

Minutes of West Winch Parish Council

Tuesday 21st May 2024 at 7:30pm at West Winch Village Hall

Parish Councillors Present: Cllr John Collier – acting Chair, Cllr Gavin Ball, Cllr Barry Thrower, Cllr Frank Dutton, Cllr John Lamb, Cllr Paul Moss, Cllr Adam Gipp, Cllr James Lockwood. Also, present: Rob Shaw (Clerk/ RFO), BC Simon Nash, and 2 members of the public were present.

1. To Elect the Chair - Cllr Alan Johnson was voted in to remain as the Chair of the Parish Council.

Proposed by Cllr Ball and Seconded by Cllr Collier – All voted and all agreed.

2. To Elect a Vice Chair – Cllr Barry Thrower proposed that Cllr Frank Dutton take on the role of Vice Chair of the Parish Council. All voted and all agreed. Position was granted.

3. Apologies for Absence

Apologies for absence were received from Cllr Alan Johnson

Apologies for absence were not received from BC Thomas Barclay

County Councillor Kemp – late arrival

4. To receive declarations of interest in items on the agenda and consider any requests for dispensation.

5. Approval of the Minutes of the Meeting held on Tuesday 16th April 2024

The minutes of the meeting held on Tuesday 16th April 2024 be signed as true copy. The minutes were signed by the Chair. **Approved by Cllr Collier – Seconded by Cllr Dutton – Approved.**

6. To agree the appointment of Councillors to Working Groups

- a) Planning Working group – Cllr Dutton (Chair) – Cllr Thrower and Cllr Ball
- b) Finance Committee. – Cllr Ball (Chair) – Cllr Dutton, Cllr Johnson and the RFO
- c) Streetlighting working group. – Cllr Gipp (Chair) and Cllr Moss
- d) Playing field working group – Cllr Thrower (Chair) – Cllr Lamb, Cllr Collier and Cllr Lockwood.
- e) Village Hall working group. – Cllr Collier (Chair) – Cllr Johnson, Cllr Moss and Cllr Lockwood.

Cllr Ball suggested that the operation of the SAM2 camera be moved to the responsibility of the Street light working group.

7. Reports from County Councillor and Borough Councillors.

BC Nash –Not much to report – local elections had taken place – more to report at next meeting.

8. Open Forum for Public Participation:

Signed _____

Dated _____

A question in response to the Watering Lane walk regarding flooding – was updated that works are still in discussion.

9. **Clerks Report** – Casual Vacancy notifications were put up due to the resignation of Cllr Summers and Cllr Mensink. No public response and we are now able to co-opt two more councillors.

Clerks' induction training was now completed. The Clerk has also secured a new 3year gas contract for the Village Hall as the previous supplier was no longer supplying gas. This was done at a much cheaper rate. Also the accounts for 2023 have been uploaded to the Charity Commission website and the Parish Council is now the Sole trustee of the Charity.

10. Agenda Items

- a) A notice board to be put up on the corner of the playing field at the point Long Lane meets Hall Lane. Cllr Collier had done some background work regarding costs – this was deemed to be between £367.80 and £1199.99 plus VAT. Due to the potential for more vandalism and the risk of another target for damage, Cllr Thrower asked if we could have one put up in one of the Bus stops. Proposed was a trial board, to be built by Cllr Moss, to assess if it will become a target for vandalism. The trial will last for two months at very little cost.
Proposed Cllr J Collier – Seconded Cllr Lockwood – All Agreed.
- b) Cllr Thrower has enquired in to weather we can have a small plaque put up in the Village Hall to thank local historian and photographer Mr Apps for his donation of photography – on display in the hall. **Proposed Cllr B Thrower – Seconded Cllr Ball – All Agreed.** Clerk to obtain quotes for the plaque.
- c) To discuss the rental of the playing field for a summer event. The Sea Cadets have asked if they can put on an event this year as they had theirs cancelled in the past. This event was **Proposed by Cllr J Collier – Seconded by Cllr F Dutton – All Agreed.** The details will be passed on to the Village Hall Manager to act as point of contact for this and all future field enquiries.
- d) To Complete annual CiL reports – Previous allocation of CiL expenditure agreed and clerk to action.
- e) To arrange a meeting with the new Grass Cutting contractor – Clerk to action – Cllrs Thrower, Lockwood and Handy Man Mr K Blackall to meet to discuss standards and expectations.
- f) To discuss, update and adopt three new policies – Nalc model Standing Orders, Nalc Model Code of Conduct and the reserves policy. Policies sent to Cllrs prior to meeting and all agreed to adopt.

