

WESTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 5th April 2017 at the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 5

170401 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllr. Allarton and Cllr. Nice
There were no Declarations of Interest.

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

Mr Craven asked for clarity over who was responsible for maintenance within the church graveyard as a number of trees were overgrown and encroaching onto his property. He went on to say he is happy to work with whomever is responsible. The Chair advised him to contact the PCC and provided details.

170402 To accept the minutes of the meeting held on March 1st 2017

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.

170403 To note & report matters arising from the minutes & progress of ongoing items

a) Housing Needs Survey – Clerk advised the survey will be delivered on April 25th and needs to be circulated early in May as it has a response deadline of 31st May. Posters have been received and will be used nearer the time. **All agreed** to divide the village into areas for distribution of the survey by councillors:

Cllr. Chase – Ladywood Lane, Bell Lane, Hawbush Road and Normanton Road

Cllr. Laughton – Colley Lane and Main Street to the village hall

Cllr. Lowney – Main Street from village hall to Great. North Road

Cllr. Nice – Meadow Lane

Cllr. Webster & Cllr. Francis – Great North Road including Scarthingmoor

Clerk – Walnut Close, Chestnut Close & Hayfield Grove

b) Community Emergency Plan – Clerk advised the final draft completed. Queries from last month: i) Hutchinsons have agreed to be included in the plan to provide lifting equipment and also have offered use of their defibrillator during office hours, and ii) Mr Colin Laughton is covered to be Deputy Co-ordinator by Council insurance as a volunteer

Cllr. Chase advised new batteries and torches had been purchased and he would provide a plan of the locate of emergency supplies at Ladywood Farm, on receipt of which Clerk to circulate final copies of the plan to councillors and post to the website.

c) Supporting Local Communities Funding Application – application has been successful and awarded £750 subject to conditions. Clerk to present options for signage and costings at next meeting

Clerk advised that the application to IGas was unsuccessful. Discussion to be had with Mr S Meadows regarding the servicing and repairs to the parish clock and report back to Council.

d) To agree arrangements for Annual Parish Meeting on May 6th – meeting to start at 10.30am, Cllr. Laughton to arrange refreshments. Clerk advised an invitation has been extended to Robert Jenrick who has yet to reply. District councillor Michael, PCSO Crowhurst and Colin Laughton (Village Hall) have all accepted invitations. Weston WI to provide an information table. Clerk to contact PCC/All Saints Church with an invitation.

170404 To receive reports from County Council and District Council Representatives

County Councillor Laughton was not present at the meeting, this being the period of purdah prior to elections on May 4th. District Councillor Michael offered to take note of any County Council issues.

Cllr. Michael advised that the next meeting of the Safer Neighbourhood Group is on Thursday 6th April.

Cllr. Lowney raised a question regarding N&SDC charges for emptying dog waste bins. He referenced North Kesteven Council which has recently stopped charging for the extra collection as the waste is disposed of alongside regular household waste. Cllr. Michael agreed to take the query to N&SDC.

170405 To receive and consider any highways issues

a) Cllr. Chase raised the poor road condition and pot hole on Hawbush Road and Cllr. Lowney the same on the road to Grassthorpe level crossing. Cllr. Laughton agreed to report both cases.

b) A member of the public raised concerns of speed through the village and asked if a voluntary speed restriction could be imposed or additional signage be issued. Cllr. Laughton advised that a speed restriction request would be unlikely to be approved. Cllr. Lowney agreed to post comments on Facebook.

c) Cllr. Webster re- raised the issue of the fencing along the railway parallel to Meadow Lane which has not been replaced with wiring and also the damaged footpath sign alongside the beck. Clerk to look into both issues.

Cllr. Webster also raised a query over fencing in a field at the end of Meadow Lane. Clerk to investigate.

Cllr. Lowney requested the Chairman take a **Point of Order** regarding the public speaking during the meeting outside of the allotted time. The Chairman agreed and asked the public to refrain from speaking unless invited to do so.

170406 To consider financial matters

a) Clerk reported the balance of the bank account at 31st March was £5,883.25 plus a ring-fenced amount of £804 in the defibrillator fund. It was suggested and agreed that this would be renamed the Defibrillator Maintenance Fund. Bank statements are available for Councillors to view if required.

b) **Receipts:** none to report. Clerk advised VAT return of £104.80 had been submitted but notification of payment has not yet been received and other councils are reporting delays in payment.

Payments: N&SDC Dog Bin Invoice for 2016/17 at £441.79 (chq474).

Clerk advised the meeting that N&SDC no longer accept cheques as payment, only online, debit cards payments or via the Post Office. Cllr, Michael advised this had been decided on 16th February but councils only notified at the end of March. Change is due to the new council offices not having a cashier facility.

Dog bin contract for 2017/18 has been received with charges increasing from £1.77 to £1.85/bin per week. **All agreed** to sign and return the contract.

170407 To discuss matters arising in regard to the parish burial ground

Recent correspondence from the PCC had been circulated prior to the meeting. The Chairman advised that solicitor details for the PCC had now been received. Outstanding issues for the PCC in the event of a burial taking place during the sale process:

a) Notice of any requirement to be given by email – **all agreed** this is acceptable as email is a legally recognised communication and all previous correspondence has been received in this way

b) PCC to receive any burial funds and pass the appropriate amount of £184 to the council – **all agreed** to this

c) PCC to act as the Burial Authority during this period and be responsible for legal paperwork should a burial take place.

Cllr. Lowney raised the question as to whether the Council can legally delegate its power as burial authority. Cllr. Michael queried why he thought the Council could not do this. A lengthy discussion followed as to whether the Council can decide on this matter, i.e. as Burial Authority can it decide who administers a burial, or if legal advice is required. Concerns were raised that taking legal advice could cause delays should the requirement for a burial occur soon. Cllr.

Francis stated that there was no intention to cause any delay or distress the public, however neither do the Council want a burial taking place with 'illegal paperwork and it is better to take advice now.

It was suggested a vote be taken as to whether the PCC should be given authority to conduct burials within the parish burial ground whilst the sale process is incomplete.

To resolve the discussion, the Clerk posed the following questions:

- i) does the Council have any objection to a burial taking place, should the need arise, within the parish burial ground during this 'interim' period? **It was agreed unanimously that there were no objections to this.**
- ii) if legal advice is taken and states the Council can delegate burial authority powers to the PCC, could this be put in writing and the process moved forward? **All agreed to this.**
- iii) if legal advice states that burial authority could not be delegated easily, then a further emergency meeting of the Council be called to decide on a way forward? **All agreed yes to this.**

Clerk to contact Tallents as a matter of urgency and report back to the Chairman.

170408 To consider any planning matters and receive an update on ongoing applications

Clerk advise the meeting that application 17/00052/FUL The Old Post Office has been approved.

170409 Review of the Risk Assessment

Cllr. Lowney requested a number of updates be made to the document, **All agreed** to the changes. Clerk to amend the document and recirculate. Next review is due in October.

170410 To receive and consider correspondence received

Via – advance notice of road closure. Details to be posted on notice board and social media.

170411 To consider and discuss any non-agenda items and business for the next meeting (the Annual meeting of the Council) on Wednesday 10th May 2017

Business for Annual Meeting:

- a) Election of Chair and Vice Chair
- b) Review of Standing Orders and Financial Regulations
- c) Approve 2016/17 year end accounts
- d) Complete Annual Return

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

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 10th May 2017 in the Village Hall, Weston commencing at 7.30pm

Present:

Councillors: D Chase, R Allarton, G Francis, P Laughton, M Lowney, P Nice
County Councillor: B Laughton
Clerk: S Akerman
Members of the Public: 3

170510 To elect officers of the council

Cllr. Lowney asked if the current incumbents were happy to remain in office. Both agreed they were.

Chair: Cllr. David Chase Proposed by Cllr. Lowney and seconded by Cllr. Nice.

Vice Chair: Cllr. Ruth Allarton Proposed Cllr. Chase and seconded by Cllr. Lowney.

Acceptance of Office forms were completed and signed.

170511 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from District Cllr. Michael. Cllr. Webster did not attend the meeting.

There were no Declarations of Interest.

170512 To accept the minutes of the meeting held on April 5th 2017

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

170513 To note & report matters arising from the minutes & the progress of ongoing items

a) Village gateway sign options and costings – in view of the amount of business to be covered, the Clerk requested the discussion be deferred to the June meeting. **All agreed.**

170515 To receive and consider any highways issues

a) Cllr. P Laughton advised that a letter had been sent from Highways in response to the report received at the APM of two accidents relating to stones on the grass verge on Main Street. The home owner has 14 days to remove the stones.

b) Cllr. Nice commented on the lack of dropped kerbs, in particular at the junction of Walnut Close and Main Street, which causes difficulties for the less mobile.

Clerk to report via the online system.

170516 To consider financial matters

a) To report the balance of accounts

Clerk reported the balance of the bank account at 30th April 2017 was £8,225.26 including £804 in the defibrillator fund. Bank statements are available for Councillors to view if required.

