming church with services held every week. The church holds special services to celebrate Easter and Christmas including a Carol Service and this year will repeat the very popular Christmas Tree Festival.
- All Saints actively supports functions at the village hall and will be donating a gift to every one attending the street party in June in celebration of the Queens 90th birthday.
- From June the church is planning to hold regular prayer meetings in the village hall and hopes to start a study group from September.
- Activities at other churches in the benefice are also available for residents to attend. The Wednesday Warmer at Tuxford on the first Wednesday of the month attracts over 70 people.
- Emerge is a new art and creative self-support group aimed at single people and meets twice a month at St Nicholas' in Tuxford. A second group – Emerging – is planned and will be aimed at supporting parents with disabled children.
- Finally the church and the PCC are currently in discussions with the Parish Council over the future of the church graveyard.

Weston Women's Institute – Mrs Pauline Sherville

Mrs Sherville is the current Secretary of Weston Women's Institute.

- The WI was founded in Canada in 1897 and in the UK in 1915 with the first branch opening in Anglesey. The movement's aim was to revitalise rural communities and encourage food production.
- The WI celebrated its centenary on 16th September 2015 and held a garden party at Buckingham Palace attended by the Queen, Princess Royal and Countess of Wessex for 8,000 members. A Civic Reception was held at Newark for the Nottinghamshire federation celebrations. A centenary baton criss-crossed the country being handed between branches in the year preceding the centenary.
- The WI has its own residential college in Oxfordshire and over the years has been instrumental in supporting national campaigns such as The Green Cross Code and Keep Britain Tidy.
- Branches are self-funding through membership subscriptions, current year is £37.50, and fund raising such as coffee mornings. Weston WI is holding a coffee morning on 2nd July at the village hall where proceeds will be split between the branch and other nominated charities.
- Weston WI was formed on 9th December 1968 and currently has 22 members, some of who are founding members. Girls can join from the age of 18 years. New members are always welcome.
- Meetings are held on the second Monday of the month except for August and consist of speakers and demonstrations covering a wide range of interests. A competition is held at every meeting with members accumulating points through the year to win the Cunningham Trophy which is awarded in memory of Mrs Helen Cunningham who was a funding member.

Weston Village Hall – Mr Colin Laughton

Mr Laughton is a member of the Village Hall Committee

- The hall was built in 1736 and was the village school until it closed in 1964 although it remains at the heart of village events.
- The hall is run as a registered charity and has a small but dedicated committee working hard to carry on previous good work. New members to the committee are welcome.
- The hall is an old building and as such has many problems with the drainage, heating, floorboards etc. The windows and toilet doors have been replaced within the last 18 months.
- The committee's aim is to increase the utilisation of the hall which then enables it to apply for grants to cover some of the major work that is needed. The hall is used on average nineteen times a month with events publicised on notice boards, parish website and Facebook page, Unity and at Tuxford Post Office. It can be hired for private events.
- Regular events include Parish Council and WI meetings, Keep Fit on a Tuesday, Craft Evenings on a Wednesday and Bingo on Thursday afternoon.

- Monthly coffee mornings were started in January 2015 to raise money for the community defibrillator and are now often themed to coincide with the time of year or local and national events. A joint coffee morning with the WI last year raised £500 for Beaumont House and other local organisations such as Busy Bees have been supported.
- New and ongoing events include a new monthly pub night kindly organised by The Great Northern, twice yearly Pie and Pea Nights, first aid training. Last August a very successful afternoon tea was held and this will be repeated this year as will the Harvest Supper in September. A Barn Dance will be held in July at Ladywood Farm by kind permission of Mr David Chase and on 12th June there will be a street party to celebrate the Queen's birthday.

160608 To receive the Annual Report of the Parish Council by the Chairman

Last year's report mentioned the large number of wind turbine applications we had to deal with. I am pleased to report that we have had no further applications and the outstanding one was refused on appeal.

On July 22nd we held an unveiling ceremony for our new community defibrillator. This was the culmination of months of hard work from our organising group Hazel, Ruth, Pauline and Sandra. After the event we retired to the village hall to be briefed on how to use the defibrillator. There is now an emergency telephone installed in the old telephone kiosk. I would like to thank everyone involved and all those who donated funds, especially local businesses.

The council's workload seems to increase all the time and with meetings getting ever longer, we decided to increase the number of meetings to 10 with no meetings in August and December.

Over the year, Cllr. Lowney has set up and developed a new parish website and Facebook page. It is available for any village organisation to have their details and events posted. Thank you Michael.

One perpetual grumble has been the poor state of the parish roads and footpaths. Be assured that we discuss this at every meeting and Bruce is sent away with instructions to lobby on our behalf.

During the year it has become evident that the church burial ground is very nearly full. The Parish Council own adjacent land and discussions are underway on how best to utilise this.

We started the year with a full complement of councillors. Unfortunately, Mr Simon Meadows has decided to resign which leaves us with a vacancy. We are currently going through the due process to fill this position.

Finally I would like to record our thanks and appreciation for the hard work that Sandra puts into her job, for the benefit of us all, as Parish Clerk. Thank you.

160609 Open Forum to receive comments and questions from the public

- A resident raised a comment regarding vehicle parking on Main Street and in particular towards the junction with Colley Lane and Meadow Lane. PCSO Crowhurst agreed to look into this.
Cllr. Laughton suggested the Clerk obtained cards from NCC Highways to put onto vehicles parked inconsiderately which is what happens in other villages. Cllr. P. Laughton to provide.

160610 To receive a vote of thanks and close

Cllr. Chase thanked everyone for attending the meeting and especially the guest speakers for giving their time. He stated he felt everyone had learnt something new about the organisations that are an integral part of the community.

There being no further business the meeting was closed at 8.45pm.

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 6th May 2017. Minute ref. 299-303 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Extra Ordinary Meeting held on Monday 13th June at All Saints Church, Weston commencing at 7.00 p.m.

Present:

Councillors: D. Chase, R. Allarton, P. Laughton, M Lowney,
P Nice, T Webster
District Councillor: S. Michael
Clerk: S. Akerman

Members of the Public: 5

160611 To receive apologies for absence and Declarations of Interest

No apologies for absence

Cllr. Allarton declared an interest in Agenda point 160612 being a member of the PCC.

