

# WESTON WITH GAYTON PARISH COUNCIL

Minutes of the Parish Council Meeting that took place on Tuesday 8<sup>th</sup> September 2015 in  
Weston Village Hall at 7.30pm

## PRESENT:

Councillor Mrs H Hart (Chair), Councillor R Norman, Councillor C Gilbert, Councillor J Griffiths, Councillor D Tams, Councillor A Hopkin, Parish Clerk Mrs A Kingston

Staffordshire County Councillor L Bloomer (for part of the meeting)

2 members of the public

**APOLOGIES:** Councillor Colin Critchlow, Councillor Mrs A Martin, Stafford Borough Councillor Mrs F Beatty, Chairman of Weston Village Hall Management Committee David Ulke.

## PARISH COUNCIL MEETING 14 JULY 2015 – MINUTES

**1059. RESOLVED** - that the minutes of the Parish Council (PC) Meeting held on 14<sup>th</sup> July 2015 be confirmed and signed by the Chair as proposed and seconded by Parish Councillors Tams and Norman.

## DECLARATIONS OF INTEREST

**1060.** There were no declarations of interest

## UPDATE ON PARISH PLAN

**1061.** Councillors provided updates on the progress of a number of actions contained in the Parish Plan. The latest version of the plan including progress against actions can be obtained from the Parish Clerk.

## ANNOUNCEMENTS AND NOTICES

**1062.** Information was provided on a number of training courses on offer from Staffordshire Parish Council's Association. **RESOLVED** – Clerk to attend the Development Control: How to respond to Planning Applications on 21<sup>th</sup> October and Financial Training, Budgets, Precepts and Annual Returns on Tuesday 22<sup>nd</sup> September.

**1063.** Timetable changes are being made to subsidised bus journeys in Stafford. Details are available on the Staffordshire County Council website at <http://moderngov.staffordshire.gov.uk/ieDecisionDetails.aspx?ID=857>

**1064.** The opening times of Weston Outreach Post Office have changed to Monday 9am- 12pm and Wednesday 9am – 12pm. **RESOLVED** – Opening times to be displayed on Parish noticeboards and Councillor Hopkin to publish in the next edition of Compass magazine.

**1065.** Stafford Borough Council's affordable warmth scheme, Warmer Homes Stafford has a freephone advice line 0800 6771785, to provide anyone living in Stafford with free and impartial energy efficiency and affordable warmth advice. Advice is also available via the website [www.warmerhomesstafford.org.uk](http://www.warmerhomesstafford.org.uk)

**1066.** Effective from the 9<sup>th</sup> July 2015, Display Energy Certificates (DECs) are required for all buildings over 250 square meters occupied by a public authority and frequently visited by the public. **RESOLVED** – Clerk to contact the secretary of Weston Village Hall Management Committee to ensure the VHMC are meeting this requirement.

**1067.** A six week programme of sports taster sessions for 11-16 year olds is being provided at Beaconside Sports Centre on Tuesday evenings beginning on the 8<sup>th</sup> September. The cost is only £5 for the 6 week course. **RESOLVED** – Clerk to display information on parish noticeboards.

## PUBLIC PARTICIPATION

- 1068.** Concern was raised regarding the condition at the edge of the footpath at the side of White Cottage (on the Green) through to Ferrers Road, and the risk to those on mobility scooters. **RESOLVED** – Clerk to report to Staffordshire County Council Highways department.
- 1069.** Concern was raised regarding the new path and pedestrian gate access to the Village Hall. Work has not yet been completed following the discovery of a power cable. Once the power cable has been lowered by Western Power, the tree stumps can be removed and the embankment regarded. The Parish Council would like to continue the path beyond the gate and into the car park once this has been completed. This will be discussed at a future meeting of the council.

#### **REPORT FROM COUNTY COUNCILLOR**

- 1070.** Councillor Bloomer agreed to follow up on the serious concern regarding an Overgrown Hedge on the A51. The Parish Council reported their concern regarding the safety of the hedge and the need for it to be cut back in May 2015, and despite numerous contacts and requests in the months following the original report, the work has yet to be completed.

#### **REPORT FROM STAFFORD BOROUGH COUNCILLOR**

- 1071.** Councillor Mrs F Beatty was not in attendance to provide a report.

#### **REPORT FROM VILLAGE HALL MANAGEMENT COMMITTEE REPRESENTATIVE**

- 1072.** The VHMC asked if the Best Kept Village Signs could be removed from the store room. The Parish Council were clear the signs must remain where they are. **RESOLVED** – Clerk to write to the VHMC explaining that the store room must remain for the use of the Parish Council.
- 1073.** The VHMC asked why Weston does not regularly feature in the Staffordshire Newsletter. It was agreed some co-ordination of press releases was required and a formal single point of contact to work with the newsletter to encourage greater publication of articles from Weston and Gayton. **RESOLVED** – Councillor Hart to act as local co-ordinator.

