

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL ON THURSDAY 4th JANUARY 2018 AT 7.15 PM**

PRESENT

Cllr T Harvey-Smith (Chairman), Cllr D Cross, Cllr G Fewkes, Cllr R Grainger, Cllr J E D Milne, Cllr A Parker, Cllr D Smith, Cllr Mrs M White, Cllr T Willis and Mrs M Meede (Clerk).

Members of the public: 2

Plus Borough Councillor D Poole.

After members of the public had been given the opportunity to raise any issues, the Chairman thanked everyone for attending, and the Parish Council meeting commenced at 7.30pm.

157. APOLOGIES FOR ABSENCE

RESOLVED: The apologies of Cllr Mrs J Green be accepted. Cllr Milne had advised that he might be late to the meeting due to a previous commitment and this was accepted. The apologies of Cllr Councillor Mrs H Timms and Borough Councillors D Ellis and Mrs S Bragg were noted.

158. DECLARATIONS OF INTEREST (existence and nature) for items on the Agenda

Cllr Willis declared an interest in any agenda items which may reference Warwickshire County Council.

There were no declarations of interest made, but the Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

159. MINUTESa) Approval of Minutes

All Councillors had been given the opportunity to review the minutes prior to the Parish Council meeting.

RESOLVED: The minutes of the Parish Council meeting held on 7th December 2017, having been approved for adoption by those who had been present at the meeting, be signed by the Chairman.

RESOLVED: The minutes of the Extraordinary Parish Council meeting held on 20th December 2017, having been approved for adoption by those who had been present at the meeting, be signed by the Chairman.

b) Publishing Minutes

A proposal had been made to publish the draft Parish Council minutes prior to approval by Councillors at a Parish Council meeting. Cllr Milne had voiced his concerns via email, and his comments and thoughts were read out. The Chairman also had concerns, including the fact those without internet access would be at a disadvantage, and the fact that minutes are a legal document and approved minutes can be used in a Court of Law, and even if the draft minutes are watermarked as such, he felt that any confusion could cause problems. It was recognised that the Transparency Act and WALC have advised that publishing draft minutes is 'best practice' (and actually compulsory for smaller authorities with an income of under £25,000) but there is no statutory requirement. Cllr Willis advised that draft minutes would be beneficial to the NDP, so members of the Working Group could read minutes themselves rather than relying on verbal updates from the three Parish Councillors who are also on the NDP Working Group. However, other Councillors felt that having three Parish Councillors to provide updates at NDP meetings should be sufficient, and had concerns about minutes being acted upon or quoted before approval.

After a discussion, Cllr Grainger proposed publishing the minutes in draft format prior to approval at Parish Council meetings. This was seconded by Cllr Willis. Cllr Grainger and Cllr Willis abstained from the vote and all other Councillors voted against the proposal.

RESOLVED: Draft Parish Council minutes will not be published on the village website.

Note: Cllr Milne joined the meeting at this point, at 7.50pm.

After a further discussion and in order to reach a compromise, Cllr Parker proposed that, as the NDP is a Working Group of the Parish Council and is carrying out work on behalf of the Parish Council, draft minutes should be shared with the NDP Chairman for information purposes only (and should not be acted upon until they are approved). This was seconded by Cllr Smith. The Chairman and Cllr Willis also supported this proposal. Cllr Grainger abstained from the vote. Councillors Cross, Fewkes, Milne and Mrs White voted against the proposal. The Chairman therefore had the casting vote and gave his support again to the proposal.

RESOLVED: The draft Parish Council minutes will be sent to the NDP Chairman as well as Parish Councillors for information purposes only.

160. PROGRESS REPORT

Cllr Mrs White provided an update on the Scout Hut lease and confirmed that she is progressing matters with the District Commissioner.

Signed.....

Cllr Grainger advised that work on the CCTV system is ongoing with Rugby First and Prime Security, - but information is still needed from Prime Security to satisfy the requirements of Rugby First.

In relation to the Royal Garden Party, Cllr Milne was nominated to be put in the ballot to hopefully represent the Parish Council this year.

161. PLANNING

No new planning consultations had been received to be discussed at this meeting.

162. CORRESPONDENCE

A meeting is still due to be called between representatives of Wolston Parish Council to meet with Midlands Rural Housing / Warwickshire Rural Housing Association and officers of RBC at the Town Hall. The purpose of the meeting will be to discuss the principle of taking forward for development two brownfield sites in Wolston, both owned by RBC. The purpose of any development would be to meet local housing need identified in a recent HNS. The NDP had recognised that the Parish Council should take the lead on this matter with RBC in the first instance, but the Neighbourhood Development Plan Working Group will be kept fully updated about any meeting and its outcomes.

Training courses in relation to General Data Protection Regulations (GDPR) are being organised by WCAVA and WALC. The Clerk is attending a course and if any Councillor is interested they should inform the Clerk.

163. FINANCE

Councillors reviewed and discussed the accounts for payment.

a) To approve accounts for payment in December 2017

Date issued	To whom payable	For what purpose	Cheque number	Gross amount
07/12/17	4 Counties Grounds Maintenance	Grass cutting - October	105194	£385.00
07/12/17	Secure-a-field	Fencing and gates - Allotments	105195	£3,922.67
07/12/17	Sam Moreton & Sons	Kubota tyre repair	105196	£8.10
07/12/17	Vision ICT Ltd	Website domain	105197	£30.00
07/12/17	SLCC	Membership renewal	105198	£147.00
07/12/17	WBBJBC	Grant - agreed 7/12 agenda item 142c	105199	£2,300.00
20/12/17	Meddda Place	Christmas tree - cost agreed 15/11 agenda item 129	105200	£160.00
20/12/17	Mrs C Payne	Expenses - millstone beds	105201	£73.94
20/12/17	Mr R Grainger	Expenses - NDP	105202	£35.09
20/12/17	Wolston Conservation Group	Grant - agreed 7/12 agenda item 142d	105203	£1,000.00
20/12/17	Parish Council Employees (x5)	Staff salaries	105204-08	£2,324.09
20/12/17	HMRC	PAYE	105209	£331.04
20/12/17	WCC	Pensions	105210	£345.55
20/12/17	Water Plus	Water supply - Pavilion	105211	£14.81
20/12/17	E-ON	Streetlight maintenance	105212	£727.18
20/12/17	Wolston Baptist Church	Donation - Christmas light switch on. Agreed 20/12 agenda 153	105213	£120.00
20/12/17	Jeremy Benn Associates Ltd	Flood alleviation study	105214	£2,011.80
				£13,936.27