160612 To discuss options for the future of the Parish Council and the PCC on 6th June 2016, the Clerk circulated three options for consideration prior to the meeting. The Chair read out the three options and Cllr. Michael agreed with the detail.

- **Option 1** - the Parish Council to accept the PCC's offer to purchase the parish burial ground for an agreed consideration. The two burial areas to be run by the PCC as one with the PCC to give an undertaking that an unconsecrated area be preserved.

Parish Council has the option to award a grant towards the maintenance of the area going forward.

- **Option 2** - the previously proposed 'squaring off' of the parish burial ground to be agreed in return for the Parish Council being granted unfettered access to its land by the PCC. The two burial areas being run separately going forward.

- **Option 3** - the Parish Council manages the parish burial ground as a separate area from the existing churchyard. The matters of graves across boundary lines and access to be resolved.

Cllr. Lowney stated that the April council meeting agreed that once a viable option to move forward had been agreed, a public consultation would be held and asked if this was to now go ahead. Cllr. Chase responded saying that the timing of a public meeting had been questioned due to lack of information.

Cllr. Laughton said that the subject had been discussed on 6th June and that if Option 1 was accepted there would be no need for such a meeting. Cllr. Chase added that it was unlikely there would now be a public consultation.

Cllr. Lowney questioned that if the Council did not hold a public meeting, would that go against the previous decision and be in line with recent criticisms from ex-councillor Meadows.

A discussion followed regarding the change in circumstances over when the church graveyard may or may not be declared full and thus closed. It was discussed as to whether a proposed way forward should be put to the village and agreed that if Option 1 proceeds as was the consensus at the meeting on 6th June, then there would be little or no impact on the village.

The Chair asked for a proposal. Cllr. Nice proposed Option 1 and Cllr. Laughton seconded. The Council voted unanimously to move forward with Option 1.

Cllr. Lowney asked for clarification that the land was to be sold to the PCC and not the diocese and that the agreement was not a tri-party one. Cllr. Allarton agreed that the PCC alone would be party to the agreement.

Cllr. Webster asked about the requirement to advertise the sale of the land. Cllr. Michael stated that as the land asset is being disposed of to be used for the same purpose for which it was originally bought, then the need to advertise could be questioned.

It was discussed and agreed the following next steps:

- Clerk to write a letter of intent to Rev. Price, copy to PCC Chair, advising of the council vote to sell the burial ground to the PCC subject to valuation and agreed price and legal advice
- Clerk to contact Valuation Office
- Clerk to contact Talents Solicitors to ascertain and indication of legal fees and whether the sale of the land needs to be advertised in line with the Local Government Act 1972 section 123 2a
- Clerk to gain advice from NALC on meeting any Transparency Code 2014 requirements

Mr Richard Allarton, Treasurer of PCC, has offered to cover half of the costs of the meeting on 6th June including the Clerk's time. Cllr. Chase asked the Clerk to provide the relevant detail.

160613 To consider and discuss any non-agenda items

a) Insurance renewal has been received from Zurich with the premium increasing to £231.17. All agreed to renew the policy.

There being no further business the meeting was closed at 7.25pm.

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 7th September 2016. Minute ref. 309-310
Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Extra Ordinary Meeting held on Friday 22nd July at the Village Hall, Weston commencing at 7.45 p.m.

Present:

Councillors: D. Chase, P. Laughton, M Lowney
Clerk: S. Akerman

Members of the Public: None

160701 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. Nice

There were no Declarations of Interest.

160702 To review and discuss planning application 16/01004/FUL

Application for an extension to existing grain store to provide additional storage, offices, welfare facilities and ancillary retail space at Hall Farm Grain Store, Wadnal Lane

Clerk had circulated documents relating to the application prior to the meeting. A brief discussion followed and it was agreed that the village needed local businesses. The plans are not obtrusive and the extension will not be seen from the village.

The Council voted unanimously to support the application.

160703 To consider and discuss any non-agenda items

The Clerk provide a brief update on two points:

- a) Burial ground – quotes for legal costs and valuation of the land have been obtained. Alternative quotes for valuation will be followed up.
- b) Councillor vacancy – no applications have been made. Notices are around the village and in *Unity* for August and will be again for the September issue.

It was noted that the next meeting would be the scheduled one on 7th September. At the meeting in May the Council agreed to meet to discuss and agree a response to the comments raised in Simon Meadows' resignation letter. Accordingly, the Council will meet in September at 7pm for a closed session to discuss this point with the public meeting commencing at 7.30pm.

There being no further business the meeting was closed at 8.15pm.

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 7th September 2016. Minute ref. 311
Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Extra Ordinary Meeting held on Thursday 18th August 2016
commencing at 7.30 p.m.

A site meeting at the address relevant to the application under consideration

Present:

Councillors: D. Chase, R. Allarton, P. Laughton, M. Lowney
Clerk: S. Akerman

Members of the Public: None

160801 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. Nice and Cllr. Webster

There were no Declarations of Interest.

160802 To review and discuss planning application 16/00872/FUL

Application for a single storey side extension to The Piggery, Great North Road, Weston

Clerk had circulated documents relating to the application prior to the meeting.

Following a review of the application and site location, a brief discussion was had regarding any impact on development in the countryside, the improvement that the existing building had made over the previous derelict building. The plans were deemed to be unobtrusive with limited effect on neighbouring properties.

The Council voted unanimously to support the application.

160803 To consider and discuss any non-agenda items

None raised

There being no further business the meeting was closed at 7.45pm.

These minutes were approved as a true and correct recorded and signed by the Chair on
Wednesday 7th September 2016. Minute ref. 312
Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 7th September 2016 at the Village Hall, Weston commencing at 7.00 p.m.

Present:

Councillors: D. Chase, R. Allarton, M. Lowney, P. Laughton, P. Nice
County Councillor: B. Laughton
Clerk: S. Akerman

Members of the Public: 2

The meeting commenced with a closed session.

160901 To discuss points raised & agree a response to correspondence received

Prior to the meeting, the Clerk distributed copies of the resignation letter received from Simon Meadows in May. A discussion followed regarding the contents of the letter and specific points raised. The Clerk advised that a letter was sent to Mr Meadows in May acknowledging his letter and thanking him for his work on the Council and support for the village.