Clerk advised the annual donation from Hutchinsons for the defibrillator I to be requested.

b) To report receipts and payments

Receipts: N&SDC £1,875 (precept)
HMRC @ £104.80 (VAT for 2016/17)

Payments: N&SDC @ £441.79 – dog waste bins 2016/17 (chq 000474)

c) To discuss and agree insurance renewal

Clerk advised N&SDC no longer providing an insurance policy. Quotes for alternative cover circulated for discussion. Hiscox Micro Policy via Came & Co was considered the best value for money. Cllr. Allarton proposed and Cllr. Lowney seconded for this policy to be taken out. **All agreed.** Clerk to follow up with payment: Chq 000476 @ £168

County Councillor B Laughton arrived at 7.55pm

c) To approve the accounts for 2016/17

Clerk provided a summary of the year-end accounts to all councillors for review prior to the meeting. Cllr. Lowney had advised the Clerk of an input error which had been corrected in the final version.

Cllr. Allarton recorded a concern that there had been no maintenance paid to the PCC for the upkeep of the parish burial ground in the year.

Cllr. Lowney commented that although they are available to view, members do not request requested sight of the bank statements to verify balances and requested to view them.

Cllr. Francis proposed and Cllr. Nice seconded the accounts be accepted as a true record. **All agreed** and the accounts were duly signed by the Chair and Clerk.

d) To complete the Annual Governance Statement & Accounting Statement for 2016/17

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.

e) 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 15th June 2017. 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.

170514 To receive reports from County Council Representatives

- Cty. Cllr. Laughton advised the meeting that following the local elections the balance of power had shifted to no overall control of the council with any one party. The Governance & Ethics Committee is a new organisation is to set standards for members and committees. Cllr. Laughton will chair this organisation.
- Following the election, a reorganisation of committees will take place with some amalgamating.
- Additional £1million funding for Highways will be provided.
- Cllr. Laughton's priorities include lobbying for the resurfacing of Main Street and reviewing environmental weight limits and speed limits in the area.
- Cllr. Laughton closed by thanking everyone for their support in the elections and stated he was looking forward to working with the Council over the next four years. The Chair congratulated him on his re-election.

Cty. Cllr. Laughton left the meeting at 8.05pm

170517 To review and agree council policies

a) Standing Orders – Cllr. Lowney queried Clause 21 and whether the Standing Orders should be suspended during public discussion. The Clerk advised this would be the case if a member of the public was invited to participate in a discussion outside of the allotted Open Forum session. Cllr. Allarton proposed and Cllr. Francis seconded the Standing Orders be accepted as presented. **All agreed** and duly signed by the Chair and Clerk.

b) Financial Regulations – no amendments required. Cllr. Nice proposed and Cllr. Francis seconded the Financial regulations be accepted as presented. **All agreed** and duly signed by the Chair and Clerk.

170518 To consider planning matters and receive updates on ongoing applications

17/00294/FUL – application approved by N&SDC. Comments added 'not for commercial use in the interest of highway safety and visual impact.'

170519 To discuss matters arising in regard to the parish burial ground

Clerk advised the meeting that a draft contract has been sent to the diocese with covering comments regarding the requirement for any burial before the exchange of contracts to be carried out by the PCC. Cllr. Allarton confirmed the documents had been received.

Cllr. Chase suggested to the meeting that a payment be made to the PCC for the maintenance of the burial ground. A provision was made in the previous year's budget but not paid and in this year's budget for £200. **All agreed** this be paid for the current year. Cllr. Allarton did not take part in the vote. Chq 000478 @ £200

170520 To receive a report from the Safer Neighbour Group – Cllr. P. Laughton

PCSO Crowhurst attended the Annual Parish Meeting on 6th May and gave a report on the current status and crime statistics which was well received. There have been some reports of burglaries in Collingham and everyone is reminded to be vigilant.

Clerk advised it was possible to view crime statistics for Weston online although they were usually approx. 30 days old. Link to be out on the village website.

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

The Chair advised this section of the meeting has been moved to give the public a chance to comment on early discussions.

Mr Allarton asked if a budget provision was made for maintenance on the burial ground in 2016/17 why no payment had been made The Chair was unable to provide a reason, but possible that no member proposed making a payment.. Clerk to check previous minutes.

170521 To receive and consider correspondence

Notts Police – latest update from Police & Crime Commissioner available

NALC – training available for councillors and chair. Cllr, Allarton requested detail on a refresher for councillor training. Clerk to respond.

170522 To consider and discuss any non-agenda items and business for the meeting on

Wednesday 7th June 2017

a) Village Signs

Cllr. Allarton suggested monitoring the progress of Sustainability & Transformation plans for Notts. as they will include details on health and social care. Clerk to look into.

There being no further business the meeting was closed at 8.35pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 7th June 2017. Minute ref. 295-298 Minutes recorded by the Clerk to Weston Parish Council.

WESTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held on Saturday 6th May 2017 in the Village Hall, Weston commencing at 10.30 a.m.

Present:

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

Members of the Public: 14

170501 Introduction and welcome

The Chair welcomed everyone to the meeting

170502 To accept the minutes of the last Annual Parish Meeting on June 1st 2016

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

170503 To discuss any matters arising from the minutes

None raised

170504 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 new council offices are approx. two months away from being completed and the move from Kelham Hall taking place
- Plans for 335 new home to be built over the next 5 years in association with Newark & Sherwood Homes. The Council is supporting the Rural Housing Scheme aimed at young people starting out in the housing ladder or for people looking to downsize.
- The Council now has a dedicated officer working two days/week to deal with the long term empty properties in the district with the aim of getting them back into use. There is currently 4,000 people on the housing waiting list.
- A new supported housing facility of 60 units is to be built on Bowbridge Road in Newark, to include 40 extra care apartments following funding from central government.
- N&SDC planning department are seeing a significantly lower number of planning applications for wind turbines and solar farms due to the government's reduction of tariffs.
- Train services have improved again over the last year, with an increase in the number of trains running on Sundays.

170505 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 Oxtun and Gunthorpe which equates to approx. 30 villages. He also attends the bi-monthly Safer Neighbourhood Group meetings along with Cllr. Michael and Cllr. Laughton.

Over the last six months there have been very few incidents reported in Weston, with most reports being of abandoned cars or diesel stolen from lorries parked at the side of the A1. Other work includes speed and vehicle checks.

There are approx. 30-40% fewer officers today hence resources are targeted at areas where reported incidents are higher. The success rate for resolving crime is much higher for 'real time' reports – it is very important to report anything suspicious at the time and

not days later. The Police will never see any contact to report suspicious behaviour as a waste of time. Numbers to call: 101 – connects to the district control room and 999 – for emergencies, i.e. if people or property are at threat, however if you are unsure what number to call always dial 999.

Mrs Saddington asked about enforcing speed limits. PCSO Crowhurst advised that the mobile speed detector vans are usually located in known black spots with a large number of accidents or life altering collisions. If anyone knows of specific and repeated speed offenders, then report this and action will be taken.

Cllr. Francis asked about dashcam footage. PCSO Crowhurst advised it is not generally admissible as it does not record the passing speed. Again if a regular offender is known, then he is happier to review footage.

Mr Sherville asked whether average speed cameras could not be placed at Carlton and Tuxford to reduce speed. PCSO Crowhurst advised that these cameras cost £400,000 are generally used in areas that would save lives. Incidents of excessive speed on the Great North Road are very few. Cllr. Chase mentioned the speed survey that was carried out last year which showed very few recordings of excessive speed.

All Saints Church and Weston Parochial Church Council – Mr Simon Meadows

Mr Meadows introduced himself to the meeting as the Secretary to All saints Parochial Church Council and thanked the meeting for the opportunity to talk about the church.

There are regular services held at Weston every Sunday: Holy Communion at 8.30am (two per month), 1 Morning Prayer at 9.30am and 1 Informal Service at 9.30am which is run by the congregation.

Congregation numbers are steady but down on previous years due to people leaving the village or passing away. A mixture of weddings, christenings and unfortunately a higher number of funerals have been held over the last twelve months.

The year's events included:

- A celebration of the Queen's Jubilee with a distribution of books
- The Harvest Supper was a great success with a full roast dinner and deserts and is planned again for this year
- Harvest Festival service was well supported although with lower numbers than previously. All fresh and tinned produce was donated to Newark Emaus Trust
- The Christmas Tree Festival was a huge success with more trees this year. It was a real delight to see them decorate the church and encouraged people to attend the Carol and Christmas Eve services in higher numbers than previously.
- Between September and December an Alpha course saw on average 20 people attending engaging meetings with videos etc. Plans to hold another course this year are to be discussed.
- Prayer Meetings are held every Monday at 7.30pm. There are plans to put a letterbox on the church pathway for prayer requests.
- A study group meets on Wednesdays at Mrs Fendly's house. Themes have been the Lord's Prayer and the Ten Commandments. Anyone is welcome to attend.
- Members of the congregation have visited villages known to be in need and the church continues to support the food bank.

Challenges for the church:

- Falling financial support – the church is only meeting 50% of its contribution to the diocese due to falling congregation numbers and reduced giving. Costs are increasing and revenue is well below expenditure.
- The lead work is giving way in some of the stained glass windows
- Heating the church is an ongoing struggle
- Keeping the churchyard tidy – the grass is cut regularly but there is always other work to be done. Volunteers are always welcome

- The supports for the bells are crumbling and may give problems in the tower in the future
- Burial ground - the church is working with the parish council to resolve the purchase

Mr Meadows closed with thanks to the parish council for its support and to Cllr. Lowney for placing details and event advertising on the village website and Facebook page.

