

WELFORD PARISH COUNCIL

Meeting Held on Wednesday 13th September 7.30pm in Wickham Village Hall

Present

D. Hunt	Chairman	L. Chamberlain	Councillor
G. Frampton	Vice Chair	Sarah Youldon	Clerk
C. Halliwell	Councillor	Parishioners	1

Apologies

P. Stanley	Councillor	Ms K Dickens	Wickham & Welford Primary School
L. Woodhead	Councillor		

Welcome	Action
<p><u>Minutes:</u> S Youldon noted a minor amend to the July meeting minutes; cheque number 631 was for £173.47 rather than £170.47, this was amended and the minutes were agreed and signed. The minutes of the extraordinary meeting held in August were agreed and signed.</p> <p><u>Declarations of Interest:</u> Cllr Chamberlain declared a non-pecuniary interest in item 3. Maintenance at 1-6 Easton Hill.</p>	Resolved
Open Session	
Cllr Halliwell reported on the new Neighbourhood Watch Group in Weston and is in the process of obtaining residents email addresses to keep them up to date with information. Neighbourhood Watch Updates are also posted on the Welford Parish website.	
Matters Arising	
<p><u>Defibrillator Locations:</u> The two public access defibrillators have now been installed at Wickham Village Hall and Weston Farm Barns, S Youldon has posted on the Parish Website (www.welford-parish.org) information on the equipment together with a link to a training/overview video. Councillors reviewed the location list of registered Public Access Defibrillators, it was noted that Halfway would not be within the recommended 8 minutes of the equipment, only suitable location here would be on the pub. Cllr Frampton to enquire if they would be in agreement in principle to have equipment fitted on their wall. To be discussed further under the 2018/19 budget considerations at the November meeting.</p> <p><u>Defibrillator Training:</u> Three Parish training/awareness options were put forward to the PC, with agreement that the 1.5 hour session offered by Southern Ambulance NHS Trust would best suit our needs. The session would include an introduction to a public defibrillator, how to carry out CPR, and use of the recovery position. It was proposed to advertise this on the AGM May door drop and at the AGM to assess the interest within the Parish before arranging a date. All interested parties should contact the clerk in the meantime to express their wish to participate.</p> <p><u>Highways Update:</u> S Youldon reported that the painting of SLOW on the road at Weston prior to the Elton Lane turning had been completed in May, Cllr Halliwell queried this as paint did not appear to be fresh. The swapping over of the speed signs as agreed at the Speed Review Hearing has still not been completed, it is understood that this should be on this year's budget, S Youldon following up with Highways.</p> <p><u>Maintenance at 1-6 Easton Hill, Easton:</u> Following the letter written to Sovereign on the 24th July notifying them that they are in breach of Section 215 of the Town & Country Planning Act with the site being overgrown and affecting the neighbour properties, a tree surgeon was appointed to carry out some work on the 14th & 15th August. The clearance work only involved strimming back the perimeter and some minor strimming in the area owned by WBC. It was agreed that the PC would hold an extraordinary meeting on site to define exactly what work it requires Sovereign to complete to resolve the matter. S Youldon to send proposed meeting dates to Councillors. Cllr Chamberlain will inform neighbouring properties of the agreed meeting date.</p> <p><u>Speeding Concerns in Welford:</u> Cllr Chamberlain reported at the July meeting that residents had concerns on speeding vehicles along the road running in front of Home Farm and the Row, residents were notified of the intention to discuss the matter at this meeting, no parishioners attended. Cllr Hunt and Cllr Stanley had been unable to conduct an initial speed survey using the Speed Indicator Device from WBC during the holiday period but will make arrangements to carry this out before the November meeting. Cllr Hunt & Cllr Stanley to book the equipment directly with WBC.</p> <p><u>Halfway Pedestrian Barrier:</u> On request, WBC inspected the pedestrian barrier at Halfway and stated that they viewed barrier as still fit for purpose. They confirmed that there is no budget remaining for only cosmetic work, S Youldon to try and get this on the work schedule for the next financial year.</p>	<p>GF</p> <p>SY</p> <p>SY LC</p> <p>DH PS</p> <p>SY</p>

