

WESTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council on Wednesday 6th September 2023 held at Weston Village Hall commencing 7.30pm.

In Attendance:

- Councillor Colin Laughton (Chair)
- Councillor David Hill
- Councillor Simon Meadows
- Councillor David Chase
- Councillor Richard Liversedge
- 1 resident
- Clerk & RFO x 2 (Janet Birkin and Olwen Edwards)

Apologies for Absence:

- Councillor Richard Henderson (ill health). Apologies accepted.
- Newark & Sherwood District Councillor Sylvia Michael (ill health), Notts County Councillor Bruce Laughton also sent apologies.

230901. Declarations of Interest

Councillor Hill declared regarding the Lengthmans role (as he has applied for it).

230902. Public Participation:

Resident flagged the state of some roads but acknowledged this was not within the Parish Council remit.

230903. Matters Arising from Minutes:

- Clock/Church Key Update** – emails circulated and letter sent to Vicar, Angie Emery, the PCC, and Jonathon Pickett (DAC Secretary). Parish have been informed they will get a response from the PCC at the end of September. The issues raised by the Parish Council will be reviewed then i.e., Parish request for; the return of the key so we may wind the clock properly; access to the clock; for a payment to cover the Time Assured appointment costs (cancelled by the church too late, which incurred a cost). Copies of correspondence have been sent to Jonathon so he is in the loop. Councillor Laughton has also sought to contact Jonathon, who has explained this has been escalated to the Archdeacon. Council felt we should invite a PCC rep to our October meeting to contribute to this meeting.
Action: (Clerk) to send email to Angie Emery/David Crofts and Vicar and P.C.C.
- Lengthsman Vacancy** – Councillor Hill has shown interest in this role. Action: Councillor Laughton to sort out details re salary. Proposed (Councillor Meadows) and seconded (Councillor Liversedge). Agreed 4:0. Noted that Councillor Colin Laughton had been doing some of these jobs unpaid previously and reimbursement could be considered.
- Annual Parish Meeting** - was organised as part of the August Coffee Morning – it was felt it worked and went very well. It was noted that people were reading the prepared Parish report. Also noted that the PC and PCSO stayed beyond the expected time and mingled which was very positively received.
- New Clerk appointment** - Agreed 5-0. Councillor Hill mentioned he needed a double signed copy of the contract. The signed copy of the contract was for Darby's the accountants and our records. Action: Councillor Laughton to action.
- NALC AGM** - Monday 11th September 6.30 Oxton Village Hall. No one attending.

Minutes of 7th July 2023 to be approved as a true record and signed. Proposed Councillor Hill, seconded Councillor Meadows. Agreed 5:0.

230904. To note and report matters arising from the minutes not covered elsewhere on the agenda:

- A) **D Day 80th** celebration 6th June 2024. It was agreed that there will be a bonfire to celebrate this event at Ladywood Farm. As part of a national beacon lighting event (of 80 beacons) across the County. It will be held at 9.15pm on 6th June 2024. Agreed 5:0.

230905. To consider and discuss any non-agenda items:

- A) **Resignation of Councillor Glyn Francis** - accepted with great regret. A card has been sent which recognised his contributions as a Councillor and as a Parish Council Chair. Action: Clerk to write a formal response, now to his resignation and reiterate our kindest regards.

230906. To receive reports from: County Council and District Council Representatives and Parish Councillors.

- A) No updates but acknowledged some good reports at the last Parish meeting.

230907. To receive and consider any highways issues:

- A) **Damaged Village sign** - we have received a quote which is expensive. 4 quotes sought of which 2 identified metalwork required. Must send 2 quotes for insurance purposes. Action: (retiring clerk) will pass on all information to the new Clerk so this action can be continued.
- B) **Re-siting Village Sign** – Clerk (Janet Birkin) spoken to Steve Stevenson (SS) Highways Liaison Coordinator; Clerk has discussed re-siting the village sign. SS will come back to us after 12th September. Various sites not suitable due to width of space required. Morris Signs are qualified (or VIA) with Highways Licence to work on the highway, required if claiming off the insurance. Second quote may be cheaper but needs relevant cover. Action: Councillor Meadows to speak to a couple of haulage companies contacts for additional quotes.
- C) **Storm drains on the highway** – Councillor Hill noted there has been work undertaken this year. However ongoing job and random weather impacts. Parish aware these have been cleared up to the Red Roofs, but gullies still silted up. Key impact is that the gullies get blocked, creates large puddles and vehicles swerving around on a 50+ speed main road. Action: Clerk to raise with Highways.

230908. To consider financial matters:

- A) **Incomings/Outgoings/Balance** (Clerk)
- Community Heartbeat Emergency Annual Phone Rental- £72.00 payment made.
 - ICO £35 is essential for information security, GDPR, direct debit set up and paid, will come out automatically now each year and paid.
 - HMRC payments
 - Clerk's salary payment

This leaves a total of £17,100.95p.

