**Minutes of the Parish Council Meeting held on Monday 6th September 2021 at 7.30pm in the Reading Room.**

Present: Ray Vidler (Chairman), Bridget Durham (Vice Chair), Ian Ashbridge, John Garrod, Faye Parker, James Hubbard, Constantine Pagonis, Jessica Ashbridge (Clerk)

In Attendance: County Councillor Henry Batchelor.

1. **Chairman’s Welcome –** The Chairman welcomed those present.
2. **To accept apologies and reasons for absence –** Cllr Harvey sent his apologies.
3. **To make any declarations of interest –** Cllrs Ashbridge, Garrod and Pagonis declared pecuniary interests in 12.1 as the recipients of cheques.
4. **Public Participation Session –** None.
5. **To approve minutes-** The minutes for the meeting of Weston Colville Parish Council on 5th July were approved. **P: Cllr Durham, S: Cllr Vidler, Abstain: 2, 5 in fav**.
6. **District and County Council reports and items of interest** – The written report was received. Cllr Durham asked that thanks were passed on to the Highways Bridges team for installing the new bridge on footpath 9.
7. **Planning**

**To be discussed:**

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| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **21/03520/HFUL** | Hill Crofts House Church End Weston Colville CB21 5PE | Erection of a mobile timber structure | Awaiting Decision  **Support**  **No Comments** |

**SCDC Decisions:**

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| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **21/01050/LBC** | 73 Common Road Weston Colville CB21 5NS | Superstructure repair and reinstatement works following flash flood damage | Approved |
| **21/02464/HFUL** | Linnet Hall Barn Road To Linnet Hall Weston Colville CB21 5PF | Construction of detached building comprising two stables and a workshop/store | Approved |
| **21/02431/LBC**  **21/02430/HFUL** | Coven Wood Cottage Mill Hill Weston Colville CB21 5NY | Restore lower section of thatched roof to pan tiling | Awaiting Decision |
| **21/02590/HFUL** | 44 Mill Hill Weston Colville CB21 5NY | Two storey rear extension | Awaiting Decision |

1. **Matters for the Council to discuss/vote on**
   1. **Covid Community Champion** – A letter was received from Lucy Frazer MP. It was determined that Jo Jackson and Melanie Stammers should be nominated for all their efforts coordinating and carrying out help for the vulnerable during the pandemic. **P: Cllr Vidler, S: Cllr Durham, All in fav.**
   2. **Review of policies –** The following policies were reviewed and re-adopted: Health and Safety, Risk Assessment, Equality Policy, and Standing Orders. **P: Cllr Vidler, S: Cllr Durham, All in fav.**
   3. **Defibrillator –** Following a discussion, it was determined that the Clerk should carry out some fact finding with local PC’s as to how often their defibrillators are checked and serviced, and also whether the cabinets are plugged in. The Clerk would also contact Community Heartbeat as they were the most local supplier of defibrillators. A new battery and pads had been ordered. They would not be dispatched until payment had been received.
   4. **Highways actions at the Ford on Horseshoe Lane –** The Council was updated that the concrete sandbags had been removed from the bank as the gap was too narrow for agricultural machinery to fit through the ford. Large concrete blocks had been placed on top of the banks, to stop vehicles circumnavigating the gates during the winter months. There was a real concern that during heavy rains, the soil would erode into the ford leading to flooding issues. A ridge had also been created, damming the stream that ran behind the houses. Cllr Batchelor was asked to chase Highways on this before the autumn rains began.
   5. **Dog Waste Bin –** SCDC had determined that as there was a dog waste bin at the top of Horseshoe Lane, and there was no evidence of a lot of waste on the paths near the ford, that they would not provide a bin (combined dog waste and litter bin). The suggestion was that the Council purchase the bin, and pay for it to be emptied, and that it should be sited near the former garage plot. It was determined that the Clerk would find out about costs of the bin and emptying. **P: Cllr Vidler, S: Cllr Durham, All in fav.**
   6. **ZCC 6 Free Trees from SCDC –** There was no more room on the land owned by the PC for a new tree. It was determined to ask the Reading Room Committee and Johnny Kay whether they required any trees. It was suggested that one could be planted by the bench on Mill Hill. Cllr Hubbard volunteered to ask both parties.
2. **Matters In hand / Arising since last meeting**
   1. **Flooding** – Cllr Vidler had received confirmation from the Highways Officer that the gullies and pots were being cleared within the next three months on Mill Hill, Chapel Road and Common Road. Cllr Garrod had an updated version of the Flood Plan, which was now in a prominent position on the website. There was a new Flood Warden for Church End, Alistair Douglas, a note would be going in to the Challenge. Cllr Garrod had received equipment from the Environment Agency (at no cost to the Council), 6 flood signs, drain rods, a submersible pump, hydrosnakes and hydrosacks, plus high viz vests. There were two grit bins one would be positioned behind the bus stop at the Reading Room, the other would be positioned by the phone box at Church End. The Flood Wardens would have the codes to the bins. Cllr Garrod was thanked for all his work. Cllr Parker was asked to set up a whatssap group for the Flood Wardens.

