

WESTON PARISH COUNCIL

Minutes of the Parish Council Meeting on Wednesday 7th June 2023
in the Village Hall commencing at 7.30pm

Present Cllr Colin Laughton (Chair)
Cllr David Chase Cllr Richard Henderson Cllr David Hill
District Cllr. Sylvia Michael
County Cllr Bruce Laughton
Clerk- Janet Birkin

4 Members of the public in attendance

230601 To receive Apologies for Absence and Declarations of Interest
Apologies- Cllr Glyn Francis (Business call) Accepted

230602 Open Forum – ten minutes to receive questions and comments from members of the public

- There is a Problem with the drains on Main Street- seems to be blocked and the water is not going down. **Action: County Cllr B. L. to ask for it to be jetted.**
- There is still a problem with horses using the footpaths. **Action: Cllrs will be vigilant and try to identify the people who are doing this. Action; Clerk will get in touch with Rights of Way again to chase this up.** (This has already been reported and asked for advice and intervention)

230603 Matters Arising from Minutes

- A) Speeding Update (Clerk)** This has already been reported several times now. **Action: Clerk will phone and chase this up.**
- B) SSL Certificate Update (Clerk)** Decided to take the link to email through Hugo Fox off the website. The email address is still on so members of the public will be able to email directly. This will solve the problem of sensitive data. **Action: Cllr C.L. to take this off the website.**
- C) Clock/Church Key Update (Cllr G.F)** **Action: Cllr C.L. will discuss with Cllr. G.F. to get all updates. Action: County Cllr. B.L. will have a word with the Chief Executive about the clock issues.** There is still an outstanding bill of £180 owed by the church to Time Assured.
- D) Standing Orders and Policies Update (Cllr C.L.)** Cllr. C.L. has updated Policies, Standing Orders on the website. These were agreed by Councillors
- E) Risk Assessment (Cllr C.L.)** .Agreed by Councillors. **Action: Cllr C.L. will put The amended Risk Assessment on Website and send copy to Clerk so that it can be put on Council laptop.**
- F) Lengthsman Vacancy update (Cllr C.L.)** There has been response as yet from the advertisements for the job of Lengthsman.
- G) Clerk Vacancy/ NALC update** The present Clerk has agreed to continue until a new Clerk is found. **Action: Cllr C.L. will compile new advert for the job to find a replacement a.s.a.p.**
- H) Community Development Officer update (Clerk)** Discussion of the importance of links with Community Development Officer and Weston. **Action: Clerk will continue to notify the Officer of Coffee mornings/ Annual Parish Meeting- and invite him to attend if possible.**
- I) Councillor Vacancies poster update (Clerk)** No applications were received by the due date, **Action: Councillors agreed to co-opt new members to fill the vacancies.**
- J) A.G.M. 10th May** All went well at this. Cllr. Colin Laughton was appointed Chair. Cllr David Chase Vice Chair. Glyn Francis and Richard Henderson were co-opted back onto the Council.
- K) Annual Parish Meeting- July 8th 11.00 during coffee morning. (Change of date?)** Decided this date was not convenient for the Village Hall. **It was agreed that the Annual Parish Meeting would be on Saturday 13th August at the Coffee morning 11.00a.m.**
Action: Clerk will invite Robert Jenrick
- L) Lowcroft Surface Water connection update** The builders were told they couldn't connect into the existing drain on Main Street. They have now purchased land at the back of the site. Water will be discharged to the dyke on the Great North Road.
- M) Coronation Bench Thank you Update (Clerk)** A Thank you had been sent by the Clerk to Adam who had repaired the bench at the top of Colley Lane and carved it to commemorate the Coronation of King Charles 111
- N) Village Hall Bench update** It was agreed by Councillors that the bench would be installed next to the Little Library at the Village Hall. **Action Cllr. D.H and Cllr. D C would arrange this**
- O) Community Police Beat Surgery – Saturday 4th June 11.00** This was cancelled due to other commitments by the Community Officers.

P) **Old Cricket Ground -Any developments** No developments

Q) **Blocked Road Gullies- Update, (Clerk)** These have been reported to Highways
The Minutes were approved as a true record – Proposed Cllr D.H. Seconded by Cllr D.C. and signed by Cllr C.L.

230604 **To note and report matters arising from the minutes not covered elsewhere on the agenda**

A) **Councillor E-mails** Councillors were advised by the Clerk to comply with Freedom of Information Act to have a separate email address for Council business. **Action: Councillors to look into and let the Clerk know separate email address.**

B) **Councillor submission of required documents (Clerk)** Councillors were thanked for supplying the relevant information to the Clerk- which has now been sent to Democratic Services at Newark and Sherwood Council. Just waiting for Notification of Interests Cllr G.L.

230605 **To consider and discuss any non-agenda items**

A) **Anti-social behaviour 2 vehicles-Wed 10th May Main Street** Discussion of incident. Not a serious incident. Just someone throwing rubbish out of 1 car. The occupants of car 2 picked it up.