It was agreed that due to the length of time that has passed since May, a formal response would not be issued but that the Council take note of the points raised and move forward with working more effectively for the village.

The public were admitted at 7.30pm.

160902 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. T. Webster and District Councillor S. Michael

Cllr. Lowney declared an interest in agenda point 7 e) being the spouse of the Clerk and Cllr. Allarton declared an interest in agenda point 160908 being Chair of the PCC.

Open Forum – ten minutes to receive questions & comments from members of the public

Nothing was raised

160903 To accept the minutes of previous meetings

- a) the meeting held on **May 11th 2016** - the minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Allarton and seconded by Cllr. P. Laughton
- b) the extra-ordinary meeting held on **June 13th 2016** - the minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Lowney and seconded by Cllr. Nice
- c) the extra-ordinary meeting (planning) held on **July 22nd 2016** - the minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Lowney and seconded by Cllr. P. Laughton
- d) the extra-ordinary meeting (planning) held on **August 18th 2016** - the minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Allarton and seconded by Cllr. Lowney

160904 To note & report matters arising from the minutes & the progress of ongoing items

a) To review applications received for vacant position on the council
Chair advised that an application had been received from Mr Glyn Francis who had been invited to the meeting. Mr Francis advised the Council he has lived in the village for 4 years and until recently was Chair of Governors. Mr Francis was asked to leave the meeting whilst the Council discussed his application and on his return was invited to join the Council and was duly co-opted. Declarations of Office and Register of Interest documentation was duly completed and signed.

b) To discuss the council representation as trustee for Hawksworth Charity
Mr Simon Meadows has been one of two Council representatives on the charity board. Since he resigned from the Council in May, it is assumed that he should be replaced. Clerk to contact Mr Meadows to clarify the position. Cllr. Lowney volunteered to represent the Council along with Cllr. Webster in the interim and was seconded by Cllr. Nice.

160906 To receive and consider any highways issues

a) To receive a report on the visit of the NCC Chief Exec Anthony May
Cllr. Chase gave a brief report on the meeting and the subsequent visit to Weston by Mr May with District Councillor Saddington to view the condition of the roads and footpaths. He acknowledged the poor state of repair and agreed to follow up with Highways and report back.

County Councillor B. Laughton arrived at 7.50pm

Cllr. B. Laughton commented that feedback was promised by Mr May and he would follow up on this.

b) To receive an update on the request for speed restriction on Great North Road (B1164)
Following a meeting with Mike Keeling from Highways, a speed survey was conducted on the Great North Road between 8th and 14th August. Brief details of the results were read out (Clerk to circulate to all councillors). Cllr. B. Laughton suggested a meeting with Highways to be arranged as soon as possible to discuss the results and next steps.

c) Cllr. P. Laughton advised the overhanging hedge at Chestnut Grange has been cut back

d) Member of the public advised the meeting of a car accident at Scarthingmoor approx. two weeks ago.

160905 To receive reports from County Council and District Council Representatives

Count Councillor Laughton advised the meeting of a Shared Ownership & Affordable Housing Initiative through which funds can be made available to acquire land and build affordable houses following a needs assessment. Councillors to review details available on the scheme for further discussion at the next meeting.

Cty. Cllr. Laughton left the meeting at 8.10pm

160907 To consider financial matters

h) Clerk reported the balance of the bank account at 31st August 2016 was £5,989.10 plus a ring-fenced amount of £928 in the defibrillator fund. Bank statements are available for Councillors to view if required.

i) Receipts: N&SDC refund on insurance premium £20.24
Weston PCC half of costs for extra ordinary meeting on June 13th £31.19

Payments: ICO renewal £35 (chq 000455)
CHT for emergency telephone& line rental £408 (chq 000456)
D Hutchinson for telephone installation £72 (chq 000457)

j) To receive report from internal auditor – Clerk advised the accounts were signed off with no recommendations. Final signoff of the Annual Return is awaited from Grant Thornton

k) To review and sign revised bank mandate to remove Simon Meadows and add one new signatory. Cllr. P. Laughton volunteered to be the fourth signatory.

l) Clerk's salary and expenses – details were circulated prior to the meeting and approved for payment: £706.26 including expenses of £53.59 (chq 000458)

m) PAYE registration – Clerk advised under new regulations the Council has to be registered with HMRC for PAYE and regular returns made. This should have no financial impact on the Council.

160908 To discuss matters arising in regard to the parish burial ground

Clerk advised quotations received from the Valuation Office of £500 and Talents of approx. £500 (both ex VAT).

Cllr. Chase advised he is contacting Richard Watkinson for a quote to complete a valuation which is estimated at £150 plus VAT. All agreed for Cllr. Chase to proceed if the cost does not exceed this amount and to report back at the next meeting.

160909 To consider any planning matters and receive an update on ongoing applications

a) 16/000564/FUL: The Nook – approved

b) 16/01004/FUL: Hall Farm Grain Store – WPC supported, N&SDC approved

c) 16/0087/FUL: The Piggery, Great North Road – WPC supported application

160910 To consider draft code of practice for communications and social media

Prior to the meeting, the Clerk distributed copies of draft policies produced by Cllr. Allarton. All agreed to adopt the policies with the amendments circulated.

Cllr. Lowney raised a query as to whether details of surgeries held by Robert Jenrick MP should be publicised on Facebook and the village website. All agreed as he is the sitting MP and holding surgeries for the benefit of the community, the dates should be publicised.

160911 To receive and consider correspondence received

The following correspondence had been circulated by the Clerk prior to the meeting:

August issue of *'The Beat'* from Paddy Tipping

Invitation to NHS Newark & Sherwood Clinical Commissioning Groups Annual Public Meeting

Details of an N&SDC consultation on the Planning Review Rural areas preferred Approach

Link to the August *'Watch Out Nottingham'* magazine

Correspondence presented at the meeting:

N&SDC: Draft agenda for the Annual Parish Conference on Monday 3rd October. Clerk to circulate details

NCC: Shale Gas Event, 6th July – Cllr, Chase attended the event and advised of one application in Sutton-cum-Lound

NCC: Details of consultation on Shale Wealth Fund. Clerk to circulate details

N&SDC: Details of a consultation paper on tackling fly grazing. Clerk to circulate details.