#### **DEVELOPMENTS**

- 1074.** The issue of trees in the area of the Skate Park was discussed and it was agreed these do need removing. As there is no tree preservation order in place the Parish Council will arrange for their removal at the end of September. **RESOLVED** – Councillor Norman to liaise with Weston Ground Maintenance.
- 1075.** Parish Council to seek formal approval from the neighbouring landowner to gain access via the gate and fence surrounding the skate park, which will be replaced once the skate park is complete. **RESOLVED** - Councillor Hopkin to liaise with the landowner to gain formal approval. .
- 1076.** Stafford Borough Council have received an application to formally name the road on the Abbeylands development 'Abbeylands', so as to aid provision of a specific postcode. The Parish Council have no objection to this proposal.
- 1077.** Most of the work to install traffic calming measures and a children's crossing point by the village green has been completed. The Parish Council would like to install some new signage to show it is a children's crossing point. They would also like to install some bollards to prevent people from parking on the new crossing. **RESOLVED** – Councillor Hart to speak to Richard Rayson at Staffordshire County Highways Department to see what help can be provided.

#### **FLAG POLE**

- 1078.** The Parish Council received a report at the end of August of an injury sustained by a child on the Village Green. An investigation of the flag pole and surrounding area shows the ground has sunk somewhat through regular playing of games use and requires building back up. Weston Grounds Maintenance will be completing this work.

#### **TREES AND CHILDREN'S PLAY AREA**

- 1079.** A draft playground inspection report has been provided by John Hicks Associates and has raised a number of general maintenance requirements. **RESOLVED** – Councillors Hopkin, Hart, Norman

and Tams to meet at the park at 6:30pm on Tuesday 15<sup>th</sup> September to look at the areas raised in the report and report back to the Parish Council.

#### **PARISH PLAN**

**1080.** All activities in the Action Plan are now allocated to individual Councillors and the full Plan can be published. **RESOLVED** - Councillor Hopkin to provide a draft to Councillors for proofing and then proceed with the full print run and distribution.

#### **DOG FOULING**

**1081.** There has been an increase in dog fouling during August, although the number of incidents remains small. Dog bins have been installed along the canal and Boat Lane. Neighbourhood Watch are currently emptying the bins, one of which requires emptying three times a week, but this is not a long term solution. There has been positive feedback from local residents following the installation of the new bins. Unfortunately some individuals are taking all the dog bags from the dog bag dispenser (rather than merely the one they require at the time) so this is in need of constant replenishment.

#### **VILLAGE SOS**

**1082.** The Parish Council have spoken with the VHMC who do not wish to support the establishment of a community styled village shop in Weston Village Hall at this time. The PC has recently been approached by an individual / couple who are interested in exploring the feasibility of starting a commercial shop venture should they be able to find appropriate premises with living accommodation, within the village.

#### **MATTERS FOR ACTION BY STAFFORDSHIRE COUNTY COUNCIL**

**1083.** Two of the footpaths reported requiring general maintenance have been completed. Those remaining should be completed shortly.

**1084.** Councillor Bloomer will follow up on the report to cut back the overgrown hedge on the A51.

**1085.** Contact will be made with Richard Rayson at Staffordshire County Highways to consider the installation of bollards at the new crossing point and signage to show it is a crossing point used primarily by children.

#### **NHT VISIT**

**1086.** The list of works for Neighbourhood Highways Team visit on the 15<sup>th</sup> September were agreed. **RESOLVED** – Clerk to forward the list to the Community Highways Liaison Officer at Staffordshire County Council.

#### **TERMS OF USE OF THE VILLAGE GREEN**

**1087.** The terms of use of the village green were discussed and were agreed with the addition of a statement concerning any applications for the use of the green for commercial purposes.

#### **MEDIA POLICY**

**1088.** The Clerk circulated a copy of a draft Weston with Gayton Parish Council Media Policy for consideration. **RESOLVED** – by unanimous agreement the Media Policy be adopted by Parish Council.

#### **AUDIT**

**1089.** The Clerk informed the Parish Council that the external Auditors, Grant Thornton had made contact regarding the Parish Councils Risk Assessment. While the Parish Council have taken many steps to manage and mitigate risk through a variety of processes and procedures, this has not been pulled together into one formal risk assessment document. In light of this, the Clerk circulated a draft risk assessment document for consideration. **RESOLVED** – Councillors to consider the content of the risk assessment for discussion and adoption at the meeting on the 13<sup>th</sup> October 2015.

#### **FINANCES**

**1090.** The September statement of accounts/receipts and payments was not available for consideration.

**RESOLVED** – Clerk to send the September statement to all council members for consideration and approval at the October meeting.

**1091. RESOLVED** – that the PC approve the following monthly payments

- Weston Grounds Maintenance Payments for July £1987.44 and August £1771.40
- Councillor Hart – reimbursement for the purchase of dog bins £573.91
- A Kingston – Travel expenses for July £13.05
- A Kingston – extra hours for August £52.30
- Society of Local Council Clerks Membership £111
- Petty Cash £50

**1092. RESOLVED** – Parish Council budget setting meeting to be held at 7pm Tuesday 13<sup>th</sup> October 2015 with the full Parish Council meeting beginning at 7:30pm.

#### **CORRESPONDENCE**

**1093.** The PC noted and considered the following items of correspondence

- The new Stafford Library will open to the public on Wednesday 9<sup>th</sup> September at Staffordshire Place 1.
- SARH AGM will be held on the 10 September 2015. Councillor Critchlow will be attending.

#### **DATE, TIME AND VENUE OF NEXT MEETING**

**1094.** Parish Council meeting, Tuesday 13<sup>th</sup> October 2015 at 7:30pm Weston Village Hall

**HILARY HART  
VICE CHAIR**