RESOLVED: The accounts, as listed above, be approved.

b) To consider payments received in December 2017.

No Payments were received.

164. WAR MEMORIAL BOLLARDS

A discussion took place about the damage to one of the bollards around the War Memorial, including the possibility of repairing or replacing the bollard/s. Cllr Fewkes proposed waiting for the spring to review the situation once the weather has improved. This was seconded by Cllr Parker and agreed unanimously.

RESOLVED: To review the bollards and options again in the spring.

165. BUDGET/PRECEPT 2018-19

RBC had confirmed that a £94,080 Precept would result in a 0% increase for residents.

Councillors reviewed the proposed budget which had been discussed on 20th December 2017. Cllr Grainger proposed that, as work had already taken place to the Pavilion in this financial year (the roof has been replaced) then only £3500 should be added to the Pavilion reserves for 2018-19.

No other amendments to the budget were raised, and so the Chairman proposed agreeing to the budget subject to the amendment put forward by Cllr Grainger. This was seconded by Cllr Milne and agreed unanimously.

RESOLVED: The Precept to be confirmed with RBC at £94,080 and the budget to be agreed subject to the amendment to the Pavilion reserves.

166. INFORMATION TO BE UPLOADED TO THE VILLAGE WEBSITE

- Binley Woods shop delivering newspapers.
- Flood alleviation study.

Cllr Grainger appreciates Councillors providing him with information and articles for the website as soon as they are available – rather than waiting for the Parish Council meetings.

Signed.....

167. DELEGATES REPORTS

- a) *NDP* – Cllr Willis provided an update on the NDP, including the fact that there had been a 48% response rate to the questionnaire. Out of 1175 houses, 564 responses were received. A discussion took place about the NDP finances, and some Councillors were still disappointed at the financial information that had been provided by an NDP. It was explained that a balance sheet showing income, expenditure, risks and opportunities would alleviate some of the concerns held. Cllr Willis confirmed that this financial information would be made available to Councillors prior to the next Parish Council meeting, and that he will also start producing highlight reports for Councillors. Cllr Smith reminded Councillors that members of the NDP Working Group are volunteers and that sometimes an offer of support would be welcomed. It was also noted that as the Parish Council is responsible for spending and making decisions on public money, Councillors have an obligation to safeguard public funds by making sure they are thorough and comfortable with the information they have in order to make an informed decision – and so they can justify any decisions they make. Cllr Willis suggested having an informal joint meeting between some representatives from both the NDP and Parish Council to discuss financial matters, to try and avoid future problems. This idea was welcomed, and Cllr Willis agreed to get the meeting arranged.
- b) Youth Project – There were no new updates at this time.

168. PARISH MATTERS/FUTURE AGENDA ITEMS

Cllr Mrs White mentioned that the kerb by the Half Moon car park was damaged which had resulted in a resident falling at this location. The Clerk agreed to report this to the Locality Officer. A discussion took place about dangerous parking by the School by parents. Cllr Cross agreed to highlight the concerns at the next Governors meeting.

169. DATE OF NEXT MEETING/S

The Chairman confirmed that the next meeting of the Parish Council will take place at 7.15pm on Thursday 1st February 2018 at the Village Hall. If an interim meeting is required, an agenda will be issued to Councillors, displayed in the noticeboards, on the website and be sent to Wolston Library three clear days before the meeting. As there were no further items on the Agenda the Chairman declared the meeting closed at 9:25pm

Signed:..... Chairman Date:

Note: The original signed copy of these minutes can be seen in the Wolston Parish Office once they have been approved by Councillors and signed by the Chairman.

Notes on the Public Forum held prior to the Parish Council Meeting on 4th January 2017

The Chairman welcomed everyone to the meeting and invited representations from all who were present.

A resident asked if there were any more car security kits available from the Police. The Clerk agreed to contact PCSO Cawte to see if any more can be made available.

Borough Cllr Poole advised that the graffiti on garages on Manor Estate had been reported, and a discussion followed about fly tipping and rubbish/waste being dumped by residents. Cllr Poole agreed to follow this up.

A discussion took place about Severn Trent, and it was confirmed that they are still carrying out regular checks on the system, and are also still planning to renovate the system – as this will be more cost effective for them in the long term.

Borough Cllr Poole reported that the County Council are surveying all pavements in the area, and it was noted that many pavements in the village were uneven and crumbling in places.

The flood alleviation study will commence in the next week or so. A number of residents with knowledge of the brook will be asked to speak with the specialists.

A discussion took place about road and pavement gritting in the village. It was recognised that there was a County wide problem with grit supply and gritting. The Clerk confirmed that a request for grit bins to be refilled had originally been submitted in November, and the Locality Officer is being chased weekly for updates.

As there were no further questions, the Chairman closed the public forum part of the meeting and all Councillors agreed to start the Parish Council meeting at 7:30pm.

Note: Borough Councillor D Poole gave his apologies and left the meeting at this point.

Signed.....