

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL ON THURSDAY 1st MARCH 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 7.25pm.

182. APOLOGIES FOR ABSENCE

RESOLVED: The apologies of Cllr Mrs Green due to work commitments be accepted. The apologies of Cty Councillor Mrs H Timms and Borough Councillors D Ellis and Mrs S Bragg were noted.

183. 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.

184. 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 1st February 2018, having been approved for adoption by those who had been present at the meeting, be signed by the Chairman.

185. PROGRESS REPORT

The Lengthsman is making a new fence for the top of Warwick Road to replace the current one which is beyond repair.

The Clerk has been chasing Cty Cllr Mrs Timms about the replacement of the gate/fence that was removed by WCC by the play area on the new Bloor Homes housing estate.

Cllr Grainger reported that work to the village map is still ongoing, but should be ready for printing in the next week or so.

186. PLANNING

All planning applications can be viewed at www.planningportal.rugby.gov.uk

Although there are no current planning consultations in Wolston, Councillors discussed the proposed development at Brandon Stadium. Cllr Cross reported that St Margaret's School had written to the Planning Officer to request that the School be considered for S106 money – as a number of children from Binley Woods currently attend Wolston School and are in the catchment area. Cllr Grainger also queried whether the Youth Project at WLCC might also be eligible for S106. After a discussion, Cllr Cross proposed that the Parish Council contact the RBC Planning Officer, the S106 Officer and WCC to confirm that the Parish Council give their support to the letter sent by the Schools. This was seconded by Cllr Grainger, and supported by all Councillors with the exception of Cllr Willis who abstained from the vote.

RESOLVED: For the Clerk to advise the RBC Planning Officer, S106 Officer and WCC that the Parish Council endorses and supports the letter sent by St Margaret's Primary School.

A discussion then took place about the fact RBC do not put details about consultation responses on the RBC website until a planning decision has been made. Other authorities including Stratford put responses on their websites during the consultation process, and it was suggested that the Clerk should query this process with our Borough Councillors.

RESOLVED: For the Clerk to query with our Borough Councillors why consultation responses are only put on the RBC website post decision.

187. CORRESPONDENCE

It was noted that the Police have a 'holiday box' that can be loaned out to residents if they are going on holiday, with tools to help protect houses. Details are on the village website.

A discussion took place about the cement mixer which was stolen from workmen who were carrying out work in the spinney. Unfortunately, this has not been found as yet.

188. FINANCE

Councillors reviewed and discussed the accounts for payment.

a) To approve accounts for payment in February 2018

Date Issued	To whom payable	For what purpose	Cheque No	Gross £
01/02/2018	WALC	Annual Briefing Day - Cllr Milne	105240	£27.50
01/02/2018	JK Timber	Wood for fence/gate repairs	105241	£90.79
01/02/2018	E-ON	Electricity Supply - Pavilion	105242	£19.98
13/02/2018	Wolston St Margaret's Primary School	Grant - agreed 1/2/18 agenda item176c	105243	£500.00
13/02/2018	CJ Hobday	Flail hedge cutting	105244	£87.00
13/02/2018	Staples UK Ltd	Stationery (inc stamps and ink cartridges)	105245	£194.70
13/02/2018	Mr P Owen	Expenses - new battery for Kubota	105246	£63.39
13/02/2018	Mr R Grainger	Expenses - GDPR Training	105247	£12.05
13/02/2018	Mr P Owen	Expenses - mileage	105248	£12.60
27/02/2018	E-ON	Electricity Supply - Pavilion	105249	£18.53
27/02/2018	St Margaret's PCC	Photocopying - NDP	105250	£7.20
27/02/2018	Mr R Grainger	Expenses-FSI Fundraising / Corporate Relations Training	105251	£20.14
27/02/2018	St Margaret's PCC	Avon Grapevine	105252	£13.50
27/02/2018	Godfrey-Payton	Allotment Land rent	105253	£1,590.00
27/02/2018	Parish Council Employees (x5)	Staff salaries	105254-59	£2,324.49
27/02/2018	HMRC	PAYE	105260	£330.64
27/02/2018	WCC	Pensions	105261	£345.55
27/02/2018	Mr P Owen	Expenses - Tools, paint and bolts	105262	£201.82
				£5,859.88

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

b) To consider payments received in February 2018.