230606 **To receive reports from County Council and District Council Representatives and Parish Councillors**

- District Cllr S.M outlined new organisation after the election. Labour Party are running the Council and have gone into partnership with the Independents and Liberal Democrats. There are a lot of changes to the organisation. There have been an increase to some of the Committees.
- County Cllr. B.L. outlined that County Hall is going to be sold off (estimated opening up £80m. and County Council will be relocated. (Estimated new offices £1.8m) This will save £1.8m a year on heating (only 40% occupancy) This will save the tax payer a lot of money. There are going to be improvement on 6 junctions of the A614- roundabouts- Bilsthorpe, Lowdham etc recognised as a major route and to improve connectivity to the A614. Will cost approx. £28m
£140m will be directed over the next 3 years to Residential Care (Childrens) Newark, worksop and other areas needed. Relocating resources to help troubled families.

230607 **To receive and consider any highways issues**

A) **Egmanton Level Crossing Closure- Completed**

B) **Main Street National Grid- 19th -23rd June 2023** this will involve 2 way traffic lights while works are carried out.

230608 **To consider financial matters**

A) **Internal Audit (Clerk)** The accounts have been returned from Mike Harness- Sutton on Trent for the Internal Audit.

B) **Incomings/Outgoings/Balance** **Outgoings-** 9th May- Coronation Medals £130.79 Village Hall £150 Coronation Grant. Village Hall Hire for meetings for year £119 Community Heartbeat Defibrillator £148.80 Council Insurance Gallaghers- £465.21 Clerk's Salary... Darby's Accountancy fees- £145.80 HMRC -£37 New Councillor Training £45
Balance at 26th May 2023 -£17,807.77

C) **List of Assets (Clerk)** Clerk has been in touch with Time Assured by email to try to get an estimate of the value of the Clock (housed in the church) As yet no response. **Action: Clerk will chase up or ask Sutton on Trent about theirs.**

D) **AGAR (Update Cllr G.L.)** As Cllr. G.F could not attend the meeting, Cllr C.L. updated the AGAR. The Annual Audit report was received and noted.

The Annual Governance Statement was approved

The accounting statements were approved.

The Certificate of Exemption was approved.

All were signed by the Responsible Financial Officer (Clerk) and Chair- Cllr. C.L.

The Chair set the date for commencement of the exercise of public right- Monday 26th June.

Action: Clerk will submit the AGAR requirements- Certificate of Exemption to the External Auditor to meet the deadline of 30th June

Action: Cllr. C.L. will put on the website by July 1st- The Annual Audit Report, The Annual Governance Statement, The Accounting Statements, An analysis of significant year on year variances. Bank reconciliation as of 31st March, Certificate of Exemption, Details of arrangements for exercise of public rights and the name and address of the External Auditor.

E) **Gallagher Insurance Renewal Update £465.21** Agreed and paid

F) **ICO Data Protection Fee £40 Change of mandate for Lloyds Bank** This was agreed and Cllrs D.C and R.H signed the mandate. **Action: Clerk will scan and send this off to ICO**

G) **Bank signatories-** As soon as Cllr D.H. has all information and has necessary things from the bank, Pauline Laughton will not continue as signatory. At the moment Cllr D.C. and Cllr R.H.

are signatories for Lloyds Bank.

230609 To consider planning matters and receive updates on ongoing applications

A) 23/00770/FUL Hutchinsons Proposed change of use of agricultural land to proposed turning area, long term staff parking area and electric vehicle charging points, Discussed by members Voted unanimous for approval. **Action: Cllr C.L. will type up a response and send to Clerk** **Action:** Clerk will comment on support for proposal and send comments.

B) 23/00667/HPRIOR 20 Meadow Lane Weston Householder prior approval for proposed single storey rear extension -Decision- Prior approval not required

To discuss any issues raised by residents since last meeting

A) Residents email complaint about lighting of fires. Discussion of fire that lasted several hours in the day concerned. Residents can report nuisance fires to the council themselves. The email has no personal names to contact a response directly and would be up to individuals to report directly.

B) Email about non visible sign Walnut Close- The sign is very difficult to see on Walnut Close as it has faded. **Action: Clerk to report to NSDS with photograph.**

230610 Consider correspondence circulated to Councillors since last meeting

A) New Code of Practice Zoom training 8th/15th June 6.00 p.m. Cllrs would aim to take part in this but the slides will be circulated after the event by the Clerk.

B) New Councillor Training Booked and future training. Cllr D. H has been booked on this training at Dunham on the 27th June 2023. Cost £45

Richard Liversidge- who was at this meeting said that he would be interested in becoming a councillor. This was proposed by Cllr. D.C. and seconded by Cllr. D.H. **Richard Liversidge was co-opted onto the council. Action: Clerk would supply Declaration of Acceptance of Office and Notification of Interests forms.**

230611 Open Forum – ten minutes to receive questions and comments from members of the public

No further comments

230612 To consider and discuss any non-agenda items and business for the next meeting on

Wednesday 5th July 2023

- Annual Parish Meeting – August 13th 2023 11.00 at the Coffee Morning.
- New Code of Practice
- New Councillor Co-option
- Internal Audit
- AGAR
- Budget update. Variances
- Church Clock/Key update
- Clerk Advert
- Seat next to Little Library

Janet Birkin Clerk

Date: 23rd June 2023