11. Planning Consultations

None

12. Working Group Report

- a) The Planning Chair (Frank Dutton) to give a report.
Letter sent to planning department regarding the Ivy Farm Development. Traffic to be kept off Hall Lane – Cadent Gas works are currently creating chaos and a mess. Building works would be worse.
- b) The Finance Committee to give a report. – Nothing to report.
- c) The Street Lighting Chair (Adam Gipp) to give a report – Facilities at NCC to be contacted to assist in identification of their streetlights and ours.

Signed _____

Dated _____

- d) The Playing Fields and Maintenance Chair (Barry Thrower) to give a report – Cllr Thrower met with a representative to discuss getting the Pound listed as a community asset. Will update when we know more. The Key board has been installed in the container and a spare set of keys have been sorted to allow entry to the Hall if needed. Contractor has been chased regarding written quotes and works required for the Pound, the Hall and the Tennis Courts.
Drainage quotes from two contractors have now been received and these will be passed over o the finance committee to aid in the next round of CiL applications.
Electrical issue in the changing room was reported and then actioned due to the nature of the issue. A fuse board had burnt out.
A quote has also been received to change the burnt out fuseboard.
Flooding issues are still apparent and IDB need chasing. Ditches, Dykes are full and no one is taking responsibility. We are waiting for the summer months for NCC Highways to attend.
- e) The Village Hall Chair to give a report – New Village Hall committee in place and Cllr Collier is now the Chairperson.

Signed _____

Dated _____

Finance Report for April 2024

8. Accounts & Finance including:

a) To Note Balance of Account on 1st May 2024

Unity Trust Bank Current Account	109,004.06
Unity Trust Bank Savings Account	5015.07
Total	114019.13

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debt	Supplier/Service
Jo Raby	115.00	0.00	115.00	EP	Internal Audit for Year End 2023/ 2024 - Inv 24/14
K&M Lighting Services	122.48	24.50	146.98	EP	Street Light Maintenance for May - Inv 8693
NCC	104.28	20.86	125.14	EP	Final Gritting Invoice to Cover March 2024 - Inv 10076222
Npower	518.78	25.94	544.72	DD	Electric Cost for Street Lighting - unmetered - Inv IN10421351
Opus Energy	352.32	17.62	369.94	DD	Gas for the Hall - For April - Inv 28729425
WBSC	36.73	7.35	44.08	EP	Electric for PC - Inv 216
Screwfix	10.82	2.16	12.98	EP	Materials to fix Bin on Playing field - Inv 1491308109
Kennt Bush Solicitors	4250.00	850.00	5100.00	EP	Solicitors Costs so far ref ProW - Coronation Avenue - Inv 5381
Clerks Expenses	244.86	26.52	271.38	EP	Approved by Finance Committee - Paid 03/05/24
Handyman Expenses	4.99	1.00	5.99	EP	Approved by Finance Committee - Paid 03/05/24
M Summers Expenses	5.40	0.00	5.40	EP	Approved by Finance Committee - Paid 03/05/24
J Jackson	66.03	5.87	71.90	EP	Approved by Finance Committee - Paid 03/05/24
D Thrower	10.00	0.00	10.00	EP	Approved by Finance Committee - Paid 03/05/24
Salaries	2604.90	0.00	2604.90	EP	Approved by Finance Committee - Paid 03/05/24
Bin Buster	20.00		20.00	EP	Cleaning of recycling bins at WBC
WBSC	28.64	5.73	34.37	EP	Electric recharge for PC - Inv 218
Wave - Water	555.06		555.06	DD	Wave Water Bill - Inv 13527071 - Due 23/05/2024
			0.00		
	9,050.29		10,037.84		

b)

To consider Payments for April 2024

£

c) To Note money received – recharges and transfers.

£

VAT return transferred from Barclays.	6099.89
Recharge to Hal – Hall mobile phone.	15.30
Recharge to Hall – Clerks Hours	139.32
Recharge to Hall – Hall manager Salary	221.03

Signed _____

Dated _____

To receive Items for the next meeting agenda by Tuesday 11th June 2024.

To confirm the date of the next meeting of the Parish Council scheduled for

Tuesday 18th June 2024 at 7:30pm in West Winch Village Hall

Meeting Closed at **9.04pm**

DRAFT

Signed _____

Dated _____