Date Received	From whom	For what purpose ?	Amount
08/02/2018	HMRC	HMRC VAT refund	£4,818.72
			£4,873.72

RESOLVED: The payments, as listed above, be noted.

c) To discuss and make a decision in relation to a grant request from the Village Hall.

Councillors discussed the request and were able to view the Village Hall balance sheet. Cllr Fewkes proposed giving a grant of £1500 (which the Clerk confirmed was in the budget). This was seconded by Cllr Parker and agreed unanimously.

RESOLVED: For a £1500 grant to be given to the Village Hall.

d) Bank Reconciliations – the December 2017 (end quarter 3) and January 2018 bank reconciliations were noted.

e) WBBJBC – Cllr Grainger advised that work was underway on preparation of a formal proposal to incorporate the WBBJBC into Wolston Parish Council. This will be an agenda item for April 2018.

189. GRASS CUTTING

A discussion took place about the amenity verge grass cutting. The Clerk has been in touch with RBC who confirmed that the funding they provide in order for the Parish Council to cut grass in the village on behalf of RBC and WCC will not be increased. It was also confirmed by RBC that the areas that are required to be cut have not been changed and are the same as in previous years.

The Clerk then advised that the Parish Council will be in the final year of a three year contract with 4Counties Grounds Maintenance who will undertake the grass cutting contract on behalf of the Parish Council. Due to the contract, their fees remain the same. Councillors again discussed the positives and negatives related to contracting out the work. Cllr Milne proposed accepting the funding from RBC and that 4Counties should complete the work. This was seconded by Cllr Fewkes and agreed unanimously.

RESOLVED: For the Parish Council to accept the contract and funding from RBC for the amenity verge cutting and for 4Counties Grounds Maintenance to carry out the work.

190. CCTV

Cllr Grainger confirmed that the hole for the CCTV pole had been dug and that installation of the electric supply were now completed. Work to identify and alternative contractor for supply and installation of the new CCTV cameras is ongoing,

191. VILLAGE 'SPRING CLEAN'

After a discussion, it was agreed that the Wolston 'Spring Clean' will take place on Saturday 24th March 2018. The Parish Council will provide the litter pickers, bin bags and disposable gloves. The Baptist Church will also be asked if they can provide refreshments again, after the success and community spirit generated at the brook clearance event.

Signed.....

192. YOUTH PROJECT

Cllr Grainger reported that work is ongoing for the Youth Project to become a Charitable Incorporated Trust (Foundation Model). A discussion took place about the need for Trustees and the Chairman along with Councillors Grainger, Milne and Mrs White agreed to become Trustees, and up to two additional Trustees will be sought. Day-to-day management of the Youth Project will remain largely unchanged.

193. DYERS LANE PLAY AREA

The Clerk provided an update on the new play equipment for Dyers Lane recreation area. After a discussion, Cllr Grainger proposed that £10,000 be used from the 2017-18 budget, £10,000 from the 2018-19 budget, and that the Clerk and Play Area Working Group members (Cllr Cross, Cllr Smith and Cllr Mrs White) should make any decisions regarding removal and disposal of some existing life expired play equipment and surfacing in the best financial interest of the Parish Council. It was understood that some money may need to be taken from the reserves in order to sort out the safety surfacing (removal of old surfacing in order to allow for new surfacing). This was seconded by Cllr Milne and agreed unanimously.

RESOLVED: For the Clerk and Play Area Working Group to arrange for the installation of the new play equipment.

194. FLOOD ALLEVIATION STUDY

Councillors had all been given the opportunity to review the final report prior to the meeting. The general feeling that it was a good report, and although a lot of the information was already known, this now gives the Parish Council the evidence it needs to carry out any work required.

Cllr Grainger suggested that the report should now be sent to the Strategic Flood Management Team at Warwick, as they funded the report and have previously offered to help interpret what work should be carried out, and may also help find funding for any work. All Councillors thought this was a good idea.

Cllr Grainger also raised the issue of farmers ploughing right up to the edge of the brook in the fields upstream of the village rather than leaving a boundary. This allows run off and then silt to build up in the brook through the village.

