

## Weston Under Wetherley Parish Council

**Minutes of the Council Meeting held at 7:30pm,  
17<sup>th</sup> January 2018, the St Michaels Church**

**Present:**

Councillor Jeff Arnold (Vice Chairman)  
Councillor Jenny Arnold  
Councillor Nick Harrington

Councillor Pam Redford (Chairman)  
Councillor Wallace Redford

**In Attendance:**

Jane Chatterton Clerk & RFO  
WDC: Councillor Trevor Wright

**Villagers: 0**

**81. Apologies**

Apologies for absence were received from Councillor John Hammon.

**82. Declarations of Interest:**

There were no declarations of interest.

**83. Public participation**

There were no members of the public present.

**84. Minutes**

The minutes of the Parish Council meeting held on 6<sup>th</sup> December 2017 were approved and the minutes were signed by the Chairman.

**85. Councillor's reports and items for future Agenda**

Reports received from County Councillor, Councillor Wallace Redford and District Councillor, Councillor Trevor Wright.

**Councillor Wallace Redford**

**WCC Precept**

It was noted that WCC were able to raise the precept by 1% if required. This would provide extra income of £2.6m, with the current financial situation the county council faced this increase was highly likely.

**HS2**

It was reported that Warwickshire County Council had the sum of £8m available which could be used to carry out repairs to roads which are damaged due to HS2 construction or to carry out any safety improvements.

### **Parking Policy**

It was noted that four policies were agreed by the County Council's Cabinet at its meeting in July 2017. They set out the general approach of the County Council. These included:

1. Waiting Restrictions
2. Residents Parking Schemes
3. Parking Bays for Disabled People
4. Footway Parking

### **Councillor Trevor Wright**

#### **Police and Crime**

It was reported that Councillor Pam Redford, Councillor Wallace Redford (WCC) and Councillor Wright had written to the Police and Crime Commissioner for Warwickshire, in addition to raising their concerns with Councillor A Thompson who interfaces with the police about the current levels of policing (or lack off) and the increasing levels of crime within the Constituency.

It was not a direct criticism of those officers who do and had supported well in the past but one of priorities and organisation.

It was noted that the Police and Crime Commissioner was currently running the annual consultation on the police element of the council tax precept. Parish Councils were asked to give their voice and support by completing the annual consultation form which could be found by visiting:.

<http://www.warwickshire-pcc.gov.uk/wp-content/uploads/2017/12/Police-Precept-Consultation-2018-19-Guide.pdf>

The deadline for consultation responses was Friday 19th January.

### **Kings Hill**

Councillor Wright had attended the consultation meetings in relation to the proposed development on Kings Hill. The consultation events had been well attended.

**RESOLVED THAT** the updates be noted.

### **86. Correspondence**

#### **86.1 Nominations for attendance at the Royal Garden Party 31<sup>st</sup> May 2018**

A letter had been received from WALC who requested the parish council's nomination (one councillor plus a companion) to attend a Royal Garden Party to be held on Thursday 31<sup>st</sup> May 2018.

After discussion it was agreed that Councillor Jeff Arnold be Weston Under Wetherley's nominee.

**RESOLVED THAT** Councillor Jeff Arnold complete the nomination form for consideration.

#### **86.2 GDPR**

It was noted that the General Data Protection Regulation (GDPR) would take effect in the UK from 25<sup>th</sup> May 2018. It replaced the existing law on data protection (the Data Protection Act 1998) and gave individuals more rights and protection in how their personal data was used by organisations. Parish councils must comply with its requirements, just like any other charity or organisation.

Parish Councils would be required to employ a Data Protection Officer, currently the Clerk was the Data Protection Officer. Based on the drafting of the GDPR and the guidance from the Article 29 Working Party, it was NALC's view that most clerks and RFOs cannot be designated as a council's DPO. This was because although they may satisfy some requirements of the role, they would not satisfy all of them which were summarised as:

- An absence of conflicts of interest (which may arise from responsibilities as a clerk/RFO and may include processing activities)
- Independence
- Expert knowledge of data protection law and practices and related professional ethics to effectively advise and influence full council and
- Adequate time to perform DPO role (many clerks/RFOs work part time).

Parish Council's were being approached by commercial businesses offering their services for a fee. The advice from NALC and WALC was to wait further updates before entering into any contracts.

**RESOLVED THAT** the update on the GDPR be noted. Further updates to be provided once known.

#### **86.3 Overgrown Hedge**

A parishioner had raised a concern with an overgrown hedge alongside the main road through Weston (B4453) down towards the Bull Inn. Some of the thin branches over the pavement had thorns and were dangerous to pedestrians. The hedge was on land belonging to the Bull Inn.

**RESOLVED THAT** the Clerk write to the property agent for the Bull Inn and formally request that the hedge is cut as currently dangerous and causing a health and safety risk.

#### **86.4 Parish Defibrillator**

Clarification had been sought on who maintained the parish defibrillator.

**ACTION:** Councillor Harrington to speak with Sue Keffler to ascertain; when the defibrillator was installed, who maintained it, when this was last maintained and who covered the any financial cost associated with this.

#### **87. Telephone Box**

It was reported that in December 2017 the telephone box that had been situated at the top of St Michaels Close had been removed by BT.

The Clerk had secured the telephone box with BT whilst a decision could be made on whether the telephone box could be returned.

BT had notified the parish council that the cost involved would total £2,022.00 (including VAT) to reinstate the telephone box. The Parish Council would then have to commit to the cost of upkeep and maintenance. If the telephone box was returned the power supply and phone line would not be reconnected.

It was **RESOLVED THAT**

- (i) the Parish Council voted unanimously not to reinstate the telephone box due to the cost.
- (ii) The Clerk contact BT and inform them of this decision.