Weston Village Hall – Mr Colin Laughton

The village hall is a registered charity. The hall was funded as a school in 1736 and ran until it closed in 1964. The building was bought for £250 in 1970.

The hall is run by a very small group of volunteers. Mr Laughton thanked Catherine Saddington for her work at the hall.

All events are advertised around the village, on the website and Facebook page and in *Unity* and provide funds for general equipment for the hall. Weekly events include keep fit, bingo, craft night and Louise Clarksons Dance School which attracts some 150 children. An average of 19 events are held monthly events including the coffee mornings and WI meetings.

The November coffee morning was held in support of the Fernwood Community Unit and raised over £500. A thank you was given to the Craft Club who raise funds selling Christmas and Easter crafts. In addition in the last twelve months there were two Pie and Pea Quiz Nights each year, an Afternoon Tea, schedule for August this year, Christmas Party and a street party on June 12th to celebrate the Queen's Birthday. A barn dance at Ladywood Farm attracted around people and this year's event will be on 8th July. A jumble sale held recently raised over £100 – thanks to Sue Pennant and her mother for their work. Other events include children's parties, funeral catering and Mr Jim Sherville's Burns Night. Plans for this year include first aid training.

The main goal for 2016/17 was to replace the heating in the hall, however this was overtaken by the need to replace the kitchen floor. A new floor has been laid and cupboards installed. Other challenges to be considered include replacing the heating system, repair of damaged fencing, decorating, drainage issues and renovation of the toilet block. .

Mr Laughton closed thanking everyone who gives their time and supports the hall adding that volunteers are always welcome.

Mr Sherville asked why grants were not applied for as other villages in the area had received funds for work on village halls. Mr Laughton advised that the committee only has 5 people on it and whilst the availability of grants is looked at regularly, time constraints make it difficult to apply within the set parameters.

Weston Women's Institute – Mrs Pauline Sherville

Mrs Sherville is Secretary to Weston WI and provided information on the group's activities and plan for the year.

Mr Sherville commented that the Weston group is small and has seen numbers drop in the last year which could result in the group folding if they reduced much more. He also mentioned a monthly lunch club run by Mrs Sherville which anyone is welcome to join. Details will be provided to the village hall and Cllr. Lowney to advertise.

170506 To receive the Annual Report of the Parish Council from the Chairman

The past year has been another busy year. One of the first actions of the Council was to co-opt Mr Glyn Francis to fill the vacancy for parish councillor.

We have as usual been highlighting the poor state of our roads and footpaths to the County Council through our County Councillor Bruce Laughton. As a result of that, Bruce arranged for the Chief Executive to come to Westin and walk the length of Main Street to view the road condition. He is now at least aware just how bad the road is, but unfortunately I do not expect it to be resurfaced in the near future.

We have been trying to get a speed reduction to 50mph on the Great North Road and the County Council and Highways are looking into a suitable scheme.

One subject that has taken a lot of consideration has been the parish burial ground. The Council has decided to sell the area to the PCC so that the whole of the churchyard could remain open and maintained by the PCC. The matter is currently in the hands of solicitors.

We have decided to have a new housing needs survey to try to establish whether there is a need for affordable housing in the parish. The survey forms are going out now and I would encourage everyone to complete the survey so we can help to provide affordable local housing if required.

I would like to thank our County Councillor Bruce Laughton and our District Councillor Sylva Michael for all their time and help over the past year.

I would also like to thank our Clerk Sandra Akerman for all her time and expertise in dealing with council business so efficiently.

Thank you

170507 To receive information on the Affordable Housing Needs Survey

The Clerk reiterated the Chair's comment that survey forms have been circulated and should be completed and returned by 31st May. A report from Midlands Rural Housing on the results of the survey is scheduled to be given at the council meeting on 5th July. The Clerk also advised the meeting that the survey was run in conjunction with Midlands Rural Housing and N&SDC with no costs incurred by the parish council other than councillors time distributing the survey forms.

Mr Saddington asked if land was available. Cllr, Chase responded stating that land would need to be identified if the scheme progressed.

Mrs Saddington asked that is the survey did not have a clear response, what were the possibilities of building on own land and would the council support such an application. Cllr. Michael advised that the council could only address applications on a case by case basis and any decision would be made by N&SDC. Cllr. Michael went on to say that the majority of small villages, Weston included, are deemed unsustainable for new development which is where the affordable housing scheme could allow housing in small numbers to be built. The parish council sets the parameters for who would be eligible under the scheme. Such a scheme can be seen as providing a lifeline to small villages.

Mr Sherville asked how a housing estate could be built in such a village. Cllr. Chase advised if a requirement was identified only a small number, e.g. 4 houses, would be considered once land was identified. If the scheme is to progress, the parish council advertises for land which is purchased at approx. £10,000/plot.

Cllr. Lowney added it is important at this point to understand what demand for affordable housing there is, if any.

170508 Open Forum to receive comments and questions from the public

Mr Saddington asked about concrete blocks placed at the side of Main Street to stop parking on the verge – two people have fallen over them. Cllr. Laughton advised this had been reported to Highways and she would follow up.

A member of the public asked about cutting grass verges. Cllr. Laughton advised Highways do cut the verges, however residents often do this themselves.

Mr Sherville asked if the owner of the bungalow on Main Street could be requested to tidy up its exterior. Cllr. Michael and Cllr. Chase advised as there were no safety concerns the council could not get involved.

170509 To receive a vote of thanks and close

The Chair thanked everyone for attending the meeting and especially the guest speakers for giving their time. He stated he felt moving the meeting to a Saturday had been a success.

There being no further business the meeting was closed at 11.40am.

These minutes were approved as a true and correct recorded and signed by the Chair on Saturday 19th May 2018. Minute ref. 332-336. Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 7th June in the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 2

170601 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllr. Allarton and Cllr. Nice. Cllr. Webster apologised for not attending the previous meeting.

Cllr. Chase declared an interest in agenda point 170608 a) – planning application 17/00901/FUL due to having a business relationship with the applicant.

170602 To accept the minutes of the meeting held on May 10th 2017

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

170603 To note & report matters arising from the minutes & progress of ongoing items

e) Village signs – Clerk circulated details of the SLC scheme and timetable along with details of three quotes received prior to the meeting. The Clerk also provided details of the required quarterly reporting to SLC of the scheme progress. The information was discussed and all agreed that even a basic design amounted to a significant amount to be funded by the Council (approx. £1,700 for the highest and most favoured quote). It was suggested that the precept could be put to a better use but to defer a final design as to whether to proceed to the September meeting. **All agreed.**

Clerk to complete the required reporting for June.

f) Sustainability & Transformation Plans – details were circulated prior to the meeting as requested by Cllr. Allarton. A short discussion followed and it was agreed that there was limited relevance to the Council. Further discussion to be had if required at the next meeting. Clerk to advise of any planned public engagement events.

170604 To receive reports from County Council & District Council Representatives

District Councillor Michael advised the meeting of the following:

- Plans for the District Council owned development company to acquire land for residential and commercial purposes are ongoing.
- A county wide rough sleepers service is to be launched with significant funds available. In December 2015, N&SDC were aware of 10 rough sleepers in the area.
- Sixty-seven additional lorry spaces are to be allocated at the cattle market to replace those lost to the building of the new council offices.

170605 To receive and consider any highways issues

a) An update on previously raised issues was given:

- Repairs to the road edge at Scarthing Moor have been completed
- A large number of potholes along main Street were marked for filling on 7th June
- A project brief for funding in respect of dropped kerbs along Main Street and in particular at Walnut Close has been submitted for consideration
- Stones in the verge outside a property on Main Street have been removed

b) A number of new issues were raised:

- Overgrown verge is encroaching along the Great North Road footpath, in particular the stretch from opposite Hutchinsons. Clerk to report.
- Cllr. Webster stated the fence repairs/replacement alongside the railway line have not been done. Clerk to report.

- Footpath Nbr 4 at Meadow Lane is overgrown. Clerk to report
- c) Clerk to write to Mike Keeling at Via requesting an update on the speed restriction request

170606 To consider financial matters

c) To record the balance of accounts

Clerk reported the balance of the bank account at 31st May 2017 was £7,844.02 including £804 in the defibrillator fund. Bank statements are available for Councillors to view if required.

A copy of the Receipts and Payments report is to be supplied to councillors on a monthly basis with meeting documents.

d) To report receipts and payments

Receipts: Hutchinson Engineering Svcs Limited – annual donation to the defibrillator fund of £250. A note of thanks has been sent by the Clerk

Payments: Cllr. Chase @ £13.84 for replacement emergency equipment (chq 000475)
ICO (Data Protection renewal) @ £35 (chq 000478)

170607 To discuss matters arising in regard to the parish burial ground

Clerk advised that the Council's solicitor has not received any response from the diocese in relation to the draft contract issued some weeks ago.