Notts Community First Responders: Request to publicise drive to recruit volunteers. Details to be posted on Facebook and the village website

N&S and Mansfield Clinical Commissioning Groups: Details of public consultations. Details to be circulated and posted on Facebook and the village website.

NCC/Via: Advance notice of road closure at Egmanton Level Crossing 23rd/24th September. Details to be posted on Facebook and the village website.

160912 To consider and discuss any non-agenda items and business for the next meeting on Wednesday 5th October 2016

Cllr. Allarton advised the meeting that the PCC is holding churchyard clearing sessions on 23rd October and 27th November. Volunteers are welcome. Details to be posted on Facebook and the village website.

Items for the next meeting agenda:

- Council representative on the Hawksworth Charity
- Affordable Housing Initiative
- Clerk Appraisal and Review – Cllr. Lowney requested this be placed at the end of the agenda

There being no further business the meeting was closed at 8.50pm.

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 5th October 2016. Minute ref. 313-315
Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 5th October 2016 at the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: D. Chase, R. Allarton, G. Francis, M. Lowney, P. Nice
County Councillor: B. Laughton
Clerk: S. Akerman

Members of the Public: 2

County Councillor Laughton arrived at 7.30pm

161001 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. T. Webster, Cllr. P. Laughton and District Councillor S. Michael

Cllr. Allarton declared an interest in agenda point 1601007 being Chair of the PCC and Cllr. Lowney declared an interest in agenda point 161012 being the spouse of the Clerk advising he would leave the meeting when the discussion commenced.

Open Forum – ten minutes to receive questions & comments from members of the public

Mrs Williams (resident) advised the meeting that the coffee morning on Saturday 12th November would be raising funds for the Fernwood Ward at Newark hospital through the sale of hand-made Christmas decorations. Cllr. Lowney said he would publicise the event on the parish website and Facebook page.

161002 To accept the minutes the meeting held on September 7th 2016

The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Allarton and seconded by Cllr. Francis.

161003 To note & report matters arising from the minutes & progress of ongoing items

a) To discuss the council representation as trustee for Hawksworth Charity

The Clerk advised the current representative, Cllr. Webster, was sufficient to meet the new charity requirements.

b) To discuss the affordable housing initiative

The Clerk had circulated information prior to the meeting which was discussed further and it was agreed to invite the Housing Development Officer from N&SDC to the next meeting to talk about the scheme further. Clerk to contact.

161004 To receive reports from County Council and District Council Representatives

Cllr. Laughton advised the meeting he had a small fund available for specific purchase for the village. After a discussion it was agreed the Clerk would contact other organisations in the village to ask if there were particular requirements in order to pass a request on for funding.

161005 To receive and consider any highways issues

a) To report on follow-up meeting with NCC Highways following speed survey

Cllr. Chase reported on the recent meeting with Mike Keeling from Highways Department and informed the Council that the request for a speed reduction on the Great North Road has been put forward for consideration for funding in the year 2017/18. Final decisions are made in April.

b) Cllr. Laughton advised he had been requested to name four roads to be considered for resurfacing and has put forward Bell Lane and Main Street.

c) Cllr. Laughton advised he has requested an update from the NCC Chief Executive following his visit to Weston in August

d) Clerk asked to report trees overhanging the road close to the junction of Bell Lane and Hawbush Road

e) Clerk asked to report damaged bollards along the Great North Road close to Colley lane junction

- f) The Clerk advised Highways had been asked to remove the abandoned diversion sign at the Great North Road/Main Street junction following a comment from a resident.

The meeting was adjourned by the Chair for 5 minutes and Cllr. Laughton left at 7.55pm

161006 To consider financial matters

n) Clerk reported the balance of the bank account at 30th September 2016 was £7,066.84 plus a ring-fenced amount of £928 in the defibrillator fund. Bank statements are available for Councillors to view if required.

- o) Receipts: N&SDC Precept (second tranche) £1,784
Payments: Grant Thornton Audit Fee £120 incl. VAT (chq 000461)
NALC for new councillor training £25 (chq 000459)

Clerk advised that the fee was being charged because the payment of the Hawksworth funds raised the Council's expenditure for the year 2015/16 over £10,000. The fee is being appealed but is unlikely to be waived.

p) Audit report from Grant Thornton – received with no matters of concern raised. Clerk did advise the meeting that the auditor raised a query regarding an incorrect date for the right of public objection period with 31 days being publicised instead of 30. The error was noted and corrected.

161007 To discuss matters arising in regard to the parish burial ground

Cllr. Chase advise the meeting that a valuation had been carried out by R L Watkinson on 21st September 2016 with no fee being charged except for a Promap licence fee (£25 plus VAT, invoice awaited). The market value of the burial ground was given as £2,500

The Clerk to write a letter of thanks for the service provided.

The Clerk was asked to write to the PCC with the valuation details and to contact District Councillor Michael for advice on moving forward with the proposed sale of the land.

161008 To consider any planning matters and receive an update on ongoing applications

Application 16/00872/FUL The Piggeries – supported by the Council and approved by N&SDC

161009 To discuss defibrillator support contract renewal and VETS

All agreed that the annual Bronze Membership Support be renewed at a cost of £124 (chq 000460) with the Clerk advising the annual grant for ongoing costs had been received from Hutchinsons.

The Clerk had circulated detail on the VETS scheme prior to the meeting and all agreed it was a good scheme as long as the required number of people could be found to be volunteers.

It was agreed to publicise the scheme, and the recent request for community first response volunteers, to other organisations within the village to raise awareness and gauge interest through a joint leaflet drop with the Village Hall Committee and via *Unity*.

161010 To discuss & consider government consultation regarding council tax referenda

The Clerk had circulated information prior to the meeting. All agreed that for a small parish council enforcing a referendum would cost in excess of any potential council tax increase and a response along these lines to be submitted.

The Clerk advised that NALC are drafting a model letter for parish councils to send to their MP on the subject. Once received this is to be circulated for comment and then issued to Robert Jenrick.

