

Draft

**Weston under Wetherley Parish Council**  
Ordinary Parish Council Meeting

Monday 25<sup>th</sup> January 2016  
Weston under Wetherley Village Hall 7.30 pm

Present: Cllr Miss B Roberts (Chairman)  
Cllr Mr S Richards  
Cllr Mr P Haine  
Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Wallace Redford, Cllr Pam Redford and 2 members of the public

1	<b>Apologies</b>  Apologies were received from Cllr Sue Chambers and Cllr Rachel Tighe.	
2	<b>Declarations of interest</b>  There were no declarations of interest. It was noted that Councillors had a dispensation to discuss the precept.	
3	<b>Minutes of the ordinary meeting of the Council on the 16<sup>th</sup> November 2015 and the 21<sup>st</sup> December 2015</b>  The minutes of the ordinary meeting on the 16 <sup>th</sup> November 2015 together with those of the 21 <sup>st</sup> December 2015 were unanimously agreed as an accurate record and signed by the Chairman.	
4	<b>Progress reports:</b> a) <b>Clerk:</b> i) Road signs Alderman Way: The clerk reported that Warwick District Council had agreed to place new signs on the approach to Alderman Way, indicating the numbering system in use. No date could be set for the work to be completed as the Council was experiencing a backlog due to long term staff illness. ii) There had been no further response to the request for a supply of weedkiller to treat the elm shoot regrowth on the bank beside the church. Cllr Wallace Redford offered to speak to the Forestry Department. iii) The clerk had written to Mr Nick Gray at Warwick District Council informing him of the resolution passed by the Parish Council in respect of the mowing regime they wished to see implemented and requesting a copy of their maintenance schedule for the village. As yet no response had been received. b) <b>Cllr Haine:</b> i) Warwickshire Wildlife Trust: Cllr Haine reported that the Wildlife Trust was keen to support the reduction of mowing of the grass verges in order to facilitate the development of the wildlife corridor between Weston and Princethorpe. The trust is also intending to put in a bid to the Heritage Lottery Fund which will include a contribution to the proposed footpath/cycleway between Weston and Cubbington. ii) Weston Wildlife Group: Cllr Haine also stated that work will begin next month on the bank beside the church. The group has been given wildflower seeds by the Warwickshire Wildlife Trust and these will be planted on the bank. c) <b>Cllr Richards:</b> i) Cllr Richards has a meeting organised in February with representatives from the	

	District Council to discuss plans for the all weather sports field.	
5	<b>Action List:</b> Items on the list not previously covered under item 4 were discussed. It was noted that the cleaning of the gullies had been carried out. The parking problem in St. Michael's Close appeared not to have been resolved. It was suggested that the local Community Support Police Officer be contacted for advice and support. The clerk was also asked to contact the Housing Department for an update on the outcome of the tenant survey scheduled to be carried out.	
6	<b>Internal review:</b> A meeting of the committee appointed to undertake an internal review of Freedom of Information requests received had taken place on the 20 <sup>th</sup> January. The applicant had been informed of the outcome of the review.	
7	<b>Letter to MP:</b> Cllr Haine proposed writing to Mr Jeremy Wright, MP, requesting his support in the campaign to exempt small Parish Councils from the requirements of the Freedom of Information Act. The cost to the Council in terms of both time and money was, he felt, unreasonable and was of no benefit to the village. As the Act was currently under review, he felt it appropriate that our MP should be aware of the burden the Act was having on the Parish Council. It was unanimously resolved to write to Mr Wright. The clerk was asked to action.	MN
8	<b>Clean for the Queen:</b> It was suggested that a litter picking session be carried out in the village. Although the installation of a waste bin in the bus shelter had reduced some of the litter, there was still a noticeable amount of rubbish along the pavements and grass verges. It was agreed that a notice be put on the website inviting volunteers to participate.	
9	<b>Neighbourhood Development Orders:</b> The general view of the Council was that it was not appropriate to consider drawing up a Neighbourhood Development Order at this time, though it may be something to be considered in the future. Cllr Pam Redford said that although there were no plans for development near Weston at the moment, the District Council were under an obligation to provide more housing. She suggested that the Council might like to draw up a broad, informal outline of the type of development they would be prepared to support, so they could be prepared for any future developments. The clerk was asked to obtain more information on Neighbourhood Development Orders and circulate it to councillors.	MN
10	<b>Nominations for Royal Garden Party:</b> The Chairman proposed that Cllr Sue Chambers be nominated to attend the Royal Garden Party, in recognition for all her hard work in the village. This was unanimously supported and the clerk was asked to make the submission.	MN
11	<b>Grant Application Fund:</b> Mr Birkmyre, on behalf of Weston Cinema, informed the Council on the progress of the Cinema Club. Last month's showing had made the Club a profit of £70. Because of the high overheads associated with the project more funding would be necessary if it were to continue. The Club had made an application for funding to the Warwickshire Rural East Community Forum and hoped the Parish Council would also be able to offer their support. After discussion it was resolved to make good any loss incurred by the Club at its next showing. Mr Birkmyre assured the Council that any sum payable would be less than £257.00.	
12	<b>Recording Policy:</b> The Council discussed the draft Recording Policy Document previously circulated and unanimously agreed to adopt it. (see Appendix A attached).	
13	<b>Draft Precept:</b> After discussion it was resolved to request the sum of £7,031 as precept from Warwick District Council.	