It was suggested that if a response is received requiring Council approval for material changes to the sale contract, then an extra-ordinary meeting of the Council will be convened. Any non-material changes to be agreed by the Chairman. **All agreed.**

170608 To consider planning matters & update on ongoing applications

Having declared an interest, Cllr. Chase left the room at 8.05pm. It was agreed the Clerk would act as Chair for the purposes of the discussion on application 17.00901.FUL.

a) Application 17.00901.FUL – application for change of use from agricultural to storage facilities at Hutchinson Engineering. Clerk circulated details prior to the meeting.

A discussion followed where concerns were raised over the plans for parking of 30 HGVs and the number of additional heavy transport movements to and from the site per day this may result in.

It was acknowledged there are no restrictions on times of the day for transport to access the site and also that the Great North Road was capable of accommodating the large vehicles.

Concerns were also raised by a member of the public of the noise impact additional vehicles would have, it being already at significant levels.

The Council acknowledged this is a local business which supports the village and creates employment in the area. The business is looking to expand and this application did not appear to have any visibility impacts on the immediate area.

A vote was taken and the Council decided to support the proposal with a caveat to raise concerns over i) the potential increased noise impact and ii) potential for future development at the site. **All agreed.**

Cllr. Chase returned to the room at 8.20pm and the meeting continued with him re-taking the Chair.

b) Application 17.00567.FUL – application for a barn conversion at Ivy House Farm, Main Street. Clerk circulated details prior to the meeting. A discussion of the plans followed and whilst the Council were pleased to receive the application to enable young people to move back to the village, concerns were raised over the proposed access: it being deemed too close to the corner of Colley Lane and Main Street, the bus stop and the high hedging making it a blind entrance.

A vote was taken and the Council decided to object to the proposal on the grounds stated above. Clerk instructed to state in the response that the Council would look favourably on a revised access plan. **All agreed.**

170609 To consider changes in data protection rules & review model publication scheme

Clerk circulated details of changes in May 2018 with a proposal of changes to the current Model Publication Scheme. **All agreed** to accept changes as proposed.

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

- Mrs Williams raised the issue of increased dog fouling on the pavements. Notices will be posted around the village and on Facebook.
- Mr Laughton raised the issue of overgrown and planted verges encroaching onto the footpath around the Bell Lane/Great North Road junction. Clerk to report
- A member of the public advised the meeting that on receiving a replacement recycling bin due to damage to the old one recently, a smaller bin was provided. When a larger bin was

requested, N&SDC stated that replacement bins will now be of the smaller size but additional recycling will be collected if placed in a cardboard box. The question was raised as to whether this was a sensible policy on the part of N&SDC in the light of wanting to reduce land fill.

170610 To receive and consider correspondence received

- N&SDC – existing Dog Control Orders will be replaced by Public Space Protection Orders from September

- NCC – the submitted draft Minerals Local plan is to be withdrawn and a revised draft to be prepared.

NHS Trust – two public events to be held in June for the Shaping General Practice Services. Details to be posted on Facebook etc.

- N&SDC – notice that the Tour of Britain will visit the area on Wednesday 6th September when the cycle race will go from Mansfield to Newark. Full details of the route and relevant links will be posted on Facebook etc.

**170611 To consider and discuss any non-agenda items and business for the next meeting
Wednesday 5th July 2017**

a) Non agenda items

- Clerk advised the internal audit had been completed with no recommendations for change and the Annual Report has been submitted to Grant Thornton. Notices have been posted.

- Cllr. Laughton queried payments to the PCC for maintenance of the burial ground and comments at the last meeting regarding budgeted amounts that were not paid over. It was commented that this was in a previous year when discussions over the future of the ownership and running of the burial ground were ongoing.

b) Business for the next meeting:

Receive report back on housing needs survey from Jill Sanderson, N&SDC

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

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 5th July in the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 2

170701 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllrs. Francis and Lowney
Declarations of Interest: None declared

170702 To accept the minutes of the meeting held on June 5th 2017

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

170703 To note & report matters arising & progress of ongoing items

None to report

170704 To receive report on the Housing Needs Survey – Jill Sanderson, N&SDC

Clerk circulated the report to councillors prior to the meeting. Miles King from Midland Rural Housing sent his apologies so Jill Sanderson discussed some of the key findings:

- 200 hundred surveys were circulated and 49 responses were received – 25% (an average level of response) – with the largest number of responses from couples
- No need for affordable housing was identified, however a need for 10 open market units was identified

33% of respondents knew someone who had left the village due to a lack of affordable housing

- 60% of respondents owned their property outright
- A small number of households expressed a need for affordable housing for first home responders will be spoken with to gain more Information with a report back in September

Cllr. B. Laughton left the meeting at 7.40pm

170705 To receive reports from County Council & District Council Representatives

County Councillor Laughton advised the meeting of the following:

- An additional £1,000,000 has been allocated to the highways budget in the main to address pothole maintenance across the county.
- The Integrated Transport Plan is to be rewritten with more funds being diverted to maintenance of roads etc.
- Cllr. Laughton has a meeting scheduled to discuss the resurfacing of Main Street and the speed limit request along with an environmental weight limit along Grassthorpe Road.
- As request has been lodged to review the Supporting Local Communities scheme to remove the deprivation criteria and revert to the old policy format

District Councillor Michael advised the meeting of the following:

The staff from Kelham Hall will start moving across to the new council offices at the beginning of September

170706 To receive and consider any highways issues

a) Update on speed restriction request on Great North Road – the Sutton/Weston scheme was unsuccessful with other locations having more support based on crash reduction data. The request has been carried forward to 2018/19 and Cllr. Laughton is to follow up.

170707 To consider financial matters

e) To record the balance of accounts

Clerk reported the balance of the bank account at 30th June 2017 was £8,059.02

including £1,054 in the defibrillator fund. Receipts and Payments Report was circulated to councillors prior to the meeting. Bank statements are available for Councillors to view if required.

f) To report receipts and payments

None to report

170708 To discuss matters arising in regard to the parish burial ground

Clerk was requested to provide the PCC with a copy of the 1984 planning approval for change of use. This was duly provided on 29th June.

170709 To consider planning matters & update on ongoing applications

Correspondence on the role of parish and town councils in decisions along with notes on delegation and material considerations to be circulated.

Cllr. Michael confirmed that a delegated power decision against parish council recommendations will automatically mean the application is referred to committee.

170710 To discuss the Sustainability & Transformation Plan

Cllr. Allarton advised this is a change in the strategy around health and social care with an aim toward more centralised services with the focus on keeping people in their own homes. She went on to state this is an opportunity for the Council to facilitate residents finding out about how services may change.

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

Nothing raised

170711 To receive and consider correspondence received

Mansfield & Ashfield CCG – details of a survey on ‘Shaping GP Services for the next 5 years’ to be circulated and posted on the website and Facebook. Responses due by 28th July.

NALC – Notts Police have a recruitment drive for Special Constables working a minimum 16hours/week. Details to be posted on Facebook and the website.

NALC – Good Councillors Guide to Finance & Transparency to be circulated

Merchant Navy Association- Cllr. Chase has received a request to fly the Royal Ensign in September. Clerk to respond

170712 To consider and discuss any non-agenda items and business for the next meeting Wednesday 6th September 2017

a) Non agenda items

Cllr. P. Laughton advised that defibrillator pads to replace out of date ones had been received.

b) Business for the next meeting:

Gateway Sign Project

Housing Needs Survey

There being no further business the meeting was closed at 8.40pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 6th September 2017 Minute ref. 343-344 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of an Extra-ordinary Meeting (Planning) of the Parish Council held on Tuesday 25th July 2017 commencing at 7.00pm

Present:

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

Members of the Public:None

170713 To receive apologies for absence and Declarations of Interest

No apologies were received. Cllr. Allarton and Cllr. Nice did not attend the meeting.
No Declarations of Interest were declared.

170714 To review and discuss planning application 17/01202/FUL

Application to erect a 4m x 6m hay barn at Redroofs Farm, Great North Road, Weston.
Proposed as an extension to the new stable building detailed under 17/00294/FUL and approved by N&SDC on 11th April 2017. Details were circulated by the Clerk prior to the meeting.

A discussion followed with concerns raised regarding the height of the proposed building in relation to the rest of the proposed stable block. Concern also regarding the overall size of the stable block and hay barn footprint in relation to the existing residence on the site.
The Council expressed concern over the concentration of buildings at the site and potential further future development.

A vote followed with four councillors voting to support the proposal and one against. Clerk to respond accordingly with a comment that the caveat for non-commercial use applied to the previous application 17/00294/FUL be applied here too.

