

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WOLSTON, ON THURSDAY 9TH JUNE 2022 AT 7.00PM**

PRESENT Cllr Dobinson (Chair), Cllr R Grainger, Cllr L Wright, Cllr Humphreys and Cllr Ball (Minute taker).

Plus: 11 members of the public.

After members of the public and Councillors had been given the opportunity to raise any issues, the Chairman thanked everyone for attending, and the Parish Council meeting commenced at 7.30pm.

22. Apologies and acceptance of reasons for absence

The apologies of Cllr Mrs Timms were noted.

23. Declarations of Interest (existence and nature) for items on the agenda

No declarations of interest were made for any items on the agenda. The Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

24. Minutes of the Parish Council

All Councillors had been given the opportunity to review the minutes of the Parish Council meeting held on 12th May 2022. Changes to the draft minutes of these meetings requested by Councillors prior to the meeting had been seen by all Councillors. Following a brief discussion and the deletion of minute 5, Cllr Wright proposed approving the set of minutes, which was seconded by Cllr Grainger and agreed by all those who had been present at the meetings.

RESOLVED: The minutes of the Parish Council meeting held on 12th May, having been approved for adoption by those who had been present at the meeting and subject to the amendments agreed, be signed by the Chair.

A short discussion took place about the accuracy of the minutes from the 7th April 2022 took place.

RESOLVED: This will be addressed at the next parish council meeting.

25. To review and if appropriate endorse the March 2022 end of year financial reconciliation

Defer to next meeting

26. To review and, if appropriate, re-endorse the 2022-23 budget.

Proposed Cllr Wright seconded Cllr Grainger – carried unanimously.

RESOLVED: That the budget for 2022 – 2023 be endorsed

27. Finance

a. To endorse accounts paid for May 2022.

RESOLVED: Defer to next meeting clarification required for Britannic payment

b. To note payments received for May 2022.

None received.

c. To discuss a retrospective grant application and payment to Wolston Events and, if appropriate, make any related decisions.

RESOLVED: Proposed Cllr Wright seconded Cllr Humphreys not a grant application, payments deferred to extra ordinary meeting

d. To discuss and, if appropriate, agree a policy relating to payment of any future retrospective grant applications.

RESOLVED: Deferred to an extra ordinary meeting

e. To discuss and, if appropriate, make a decision on Wolston PC being a grant fund recipient for Wolston Hive.

Cllr Wright declared an interest as on patient panel.

Agreed Parish Council would be a recipient, Proposed Cllr Ball seconded Cllr Grainger

RESOLVED: That Wolston PC would act as a grant recipient for Wolston Hive;

Signed

- f. To discuss and, if appropriate, confirm an existing policy to enable volunteer gardeners to make expenses claims relating to flowers and associated materials for the three village entrance planters, Jubilee tree planters, millennium gardens and war memorial gardens.

Proposed to support Cllr Wright seconded Cllr Grainger – carried unanimously.

RESOLVED: That reasonable costs incurred by volunteer gardeners relating to flowers and associated materials for the three village entrance planters, Jubilee tree planters, millennium gardens and war memorial gardens would be reimbursed by Wolston PC

- g. To discuss and, if appropriate, make a decision on how to manage day-to-day business of the Parish Council while there is no Clerk.

It was proposed by Cllr Dobinson and seconded by Cllr Humphreys that Cllr Ball would cover as much as possible of the Clerk and RFO role until a new clerk is appointed. Cllr Dobinson thanked Cllr Grainger for all the hard work undertaken since the previous clerk left.

RESOLVED: That Cllr. Ball would act and cover as much as possible of the Clerk and RFO role, until appointment of a permanent Clerk;

35. Delegates Reports

Cllr Wright asked for this item to be brought forward for the benefit of the public.

– To receive reports from Councillors (for information only). Any formal reports to be sent electronically to the Clerk for circulation to Councillors prior to the meeting.

a. Allotments

Several issues have occurred, these include: -

- Smaller plot sizes required.
- No additional money for sheds etc if more plots.
- Blue road/paths – clarification required on how vehicle and disabled access will be achieved to all plots.
- If required existing licences may be extended.
- If detailed planning has not been granted any changes to the site should be referred to the enforcement officer at RBC.
- A meeting with PC, WBAGA and potential new allotments holders was proposed by Cllr Wright, seconded by Cllr Grainger, – carried unanimously. ACTION Cllr Grainger to arrange

b. Streetlights

All details and inspections have now been received. Cllr Grainger to upload details into PC asset register. Outstanding issues – duplicate numbers and technical queries from Western Power.

c. Community Speed Watch (CSW) and speeding campaign.