161011 To receive and consider correspondence received

NCC - Winter Service offer of 5 x 25kg bags of salt has been accepted

NCC – Applications requested for the Supporting Local Communities Fund. Following a discussion it was agreed that a previous application or funding for village signs be re-submitted

N&SDC – invitation to the Annual Civic Service on Sunday 16th October

Resident comment regarding the hedges along Church Walk had only been cut on one side and were overhanging. Clerk advised to review the situation before contacting the landowner/tenant.

Cllr. Lowney and the public left the meeting at 9.00pm

161012 Clerk Appraisal and Salary Review

A discussion around training and support provided by the Council and the changes made over the last few months with councillors reading consultation papers etc. The Clerk left the room during which time it was agreed to raise the salary scale to SCP23 and to formalise the process with set objectives for future reviews. On return the Clerk was thanked for her continued efforts and in return thanked the Council for its support.

161013 To consider and discuss any non-agenda items and business for the next meeting on Wednesday 2nd November 2016

Items for the next meeting agenda:

- Agree and set the budget for 2017/18

There being no further business the meeting was declared closed at 9.15pm

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 2nd November 2016 at the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: D. Chase, M. Lowney, G. Francis, T. Webster, P. Laughton
County Councillor: B. Laughton
Clerk: S. Akerman

Members of the Public: 2

County Councillor Laughton arrived at 7.30pm

161101 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. Allarton, Cllr. Nice and District Cllr. Michael. Cllr. Lowney declared an interest in agenda point 161107 c) being the spouse of the Clerk.

Open Forum – ten minutes to receive questions & comments from members of the public

Nothing raised.

161102 To accept the minutes the meeting held on October 5th 2016

The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Francis and seconded by Cllr. Lowney.

Cllr. Lowney reminded the meeting that he had not been present for the final agenda discussion regarding the Clerk salary and review due to declaring an interest and leaving the meeting.

161103 To receive Jill Sanderson, Housing Development Officer - Strategic Housing Business Unit from N&SDC – Affordable Housing Initiative

A very informative session providing details on the affordable housing initiative including surveys, types of housing allowed, land required and criteria for ownership/tenancy, Last survey of Weston carried out in 2005. Housing Needs Survey would be carried out by Trent Valley Partnership. Council to consider whether to request a survey for the year commencing April 2017. The Council thanked Jill for her attendance.

161104 To note & report matters arising from the minutes & progress of ongoing items

a) Application to Supporting Local Communities Fund

Prior to the meeting the Clerk circulated indicative quotes obtained with a view to applying for funds towards new gateway boundary signs. Application to be entered for the amount of £750 with a decision to be made on the project if funding is awarded. County Councillor B. Laughton signed the application. Clerk to submit before the December deadline.

161105 To receive reports from County Council and District Council Representatives

County Councillor Laughton provided an update following the visit of Anthony Head (NCC Chief Exec) and his inspection of Main Street in July. Road surface admitted as being in an 'appalling' state, rated as in poor condition and identified as a candidate site for resurfacing. As the schedule for 2017/18 has already been set, Main Street will not be considered before 2018/19.

161106 To receive and consider any highways issues

Cllr. Lowney mentioned the narrowing of the footpath along the Great North Road opposite Hutchinsons due to the overgrown verge. Cllr. P. Laughton to lodge a query.

Cllr. P. Laughton requested a query be lodged regarding the moss on the pavement outside the village hall and it being a hazard. Clerk to speak with N&SDC.

County Councillor Laughton left the meeting at 8.20pm

161107 To consider financial matters

q) Clerk reported the balance of the bank account at 31st October 2016 was £6,892.55 plus a ring-fenced amount of £804 in the defibrillator fund. Bank statements are available for Councillors to view if required.

r) Receipts: None to report

Payments: R Watkinson Partners for burial ground valuation £30 (chq 000462)

c) Clerk provided current and projected expenditure for the current year along with details of known expenditure for the year 2017/18.

Discussion followed on the projections for the year end March 2017 which with some adjustments would result in a small surplus for the year. Reserves would stand at approximately one year's precept which is below recommended guidelines for a small parish.

Discussions around the budget for 2017/18 focused on provisions for maintenance of assets including the parish clock. Mr Simon Meadows provided the Clerk with a quote for an annual maintenance contract and for essential repair work required. Further quotes to be obtained and funding options to be explored.

The budget to be reviewed again in January when the precept for 2017/18 will be set.

161108 To discuss matters arising in regard to the parish burial ground

Chair read out a letter received from the PCC responding to the information provided regarding the recent valuation. A further discussion followed resulting in the Clerk being instructed to respond to the letter from the PCC. Copies of correspondence also to be sent to the diocese.

The meeting was adjourned by the Chair for 5 minutes and Cllr. Webster left at 9pm

161109 To consider any planning matters and receive an update on ongoing applications

Nothing to report

161110 To receive and consider correspondence received

Hawksworth: Mr Simon Meadows had provided an update. Income received from Chennells. Three applicants from the village, two of whom were new to higher education. This year's award was divided equally between the applicants. Mr Meadows also thanked the Council for publicising the work of the charity.

N&S Homes: Invitation to the AGM on 24th November

N&SDC: Advice of a six week consultation on the Community infrastructure Levy (CIL) with a view to reviewing the charging schedule for Spring 2017. Clerk to circulate details.

SLCC: Cemetery & Churchyard Survey aimed at drawing the Governments attention to the shortage of new grave space and the exclusion of such land in the NPPF. Clerk to respond to survey.

161111 To consider and discuss any non-agenda items and business for the next meeting on Wednesday 11th January 2017**Non-agenda items:**

a) Cllr. Chase has kindly offered to provide a Christmas tree for the village hall again this year.

b) Cllr. Lowney asked when the next Safer Neighbourhood Group meeting is to be held as a number of burglaries have been reported on Notts Alert. Cllr. P. Laughton advised the next meeting is in January and that she also had heard of a number of thefts from sheds and outbuildings, some within Weston. Cllr, P. Laughton to follow up with PCSO Crowhurst.

Next meeting items:

a) To recap and finalise the budget for 2017/18 and set the precept for 2017/18

There being no further business the meeting was declared closed at 10pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 11th January 2017. Minute ref. 319-320

Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 11th January 2017 at the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: D. Chase, R. Allarton, P. Laughton, M. Lowney, P. Nice
Clerk: S. Akerman

Members of the Public: 1

The Chair opened the meeting by wishing everyone present a happy New Year.