170715 To consider and discuss any non-agenda items

Burial Ground – Clerk advised the meeting of a telephone conversation with Tallents on receipt of a response from the diocese solicitors:

i) Clerk advised that the diocese solicitor Rothera Sharp has requested that the 'special conditions' in the Contract relating to the PCC undertaking any burials from the Contract date to completion be removed. Clerk advised this was a particular requirement of the PCC. Tallents to refer this back to Rothera Sharp accordingly and Clerk to contact the Chair of the PCC (or in her absence the Secretary) to request they speak with their solicitor on this matter. Contact initially to be by telephone and followed up in writing.

ii) In addition a Commercial Property Standard Enquiries form has been received – Clerk and the Chair to review and respond

There being no further business the meeting was declared closed at 7.20pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 6th September 2017 Minute ref. 345 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 6th September in the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 1

170901 To receive Apologies for Absence and Declarations of Interest
Apologies were received and accepted from Cllrs. Francis and Allarton
Declarations of Interest: None declared

170902 To accept the minutes of the meeting held on July 5th and July 25th 2017

- a)** The minutes for **July 5th** were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. P. Laughton and seconded by Cllr. Nice
b) The minutes for **July 25th** were accepted as a true and correct record and duly signed by the Chair. Proposed by Cllr. Webster and seconded by Cllr. Lowney

County Councillor Laughton arrived at 7.35pm

170903 To note & report matters arising from the minutes & the progress of ongoing items

- a) Village signs** – Cllr. Laughton advised the Local Improvement Scheme is to be revised. Quarterly report for current project to be submitted stating insufficient funds available for project to continue and Clerk to resubmit application.
b) Housing Survey – comment received from Midland Rural Housing commenting on survey and asking for view on potential for open market housing. Clerk to respond in line with survey response and confirm approval for survey to published by N&SDC.

170904 To receive reports from County Council & District Council Representatives

County Councillor Laughton advised the Council had been in recess through August. He also advised that he has listed Main Street as a priority for consideration for improvement.

District Councillor Michael reported there had been no Council meetings through August. She also advised that staff are moving into the new Castle House offices in the next few weeks, with the handover from Kelham Hall in November.

170905 To receive and consider any highways issues

- a)** Proposed experimental environmental weight restriction on A1133 at Collingham & the potential impact on B1163 at Weston
Cllr. Laughton stated neither he or colleagues representing neighbouring areas or relevant parish councils had been consulted on the proposed weight limit through Collingham and the potential impact on the peripheral communities. This is an experimental limit for 6 months to end of September between the hours of 7pm and 7am. Assessment shows a 113% increase in lorry numbers using Grassthorpe Road and 120% increase through Tuxford and Weston due to the weight limit.
Cllr. Laughton is to speak at full council to request it be lifted and consultation to take place. Clerk has obtained some detail on the proposal and will circulate to all councillors.

- b)** Cllr. Webster mentioned the overgrown cycle path alongside the A1. Cllr. Laughton advised this was the responsibility of A1+ / Highways England and would be raised.

County Councillor Laughton left the meeting at 8pm

170906 To consider financial matters

g) To record the balance of accounts

Clerk reported the balance of the bank account at 31st August 2017 was £8,059.02 including £1,054 in the defibrillator fund. Bank statements are available for Councillors to view if required.

h) To report receipts and payments

Receipts – none to report

Payments – Clerk Salary and Expenses at £722.95 (expenses of £70.28) – details along with timesheet circulated prior to meeting and approved – chq 479

Cllr. Lowney declared an interest

i) Grant Thornton External Audit

Received and signed. Revaluation of dog bin assets to be restated in 2018 Annual Return. No fee charged.

Clerk to post relevant notices and copies of Annual return to the website.

j) Correspondence received requiring decision on funding

Royal British Legion Lamp Post Poppy Appeal – discussion followed and agreed that 10 poppies at a donation of £3 each be purchased. Cllr. P. Laughton to advise if Highways approval is place for them to be attached to lampposts, otherwise alternative locations will be found.

The meeting was adjourned for 5 minutes at 8.10pm, Cllr, Chase left the room

Data Protection Legislation Training – Notts Alc half day training on implications of new regulations in May 2018. All agreed Clerk to attend.

Payment to Notts Alc at £30 – chq 480

170907 To discuss matters arising in regard to the parish burial ground

No further progress to report.

170908 To consider any planning matters & receive update on ongoing applications

a) 17/00567/FUL Ivy House Farm – revised plans submitted to remove velux windows and amend access. Discussion followed and **all agreed** to support the proposal.

b) 17/01389/FUL Hutchinsons Engineering – retrospective application for the construction of a pitched roof on ancillary industrial buildings. Discussion followed and **all agreed** to support the proposal.

170909 Social Media & Communications Policy Review

a) Social media usage - Cllr. Lowney provided details: website gained 1,450 individual page views in last six months from 424 sessions. Main pages viewed are the planning tracker and events. Facebook has 50 active followers. Information from other groups in the village has to be requested, Facebook page also shares from other organisations, e.g. Notts Police, N&SDC and NCC etc. All agreed usage makes having the website and Facebook worthwhile and thanked Cllr. Lowney for his efforts.

b) Policy Review – it was agreed to retain the current policy and review it again in 6 months to consider any impact from changes in data protection regulations.

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

Nothing raised

170910 To receive and consider correspondence

a) Summer mobile surgery itinerary for Robert Jenrick MP – posted on the notice board

b) RCAN bulk oil buying scheme – posted on notice board and website

c) Police & Crime Commissioner – latest edition of *'The Beat'* – available by email from Clerk

d) Environment Agency – poster raising awareness of illegal dumping – posted to website

e) Parish Council Event – a new format this year with a presentation from Mansfield & Ashfield CCG and a chance to view the new council offices at castle House. Monday 16th October from 6pm

f) NALC requesting feedback for government consultation on broadband speeds

g) N&SDC request to confirm open spaces affected by changes in Dog Control orders and Public Space Protection Orders. Clerk advised Weston not on the list as no N&SDC controlled open areas or play areas.

170911 To consider and discuss any non-agenda items and business for the next meeting on **Wednesday 4th October 2017**

Next Meeting:

a) Risk Assessment Review

b) Clerk Appraisal and Salary Review in advance of budget discussions in November (to be discussed in a closed session at the end of the meeting)

c) Distribution and location of lamp post poppies

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 4th October 2017 Minute ref. 346-348 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 4th October in the Village Hall, Weston commencing at 7.30 p.m.

Present:

Councillors: R. Allarton, 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: 2

171001 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllr. Chase.

Declarations of Interest:

Cllr. Lowney declared an interest in agenda point 171012 being the spouse of the Clerk. Cllr. Allarton declared an interest in agenda point 171007 being Chair of the PCC.

171002 To accept the minutes of the meeting held on 6th September 2017

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

171003 To note & report matters arising from the minutes & progress of ongoing items

c) Lamp Post Poppies - Clerk advised the poppies have arrived and will be on display between the dates 26th October and 11th November. Cllr. P. Laughton advised the poppies are not to obscure entrance access or be in the line of sight for motorists.

d) Application to Supporting Local Communities Fund (village signs) – Clerk has advised SLC that the gateway project is not progressing. Cty. Cllr. Laughton advised a new application be submitted straight away. The Council will be able to choose its own design if successful with funding.

171004 To receive reports from County Council & District Council Representatives

- District Councillor. Michael advised the meeting that all N&SDC staff have now moved into Castle House along with staff from the Probation Office and the CBS. Tours of the facility are available on the evening of the Parish Event.
- Cllr. Michael also advised that all Council meetings will be available to view via a webcam recording on the following day.
- In response to a query from Cllr. Webster regarding a parking meter at Castle House, Cllr. Michael stated there is a 15 minute free parking zone.

171005 To receive and consider any highways issues

a) Experimental Environmental Weight Limited at Collingham – the 6 month experimental period came to an end at the beginning of October. A number of objections have been received, including from Notts. Police and Lincolnshire CC. The number of lorries through Tuxford and Grassthorpe have increased during the period.

All agreed for the Clerk to write with concerns over the lack of consultation and increased traffic. Cty. Cllr. Laughton stated the Council was not consulted about the weight limit because it was an experimental/temporary measure. A paper is to be presented at the December transport committee. Objection letter should be sent to Sean Parks.

Winter Service 20kg Salt Bags available from Via – Clerk to request usual delivery of 5 free bags

b) Cllr. P. Laughton advised the grit bin at Weston Road is damaged. Clerk to report

c) Cllr. Webster advised the fencing alongside the railway track behind Meadow Lane still has no wiring. To provide photos for Clerk to report to Network Rail

d) Cllr. Nice advised potholes have been marked and filled in on Meadow Lane except for approx. 40 yards at the end. Cllr. P. Laughton to look into.

171006 To consider financial matters

k) To record the balance of accounts - Clerk reported the balance of the bank account at 30th September 2017 was £7,306.46 including £1,054 in the defibrillator fund. Bank statements are available for Councillors to view if required. Receipts & Payments report circulated prior to the meeting.

l) To report receipts and payments

Receipts – second tranche of the precept at £1,875

Payments – donation to British Legion (poppies) @ £30 (Chq481)

m) Application to the Transparency Fund – Clerk advised what could be claimed from the fund and a discussion on the potential for an application followed. **Cllr. Francis proposed, Cllr.**

Lowney seconded and all agreed the Clerk to apply to the fund for:

i) Purchase of a Council owned laptop with operating and office software

ii) Funds towards Clerk costs of updating the website at 1hr/week

iii) Possibility of funds to install Wi-Fi in the village hall

171007 To discuss matters arising in regard to the parish burial ground

a) Clerk advised that Tallents are still waiting for documentation to be returned from the diocese prior to signing by the Council. Cllr. Allarton advised that these should be returned next week.

b) Documentation will require two signatories. Cllr. Chase will be one. **All agreed** that whichever councillor is available on the day of signing will be the second signatory. Cllr. Allarton's declared interest means she will not be required as a signatory for the Council.

c) Cllr. Allarton advised that 'tidy up days' in the churchyard will be held over the winter. Dates to be supplied to Cllr. Lowney for the website and Facebook.