195. DELEGATES REPORTS

- a) **NDP** – Cllr Willis went through the Highlight Report (which will be made available on the village website. He was pleased to report that the grant money had now arrived, and wished to record his thanks to Cllr Grainger for his work on obtaining the grant. They have already started the process of identifying future grant opportunities.
- b) **WALC** – Cllr Milne advised that Wolston had been asked to host a WALC Rugby Area Committee meeting, and confirmed that this would take place at the WLCC on 28th June 2018 at 7pm.
- c) **Scout Hut Lease** – Cllr Mrs White confirmed that this is still ongoing but she is chasing as necessary.
- d) **Community Speed Watch** – Cllr Grainger now has the equipment and the team will be going out as soon as the weather improves.
- e) **General Data Protection Regulations (GDPR)** - Cllr Grainger and the Clerk had recently attended a workshop about the GDPR. The new regulations, to be published as the Data Protection Regulations 2018, will have an impact on every group and organisation, however small. Details can be found on the village website. The main impact for the Parish Council related to Payroll and HR, Electoral Roll, Youth Project and the website. For the WBBJBC Juliet Carter (WBBJBC Clerk) will be responsible, and for NDP Gillian Waddilove (NDP Secretary) will be responsible. It was agreed that the Parish Council should have a Working Group to ensure the Parish Council is compliant. The Chairman, Cllr Grainger and Cllr Smith agreed to be part of the Working Group.

196. ASSETS OF COMMUNITY VALUE (ACV)

The concept of Assets of Community Value (ACV) were explained by Cllr Smith and Cllr Grainger, including the benefit they can give to a community.

Cllr Smith raised the area of the Half Moon Public House and associated car parking. This is a current commercial property within the village and the car parking was felt to be a valuable asset to the village – especially as there is an acute shortage of parking within the centre of the village. After a discussion, Councillors agreed that public access and public use of this parking area should be maintained.

Cllr Smith proposed that the Parish Council should apply for an ACV for the car park area of the Half Moon Public House. This was seconded by Cllr Grainger and all Councillors agreed unanimously.

RESOLVED: For the Parish Council to apply for the Half Moon Public House car parking area to become an Asset of Community Value.

Other areas and sites in the village which could be nominated as an ACV were discussed, and Councillors were asked to give consideration to sites which may benefit from the protection.

197. INFORMATION TO BE UPLOADED TO THE VILLAGE WEBSITE

- | | | |
|------------------------|--------------------------|------------------------|
| - Village Spring Clean | - Play area improvements | - CSW |
| - GDPR | - Flood study update | - NDP Highlight Report |

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.

198. PARISH MATTERS/FUTURE AGENDA ITEMS

It was noted that the metal gates on the footpath from the Church to Main Street, which are believed to have been installed by WCC, are in poor repair. The Clerk agreed to report this to the Locality Officer.

Cllr Milne reported that the edges of the grass behind the War Memorial and round the corner to the bridge were in need of attention, and asked for consideration to be given for the kerbing outside the Chip Shop and cottages to be continued further. All Councillors agreed and the Clerk agreed to contact the Locality Officer.

The Chairman advised that the Great War Society would be laying a wreath at 11am on 11th March at the War Memorial.

199. DATE OF NEXT MEETING/S

The Chairman confirmed that the next meeting of the Parish Council will take place at 7.15pm on Thursday 5th April 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 1st March 2018

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

A discussion took place about the upcoming road closures in the village by WCC to carry out work, including the closure of the Brandon to Wolston bridge. Information and notices about the closures were available at the meeting, and can also be viewed on the village website and they are in the Main Street noticeboard.

Cllr Poole asked Councillors to email Cty Cllr Mrs Timms with the locations of any potholes they think should be looked at.

Cllr Poole reported that RBC had completed and set their 2018-19 budget and Council Tax- no jobs or services will be cut.

Cllr Poole advised that the County Council are purchasing some hand operated salt spreading machines which can be made available to Parish Councils for a small charge.

Cllr Grainger reported that the Doctors Surgery may be requesting help with salt spreading at the Surgery. He also advised that the building works at the Surgery will commence in mid-April.

Cllr Grainger had noticed that the ground had sunk around a manhole cover by the zebra crossing (furniture shop side). Cllr Poole took note and agreed to report as necessary .

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 7:25pm.

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

Signed.....