

# WESTON PARISH COUNCIL

## Minutes of the Meeting of Weston Parish Council held in Weston Village Hall THURSDAY 9<sup>th</sup> September 2021 at 7:30pm

**PRESENT:** Cllr. Schofield (Chairman) Cllr. Mason Cllr. Evans  
Cllr. Hale Cllr. Noble Cllr. Ludbrook  
Cllr. Moody

**IN ATTENDANCE:** Cllr. Steve Jarvis (County and District Councillor) Kelly Johnson (Clerk).  
No members of the public attended the meeting

**2021/09/109 APOLOGIES FOR ABSENCE:**

Apologies were received and approved from Cllr. Cherry and Cllr. Patmore.

**2021/09/110 PUBLIC PARTICIPATION:**

None

**2021/09/111 DECLARATIONS OF INTEREST:**

None

**2021/09/112 MINUTES OF THE PREVIOUS MEETING:**

The Minutes of the meeting held on Thursday 12<sup>th</sup> August 2021 were approved and duly authorised by the Chairman

**2021/09/113 PLANNING:**

(a) Erection of side extension creating garage and car ports at ground floor and home office at first floor. Single storey rear extension and existing bricked up window opening on first floor front elevation to be reinstated. Insertion of door to side elevation and conversion of external store to form shower room (as a variation of planning permission 21/00219/FPH granted on 18.03.2021). The Vicarage Church Lane, Weston, SG4 7DJ. Ref. No: 21/02362/FPH. **NO OBJECTION.**

**NHDC Decisions:**

(a) Raise roof bridge height of existing detached garage to form a two-storey building with storeroom over garage and erection of external staircase. Reservoir Cottage, Hatch Lane, Weston, Hitchin SG5 7EB. Ref. No: 21/01883/FPH. **REFUSED.**

**2021/09/114 FINANCE & ADMINISTRATION:**

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

- Claire Mason. Summer Event - £30.98
- Hearts Services. Summer Event - £50.00
- Kelly Johnson. Clerk Salary (August) - £259.56
- Kelly Johnson. Clerical Expenses (2021/06/076(d)) - £288.40
- PKF. External Audit for Year-Ended 31.03.21 - £240.00
- Weston Village Hall. Book Exchange 22.05 – 28.08.21 - £225.00

**(b) Clerical Services to the Council.** The Parish Council has received notification of the Completion of the Limited Assurance Review for the year ended 31.03.21. It was agreed to display the Notice of Conclusion of Audit on the Noticeboard until the issue of the October Agenda. Sections 1- 3 of the AGAR plus the Notice of Conclusion of Audit to be displayed on the Parish Council Website by the 30.09.21 (Action: Clerk to forward to Cllr. Patmore).

**(c) Communications and Media.** The Council discussed the giving of a permanent home to a digital archive of the magazine “Village Affairs” (Action: Cllr. Evans to liaise with Pam Blackburn).

HCC have published details of the designated locations in the six Key Hub Towns for the Herts Lynx service where passengers will be able to be picked up from/travel to. Passengers will be able to book journeys from 12th September. (Action: Clerk to pass published details to the Weston Parish News).

**(d) Parish Meeting Part II.** To be held on 4<sup>th</sup> November at 7:30pm (Action: Cllr Schofield to prepare notice for publication in the October issue of the Weston Parish News). Agenda to include the Queen’s Platinum Jubilee 2022 and the traffic calming proposals.

**(e) First Aid Training.** The First Aid Training is due to take place on the 20.10.21. (Action: Cllr Mason to liaise with Hearn to confirm how long the training will take and how many people may attend. Cllr Mason to also liaise with the Weston Parish News to advertise the location of the defibrillators).

**(f) October Meeting Date.** Cllr Schofield reminded Members that the October meeting has been moved to the first Thursday in the month (07.10.21) to accommodate the availability of the Clerk.

2021/09/115

#### **PROJECTS:**

**(a) Weston Walkabout Project.** Cllr Moody reported that all benches are now installed. One more plaque is due to be fitted on Bench 17. Cllr Schofield extended his thanks on behalf of the Council to Cllr. Moody for taking the lead on this initiative and for the success of this Community Project.