County Cllr. Laughton joined the meeting at 8.10pm

171008 To consider any planning matters & update on ongoing applications

a) 17/000567/FUL Ivy House Farm – application approved

171009 Risk Assessment Review

All agreed the last review in April was comprehensive and no major changes were identified. Assessment to be reviewed again in April 2018

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

a) The speed limit through South Muskham of 30mph is difficult to achieve exiting the A1. Cllr. Laughton stated it would not be raised to 40mph and was being enforced.

b) Weed killer has been sprayed along the road edge onto a garden edging with the pavement. Cllr. P. Laughton to look into.

c) Query whether N&SDC employed a Pest Control Officer. Cllr. Michael advised this was no longer the case

Cllr. Laughton and Cllr. Michael left the meeting at 8.30pm

171010 To receive and consider correspondence received in addition to that detailed below:

a) Robert Jenrick MP – letter regarding the proposed closure of the custody suite at Newark Police Station. **All agreed** Clerk to write in support of the objection to closure

d) Notts CC - launch of consultation for the second Joint Health & Wellbeing Strategy for Nottinghamshire. The consultation will run until 29 October 2017. Link to online survey and details of events available from Clerk. Details to be added to the website.

e) VIA – notice of an overnight closure of the level crossing at Stone Road End on Monday 9th October

f) Notts ALC – AGM on Wednesday 15th November at Epperstone Village Hall at 7.30pm. Arrive from 6.30pm for a light buffet supper. Guest speaker is Chief Constable of Notts. Police, Craig Guildford

g) Notts CC – approval required for seasonal decorations, e.g. lights, that overhang the highway

171011 To consider and discuss any non-agenda items and business for the next meeting on Wednesday 1st November 2017

Next Meeting: - Budget for 2018/19 and seasonal expenditure, e.g. Christmas tree

The public were asked to leave the meeting at 8.42pm. Cllr. Lowney also left the meeting.

Closed Session

171012 Clerk Appraisal and Salary Review

A discussion followed as to how the Clerk appraisal has been carried out in the past and changes for going forward. Cllr. Allarton suggested the following process:

An Appraiser be appointed to gather input to be gathered from councillors prior to a one-to-one meeting with Clerk. Comments from that meeting to be documented prior to feedback to Council for recommendations. **All agreed.**

Clerk was asked to leave the room at this point and was recalled following a discussion between councillors during which time it was agreed to raise the salary scale to SCP24 from March 2018. Clerk was thanked for her continued efforts and in return thanked the Council for its support.

It was agreed Clerk to document a summary of the year, objectives and support required and forward to Cllr. Allarton as the Appraiser. Cllr. Francis agreed to complete the appraisal with the Clerk October 2018.

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

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 3rd November 2017. Minute ref. 349-351 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

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

Present:

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

Members of the Public: 2

171101 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllr. Webster.

There were no Declarations of Interest

171102 To accept the minutes of the meeting held on 4th October 2017

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

171103 To note matters arising from the minutes & progress of ongoing items

a) Report back on letters issued after last meeting: Notts. Chief Constable and NCC – Chief Constable has not responded to the letter sent (proposed closure of Newark custody suite), however a copy of his response to Robert Jenrick has been received, was read out and will be circulated.

Response from NCC (experimental environmental weight limit) has been circulated to councillors.

County Councillor Laughton joined the meeting at 7.40pm

b) Transparency Fund application – Clerk advised the fund does not cover costs to install Wi-Fi at the hall unless it is the primary place the website is accessed and maintained. Fund application included an amount for the purchase of a laptop and software and staff hours for maintaining and updating the website. Application was successful.

Clerk obtained one quote for laptop and software – 2 more to be obtained. It was also agreed to purchase an external hard drive.

It was commented that the additional funds would cover Clerk costs for maintaining website going forward as opposed to unpaid work.

A discussion followed on acquiring Wi-Fi for the village hall which would need to be considered a grant application.

c) SLC Fund application – application re-submitted for £1,900 in line with highest quote obtained from Malcolm Lane.

d) Lamp Post Poppies – on display until 11th November. Thanks to Cllr. Lowney for his assistance.

171104 To receive reports from County Council & District Council Representatives

District Councillor Michael advised the meeting of a council event on 29th November for a number of Syrian refugee families that have settled in Newark and already started a business.

County Councillor Laughton advised that Castle House is now open and fully staffed. He also commented that N&SDC will have a level budget for the year 2018/19.

171105 To receive and consider any highways issues

- Councillor Laughton advised there was no update on the resurfacing of Main Street, however it remains a priority for him

- Residents on Ladywood Lane have complained about the number and of potholes and road condition. Repairs have been carried out.

- A consultation on the experimental environmental weight limit at Collingham to be issued.

Cty Cllr. Laughton left the meeting at 8pm

Cllr. Allarton left the meeting for five minutes at 8pm

171106 To consider financial matters

n) Clerk reported the balance of the bank account at 31st October 2017 was £9,151.46 including £1,054 in the defibrillator fund. Bank statements are available for Councillors to view if required. Receipts & Payments report circulated prior to the meeting.

o) To report receipts and payments

Receipts: NALC Transparency fund at £1,686.92

Payments: CHT Bronze membership renewal @ £124 and emergency phone annual line rental @ £52 – total £176 (Chq 482)

Cllr. Chase left the meeting for five minutes at 8.05pm

c) To discuss and set the budget for 2018/19 - a lengthy discussion followed with the main points being as follows:

Dog Waste Bins – Cllr. Lowney asked whether these could be removed and the street bins used as they are all emptied by the same person. Cllr. Michael agreed to raise the query with N&SDC.

Training – additional amount to be budgeted for travel to other parish council meetings by Clerk.

Other staff costs – provision for employee eye tests due to working with computer monitors.

Communications – provision required for annual SSL Certificate and anti-virus software

Grants – all grants to be considered on application. Cllr. Lowney proposed budget figures be entered for grants to the village hall and PCC for burial ground maintenance. **All agreed**

Benches – rolling programme of repair/replacement of benches to be undertaken. Clerk to review condition of all benches and report back at February meeting for options/programme to be agreed

Parish Clock – Clerk to obtain update on condition and work required from Mr Meadows and look at funding sources for refurbishment.

Defibrillator – provision to be included for training

Provisional discussion on what precept to levy. Cllr. Lowney suggested no increase on this year's precept. **All agreed** to the proposal and budget figures as discussed.

Clerk to produce adjusted budget in line with precept calculations for the January meeting.

171107 To discuss matters arising in regard to the parish burial ground

Clerk advised documents have been received, signed and returned to Tallents for signature by the diocese and PCC. Cllr. Allarton advised the documents had been received by the PCC. Final fees from Tallents will be £506 plus VAT which includes additional land searches for unregistered land.

171108 To consider planning matters & update on ongoing applications

a) 17/01202/FUL Redroofs Farm – plans to be re-submitted due to concerns over size and visual impact

b) 17/01389/FUL Hutchinson Engineering – retrospective approval given

c) 17/01893/FUL Westcroft – application to build an attached garage and storeroom at side of the house. Details circulated prior to the meeting. **All agreed** to support the application

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

A member of the public advised the meeting of a significant achievement by a local child. **All agreed** to write a letter of congratulations. The resident went on to suggest that achievements of the village children should be celebrated and commemorated in some way.

Cllr. Lowney to post on Facebook asking for any details. Cllr. Laughton to discuss with the Village Hall Committee.

171109 To receive and consider correspondence received in addition to that detailed below:

- Robert Jenrick MP – advice of a future consultation on how to tackle illegal traveller encampments
 - Mansfield & Ashfield CCG – invitation to design event on 14th November at Mansfield around neuro-rehabilitation
 - NCC – consultation until 26th November on School Admissions Code. Details to be posted.
 - NCC – residents survey to be posted on notice board and website
- Newark & Sherwood Homes – notice of AGM on 23rd November at Castle House 3.30pm

- NCC – consultation on the Notts Minerals Local Plan for 2016-2036 to commence 20th November for 8 weeks. Details to be circulated when received.

171110 To consider & discuss any non-agenda items & business for the next meeting on Wednesday 3rd January 2018

- Cllr. Allarton asked if the next meeting could be moved to January 10th. After a discussion it was agreed to leave it as scheduled.
- Cllr. Laughton is to produce a newsletter later this month and asked if the parish council would contribute. Clerk to provide input.
- Cllr. Chase has offered to provide this year's Christmas Tree. Village Hall to provide new lights. Clerk to donate some decorations and internal lights.

