

WESTON PARISH COUNCIL

Minutes of the Meeting of Weston Parish Council held in Weston Village Hall on THURSDAY
10th June 2021 at 7:30pm

PRESENT: Alistair Schofield (Chairman) John Cherry (Vice-Chairman) Judith Evans
Matt Hale Steve Ludbrook Claire Mason
Tim Moody Rob Noble Vicky Patmore

IN ATTENDANCE: No members of the public attended the meeting

2021/06/071 APOLOGIES FOR ABSENCE

None

2021/06/072 PUBLIC PARTICIPATION

None

2021/06/073 DECLARATIONS OF INTEREST

Cllr. Cherry declared an interest in the planning application Ref: 21/01615/FPA.

2021/06/074 MINUTES OF PREVIOUS MEETINGS

With reference to item 2021/05/065(j) Cllr Moody reported that we were still awaiting details from the food bank as to how best to pass the £100 grant funding to them. Minutes of the meeting held on 6/5/21 were approved and duly authorised by the Chairman.

2021/06/075 PLANNING

Applications:

- **Application: Change of use of existing barn to Ice Cream production and storage (Ref: 21/01615/FPA).** Lannock Manor Farm, Hitchin Road, Weston, SG4 7EE. **Action:** No decision made as documents referred to in the application were not available on the NHDC Planning website. Chairman to request extension to the deadline.

NHDC Decisions:

- **4 Post Office Row, Weston (21/00057/FPH).** Replace existing roof to two storey rear extension, raise eaves to north east side elevation, erection of porch canopy to rear elevation entrance and erection of detached rear outbuilding/carport following demolition of existing detached rear shed. **Granted**
- **Glebe Cottage, Church Lane, Weston (21/01026/FPH).** Erection of one and a half storey detached double garage with first floor use as an office, following demolition of existing detached double garage. **Refused**
- **Irongate Farm, Halls Green, Weston (21/00376/FP).** Change of Use of existing agricultural barns to B8 storage. **Granted**
- **Tilekiln Farm Lodge, Weston Road, Weston (20/02664/FP).** Retention of stable building and use of land as equestrian use. **Granted**

2021/06/076 FINANCE & ADMINISTRATION

a. Cheque signing. The following items were approved for payment:

HAPTC	Annual Membership	£295.00
Zurich Municipal	Annual insurance	£1,010.22
Accountancy & Book-Keeping Services	Internal audit	£100.00
CAPALC Ltd	Training course	£200.00

- b. Financial Year-end Procedures – The Chairman reported that the internal audit of the 2020/21 accounts had been completed. Council unanimously agreed the Annual Governance Statement which was signed ready for submission to the External Auditors.
- c. New Register of Interests and Code of Conduct. Members agreed to adopt the new register and code as recommended by NHDC and publish on the website (<https://westonherts.uk>). Action Cllr Patmore.
- d. Clerical Services to the Council. Cllrs Mason and Moody had interviewed a candidate for the role of Clerk & Responsible Finance Office. They conclude that the person was an excellent candidate and recommended them to the Council. Members discussed and agreed amendments to the terms and conditions of the contractual arrangements. An explanatory note setting out the basis of the arrangements will be filed as a confidential addendum to these minutes. Members voted unanimously to appoint Kelly Johnson to the position with a starting date of 1st July. Council additionally decided that they would like the Clerk to have a telephone/voicemail facility. Action Cllr Schofield.
- e. Communications and Media – Cllr Hale suggested that job vacancies within the parish should be added to the village website. Members agreed it was a good idea. Cllr Patmore to action.
- f. Correspondence. Various emails and Facebook messages informing the Council of full bins, overgrown paths, broken signs etc – all reported/fixed
Email from HAPTC detailing training councillor opportunities.
Notice of the High Court judgement requiring councils to return to physical meeting after 7th May 2021. – already circulated.
Notice from Affinity Water that they are undertaking consultation on their updated Drought Plan. Members of the public can view the plan and provide feedback up to 5pm on 30th July 2021 via the following link:
<https://affinitywater.uk.engagementhq.com/drought-consultation>.