14	<p><b>Finance:</b></p> <p>The clerk presented the financial report. Listed payments were authorised and approved. The Chairman and Cllr Richards were authorised to sign the finance sheets and supporting documentation.</p>	MN
15	<p><b>Planning applications:</b> W/16/0062. It was resolved to support this application. It was noted that planning application W/151880 had been granted.</p>	
16	<p><b>Business from members of the public:</b></p> <p>A member of the public had noticed from press reports that a number of local areas, including Weston, Offchurch and Cubbington had been identified as potentially having requirements for land, bridges and environmental work relating to the implementation of HS2. He asked whether the Parish Council had any knowledge of these works and whether the Council had any intention of making representation with regards to them.</p> <p>In response, Cllr Redford said that all the latest information in relation to HS2 was on the County Council website, which also gave full details of any anticipated road closures. Where the Parish Council was concerned, Cllr Haine said that any further representations which might be made would depend on the progress of the Bill through the House of Lords.</p>	
17	<p><b>Councillors' reports and items for future agenda:</b></p> <p>Cllrs Haine and Richards agreed to attend the WALC meeting on the 10th February and would report back to the Council at its next meeting.</p>	
18	<p><b>Correspondence not noted in other items:</b></p> <ul style="list-style-type: none"> <li>i) Planning application W/15/1880 Glebe House</li> <li>ii) Email Cubbington Parish Council re Transformation Fund</li> <li>iii) Bubbenhall Liaison Committee Agenda</li> <li>iv) Bubbenhall Liaison Committee Minutes July 2015</li> <li>v) WALC Meeting and Agenda 10<sup>th</sup> February 2016</li> <li>vi) NALC: draft protocol on recording and filming meetings</li> <li>vii) Weston Cinema Grant application</li> <li>viii) Neighbourhood Development Orders</li> <li>ix) Planning application W/16/0062 Wethele Manor Farm</li> </ul>	
19	<p><b>Signing of cheques and payment list:</b></p> <p>The Chairman and Vice Chairman signed the supporting documents.</p> <p>The meeting ended at 8.40 pm</p> <p><b>The next meeting of the Parish Council will take place on Monday 4<sup>th</sup> April 2016</b></p>	

**Appendix A**

***Weston under Wetherley Recording and Filming Policy***

The right to record, film and to broadcast meetings of the council, committees, and sub committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings.

Meeting or parts of meetings from which the press and public are excluded may not be filmed or recorded.

Members of the public are permitted to film or record meetings to which they are permitted access in a non- disruptive manner.

The use of digital and social media recording tools, for example Twitter, blogging or audio recording be allowed as long as it is carried out in a non –disruptive way and only to the extent that it does not interfere with any person’s ability, even where he or she has a disability, to follow the debate.

While those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

(This includes their permission to broadcast their personal details)

The Chairman of the meeting has the authority to stop a meeting and take appropriate action if any person contravenes these principles or is deemed to be recording in a disruptive manner.

Any person or organisation choosing to film, record or broadcast any meeting of the Council or a committee is responsible for any claims or other liability from them so doing.

The council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes refraining from editing an image or views expressed in a way that may ridicule, or show lack of respect towards those being filmed or recorded.

The Council will display requirements as to filming, recording and broadcasting at its meeting venues and those undertaking these activities will be deemed to have accepted them whether they have read them or not.

The Council may itself photograph, film, record or broadcast meetings and can retain, use or dispose of such material in accordance with its retention and disposal policies. The council’s record is the definitive record of the meeting. The written approved minutes are the legal record.

The Council adopted this protocol at its meeting on ...25<sup>th</sup> January 2016.....

Action List:

	Issues	Action	
	a) Village Design Statement	Cllr Haine to report at next meeting	
	b) Village Welcome signs	Update at next meeting	
	c) St. Michael's parking	Clerk to notify WDC Housing Dept.	
	d) Community Speedwatch programme	Report and agenda item next meeting	
	e) Refuse Collection and maintenance schedules	Clerk to request again.	
	f) All weather sports field	Update at next meeting	
	g) Footpath/cycleway to Cubbington	Cubbington PC's response noted	
	h) Assistance in restoring bank beside Church (Forestry Dept request)	No response to Clerk's emails	
	i) Gully cleaning	No response to Clerk's emails	
	j) Road signs Alderman Way		
	k) Neighbourhood Development Orders		