## **88. Finance**

### **88.1 Payments**

<b>Payments (Current Account)</b>				
<b>Date</b>	<b>Reference</b>	<b>Payee</b>	<b>Details</b>	<b>Value</b>
17.01.18	BACS	J Chatterton	Clerk's Salary January 2018	
17.01.18	BACS	HMRC	January's Tax Payment for Clerk	£89.60
17.01.18	BACS	J Chatterton	Office allowance & expenses January	£10.00
17.01.18	BACS	N Harrington Reimbursement	Domain Name Village Website PAID	£21.72
12.12.17	BACS	St Michael's Church	December's Meeting room PAID	£20.00
07.12.17	BACS	Newsletter	Donation to Newsletter Printing PAID	£75.00

**RESOLVED THAT** the payment be approved.

### **88.2 Quarterly Report up to 31st December 2017**

The Quarterly report up to the 31<sup>st</sup> December 2017 was received.

The balances on the bank accounts were confirmed as:

<b>Balances on Bank Accounts</b>	<b>31<sup>st</sup> December 2017</b>
Main Account	£11,216.30
Savings Account	£8,923.86
<b>Total</b>	<b>£20,140.16</b>

**RESOLVED THAT** the quarterly report up to the 31<sup>st</sup> December 2017 be approved.

### **88.3 Expenditure over £100**

The expenditure over £100 document was received and noted.

**ACTION:** Clerk to upload document to the website.

### **88.4 Draft Budget 2018-19 and Precept Request**

Discussion took place to finalise the budget and precept for 2018-19. It was noted that previously the Parish Council received two grants from WDC.

**2017/18 these amounts were:**

Concurrent grant	£645.00
Council Tax support grant	£233.00
giving a total payment of	£878.00
The tax base	£185.03

**For 2018/19 these amounts were**

Concurrent grant would be	£ 0.00
Council Tax support grant	£117.00
Total reduction from 2017/18	£761.00
The tax base for 2018/19 was	£186.36

It was agreed that the precept request for 2018/19 to meet the budget would be £9,000.00

*Proposed*      *Councillor W Redford*      *Seconded Councillor Harrington*      *Unanimous*

**RESOLVED THAT** the precept request for 2018/19 be £9,000.00

**89. Planning**

No planning had been received for consideration.

**90. Collapsing playing field fence**

Councillor Harrington updated that the fence along the playing field had been fixed by WDC contractors last week. Councillor Harrington had met with WDC and more stabilisation work to the posts was promised.

Discussion had taken place for funding for a metal fence replacement, hardstanding at the gate entrances and moving the car park gate to line up with sleeping policeman. Further consultation with the villagers in relation to the playing equipment with a shortlist of ideas from WDC would take place later in the year.

**RESOLVED THAT** the update be noted.

**91. Planters**

Councillors Pam Redford and Jenny Arnold would meet with Dave Moorcroft in March to progress.

**ACTION:** Agenda item for March/April meeting.

**92. HS2 Community Benefit Fund**

Councillor Pam Redford reported further on the HS2 Community Benefit Fund. As reported previously when working through the criteria checker this returned the finding that the parish council was not eligible to apply.

It was noted that a cycleway required at least 4½ to 5 metres in width and this width was not available. It was noted that the Cycleway Officer had viewed the road and had confirmed it was not possible to provide a cycleway.

**RESOLVED THAT** the update be noted.

**93. Policy Updates****93.1 Publication Scheme**

The Publication Scheme was discussed. It was noted that this policy followed the guidance and template provided by the ICO. It contained examples of the kinds of information that the parish council would be expected to provide in order to meet their commitments under the model publication scheme.

It was expected that the Parish Council made the information in this definition document available unless:

- it does not hold the information;
- the information was exempt under one of the FOIA exemptions or Environmental Information Regulations exceptions, or its release was prohibited by another statute;
- the information was readily and publicly available from an external website; such information may have been provided by the public authority or on its behalf. The authority must provide a direct link to that information;
- the information was archived, out of date or otherwise inaccessible; or,
- it would be impractical or resource-intensive to prepare the material for routine release.

It was **RESOLVED THAT** the Parish Councils Publication Scheme be approved.

#### 94. Local Council Award Scheme

It was noted that Parish Councils could apply for an award at one of three levels:

- The Foundation Award
- The Quality Award
- The Quality Gold Award

There were two fees:

A registration fee payable to NALC and an accreditation fee paid to the organisation responsible for administering the local or regional accreditation process.

The accreditation fee varied according to the award applied for, the income of the parish council and the council's accreditation history.

**RESOLVED THAT** it was agreed for the Parish Council to make an application to the Local Council Award Scheme. Registration of £50.00 and Accreditation fee of £50.00. Clerk to progress.

#### 95. Meeting dates

The meeting dates for 2018 were rescheduled and were confirmed as:

January	17 <sup>th</sup>
<b>February</b>	<b>No Meeting</b>
March	7 <sup>th</sup>
April <b>APM</b>	<b>TBC</b>
May <b>APCM</b>	24 <sup>th</sup>
June	19 <sup>th</sup> <b>CHANGED</b>
July	18 <sup>th</sup> <b>CHANGED</b>
<b>August</b>	<b>No Meeting</b>
September	12 <sup>th</sup>
October	24 <sup>th</sup>
November	21 <sup>st</sup> <b>CHANGED</b>
<b>December</b>	<b>No Meeting</b>

**RESOLVED THAT** the meeting dates be updated.

**96. Next Meeting**

The date of the next meeting was confirmed as **7<sup>th</sup> March 2018** at 7:30pm at St Michael's Church.

The meeting closed at 8:30pm

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