Next Meeting: Precept for 2018/19

There being no further business the meeting was closed at 9.20pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 3rd January 2018. Minute ref. 352-354 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of an Extra-ordinary Meeting (Planning) of the Parish Council held on Tuesday 21st November 2017 commencing at 6.45pm

Present:

Councillors: D. Chase, R. Allarton, P. Nice, P. Laughton

Clerk: S. Akerman

Members of the Public:None

171111 To receive apologies for absence and Declarations of Interest

Apologies were received and accepted from Cllrs. Francis, Lowney and Webster.

No Declarations of Interests were made.

171112 To review and discuss planning application 17/01965/FUL

Application for proposed change of use of barns to three dwellings at Blue Bell Farm, Great North

Road, Weston.

Plans and application details were circulated prior to the meeting. Concerns were raised about the number of parking spaces allocated to the development and the potential for parking on the Great North Road near the junction with Bell Lane.

Following a discussion, **all agreed** to support the proposal with a comment regarding the parking concerns raised.

171113 To review and discuss planning application 17/01202/FUL

This is a revised submission of application 17/00294/FUL to erect stables and a hay barn at Redroofs Farm, Great North Road, Weston.

Plans and application details were circulated prior to the meeting. Following a discussion on the revised plans, **all agreed** to support the proposal and to re state comments and conditions made against the previous application regarding future commercial use.

171114 To consider and discuss any non-agenda items

Nothing raised

There being no further business the meeting was declared closed at 7.20pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 3rd January 2018. Minute ref. 355
Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 3rd January 2018 in the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 1

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

180101 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from District Councillor Michael.

There were no Declarations of Interest

180102 To accept the minutes of the meeting held on

a) 1st November 2017 - 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

b) 21st November 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. Allarton

180103 To note and report matters arising from the minutes and the progress of ongoing items

e) Review of quotes received for IT equipment – Clerk circulated three quotes obtained.

All agreed to proceed with the quote from SCIS UK Limited and to include an external hard drive.

b) Cllr. Francis asked if there was an update from District Cllr. Michael regarding the query regarding dog bins raised at the last meeting. Cllr. B Laughton to follow up.

180104 To receive reports from County Council & District Council Representatives

County Councillor Laughton advised the meeting of the following:

- The Local Improvement Scheme has been revamped and can be applied to for funding for village signs. Included later in meeting for discussion.
- Environmental weight limit at Collingham has been approved. Traffic surveys showed that during the experimental phase the number of HGVs through Weston decreased.
- A planning application for the building of a bungalow in Carlton has been passed under delegated powers.

180105 To receive and consider any highways issues

No additional issues raised

Cty Cllr Laughton left the meeting at 7.50pm

180106 To consider financial matters

p) Clerk reported the balance of the bank account at 31st December 2017 was £10,662.87 including £878 in the defibrillator fund. Bank statements are available for Councillors to view if required.

q) To report receipts and payments:

Receipts: None

Payments: SLCC annual membership renewal @ £59 (chq 483)

r) External auditor for 2018/19 – Clerk advised that no external audit required from April 2018. Internal Audit and Annual report still required. PKF Littlejohn have been appointed as Auditors in the event of an objection/query raised by the public.

s) Local Improvement Scheme Application – new scheme accepting applications for funding for village signs and does not require matched funding. Clerk provided previous quote from Malcolm Lane Limited for discussion. **All agreed** to Clerk to obtain a quote for signs similar in design to Carlton-on-Trent's and submit the application.

t) To set the precept for 2018/19 – Clerk presented a revised budget and precept calculations.

Cllr. Chase left the meeting for 5 mins at 8.10pm

Discussion followed on where savings could be made to balance the budget.

Cllr. Lowney proposed the precept be kept at current level of £3,750 and the budget be revisited at a later date when additional information about the clock and dog bins is available. **All agreed.**

180107 To discuss matters arising in regard to the parish burial ground

Clerk advised that the documentation is still with the diocese and Tallents are chasing with the aim for completion as soon as possible.

180108 To consider any planning matters and receive an update on ongoing applications

d) 17/01202/FUL Redroofs Farm – Permission refused

e) 17/01893/FUL Westcroft, Main Street – Permission granted

f) N&SDC Planning Training covering process and material considerations in decision making to be held on January 22nd at 2pm, Castle House Cllr. P Laughton and Cllr. Chase to attend.

Open Forum – Nothing raised

180109 To receive feedback on meetings/training attended

a) Attendance at other parish council meetings – Clerk advised attendance at Sutton-on-Trent and Carlton-on-Trent meeting. Due to attend Caunton on 10th January.

b) NCC Parish Conference on 12th December – shortened event due to bad weather, included brief presentations from committees and a question and answer session with leaders of the County Council.

c) Data Protection Training (GDPR) on 8th December – NALC organised training on new regulations from May 2018. Issues to be addressed:

- Disclaimer to be included on website and all council emails – Clerk to review
- Membership of ICO will increase to £55 from £35
- Data Protection Policy to be adopted – Clerk to draft
- Data Protection Officer to be appointed – Clerk advised must be an independent person and that NALC is considering a national position. Possible N&SDC will provide a service – costs will be incurred. Cllr. Allarton asked whether a link to a neighbouring parish council providing a DPO service for each other is possible. Clerk to speak with NALC

180110 To receive and consider correspondence received

a) NCC Consultation regarding community involvement – details circulated

b) Notts Fire & Rescue Consultation on mixed and alternative crews - details circulated

c) Verbal complaints received concerning environmental health issue reported to N&SDC

d) NALC potential training subjects for 2018

e) CHT/999 Emergency Phone Agreement signed

f) N&S CCG notice for a drop-in event on 17th January – details to be posted on board and website

180111 To consider and discuss any non-agenda items and business for the next meeting on Wednesday 7th February 2018

Next Meeting:

- Discuss and agree maintenance programme for benches
- Receive an update on parish clock

There being no further business the meeting was closed at 9.10pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 7th February 2018. Minute ref. 356-357 Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 7th February 2018 in the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 1

In the absence of Cllr. Chase, the meeting was chaired by Vice-Chair Cllr. Allarton

180201 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllrs. Chase, Francis, Nice and Webster.
There were no Declarations of Interest

180202 To accept the minutes of the meeting held on 3rd January 2018

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

180203 To note and report matters arising from the minutes and the progress of ongoing items

- a) Data Protection Regulations update - still waiting for NALC to advise whether it will provide a DPO service and also for a model policy and disclaimer. Cllr. Lowney suggested a register of information held be put together – Clerk to complete.
- b) Parish Clock update – in the absence of Cllr. Chase, this was deferred to the next meeting
- c) LIS Fund Application – Clerk advised an application has been submitted with an indicative quote from Malcom Lane for signs with a central scene. Cllr. Allarton has provided photos of three windows in the church. Further discussions on content to be had if funding available.

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

Concerns raised that local police are not always aware of incidents in the area and a lack of feed back when incidents are reported. Clerk to write to the Police & Crime Commissioner with concerns about communication.

180204 To receive reports from County Council and District Council Representatives

District Councillor Michael apologised for not being able to report back on the dog waste bin query at the last meeting but was now able to provide the following feedback from a discussion with N&SDC

- i) dog waste bins are emptied at the same time as general waste bins,
- ii) not recommended that general waste bins be used for everything as there is a risk of overflow,
- iii) N&SDC expect some form of legislation in the future regarding the provision of separate bins
- iv) dog waste bins are located where regular waste bins are not
- v) dog bins take longer to empty and the council cannot afford to provide the service at no charge

There is no suggestion at this stage that they bins should be removed and the advice is to continue with the existing contract. Cllr. Lowney queried whether the additional cost was significant and Cllr. Allarton asked whether N&SDC could consider alternative recycling.

Cllr. Lowney thanked Cllr. Michael for following up on the initial query.

Clerk raised a complaint received by Cllr. Nice regarding dog fouling and suggested notices be posted to include indication of costs for provision of dog bins.

Cllr. Michael went on to advise the meeting of a new development company to be set up owned by N&SDC and operated as a limited company within the residential and non-residential markets to generate income to cover the funding gap. N&SDC are being very proactive in finding ways to maintain services with reduced central funding.

County Councillor Laughton agreed that N&SDC were being proactive, e.g. a 30-year house building programme, plans being considered for a new leisure centre at Ollerton and the opening

in March of Gladstone House on Bowbridge Road, a 63 flat supported accommodation complex for the elderly to be operated by N&S Homes.

At county level, an additional £20 million over the next four years has been allocated to highways.

Cllr. Laughton also advised the county portion of the council tax is likely to rise by 4.9% in the main to fund adult social services.

180205 To receive and consider any highways issues

Cllr. Nice has received complaints regarding potholes and road damage at the end of Meadow Lane. Clerk has reported to NCC

Pothole and road damage at the junction of Main Street and Great North Road reported by Clerk.