Looking to recruit new volunteers.

d. CCTV

Annual services completed. Issues included a damaged camera, which Cllr Grainger is to check who has this.

Request by Cllr Humphreys to see if this could be repaired and used to cover the south end of the field.

e. Policies & procedures

This overdue, to be discussed at next parish council meeting

f. NDP

A final draft is now available, Cllr Humphreys to be sent an electronic copy as he has not seen the Plan previously

28. Election of Vice-Chair 2022-23

The Chair asked for nominations for the position of Vice Chair of Wolston Parish Council for 2022-23. Nominations were received for Cllr Ball only (Proposer Cllr Wright seconder Cllr Humphreys). A vote took place and all Councillors voted Cllr Ball's appointment as Vice Chair of the Parish Council for 2022-23.

RESOLVED: Cllr Ball be elected as Vice Chair for 2022-23

Signed

29. Co-option:

NALC guidelines to be adopted for co-option process, this is to be as early as practicable, but should be after the appointment of the new clerk. A suggestion was made that we co-opt new councillors in stages. Proposed Cllr Dobinson Seconded Cllr Wright - carried unanimously

RESOLVED: Co-options to fill the five vacancies to be undertaken as early as practicable but should be after the appointment of the new clerk.

30. Working Groups

It was agreed that the members of all the working groups would be contacted by the clerk to establish their intentions as to whether they wish to continue in role and get confirmation that regular reports should be forwarded to the clerk for sharing with the PC.

RESOLVED: The Clerk would contact all members of Working Groups to establish whether they wish to continue in the role;

31. Planning –

Councillors are to review planning applications prior to the Parish Council meeting. All planning applications and consultations can be viewed on the RBC Planning Portal Website. To discuss and if appropriate comment on any planning applications received.

- a. R22/0201 Allotments 48 dwellings – reserved matters

RESOLVED: Cllr Grainger to send a letter to advise housing needs survey not observed

- b. R22/0422 79, Meadow Road, Wolston – rear extension

RESOLVED: Neighbourhood consultation

- c. R22/0399 26, School Street, Wolston Proposed single storey rear extension

RESOLVED: Neighbourhood consultation

32. HM Queen Platinum Jubilee

Vote of thanks from the Chair to all the volunteers who made the event such a success. The Chair requested the names of individuals so she could thank personally.

33. Village Clock

Trench and Electric duct due to be completed in next few days.

Base plate has been received.

RESOLVED: Decisions on date and unveiling to be discussed at July meeting

34. Grass cutting

RESOLVED: Review meeting not scheduled until next week, feedback to be received at July meeting

35. Discussed after minute 27**36. Exclusion of Press and Public**

Taken as read – no public remained

37. Human Resources (Staffing)

Recruitment of new clerk –

RESOLVED: closing date extended to July 22.

Recruitment of WBBJBC clerk – Jane Hancox appointed Proposed Cllr Dobinson Seconded Cllr Wright - carried Cllr Ball abstained.

RESOLVED: That Jane Hancox be appointed as the permanent Clerk to WBBJBC;

Recruitment of Clerk of works (allotments) –

RESOLVED: This matter be deferred Proposed Cllr Wright seconded Cllr Ball

Recruitment of Youth workers – 1 youth worker (salaried) and 2 youth support workers (1 salaried, 1 volunteer) required. Need to be advertised

RESOLVED: That advertisements be placed for Youth Workers to be recruited to enable the Youth Club to be restarted;

Endorse the successful probationary period of Public Works lead –

RESOLVED: defer as not all Cllr have had the opportunity to review.

38. Parish Council Communications (information for sharing)

RESOLVED: Cllr Grainger will update website and Cllr Ball will update Facebook with relevant topics.

39. Future Agenda Items

- Finance for Party in the Park
- Working groups
- Policies and procedures
- Insurance
- Sovereign Play Equipment

40. Date of Next Meetings –

- 41.** To confirm the date of 23rd June for an extraordinary meeting (venue to be advised) and Thursday 7th July 2022 for the next regular meeting of the Parish Council at the Village Hall at 7:15pm.

As there were no further items on the Agenda the Chairman declared the meeting closed at 10 pm

Signed:..... Chairman

Date:

Minutes for the public forum will be issued separately and will be available at the August meeting

Signed