**(b) Celebration of Normality.** Cllr Mason reported that the day had been a great success, with good weather and excellent support from the Community. Cllr Schofield extended his thanks on behalf of the Council to Cllrs Mason and Patmore for arranging such a fantastic event. (Action: Cllr Mason to write a review for the Weston Parish News).

**(c) Community Wood Proposal.** Cllr Evans reported that HCC have confirmed that they would be able to assist with this project if and when it is able to proceed.

**(d) Queen’s Platinum Jubilee 2022.** The Council expressed a preference for this event to follow a similar format to the Celebration of Normality rather than a ‘street party’. (Action: Cllr Schofield to speak to land owners and identify potential marquee suppliers. Cllr Hale to obtain a quote for toilets for the event).

**(e) The Snipe Play Area.** The Council agreed that the two play areas should be kept distinct and retain their individual characteristics. The Council also agreed that the aim should be to minimise the duplication of equipment between the two sites, as that enables the Council to afford a wider variety of equipment as well as targeting a wider age range. Cllr Schofield reported that Playdale have been invited to quote for (a) A new Timber Trail, and (b) Cradle swings. The Council also agreed to move a spare football goal from the Recreation Ground to The Snipe Play area following the public consultation exercise.

2021/09/116 **NHDC LOCAL PLAN:** Nothing to report.

2021/09/117 **VILLAGE ENVIRONMENT including FOOTPATHS and MAINTENANCE:**

**(a) Footpath Maintenance.** Cllr Evans reported that good progress has been made maintaining the footpath between the Church and the Recreation ground. NHDC will inspect the junction of Footpaths 6 and 7, and Footpath 25, with a view to undertaking maintenance work as part of the COVID Recovery Fund.

**(b) Damask Green Road flooding.** HCC have reported that this issue has now been resolved. The issue was caused by tree roots which have been removed. The area is now clear from the gullies to the outflow. Weston Parish Council to monitor. (Action: Cllr. Schofield to obtain a map of all gullies in the village. Individual Councillors to ascertain if gullies are blocked and require reporting to HCC.).

**(c) Reported items.** Cllr Evans reported that a number of “Full Bin Notifications” have been made to NHDC. NHDC have confirmed that fewer collections have been made due to staff shortages.

**(d) Overgrown Verges and Hedges.** Cllr Steve Jarvis confirmed that overgrown hedges and verges are due to be cut this month. Areas are cut by HCC in accordance with their specification (Urban, Rural Visibility, Rural Swathe, Rural Swathe B, AVM and Wildlife Verges). Any update to the specification of a particular area needs to be actioned in the next few months.

The Council discussed liaising with local contractors to offer a service to residents to assist with the cutting back of private hedges bordering the roads (Action: Cllr Schofield to liaise with local contractors).

2021/09/118 **RECREATION GROUNDS and SPORTS FACILITIES:**

**(a) Cutting and bailing of wildflower Area.** (Action: Cllr Cherry to progress).

**(b) Annual Inspection and Risk Assessment of Play Areas.** NHDC is arranging for the annual inspection of playgrounds in the Autumn of 2021. The fees for 2021 will be £50.00 per site (Action: Clerk to confirm with NHDC that both play areas within Weston are to be included in this inspection).

2021/09/119 **HIGHWAYS and LIGHTING:**

**(a) Traffic Calming and Section 106 Monies.** (Action: Cllr Schofield to produce draft document following meeting with Herts Highways for circulation to Full Council). Council agrees to undertake further consultation within the parish prior to submission of NHDC. This item will feature on the Agenda for Parish Meeting in November.

**(b) Speed Management Strategy Consultation Process.** Cllr Schofield had written to HCC to complain that WPC, along with many other Hertfordshire parish and community councils, had not been notified of their consultation process in 2020. This is an important issue for residents so Cllr Schofield requested that the consultation be re-run. Phil Bibby of HCC had responded denying the request. (Action: Cllr Schofield to write again expressing WPC’s disappointment and reinforcing our view that the consultation process undertaken was inadequate and therefore cannot be considered representative of the views of Hertfordshire residents.).

2021/09/120 **DATE OF THE NEXT MEETING:**

Thursday 7<sup>th</sup> October 2021 at 7:30pm in the Village Hall.

Agendas will be displayed on the Parish Noticeboard 3 clear days prior to meetings

The Chairman thanked everyone for attending and closed the meeting at 21:29.

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

**Date 7<sup>th</sup> October 2021**