170101 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllr. Francis and District Cllr. Michael.

Open Forum – ten minutes to receive questions & comments from members of the public

Mrs Williams asked for clarification on the pending repairs to the village hall. Cllr. Laughton advised the work on replacing the kitchen floor is likely to take place in early February. The replacement of the heating system has been deferred with the existing heaters due to be serviced in the meantime.

170102 To accept the minutes the meeting held on November 2nd 2016

The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Lowney and seconded by Cllr. Laughton.

170103 To note & report matters arising from the minutes & progress of ongoing items

b) Decision whether to proceed with housing needs survey – a discussion around the housing initiative was followed by a vote to request a housing needs survey be undertaken. **All agreed** to this with the Clerk to contact Jill Sanderson at N&SDC.

c) Update on funding applications – Clerk advised the meeting that applications have been submitted to the NCC Support Local Communities Fund in regard to gateway signs and the 2017 IGas Community Fund in regard to repair and restoration of the parish clock. No decisions expected until April.

170104 To receive reports from County Council and District Council Representatives

Neither representatives were at the meeting, so nothing to report.

170105 To receive and consider any highways issues

Cllr. Allarton raised concerns over the condition of Bell Lane, in particular just before the railway bridge where the road is falling away. Clerk to report online and provide all councillors with the link to the NCC 'Report a Problem' page. Cllr. Lowney to share the information on Facebook.

170106 To consider financial matters

s) Clerk reported the balance of the bank account at 31st December was £6,893.15 plus a ring-fenced amount of £804 in the defibrillator fund. Bank statements are available for Councillors to view if required.

t) Receipts: County Councillor Discretionary Fund awarded and passed onto Weston PCC
Payments: SLCC membership renewal in two payments of £55 (chq 000464) and £10 (chq 000465) for clerk support arm of the organisation.

c) Set precept and final budget approval – Clerk circulated calculations prior to the meeting. A discussion followed after which **all agreed** that the precept for 2017/18 should be set a £3,750 which represents a 5.10% increase making a Band D property council tax £28.06 (increase of £1.44/annum on 2016/17). Clerk to advise N&SDC.

170107 To discuss matters arising in regard to the parish burial ground

Chair read out a letter received from the PCC responding to correspondence sent in November which set out an agreement to purchase the burial ground for the sum of £2,500. Following a discussion, Cllr. Lowney moved that solicitors be instructed to act for the Council and that the required powers to act be delegated to the Chair and RFO. Cllr. Laughton seconded the proposal and **all agreed**. Clerk to contact Talents Solicitors.

Clerk also to write to PCC advising the legal process has been started and to ask for contact details for their representatives.

Cllr. Allarton suggested a process be out in place by which, should the need arise, a burial can take place in the period before the legal process is complete. **All agreed** and Clerk to take advice from Talents.

170108 To consider any planning matters and receive an update on ongoing applications

Nothing to report

170109 To receive and consider correspondence received

Robert Jenrick – response to letter regarding referendum principles and parish councils

NALC – confirmation that referendum will not be extended to parish councils for 2017/18

CRAN – Crime in Rural Areas consultation

Notts Police – budget consultation

NCC – Minerals Local Plan consultation

Clinical Commissioning Group – prescription medication consultation

N&SDC – planning review consultation

Clerk to circulate details and links for all of the above consultations. Cllr. Lowney to post details on Facebook.

NCC Highways – advance notice of road closure on Weston Road for a week in February.

Details to be posted on the website, Facebook and the noticeboard.

170110 To consider and discuss any non-agenda items and business for the next meeting on Wednesday 1st February 2017

Non-agenda items:

Nothing raised

Next meeting items:

b) Review of Risk Assessment

c) Review of Communications Policy – Cllr. Lowney to provide usage statistics for Facebook

d) Update from Safer Neighbourhood Group – Cllr. Laughton to follow up on lack of crime alerts being circulated through Notts Alert

There being no further business the meeting was declared closed at 8.50pm

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 1st February 2017 at the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: D. Chase, P. Laughton, M. Lowney
County Councillor: B. Laughton
District Councillor: S. Michael
Clerk: S. Akerman

Members of the Public: Six

170201 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllr. Allarton, Cllr. Webster and Cllr. Nice. Cllr. Webster also forwarded his apologies for missing the January meeting.

Open Forum – ten minutes to receive questions & comments from members of the public

Mrs Williams advised the meeting that the new free *Spotlight* magazine for Tuxford which is circulated through Weston is available for advertising events and information. Contact details are included in the magazine.

Mrs Craven asked for the public to be reminded of security, especially outbuildings, having been a victim of a crime in recent weeks.

170202 To accept the minutes of the meeting held on January 11th 2017

The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. P. Laughton and seconded by Cllr. M. Lowney.

170203 To note & report matters arising from the minutes & progress of ongoing items

d) Housing Needs Survey Update – Prior to the meeting the Clerk circulated draft publicity material, survey and householder letter provided by Miles King from Midlands Rural Housing. Clerk advised that a survey is likely to be carried out April/May and councillors assistance in circulating the survey has been offered. **All agreed to accept the draft letter and publicity documents as presented.**

Cllr. Lowney asked if questions relating to employment, income and savings would deter residents from completing the survey and whether these questions can be added at a later date in the process. Clerk to put the question to Mr King at a meeting to be arranged. Cllr. P. Laughton expressed an interest in attending the meeting.

e) Bell Lane – Clerk advised the road condition near railway bridge was reported under case ref FS11534630. Inspected & repairs carried out to the road edging, however queries remain as to the extent of the repairs. Cllr. P. Laughton to take photos and follow up.

f) Review of Risk Assessment and Communications Policy – Clerk apologised for an error at the last meeting regarding these policy reviews. Risk Assessment is not due for review until April and the Communications Policy in September.

