

WESTON PARISH COUNCIL

Minutes of the Meeting of Weston Parish Council held in Weston Village Hall
THURSDAY 10th March 2022 at 7:30pm

DRAFT

PRESENT: Cllr Alistair Schofield (Chairman) Cllr Judith Evans
Cllr John Cherry Cllr Stewart Clifford
Cllr Tim Moody Cllr Steve Ludbrook
Cllr Jacky Jones Cllr Alison Williams

IN ATTENDANCE: Kelly Johnson (Clerk)
1 Member of the Public

2022/03/025 APOLOGIES FOR ABSENCE:

Apologies were sent by Cllr M Hale, and County and District Councillor Steve Jarvis.
Cllr T Moody joined at item 2022/03/030(c).

2022/03/026 PUBLIC PARTICIPATION:

A member of the public raised the issue of muddy footpath slopes and damaged surfaces / kissing gates. Cllr Jones to meet with the member of public to develop a list of areas of concern to feedback to Council.

2022/03/027 DECLARATIONS OF INTEREST:

None.

2022/03/028 MINUTES OF THE PREVIOUS MEETING:

The Minutes of the meeting held on Thursday 10th February 2022 were approved and duly authorised by the Chairman.

2022/03/029 PLANNING:

(a) Planning Applications

- 22/00673/FPH. Wixden, Fore Street, Weston, Hertfordshire, SG4 7AS. To be deferred to the April Meeting. The Clerk to request an extension to the deadline to respond.

(b) NHC Decisions Notices:

- 21/03123/FPH. Woodvine Cottage. Permission granted.
- 21/03124/LBC. Woodvine Cottage. Listed building consent granted.
- 22/00008/FPH. Lynton. Permission granted.

2022/03/030

FINANCE & ADMINISTRATION:/

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

- Clerk Salary (February 2021) - £259.56
- Weston Village Hall (WPC Meetings and First Aid Course 29.03.22) - £72.50
- Igloos Ltd (Jubilee Celebrations - deposit) - £90.00

(b) Governance Documentation:

- i. It was unanimously agreed to adopt the draft Standing Orders. Items (iii) – (v) ensure full compliance with the Standing Orders.
- ii. It was unanimously agreed to adopt the draft Financial Regulations. Cllr Ludbrook to sign outstanding bank reconciliations.
- iii. It was unanimously agreed to adopt the draft Freedom of Information Policy.
- iv. It was unanimously agreed to adopt the draft GDPR Breach Notification Policy.
- v. It was unanimously agreed to adopt the draft. GDPR Subject Access Request Procedure.

(c) Annual Parish Meeting. To be held on Thursday 16th June. Date, theme, and details to be discussed further at the April Meeting.

(d) HAPTC Basic Councillor Training: Training arranged for Cllr Clifford, Cllr Williams, and Cllr Jones. Cllr Jones reported that she has liaised with HAPTC re: issues experienced with the online training.

(e) Precept Payments. The annual WPC precept amount for 2022/2023 is £20,271.22 plus £728.78 of CTRS Grant. The total payment for 2022/2023 is £21,000, which will be paid in two equal payments of £10,500 on the 8th April and 9th September 2022.

(f) Weston Voluntary Car Service (WVCS) Banking Arrangements. The Council to hold the funds in a Reserve on behalf of WVCS. The Reserve to include the £250 grant agreed by this Council.

(g) First Aid Training 23rd March and 29th March. The training on the 23rd March is to be held at The Rising Sun, and the training on the 29th March at the Village Hall. It was unanimously agreed to donate £100 to Hearn Training's defibrillator charity in recognition of this training.

(h) Annual rent review for use of sports facilities. Council agreed to set annual charges at the following levels:

- Tennis Club £430.
- Football Club £460.
- Rugby Club £360.

2022/03/031

PROJECTS:

(a) Community Wood Proposal. No updates.

(b) Queen's Platinum Jubilee 2022. The agreed Budget is £5,000. The draft timetable for the weekend and the associated forecast spend was circulated and discussed. This Council gave the Jubilee Committee authority to proceed and commit expenditure based on the forecast provided.

Cllr Moody has reserved two windowsills in the Church for the WPC contribution to the flower festival.

(c) The Snipe Play Area. The grant application for £10,000 to the London Luton Airport Community Trust Fund was submitted in January. The application is scheduled to be reviewed in April.

2022/03/032 **NHC LOCAL PLAN:** Nothing to report.

2022/03/033 **VILLAGE ENVIRONMENT including FOOTPATHS and MAINTENANCE:**

(a) **Footpath Maintenance.**

(b) **Gully Inspections.** A meeting is due to take place between the HCC Contractor and this Council.

(c) **Reported items:**

- Pavement damage at The Snipe - AF398512618. Latest update 15.02.22. HCC have assessed the fault at this location and concluded it doesn't currently meet their criteria for repair. The response to be forwarded to Steve Jarvis.
- Street Light Friars Road – 401002545598. The light outside number 7 Friars Road has not been working since 24.02.22. NHC have identified it is a power issue and are liaising with the provider.
- Dog waste bin Halls Green. No update.

(d) **Roadside Hedges.** Deferred to the April meeting.

(e) **Maintenance of the Village Pond.** Deferred to the April meeting.

(f) **Preventative Maintenance of Trees.** Cllr Clifford raised the issue of ivy on trees. No further action to be taken.

2022/03/034 **RECREATION GROUNDS and SPORTS FACILITIES:**

(a) **Electrical Safety Testing (Recreation Site).** Cllr Schofield has received a quote of £313.20 to carry out the 5-year electrical safety testing. It was unanimously agreed to accept this quote.

2022/03/035 **HIGHWAYS and LIGHTING:**

(a) **Traffic Calming and Section 106 Monies.** Cllr Steve Jarvis to discuss the proposals further with Gary Henning (HCC).

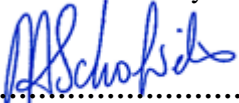
(b) **Village Gates.** Cllr Steve Jarvis to discuss the replacement of the seventh gate with Gary Henning (HCC).

2022/03/036 **DATE OF THE NEXT MEETING:**

Thursday 14th April 2022 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 21:16

Signed.......... Chairman

Date: 14th April 2022