

Weston Under Wetherley Parish Council

Minutes of the Parish Council Meeting held at 6:30pm,
15th January 2024 Weston Under Wetherley Village Hall

Present:

Councillor Dr Tim Robbins (Chairman)
Councillor Rachel Tighe

Councillor Nick Wylie
Councillor Pippa Jamie

In Attendance:

Clerk & RFO Jane Chatterton

WCC 0

WDC 0

Public: 0

361. Apologies

Apologies for absence were received from Councillor Wallace Redford.

Councillor Rebecca Noonan was not present and had not sent apologies.

362. Declarations of Interest:

There were no declarations of interest.

363. Minutes

The minutes of the Parish Council meeting held on 18th September 2023 were received and discussed.

RESOLVED THAT the minutes of the meeting held on 18th September 2023 be approved.

364. Matters Arising

There were no matters arising not listed on the agenda.

347. Correspondence – Bridge repairs

It was noted that work had not commenced on repairing the footbridge over the River Leam.

ACTION: Clerk to contact the Team for an update.

365. Public participation

There were no members of public present.

366. Councillor's reports and items for future Agenda

WCC Update

All updates from Councillor Redford had been circulated.

366.1 Issues with WCC Highways**Speeding in the village**

The Chairman updated that he had been in correspondence with WCC Highways in relation to speeding in the village and the requests for the installation of safety and traffic calming. It was confirmed that the Village is graded as an “amber zone”. This grading is significant and should therefore be subject to increased police monitoring. There are only 2 “amber zones” in South Warwickshire.

Various traffic calming measures were discussed including VAS signage, static signage, speed humps and physical narrowing.

ACTION:

- (i) Agenda item for March’s meeting for further discussion.
- (ii) Clerk to chase up when the monitoring strips would be installed.

366.2 WDC Issues**Updates to play park**

ACTION: Clerk to contact WDC for an update on the following:

- a schedule of outstanding work and a completion date.
- Plan shows the installation of benches – is this still the case.
- Progress on the approval to install a MUGA.
- Request that a perimeter path be installed.

366.3 Zip wire and playground inspections

It was reported that the zip wire required re-tensioning again. This was not the first time and the question had been raised if the equipment was damaged in some way.

ACTION: Clerk to contact WDC and report the issues with the zip wire and ask what the arrangements are for inspecting the play area.

367. Correspondence**367.1 Parish Council website**

There had been issues with accessing the PC Website which were now resolved. There is a legal requirement to display PC documents including agendas, minutes, policies and financial information. Work on uploading the documents to the website had already started, putting on more recent documents first.

It should be noted that this was a very time-consuming process and historical documents including minutes had been emailed to parishioners who had requested them. Updates should be completed this week.

367.2 Wildflower area

An update on the arrangements for the wildflower area had been requested by a parishioner.

It was reported that the previous location stakes had been removed due to the height causing health and safety concerns. The area had then subsequently been mowed by WDC contractors.

367.3 South Warwickshire Local Plan

ACTION: Clerk to re-circulate latest update.

368. Finance

368.1 to approve payments: -

2023-24

DATE	REF	PAYEE	DETAILS	AMOUNT
09.09.23	E43	Jane Chatterton	Clerk Salary September	DPA
09.09.23	E44	HMRC	Tax & NI September	DPA
09.09.23	E45	Jane Chatterton	Expenses September	£44.00
30.09.23	E46	HSBC	Bank Charges	£5.00
23.10.23	E47	Jane Chatterton	Reimbursement bulbs	£48.11*
23.10.23	E48	Jane Chatterton	Clerk Salary October	DPA
23.10.23	E49	HMRC	Tax & NI October	DPA
23.10.23	E50	Jane Chatterton	Expenses October	£26.00
23.10.23	E51	Topsorce	Payroll inv 005975	£12.94*
23.10.23	E51a	HSBC	Bank Charges	£5.00
07.11.23	E52	Jane Chatterton	Clerk Salary November	DPA
07.11.23	E53	HMRC	Tax & NI November	DPA
07.11.23	E54	Jane Chatterton	Expenses November	£80.00
07.11.23	E55	Topsorce	Payroll Inv 6706	£12.94*
22.11.23	E56	Christmas Dec	Installing Weston Lights	£960.00*
22.11.23	E57	HSBC	Bank Charges	£5.00
27.11.23	E58	Jane Chatterton	Go Daddy Webhosting 2 yrs	£201.31*
06.12.23	E59	Nick Wylie	Reimbursement Christmas lights	£150.71*
08.12.23	E60	Topsorce	Payroll	£12.94*
08.12.23	E61	Jane Chatterton	Clerk Salary December	DPA
08.12.23	E62	HMRC	Tax & NI December	DPA
08.12.23	E63	Jane Chatterton	Expenses December	£62.00
30.12.23	E64	HSBC	Bank Charges	£5.00

*inc VAT

2023-24 INCOME

30.09.23	R	HSBC	Interest July Aug Sept Account 2	£67.65
30.09.23	R	WDC	Precept Half Year	£5,426.00

RESOLVED THAT the payments be approved and the income noted.**368.2 Bank Reconciliation 30th September 2023**The Bank Reconciliation 30th September 2023 was received and discussed.