170204 To receive reports from County Council and District Council Representatives

District Councillor Michael advised the meeting of the following:

- i) The development of the new district council offices is continuing**
- ii) In conjunction with Mansfield DC a new officer is to be employed 2 days/week to look at the utilisation of empty homes. Currently there are 297 empty properties in the district.**

County Councillor Laughton advised the meeting of the following:

- i) Council Tax - NCC is capped at a 1.99% rise with provision for a further 3% for spending on social care making a potential increase of 4.99%. 2016/17 saw an increase of 4%. Alternative spending methods are being considered and a decision is due week commencing 6th February on the level of increase to be imposed.**

Cllr. Lowney asked if there was any feedback on the Police & Crime Commissioners budget consultation. Cllr. Laughton advised there isn't at present, but the 1.99% cap also applies to the Police portion of the council tax. Concerns were expressed about the level of rural crime and the reduction in police presence in villages and plans to reduce the number of PCSOs across the county.

ii) N&SDC are considering setting up a development company to build 2 and 3 bed housing in the district.

iii) Newark & Sherwood Homes is to start a building programme in April with a 30 year plan to initially build 100 homes/year for the next five years. 170 council owned sites have been identified so far, none of which are in Weston.

170205 To receive and consider any highways issues

i) Cllr. B. Laughton will raise the issue of Bell Lane with Mike Keeling at Via

ii) The issue of disappearing footpaths was raised by Cllr. P. Laughton due to the lack of 'siding up'.

County. Cllr. Laughton left the meeting at 8pm

170206 To consider financial matters

u) Clerk reported the balance of the bank account at 31st January was £6,828.27 plus a ring-fenced amount of £804 in the defibrillator fund. Bank statements are available for Councillors to view if required.

v) Receipts: None to report

Payments: NALC membership renewal at £82.50 (chq 000468)

Cllr. Lowney asked if any payment had been made to Tallents and the Clerk advised not as costs will be deducted from sale proceeds on completion. Clerk also advised a cheque had been taken to a recent meeting with Tallents in case a payment on account was required and it had subsequently been cancelled and recorded as such in the accounts.

170207 To discuss matters arising in regard to the parish burial ground

Meeting has been held with Tallents Solicitors to give instruction to act on the sale of the ground and provide evidence of the Clerks identification and authority to act on behalf of the Council.

The meeting was advised of the following:

i) The sale is to be contracted with the Diocesan Board of Finance as a custodian trustee on behalf of the PCC.

ii) Costs for the work involved is estimated at £500 plus VAT plus bank fees for transfer of funds on completion. Should the sale not progress, then completed work is charged at £170/hour. **All agreed the Client Care letter detailing costs and terms be signed and returned.** Cllr. Chase and Cllr. Lowney duly signed the letter.

iii) Tallents have written to Mr D. Beckitt regarding the 1985 Licence to Use relating to the land and have received written agreement this has been terminated.

iv) Advice given by Tallents that the Council write to the PCC providing approval for any required burial to take place within the parish burial ground until the land sale is completed subject to notice being given by the PCC to the Council in writing prior to any burial taking place. **All agreed Clerk to send a letter to this effect to the PCC.**

v) Advice also received that should such a burial take place, the Council burial fees adopted in 2008 should prevail and be paid to the Council. Any such fees received will be deducted from the agreed sale price for the land on completion. **All agreed this be included in the above letter along with a copy of the adopted Scale of Fees.**

vi) Mr Simon Meadows (Secretary to the PCC) is awaiting confirmation of solicitors and will advise the Clerk of the details as soon as possible.

The Council welcomed the reassurance provided by Mrs R. Allarton (Chair of the PCC) that the PCC is fully engaged in bringing the discussions and title transfer to fruition and is awaiting approval from the diocese to move forward.

170208 To consider any planning matters and receive an update on ongoing applications

a) Planning Application 17/00052/FUL – Single storey rear elevation extension at The Old Post Office, Main Street Weston .Clerk circulated details prior to the meeting.

Cllr. Lowney had concerns on the criteria around overdevelopment of a site and asked whether it was normal practice for pre-application advice to be sought as it appeared not to have been in

this case. District Cllr. Michael stated that this was optional and whilst it was encouraged by the Planning Department, not all applicants requested such advice and once sought it is not a guarantee of an approval.

Mr Craven, the applicant, was present and advised the meeting that the application was to provide an extension covering the same footprint of two cottages on the site which were demolished in the 1950s. He acknowledged that whilst the extension is a single storey it is considerably higher at one end due to the differing ground levels on the site.

Following further discussion, **a vote was taken to unanimously support the application.**

170209 To review an update from the Safer Neighbourhood Group – Cllr. P. Laughton

Cllr. P. Laughton advised there was little crime reported in our area at the latest meeting. Concerns were raised that the Notts Alerts system did not appear to be providing as much information on crime as previously, but no explanation for this had been provided.

i) Cllr. P. Laughton to request monthly crime statistics are forwarded to the Clerk.

ii) Cllr. Lowney advised that anyone reporting a crime can post a comment to the Facebook page. All comments require content approval by Cllr. Lowney as the Administrator.

iii) Clerk to provide monthly electronic copies of *Watch Out* magazine for the website

The meeting was adjourned for 5 minutes at 8.30pm and Cllr Chase left the room.

170210 To receive and consider correspondence received

N&SDC: request for review of flood prevention equipment

A discussion followed and it was agreed that a review of the village Emergency Plan be put on the agenda for the next meeting.

170211 To consider & discuss any non-agenda items and business for the next meeting on Wednesday 1st March 2017

a) Agree dates for meetings through 2017/18 including Annual Parish Meeting date and format
Cllr. Lowney asked if, when agreeing dates, consideration could be given to moving one meeting to a Saturday morning as a trial to encourage public attendance. Consideration also has to be given to the May meeting date to accommodate County Council elections.

There being no further business the meeting was declared closed at 8.45pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 1st March 2017. Minute ref. 323-325

Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 1st March 2017 at the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: D. Chase, G. Francis, P. Laughton, M. Lowney, P. Nice, T. Webster
County Councillor: B. Laughton
District Councillor: S. Michael
Clerk: S. Akerman

Members of the Public: 3

170301 To receive Apologies for Absence and Declarations of Interest
Apologies were received and accepted from Cllr. Allarton
There were no Declarations of Interest.

Open Forum – ten minutes to receive questions and comments from members of the public
Nothing raised

170302 To accept the minutes of the meeting held on **February 1st 2017**
The minutes were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. P. Laughton and seconded by Cllr. Lowney.