<p><u>Notice Boards:</u> S Youldon reported that the notice board at Wickham had broken and provided the Councillors with initial costings for a recycled plastic, maintenance free, replacement at between £1,300 and £1,500. It was agreed that the maintenance free option would be the best way forward but S Youldon to do further research on other size options and present with images at the November meeting. It was agreed that going forward the other village notice boards would be removed rather than replaced when they were no longer fit for purpose. This was proposed and agreed due to the maintenance costs involved and the high initial purchase price.</p>	SY
<p><u>Footpath Relocation at Easton:</u> The PC had been informed of a proposed footpath relocation at Easton, the proposal was reviewed and agreed that there were no objections. S Youldon to report back to WBC.</p>	
<p><u>Weston Bus Stop Signage:</u> WBC had informed the PC of a request for a new bus stop sign at Weston from a resident, the new sign proposal was submitted to the PC for review. Councillors agreed no objections over email and S Youldon submitted a response to WBC on the 6th September.</p>	Resolved SY
<p><u>Donations:</u> Cllr Hunt proposed the purchase of Poppy Wreaths for Remembrance Day and the RAF Welford Anniversary to lay at the memorials on behalf of the Parish, S Youldon reported the cost to be around £30 each, Councillors agreed on a quantity of 3, one for each of the War Memorials for Remembrance Day and one to keep for next year's anniversary service at RAF Welford. S Youldon to organise, Councillors to obtain information on the Remembrance services and agree who will attend on behalf of the PC. Historically donations had been made to the Village Hall for upkeep, St Swithun's Church for churchyard maintenance and the Air Ambulance. As the PC had not received any specific requests for donations it was agreed to defer this matter to the November meeting when all Councillors were present.</p>	Resolved
<p><u>Changes to Data Protection Law:</u> BALC have informed the PC that the changes to Data Protection Law coming in next year will affect all Parish Councils, S Youldon to review the changes and training available and feedback to Councillors on any procedure changes required at the November/January meeting.</p>	SY
<p><u>Network Rail Grant Scheme:</u> On review the grant providers were ideally looking for large conservation projects, it was proposed that the PC forward the details on to Sutton Estate and Welford Estate. S Youldon to send on the details</p>	Resolved SY
<p><u>Clerk Hours & Wages:</u> As requested S Youldon submitted a summary of hours worked to the Councillors for the period 17th July to 11th September, these averaged just over 5 ½ hours/week for this period, the Clerk contract is based on an average of 5 hours/week. Clerk contract references the National Clerk pay scale at point 19, Cllr Chamberlain to check the current pay related to that scale and report back at the November meeting for further discussion. Cllr Hunt to forward a copy of the Clerk contract on to all Councillors for reference.</p>	LC DH
<p>Planning</p>	
<p><u>17/01921/HOUSE</u> – Cobb Cottage, Lambourn Road, Weston – Retrospective planning for a storage building to the front of the property - WBC <i>Granted</i> the application.</p>	Resolved
<p>Finance</p>	
<p><u>2016/2017 Accounts & Internal Audit:</u> The completed audit documents were received from Mazars on the 21st July and have been uploaded to the Parish website.</p> <p><u>Balance, Invoices & Receipts:</u></p> <p>The account balance as of the 12/09 is £8,598.82 plus the £10,844.88 of Section 106 money held in a separate deposit account.</p> <p>The balance includes the following cheques:</p> <ul style="list-style-type: none"> 22/07 Chq 634 – Mazars Audit Fee £120.00 25/07 Chq 636 – Welmedical – Wickham Defibrillator & Cabinet £1,639.50 07/08 Chq 637 – CANCELLED lost in post – H Dawkins Wickham Defib Install £180.00 25/08 Chq 638 – S Youldon August Wages £173.47 21/08 Chq 639 – Welmedical – Weston Defibrillator & Cabinet £1,639.50 30/08 Chq 640 – H Dawkins – Wickham & Weston Defib Installation £360.00 (Part replacement for Chq 637) Chq 635 was destroyed – error on written cheque – copy filed. <p>The following cheques were approved and signed at the meeting:</p> <ul style="list-style-type: none"> 13/09 Chq 641 – HMRC Q2 PAYE £130.00 13/09 Chq 642 – Autella Payroll Services Q2 Administration £38.40 25/09 Chq 643 – S Youldon September wages £173.27 13/09 Chq 644 – Scofell 6 months additional strimming at the MUGA £240.00 	Resolved

<p>Section 106 Money: Concern was raised at the difficulty in finding suitable Open Spaces projects to spend the S106 money on when the Parish as a whole lacks Open Space that could be used. S Youldon reminded Councillors that the deadline for spending the money was 2025. It was agreed that Parishioners would be asked for their ideas at the May AGM, and a note has also been posted on the website asking for parishioners input.</p> <p>S Youldon reported on a second pot of S106 money held by WBC highways specifically for highway safety and improvement schemes. There is current £19,115 held. The PC can suggest to highways on schemes that it feels would be a safety improvement within the Parish, highways would then conduct the necessary research and report back on whether these are considered suitable. Councillors agreed to proceed with the request for a second VAS (Vehicle Activated Sign) outside the pub at Wickham and request for two to be installed at either end of Weston, the cost per sign is around £6,000. S Youldon to liaise with highways and get the required investigation work scheduled.</p> <p><u>New Bench at the Bus Stop, Easton:</u> S Youldon reported that the slats on the Easton bus stop bench had broken; this could be replaced using S106 money, S Youldon to obtain quotes for a range of maintenance free recycled plastic benches for the November meeting.</p> <p><u>Benches & Allotments:</u> Further to this suggestion at the July meeting, Councillors were still looking into possible locations, to be deferred to the November meeting.</p>	<p></p> <p>SY</p> <p>SY</p> <p>All</p>
<p>Any Other Business</p>	
<p>Cllr Hunt reported on correspondence received from Trailer Training UK asking if A3 notices advising the public on the current towing legislation could be posted on the Parish Notice boards, S Youldon to respond with agreement for 1 copy for the Wickham notice board.</p>	<p>SY</p>

The meeting closed at 9.15pm

The remaining 2017 meeting is 15th November