Account 1	£15,426.69	
Account 2	£16,102.82	
		£31,529.51
Petty cash float (if applicable)	£0.00	£0.00
Less: late payments 30th Sept 2023	£0.00	£0.00
Add: any un-banked as at 30th Sept 2023	£0.00	
Net balances as at 30th Sept 2023		£31,529.51

The net balances reconcile to the Cash Book as follows:

CASH BOOK

Opening Balance 1st April 2023		
Account 1	£17,009.52	
Account 2	£9,003.01	
		£26,012.53
Add Receipts up to 30th Sept 2023	£10,951.81	
Less: Payments up to 30th Sept 2023	£5,434.83	
Closing balance per cash book as at 30th September 2023		£31,529.51

RESOLVED THAT the Bank Reconciliation 30th September 2023 be approved.

368.3 Bank Reconciliation 31st December 2023

The Bank Reconciliation 31st December 2023 was received and discussed.

Account 1	£11,955.23	
Account 2	£16,180.70	
		£28,135.93
Petty cash float (if applicable)	£0.00	£0.00
Less: late payments 31st December 2023	£0.00	£0.00
Add: any un-banked as at 31st Dec 2023	£0.00	
Net balances as at 31st Dec 2023		£28,135.93

The net balances reconcile to the Cash Book as follows:

CASH BOOK

Opening Balance 1st April 2023		
Account 1	£17,009.52	
Account 2	£9,003.01	
		£26,012.53
Add Receipts up to 31st Dec 2023	£11,029.69	
Less: Payments up to 31st Dec 2023	£8,906.29	
Closing balance per cash book as at 31st December 2023		£28,135.93

RESOLVED THAT the Bank Reconciliation 31st December 2023 be approved.

368.4 Quarterly Report 30th September & 31st December 2023

The Quarterly Report 30th September and 31st December 2023 was received and discussed.

RESOLVED THAT the Quarterly Report be approved.

368.5 Weston under Wetherley Summer Fete

A request was received from the Fete Team for financial support towards booking inflatables for the event. It was noted that there was a pre-approved amount in the 2023-24 Budget of £600 which was allocated for "Events". The full amount was still available.

ACTION:

- (i) Fete Team to obtain an invoice to book the equipment.
- (ii) Equipment on the day to be manned by the company.
- (iii) Invoice to be made out to the PC.
- (iv) Team to ensure that the company has the required public liability insurance.
- (v) Advertising to recruit new members to the Team would take place.

369. Budget and Precept Request 2024-25

The Budget and Precept Request for 2024-25 was received and discussed in detail.

Part of the discussion included the obligations to carry out repairs to, and replacement of Parish Council assets. Funds were also needed towards the acquisition of any traffic calming measures, working in conjunction with WCC Highways.

The Budget and Precept request were as follows:

		TAX BASE FIGURE
2024/25 Budget	£14,073.00	190.93
2024/25 Precept	£14,073.00	
2024/25 Band D	£73.71	

RESOLVED THAT the Precept be approved at £14,073.00.

370. Sabin Drive Play Area and grounds

Discussed under correspondence.

371. Village Christmas lights 2024

Discussion took place on the best way to proceed with the installation of Christmas lights. The lights on Sabin Drive had been installed by a professional company and powered by Villagers. Lights had also been installed on St Michael's Close.

ACTION:

- (i) Villagers to be consulted on whether to continue with the light display on Sabin Drive.
- (ii) Consideration to the purchase of additional lights.
- (iii) Look at how to power the lights.
- (iv) Councillor Wylie to obtain comparative prices for the installation on Sabin Drive.

372. Parish Council Noticeboards

Following several complaints about the current condition of the Parish Council noticeboards discussion took place on the viability of further repairs or replacement.

RESOLVED THAT:

- (i) The noticeboard on St Michael's Close be removed and disposed of.
- (ii) A new noticeboard to be purchased for outside the Village Hall.
- (iii) Noticeboard to be green metal to match the Village Hall's noticeboard.
- (iv) Clerk to liaise with the PC Handyman for the installation.

373. Bench

Following several complaints about the condition of the Parish Council bench a survey had been completed. The bench was now beyond repair as the concrete supports had decayed.

RESOLVED THAT:

- (i) Clerk to arrange for the removal and disposal of the old bench.
- (ii) A new wooden bench to be sourced.

374. Planning

Nothing to discuss.

374.1 Cubbington Parish Council Neighbourhood Plan

As a Statutory Consultee the Weston Under Wetherley Parish Council had received notification of Cubbington Parish Council's Neighbourhood Plan. This had been circulated for information.

375. Parking in St Michael's Close

ACTION:

- (i) A site visit with Councillor Noonan to be arranged.
- (ii) Councillor Wylie to send photographs of the area to the Clerk.
- (iii) Clerk to obtain costings.

376. St Michael's Close garages

ACTION:

- (i) A site visit with Councillor Noonan to be arranged.

377. HS2 projects

ACTION: Councillor Robbins to request benches.

378. Speeding in the Village

Discussed earlier in the meeting.

379. Councillor's reports and items for future agenda

- No Mow May
- Flooding

Hedge on the Rugby Road

As reported previously the hedge on the Rugby Road encroaches over the pavement narrowing the width for pedestrians to walk safely. The pavement was also narrowed due to the overgrowth of the grass verge. Attempts to contact the landowner to cut the hedge had failed but the danger remained.

ACTION:

- (i) Clerk to write to Highways and ask for WCC to cut the hedge. Time is of the essence as must be completed before 31st March.

380. Next Meeting

The date of the next meeting was confirmed as 18th March 2024 at the Village Hall.

Meeting closed at 20:30pm

DRAFT