2021/06/077

PROJECTS

- a. Weston Walkabout project.
Cllr. Moody reported that 12 people/organisations have sponsored benches thereby enabling us to increase the number of benches from 12 to 17 plus one picnic bench within the previously agreed budget of £6680. It was also agreed that the Council will replace two of the dilapidated benches around the village green to take advantage of the discounted price offered by the supplier. Total cost of both projects will be £6292 after recovery of the sponsorship. Council agreed the expenditure. Installation costs are not included but will be minimal, delivery is expected in the second half of July
- b. Celebration of Normality. Cllrs Patmore and Mason stated that the event is scheduled for the 28th August and that there is a growing band of volunteers helping to organise the event.
- c. Community Wood Proposal. Nothing to report.
- d. Weston Voices. Nothing to report.

2021/06/078

NHDC LOCAL PLAN

Nothing to report.

2021/06/079 **VILLAGE ENVIRONMENT including FOOTPATHS and MAINTENANCE**

- a. Traffic management plan update (2019/04/043) – Cllr Hale presented the findings of the report commissioned by Cllr Steve Jarvis following input from the team led by Cllr Hale. It was agreed that the report should be made available for public comment. Cllrs Schofield, Hale and Patmore to action.
Cllr Moody stated that several residents had expressed a desire for traffic calming measures such as a ‘speed table’ along Fore Street. Council agreed that this should be considered along with the other proposals if and when funding becomes available.
- b. Footpath Maintenance and working parties. Delayed until end of bird nesting season.
- c. HCC/NHDC reported items:
 - Thames Water contacted to report cast iron fitting that fell off one of the sewage vents narrowly missing a resident. **Response:** Vent now made safe.
 - Settle contacted again as litter still not removed from Damask Green Road following commitment to do so on 26/4/21.
 - Member of the public notified the PC that they have reported the overgrown footpath around the back of Friars Road and The Snipe to Settle, and that Settle have committed to trim the area on the 9th June.
 - Overflowing bins were reported to NHDC in Maiden Street and Fore Street
 - Member of public reported traffic calming sign in Hitchin Road not working. Reported to Herts CC (Ref: 401002011974). **Response:** Will be repaired in ‘future works programme’.
 - Member of the public witnessed a lorry knock over the Post Office Row sign. Matter reported to NHDC along with details of the vehicle (Ref: AF338123722). **Response:** Replacement to be included in next order. Expected Aug-Sep 2021.
 - Fallen ‘Unsuitable for HGVs’ sign at corner of Hatch Lane and Fore Street reported to Herts CC (Ref: 401002023369)
- d. Village Gates. Cllr Mason reported that the gates near Park Drive are rotten and in danger of falling. Council agreed to investigate option of replacement gateways made of recycled plastic. Cllr Moody to obtain indicative pricing.

2021/06/080 **RECREATION GROUNDS and SPORTS FACILITIES**

- a. Play equipment proposals (2021/03/031c). Cllr. Schofield reported that replacement cradle seats had been ordered at a total cost of £387.70. It was noted that other repairs were needed at the Snipe and Rec play areas. Cllr Schofield to obtain quotation for the work.
- b. Picnic bench request. Cllr. Moody reported that the tables would cost £300 in total. Council approved the expenditure. Cllr Moody to action.

2021/06/081 **HIGHWAYS and LIGHTING**

Friars Road Parking (2020/10/080a). Line painting still awaited.

The Chairman thanked everyone for attending and then closed the meeting at 9:20pm with the next meeting being held on Thursday 8th July 2021 at 7:30pm in the Village Hall. Agendas will be displayed on the Parish Noticeboard 3 clear days prior to meetings.

Signed.......... **Chairman**

Date: 8th July 2021