170303 To note and report matters arising from the minutes and the progress of ongoing items
a) Update on the Housing Needs Survey – Clerk gave a summary of the scheme and of a meeting held with Miles King of Midland Rural Housing who will conduct the survey.
Timings: the survey will be publicised in Unity May edition and on noticeboards, website and Facebook from mid-April. Copies will be received in April and are to be distributed first week of May – councillors to each be responsible for parts of the village. Areas to be agreed at the next meeting. Closing date for responses 31st May (stamped envelope provided). Report on survey findings to be presented to the Council at the July meeting.

Cllr. Francis suggested the publicity piece be amended to better distinguish between affordable and social housing. Clerk to look into.

At the last meeting, Cllr. Lowney queried if the question regarding salary can be removed from the survey. Clerk took advice and it has to be included to make the survey valid for planners further through the process.

170304 To receive reports from County Council and District Council Representatives
County Councillor Laughton advised the meeting of the following:
a) County Council proportion of 2017/18 council tax will increase by 4.75% which is split between 3% for adult social care and 1.75% for general funds.
The district council is meeting on Thursday 9th March to make its decision and is expected to vote for an increase of 1.99%.
Both Notts Police and the Fire Service are asking for an increase of 1.99%
b) County Council elections take place on May 4th. Purdah restrictions apply from 25th March.

District Councillor Michael confirmed the expected council tax increase of 1.99% to be agreed next week.

170305 To receive and consider any highways issues
Cllr. Webster advised that the fencing along the railway line parallel to Meadow Lane has been replaced without wire allowing free access to the line. Clerk to provide footpath number to Cllr. B. Laughton to query.

Cllr. P. Laughton requested the poor condition of the road at the Carlton on Trent T junction with Great North Road be reported.

Cty. Cllr. Laughton left the meeting at 8pm

170306 To consider financial matters

a) Clerk reported the balance of the bank account at 31st January was £6,745.77 plus a ring-fenced amount of £804 in the defibrillator fund. Bank statements are available for Councillors to view if required.

b) Receipts: None to report

Payments:

Weston Village Hall rent for meetings through the year at £135 (chq 000469)

Cllr. D. Chase Chair Allowance at £50 (chq 000470)

Ms S Akerman Clerk salary and expenses at £677.71 incl. expenses of £25.04 (chq 000471)

All agreed the payments be made as presented.

c) N&SDC dog waste bin contract renewal – details not received as yet. Clerk to report at next meeting.

d) Appointment of internal auditor – **all agreed** the Clerk should contact Mr Mike Harness to request he provide his services as auditor

170307 To discuss matters arising in regard to the parish burial ground

Clerk advised that a copy of the land valuation was requested by the PCC and provided to them. PCC solicitor details had still not been received. Cllr. Michael offered to follow up.

170308 To consider any planning matters and receive an update on ongoing applications

a) Application 17/00294/FUL – proposal to erect stable buildings (3 stables, tack and store room) at Redroofs Farm, Great North Road, Weston. Clerk circulated documents prior to the meeting. Cllr. Allarton had raised a concern over the proximity to the main road and issues of security but it was agreed this was not a planning issue.

Cllr. P. Laughton raised a query on the Design & Access Statement. It states the proposed building is for private use and not for use as a livery business, then goes on to state later that, in accordance with NPPF Chapter 3, it provides the potential to '*sustainably develop a small rural business in the future*'. It was agreed that should this happen a form of business licence would be required.

After further discussion a vote was taken and **all agreed to support the proposal.**

170309 To review Emergency Plan

Clerk distributed a draft plan prior to the meeting. A discussion followed with the following points made:

a) Cllr. Chase to source and purchase two new torches for the resilience equipment store

b) Cllr. P. Laughton proposed Mr Colin Laughton as Deputy Emergency Co-ordinator. All agreed to this subject to the Clerk checking insurance cover

c) Cllr. P. Laughton to look into emergency first aid courses to be run at the village hall

d) Draft plan to be completed with all relevant contact telephone numbers

e) Clerk to contact Hutchinson Engineering to request level of support available in the case of an emergency, e.g. lifting equipment, first aid

f) Final version of the plan to be submitted for approval at the next meeting

170310 To agree dates for meetings through 2017/18 including the Annual Parish Meeting

Following dates were suggested and agreed on for council meetings. All are the first Wednesday of the month except for May (county council elections)

April 5 th	May 10 th Annual Meeting of the Council	June 7 th
July 5 th	September 6 th	October 4 th
November 1 st	January 3 rd	February 7 th
March 7 th		

The Annual Parish Meeting will be held on Saturday 6th May at the Village Hall commencing at 10.30am.

The meeting was adjourned for 5 minute at 8.35pm and Cllr. Chase left the room

Cllr. Michael agreed to attend and provide a report on the district council for the previous year. Clerk to invite the County Councillor, PCSO Crowhurst and extend an invitation to Robert Jenrick MP

Weston Women's Institute, the Village Hall and All Saints Church to be invited to contribute a display of their activities in the previous year.

Final arrangements to be made at the next meeting

District Cllr. Michael left the meeting at 8.45pm

170311 To receive and consider correspondence received

- i) Rural Community Action – Neighbourhood Plan Event, 28th March at Bingham
- ii) N&S Citizens Advice grant aid application
- iii) Notts Warm Homes on Prescription Project
- iv) Redeeming Our Communities Event, 22nd March at Kelham Hall
- v) National Plant Monitoring Scheme
- vi) Email from visitor to the village commenting on photos in the village hall
- vii) Clerk read from a letter from Robert Jenrick to Bassetlaw residents advising that the proposal to incorporate Bassetlaw into Sheffield City Region has been rejected

170312 To consider and discuss any non-agenda items and business for the next meeting on **Wednesday 5th April 2017**

Non agenda items:

a) Clerk raised a query from a resident about a second defibrillator and a notice board to be sited somewhere near Scarthingmoor. After a discussion it was agreed that a notice board would not be considered this year. Additional funds would be required for a second defibrillator as well as careful consideration of location (electricity needed etc.)

Items for the next meeting:

a) Review of Risk Assessment

There being no further business the meeting was declared closed at 9pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 5th April 2017. Minute ref. 326-328
Minutes recorded by the Clerk to Weston Parish Council