Clerk also to report four further sites raised by Cllr. Allarton:

- i) Great North Road near Colley Lane – deteriorated road filling in centre
- ii) Pot hole in centre of road towards Scarthingmoor near Post Boy Cottages
- iii) Sunken road due to water damage and mains repairs at top of Colley Lane
- iv) Great North Road towards Sutton – serious road damage along the kerbside

County Councillor Laughton left the meeting at 8.10pm

180206 To consider financial matters

u) To record the balance of accounts - Clerk reported the balance at 31st January 2018 was £11,841.14 including £878 in the defibrillator fund. Receipts & Payments report circulated before the meeting and bank statements are available for Councillors to view if required.

v) To report receipts and payments:

Receipts: Tallents Solicitors at £1,894

Payments: SCIS UK at £656.73 incl VAT (chq 000484)
NALC annual subscription at £86.92 (chq 000485)

w) Grant requests received:

Sherwood & Newark Citizens Advice – agreed to consider at the next meeting

Royal British Legion – opportunity to purchase additional lamppost poppies for 2018 appeal – agreed to consider at the next meeting

180207 To review the village benches and consider a maintenance programme

Photos of all benches circulated prior to the meeting. After a discussion it was agreed the Clerk would review insurance cover should a Community Action Day be held for volunteers to clean and tidy the bench areas prior to decisions on maintenance.

Cllr. Michael agreed to find a contact for the Young Offenders/Community Service Group for possible work.

180208 To discuss matters arising in regard to the parish burial ground

Clerk confirmed the sale of the land has been completed and cleared funds received.

180209 To receive a report on Safer Neighbourhood Group meeting – Cllr P Laughton

Cllr. P. Laughton attended the last meeting and advised the main reports were for fly tipping, speeding (at Carlton) and thefts of fuel. Concerns were again raised regarding the lack of communication and information provided from Police on crime updates.

180210 To consider any planning matters & receive an update on ongoing applications

a) 17/01965/FUL Blue Bell Farm - approved

180211 To review policies

a) Risk Assessment – Clerk suggested in view of the burial ground sale, that section be removed. All agreed.

It was noted the lack of detail included regarding Data Protection changes and that the document be reviewed again in June to ensure compliance with GDPR.

It was also noted that updates are required following purchase of laptop and storage – Clerk to review and provide update for June.

b) Communications & Social Media – agreed to review again in June when provision can be made for GDPR.

180212 To receive and consider correspondence received:

N&SDC – request that any changes in councillors Register of Interests be reported to the District Council.

Cllr. Lowney suggested a letter be sent to N&SDC in relation to GDPR and requesting details on the management and retention of data provided by the parish council for both current and past councillors. Clerk to follow up.

180213 To consider and discuss any non-agenda items & business for the next meeting on Wednesday 7th March 2018

Non-agenda items:

a) Cllr. Laughton advised a clothes recycling bin will shortly be provided to the village hall with proceeds being split with Notts/Lincs Air Ambulance

b) Cllr. Lowney asked if community groups should be asked to apply for support from the Council prior to the 2018/19 budget being finalised. After a discussion it was agreed the budget be placed on the agenda for the next meeting.

c) Cllr. Lowney commented on the work on the hall floor and asked if replacing the heating was to be considered. Cllr. Laughton advised that options to improve the heating were being considered.

Next Meeting:

Agree meeting dates for 2018/19

Clerk Salary & Expenses to be paid

Dog Waste Bin Contract Renewal

Parish Clock Update

2018/19 Budget discussion

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

These minutes were approved as a true and correct record and signed by the Chair on Wednesday 7th March 2018. Minute ref. 358-360. Minutes recorded by the Clerk to Weston Parish Council

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 7th March 2018 in the Village Hall, Weston commencing at 7.30 p.m.

Present:

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

Members of the Public: 2

180301 To receive Apologies for Absence and Declarations of Interest

Apologies were received and accepted from Cllr. Allarton and Cllr. Francis.
Declarations of Interest received and accepted from Cllr. Lowney in respect of 180306

180302 To accept the minutes of the meeting held on 7th February 2018

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

180303 To note & report matters arising from the minutes & the progress of ongoing items

d) Parish Clock update – Cllr. Chase to follow up and report back at a future meeting.
e) Village benches – Clerk confirmed volunteers working on the benches are insured if working for the Council. District Cllr. Michael is waiting for a response to the query regarding young offenders working on cleaning the benches. Cllr. Chase to look into spraying the moss.

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

Notice given that a Festival of Remembrance will be held on November 10th with Weston Choir.

180304 To receive reports from County Council and District Council Representatives

County Councillor Laughton advised the meeting that the Highways Capital & Revenue Programme for 2018/19 will include £150,000-£200,000 for the resurfacing of Main Street and £50,000-£75,000 for structural patching on Bell Lane. The Chair thanked Cllr. Laughton for his work on getting this approval.
Cllr. Laughton also advised the meeting that N&S Homes Gladstone House is opening on 1st April.

District Councillor Michael responded to Cllr. Allarton's query at the February meeting about alternative recycling for dog waste – N&SDC have no plans to develop this at this time.
Cllr. Michael also advised the meeting that the formation of a development company owned by N&SDC has been approved at full council.
N&SDC is to vote on a proposed Council Tax increase of 1.94% on 8th March.

Cllr. Lowney asked when the refuse collection missed last week due to the weather will be made. The meeting was advised that the refuse calendar is to be put back one week for the remainder of this year. Cllr. Michael to follow up and report back to Clerk.

County Cllr. Laughton left the meeting at 7.50pm

180305 To receive and consider any highways issues

None raised

180306 To consider financial matters

x) To record the balance of accounts - Clerk reported the balance at 28th February 2018 was £11,754.22 including £878 in the defibrillator fund. Bank statements are available for Councillors to view if required.

y) To report receipts

HMRC @ £289.31 – VAT refund for 2017/18

z) To agree payments

Rent to Village Hall @ £144 (chq 000486)

Clerk Salary & Expenses (details circulated prior to the meeting) @ £740.62 (chq 000487)

Chair Allowance @ £50 (chq 000488)

N&SDC Dog Bin Contract 2017/18 – invoice to be received for £384.80 plus VAT. Clerk requested and all agreed for payment to be made if invoice received between meetings.

d) Budget for 2018/19 – Clerk circulated details prior to the meeting. A discussion was had regarding the level of provisions and budget figures for possible grants.

Provisions – remain as stated in circulated figures. **All agreed**

Grants – budget figure of £1,000 set split as follows: PCC for burial ground maintenance £400, Village Hall £500 and Other £100. Grants are subject to written applications being received and approved by the Council. **All agreed.**

Cllr. Chase and Cllr. Laughton declared an interest and took no part in the discussion or decision regarding any potential grant payment to the Village Hall being on the committee.

The finished budget for 2018/19 will reflect a deficit for the year which the Council agreed in view of provisions made.

e) Grant requests

British Legion Poppy Appeal – Clerk to find out more about alternative projects ('Silent Soldier'). Cllr, Lowney proposed that if the poppies from last year are re-used a donation should be made to the British Legion. **All agreed.**

Newark & Sherwood Citizens Advice – No donation to be made.

f) Internal Auditor – all agreed to contact Mr M Harness and request his services again this year

180307 To consider any planning matters & receive an update on ongoing applications

a) 18/00302/FUL The Piggery, Great North Rd, Weston – a discussion followed with some concerns regarding overdevelopment of the site. A vote of 4-1 to support the application.

b) 18/00251/FUL Hutchinson Engineering Services – concerns have been raised by residents regarding the potential for increased traffic and noise. A discussion followed and **all agreed** to support the application with the concerns being noted.

f) 18/00392/FUL Redroofs Farm, Great North Road – a discussion followed regarding the previous support of the application. The Council was of the opinion the additional information provided did not address the concerns raised previously by N&SDC which resulted in an earlier application being declined. **All agreed** to object to the proposal.

g) 18/00120/AGR Goosemoor Hall Farm – Notice that prior approval is not required for the erection of an agricultural building

h) 18/00264/AGR Crossways, Great North Road – Notice that prior approval is not required for the erection of an agricultural building

180308 To receive an update on Data Protection Regulations (GDPR)

Clerk advised NALC have produced a toolkit for councils including templates. Cllr. Lowney requested it be circulated to all councillors. Still waiting for update on appointment of DPO but unlikely that N&SDC will provide this service. Clerk to report again in April.

180309 To agree dates for meetings through 2018/19

Clerk circulated proposed dates prior to meeting and the following were agreed. All are first Wednesday of the month except for August:

April 4 th	May 2 nd – Annual General Meeting
June 6 th	July 4 th
August 29 th – to replace the September meeting	
October 3 rd	November 7 th
December – no meeting	January 2 nd
February 6 th	March 6 th

The Annual Parish Meeting will be held on either Saturday 21st April or Saturday 19th May subject to availability of guest speakers. It was agreed to follow a similar format to the two previous years. Clerk to invite Robert Jenrick.

180310 To receive & consider correspondence received in addition to that detailed below:

- a) Sherwood Forest Hospitals NHS Trust – CQC holding drop-in sessions in April for public to give feedback on the trust and its hospitals
- b) Newark & Sherwood & Mansfield CCG – dates for Patient & Public Engagement events through March
- c) Best Kept Village Competition 2018 – to be included at the next meeting for a further discussion

180311 To consider & discuss any non-agenda items & business for the next meeting in April

Next Meeting:
GDPR Update
Best Kept Village Competition

There being no further business the meeting was closed at 9.10pm

These minutes were approved as a true and correct recorded and signed by the Chair on Wednesday 4th April 2018. Minute ref. 361-363. Minutes recorded by the Clerk to Weston Parish Council