Retiring Clerk explained that she had claimed the VAT backdated to 2021, all completed and on system and amounts to £1200 approximate return expected.

Councillor Hill asked about which were the regular items. Clerk highlighted the key items i.e., insurances, dog bins, emails, hall hire, etc. Action: Outgoing clerk to create a list of regular payments and dates to help with budgeting.

B) Lloyds Bank update on signatories

Councillors Chase, Hill and Liversedge are the signatories. Action: Councillor Hill to set up with the new bank - new clerk to be added with permissions, to be able to raise invoices only and be able to view the account.

230909. To consider planning matters and receive updates on ongoing applications:

- A) **Ref: 23/00770/FUL** Hutchinsons Proposed change of use of agricultural land to proposed turning area, long term staff parking area and electric vehicle charging points. Councillor Laughton attended the meeting at Castle House, the vote was lost 7/6. May be an appeal.

- B) **Ref: 23/01051/FUL** Erect 5 no. dwellings. Site Address: Land at Lodge Farm Great North Road Weston. Application was Refused. Said no to 5 houses. Tree Preservation Order has been put on afterwards provisionally, which will protect the trees at the perimeter.
- C) **Ref: 23/01373/CPRIOR** Application to determine if prior approval required for Hutchinson Engineering Services Ltd Great North Road, proposed Installation of solar panels to roof (at back of 114 panels). Retiring Clerk spoke to Planning who suggested we should consider the proposal in terms of visual impact, as it is viewed as a 'permitted' development. Council in favour and visual impact unlikely on the village as faces towards the A1 not the village. Agreed 5:0. Action: Retiring Clerk has extension to date for comments, to 15th September, she will send responses to the Council.
- D) Added to the agenda: **Old Cricket Pitch** application for houses has been refused but perimeter hedge put up and a post box. Action: Clerk to ask for further information.

230910. To discuss any issues raised by residents since last meeting

- A) **Weston Map** - Fred Bradbury has approached the Parish Council to see the map, who has explained he was related to John Smith who was a Farmer. From the Smiths of Weston living here, during the 1600s. He has been invited to the coffee morning to review the map and reflect on his ancestry within the village. Councillors keen to collate histories about the village.
- B) A resident, Stuart, has raised concerns over the '**ancient**' **Yew Tree** in the church and stability. Action: Clerk to request that the resident raise this directly with the church for simplicity, as it is the churches responsibility to undertake risk assessments and utilise the council 'tree' services.
- C) A **local Horse Rider** has raised concerns about horses crossing over the bridleway from the village (now Parish has 4 active riders). Request whether it is possible to acquire a 'horses crossing' sign. Action: Clerk to contact VIA about a sign.

230911. Consider correspondence circulated to Councillors since last meeting

- A) **NALC AGM** Monday 11th September 6.30 Oxtan Village Hall – already covered
- B) **Weston website** is hosted by Hugo Fox. Was free originally and now charging after October, other packages are available. Quote will need reviewing to see if it is competitive. Every Parish council must be gov.uk or org.uk address by October 4th. Have been advised that there are Companies doing Parish councils inc. Vision ITC and Commune, Hugo Fox, Aubergine. There could be an option through Newark & Sherwood DC to have a page on their website and will automatically have an SSL certificate. So could also consider this. Action: Clerk to quickly investigate, find quotes, best value and if Hugo Fox works out best option as already the host.
- C) **Nottingham Waste Local Plan** – no comments
- D) **Winter Maintenance** - Order of Salt Free 5 x 20kg bags. Action: Retiring Clerk to order
- E) **Request for Snow Warden** – Councillor Laughton to provide his contact details and Councillor Chase to be acting 'Snow Warden'. Action: Clerk to clarify what is expected, reply to Hannah Bannacliffe.
- F) Email request for Lengthsman Information. All to review as this is new information
- G) Quote from Morris Signs £1,447.20 Noted and discussed above.
- H) Clerks & Council News Newsletter – Councillor Laughton to review. Action: Clerk also suggested signing up for Rural News Newsletter

230912 Open Forum

Resident asked for an update on the bins for glass collection and when they might be coming and which day. (Refer and a matter for Councillor Sylvia Michael). Councillor Meadows believes it will be by December.

230913 To consider and discuss any non-agenda items and business for the next meeting on Wednesday October 4th 2023

- Invite to the PCC/Church (Clerk to ask for a representative)

- Councillor Training (Clerk to chase with NALC what courses are on offer)

Meeting ended: 20.50pm

Minutes by Clerk: Olwen Edwards

Date: 07.09.23

Signed Chair:

Name: Councillor Colin Laughton

Date: