

**Minutes of the Weston with Gayton Parish Council Meeting that took place on
Tuesday 10th September 2024 at 7.30pm in Weston Village Hall.**

Present Councillor A Massey (Chair), Councillor M Davis, Councillor J Gair, Councillor M Hardenberg, Councillor H Hart and Councillor J Tallentire, Councillor G Wray.

Parish Clerk B Nicholls.

6 members of the public were present.

24/123: To Receive any Apologies and Record any Absences

Councillor D. Leake, Councillor R.Garner

Stafford Borough Councillors Aspin and Beatty and Staffordshire County Council J. Francis

24/124: To Co-opt Vacant Gayton Seat

RESOLVED M. Davis Co-opted as Gayton Councillor. Declaration of Acceptance of Office signed. Clerk to complete necessary declarations with Councillor Davis and advise the Elections Team at SBC.

24/125: Parish Council Meeting – Minutes

RESOLVED that the minutes of the Annual Parish Council Meeting held at 7:30pm on the 9th July 2024 be confirmed and signed by the Chair.

24/126: To Note any Declarations of Interest

There were no declarations of interest.

24/127: To Receive Announcements and Notice

Local Transport Plan session – 20th September 1-4pm – H.Hart agreed to attend.

24/128: Public Participation

Member of the public highlighted congestion outside of St Andrews School and raised concerns of dangerous and illegal parking outside of the school when children are being taken and collected from school.

It was confirmed that the Village Hall car park is open during the times of school collection/pick up.

Resolved Clerk to contact PCSO and St Andrews School to highlight concerns raised.

24/129: To Receive a Report from Borough Councillor –

Chairman read an update received from Cllrs F. Beatty and K. Aspin

- Major consultation by the government on planning that requires responses by 24th September.
- The consultation and energy - Quite a lot on the respective roles of central and local government in deciding applications, including decisions on on-shore wind and solar farms. Government wants the power to make the decision on solar farms up to about 500 acres
- Beaconside Serco – Serco have withdrawn their proposals for the use of the Beaconside site for asylum seekers. Instead Serco will resume further procurement of Dispersed Accommodation in Stafford (for 308 beds)

Member of public queried whether the Borough Council would be re-imbursed for their legal costs.

Action: Clerk to query with SBC Councillors.

24/130: To Receive a Report from County Council Councillor

SCC Cllr J. Francis was not in attendance and no updates or reports had been received.

24/131: To Receive a Report from the Village Hall Management Committee

Cllr Wray gave an update:

- Village Hall lease talks ongoing.
- Letter sent to regular hirers following stabbing in (Liverpool) requesting doors are locked in between sessions and reminded hirers that they are responsible for safeguarding.
- Empty shed previously mums and babies has been cleared out ready to sell/re-use
- All tickets sold for Piano man event.

24/132: To Receive an update on Severn Trent Grant Weston Village Hall Funding Application

Cllr Gair reported the Village Hall Management Committee had been successful and awarded a grant for £6,500 from Severn Trent which will be used in conjunction with the ACER grant for £2000 towards updating Village Hall electrics, flooring and doors. Work to commence from the end of September.

24/133: To Receive an update on Football Association (FA) Funding Application for Weston Village Hall Changing Rooms

Cllr Gair gave an update on the funding application for upgrading the changing rooms. The funding would be on a 75%/25% basis, with the 25% shortfall required to be raised through fundraising and donations. Councillors **agreed** for Cllr Gair to apply on behalf of the PC and for a working group to be arranged for further discussions.

24/134: To Receive an update on Village Hall Lease and receive quotations for EPC

Clerk informed Councillors of Commercial EPC quotes obtained for Weston Village Hall. **RESOLVED** Councillors agreed to pursue with local business EPC Stafford who quoted £300 + VAT =£360.

24/135: To Discuss and Consider Additional Annual Tasks to Grounds Maintenance Contract

Clerk had distributed a proposed list of additional tasks prior to the meeting. It was highlighted that many of additional tasks listed were SCC Highways responsibility and were not being maintained by Highways.

Resolved Clerk to request quote from Ground Maintenance contractor for further consideration.

24/136: To Receive an Update on Planning Applications

24/38808/FUL - Land Off Hartley Green Road Gayton - The applicant attended the meeting and informed Councillors and members of the public in attendance that the planning department had requested amendments to be made to the size and slight change of design. Applicant advised he had submitted an updated plan with advised alterations to the planning department. Councillors felt they were unable to comment on the application they had received if the application was different to the one the Parish Council had received from the planning department.

Action: Clerk to contact planning department and request confirmation on assumption that the PC will receive another updated consult with the altered details.

24/137: To Discuss Village Green, Trees and Children's Play Area issues

a) To Discuss Management of Trees on Weston Village Green

Chairman reported he had been approached by member of the public asking for clarification of the PCs responsibility for tree management as a tree on the Village Green has grown over Telephone/Electric lines.

Cllr Hart informed Councillors and members of the public that the PC is responsible to manage and survey the trees on the Village Green for their health, safety & viability & to take timely and appropriate action re branch or tree removal as required at any time.

- None of the trees under the PCs responsibility have TPOs.
- The PCs ground maintenance contractor carries out low level hanging branch removal on all trees (lifting the crown), annually and during 'winter hours'. If remedial action (at any time) is required that our maintenance contractor is not able to do, the PC will engage a professional tree surgeon to carry out the work.

- All trees under PC responsibility have a numbered silver disc on their trunks
- Periodically, maybe every 5 - 7 years, the PC has all trees under its responsibility surveyed by a professional tree surveyor. The last PC tree survey was commissioned in 2020.

Action: Clerk to clarify whether Electrical or Telephone cables and seek advice on trimming back foliage.

- b) To Receive an update on skate ramp repair and recommended annual cleaning** – Skate ramp boards have been repaired and it was advised by the contractors how the PC can clean the ramps and suggested this is done annually which has been added to the list of additional tasks for the Ground Maintenance contract to be considered as discussed previously at item **24/135**.
 - c) To Discuss reported wet pour issue** – It has been raised that the wet pour around the slide feels spongy to walk on and as though has come loose underneath. Clerk had reported this to the company who installed the Wetpour and had been informed by the installers that the wetpour is still under warranty and requested photographs of the area in question.
- 8:50pm – Chairman requested for item d) to be brought to the next meeting due to the time.**

24/138: To Discuss Highways and Rights of Way issues

- a) To receive an update on damaged Speed Indicator Device (SID)** – SID Repaired and reinstalled on A518. Awaiting bracket to be delivered which will replace broken bracket from alternative SID location which was where the SID was located at the time it was damaged.
- b) To consider ground maintenance of track and Weston 6 footpath behind Weston Methodist Church to the Weston boundary** – Previously discuss during item **24/135**
- c) To receive an update on Footpath 3 Gayton and bridge repair footpath 0.1419-** Response from Public Right of Way (PROW) currently seeking some legal advice in relation to Footpath 3 and in discussion with the landowner regarding reinstating repaired bridge. Clerk to follow up.
- d) To receive an update on Gayton Lane road closure** - Cllr Hardenberg reported the road had now re-opened.
- e) To discuss and consider ‘slow down’ signs for Gayton Village** - Councillor Hardenburg produced some slow down pictures that local children had designed and proposed having these made into signs. **RESOLVED** Councillors agreed to Cllr Hardenberg to proceed with having the signs made within the allocated budget for Gayton’s Highways/footpaths.
- f) To receive an update on Weston Bank water flow**

Clerk informed Cllrs of the last update from Highways received on the 9th July, Highways had requested update from scheduling team and awaiting a response. Clerk awaiting an update and to follow up.

24/139: To Consider Finance Matters

- a)** To approve the monthly Statement of Accounts, Receipts and Payments

Payments Approved and made before the meeting noting there was no meeting in August.

Compass magazine donation	£200
Clerks July Salary	£727.03
Clerks July Expenses	£38.50
Ground Maintenance July £2220.75 + VAT £444.75 = £2664.90	£2,664.90

- b)** To approve the payments listed on the Statement of Accounts, Receipts, and Payments

RESOLVED that the PC approve payments listed below and included on the monthly Statement of Accounts/Receipts and Payments.

Clerk's Gross Salary 47.8 hrs x £15.21 per hr (payable 25th September)	£727.03
Clerks Basic Expenses (Home Allce 4 x £6)	£24.00
Radii Skate Park Repairs	£900.00
Ground Maintenance August - £2151.95 + VAT £430.39 = £2582.34 (inc £75.60 for emptying dog waste bins)	£2582.34
SPCA Chairman Training Course £75 + VAT £15.00 = £90.00	£90.00
SPCA Clerk Training Course £75 + VAT £15.00 = £90.00	£90.00
Elan City - SID box and Delivery £254.52 + VAT £50.90 = £305.42	£305.42
Elan City - Repair parts and labour £286.56 + VAT £57.31 = £343.87	£343.87
Elan City - Additional mounting bar £24.00 + VAT £4.81 = £28.84	£28.84

c) To receive an update on AGAR and return of external audit –

Clerk reported the external audit has come back with no issues of concern, just a couple of notes:

1. the accounts being £1 out due to excel rounding figures up/down. Which there's allowance for this.
2. It's advised that Parish Councils have .gov domain for their websites and email addresses. If the Council has not created a generic email address by 31 March 2025, then this could result in either a qualification or other matter on the 2024/2025 AGAR.

RESOLVED Clerk to explore options and cost for changing domain and email address to .gov.

- d) **To consider donation request for John Burke Memorial** – Clerk previously distributed email to councillors with request for grant of £200 towards memorial of John Burke. **RESOLVED** Councillors unanimously agreed to the proposal of £200 grant.
- e) **To discuss St Andrews Churchyard maintenance grant** - St Andrews Church have requested the PC to take the maintenance of the Churchyard back onto the PCs Grounds Maintenance contact due to the current maintenance being inadequate. Clerk informed Councillors St Andrews had been informed the budget for this financial year towards the maintenance of St Andrews graveyard for 2024/25 would be £1872.

RESOLVED Clerk to obtain quote from Grounds Maintenance for further consideration.

24/140: To Consider Items of Correspondence Received During the Previous Month

Boat Lane - Laurel maintenance – Email received from resident requesting overgrown Laurel in front of, but not part of their property is cut back. The laurel hedge is located on the grass triangle at the entrance of Boat Lane. Clerk advised SCC Highways are responsible for maintenance of the laurel hedge and it should be reported to SCC through MyStaffs website.

Action: Clerk to report and inform resident

24/141: To Request Items for the Next Meeting Agenda

- Playground
- Grounds Maintenance
- .gov domain and email addresses

24/142: To Confirm the Date, Time, and Venue of next meeting – 7:30pm 8th October 2024 at Weston Village Hall