It was also reported that the bridge at College Farm was still in place, the owners did not want to remove it, if it caused flooding, it would affect College Farm only.

* 1. **SID and LHI** – A report was received post agenda. Following discussion, it was determined for Cllrs Ashbridge and Hubbard to apply for the maximum amount available through the Local Highways Initiative (LHI) of £15,000 (10% paid by the Council). The deadline for the application was 30th September, decisions of the passive measures available would be determined following the deadline. Measures were likely to include gates at the village entrances/exits, speed roundals painted onto the road, and more repeater signs. **P: Cllr Ashbridge, S: Cllr Hubbard, Against: 1, 6 in fav.**

It was determined that a questionnaire about traffic calming/speeding in the village would be delivered to all residents to determine their thoughts. **P: Cllr Ashbridge, S: Cllr Pagonis, All in fav.** Cllr Pagonis volunteered to help with the questionnaire and data handling once they had been returned.

Following the questionnaire, it was determined to hold a Public Consultation **P: Cllr Durham, S: Cllr Vidler, Abstain: 1, 6 in fav.**

* 1. **Footpaths –** It was noted that the paths had been cut.
  2. **Platinum Jubilee event** – There had not been any response to the note in the Challenge, it was determined to wait a few months and try again, and try a form a working party, to bring back to the Council in January before the budget is set.

1. **Risk Assessment/Health and Safety –** Speeding through the village.
2. **Playground –** Cllr Hubbard reported that the boards on the swings needed to be replaced, and also the basket swing at Church End required additional fastenings for safety, as reported in the Playground Inspection. Cllr Hubbard had investigated the costs four hinges were required at £80 each. It was proposed that these would be purchased and installed. **P: Cllr Vidler, S: Cllr Durham, All in fav.**

**11.1 – Gym Equipment –** No update.

1. **Finance –** 
   1. **To Approve cheques –** The cheques were approved, plus the addition of 799 for Simon Ratford, **P: Cllr Vidler, S: Cllr Durham, Abstain (as beneficiaries): 3, 4 in fav.**
   2. **Training –** CAPALC Annual Conference on 17th September, the Clerk requested to attend, topics and speakers from NALC, Climate and biodiversity emergencies, Queen’s Green Canopy, Think Communities, and Jackie Weaver (of Handsforth PC fame). It was proposed that the Clerk attended **P: Cllr Durham, S: Cllr Vidler, All in fav.**

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| **Credit Received Southern Electric 16th July** | £2.81 |
| **Wages s/o (amended s/o in September)** | £211.19 |
| **Balance at Lloyds Bank on 27th July 2021** | £15,808.85 |

Cheques approved between meetings.

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| **Cheque number** | **Detail and Date** |  | **Amount** | **VAT** |
| 793 | Simon Ratford July |  | £375 |  |
| 794 | Brett Jones Playground works approved July 2021 |  | £80 |  |
| **Total** |  |  | **£455** |  |

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| **Cheque number** | **Detail and Date** |  | **Amount** | **VAT** |
| D/D | Street lighting 13th July |  | £0.07 |  |
| 795 | Clerk’s Backdated Pay (August) |  | £7.61 |  |
| 796 | iTransact Quarterly office365 charge 1.06.2021-30 | £11.40 | £13.68 | £2.28 |
| 797 | Defibshop Defibrillator pads and batteries | £220 | £264 | £44 |
| 798 | Cllr Garrod Flood Plan Expenses: Padlock x 4  400l Bin x 2 | £25.30  £257.90 | £339.84 | £5.06  £51.58 |
| 799 | Simon Ratford August |  | £375 |  |
| **Total** |  |  | £700.20 |  |
|  | **Total of Outstanding Cheques** | 774  789  793  794 | £10.00  £97.67  £375  £80 |  |
|  | **After above Cheques** |  | **£14,245.98** | **£102.92** |

1. **Matters for next Agenda –** Highways actions at the Ford, defibrillator, travellers training.

**The meeting closed at 21.34.**

**Date of Next Meeting: 1st November**