

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, MAIN STREET, WOLSTON
THURSDAY 3rd November 2022 AT 7.15PM**

PRESENT

Cllr Dobinson (Chair), Cllr L Wright, Cllr. J Rainey, Cllr. T Ramsay, Cllr. T Ball, Cllr R Grainger.
County Councillor: H Timms; Borough Councillors: D Poole, T Willis, S Ward
Plus: 14 members of the public.

After members of the public and Councillors had been given the opportunity to raise any issues, the Chair thanked everyone for attending, and the Parish Council meeting commenced at 7:39pm.

128	Apologies and acceptance of reasons for absence
	Cllr. C Humphries
	The apologies of Cllr C Humphries were noted. The resignation of Cllr M Carney was accepted by the Chair
129	Declarations of Interest (existence and nature) on items on the agenda
	No declarations of interest declared
130	Minutes of the Parish Council
	The minutes of Wolston PC for a meeting held on 1 st September 2022 were considered The Minutes of Wolston PC for a meeting held on 6 th October 2022 were considered Chair thanked the councillors who had prepared the minutes.
Resolved:	That the minutes of the Parish Council meeting held on 1 st September 2022 be approved and signed by the Chair. Proposed: Cllr. Wright Seconded: Cllr Grainger Unanimous That minutes of the Parish Council meeting held on 6 th October 2022 be accepted subject to the amendments to 118 and 123/d as discussed and the Chair to sign the minutes and initial the amendments at the next parish council meeting. It was agreed as an extraordinary event that the draft minutes of 6 th October 2022 would be published on the website but clearly marked as DRAFT. Proposed: Cllr. Wright Second: Cllr. Ramsay Unanimous
131	Allotment Land Update
	To receive an update from the Allotment Working Group (Cllr Dobinson, Cllr Grainger, Cllr Wright) A) To receive an update on the work for Phases 1 and 3, and a list of any outstanding or unsatisfactory items. See Appendix A. It was agreed that a letter should be written to the planning department regarding the vision splay. Cllr Grainger and Cllr Wright agreed to support the Clerk in composing the letter. B) To receive an update on the move by plot holders from the Licenced area to the area Leased by Wolston PC, including a list of any outstanding issues. Cllr Dobinson reported on the progress and commented on the helpfulness of the community in moving the plots, which have been very successful despite the rain. C) to receive a proposal from WBAGA on how they will generate income to enable Wolston PC to pay the rent of £1,870/annum. Cllr Grainger read out a report from the Chair of the WBAGA. See Appendix B Cllr Rainey raised concerns that the report did not include a financial statement. It was stated that the WBAGA would email a copy of the report to the members. Discussion was held concerning the rent and the start date of the lease.

Signed

Resolved	<p>Cllr Wright proposed that no rent should be paid until the outstanding issues are resolved. Seconded by Cllr Ramsay A Recorded Vote: Cllrs Wright, Ramsay, Ball Voted For Cllrs: Rainey, Dobinson and Grainger Abstained</p> <p>D) to receive an update on the provision of the insurance cover required by the Lease; A discussion took place and Cllr Grainger confirmed that the Parish Council Insurance is insufficient to satisfy the requirements of the lease. It was suggested we contact Godfrey Payton as land agent to confirm if they have an insurance policy in place. Cllr Grainger has been liaising with Godfrey Payton and will provide an update. Cllr Ball suggested as the leaseholder we should consider upgrading our insurance. AWG to clarify.</p> <p>E) Cllr Ball raised the issue concerning the payment of the fertilizer invoice. The original invoice was incorrectly addressed, and a new invoice has been received, this is then to be authorised in ink by the appropriate officers of the Allotments Association. Action: Cllr Ball to obtain Allotments Association signature in ink in accordance with their mandate.</p>
132	Finance
a)	Payments made See Appendix C
Resolved:	That payments made be endorsed from 1 st April 2022 to 30 th September 2022 Proposed: Cllr Wright Seconded: Cllr Rainey Unanimous
b)	Payments received See Appendix C
Resolved:	That payments received be noted from 1 st April 2022 to 30 th September 2022 Proposed: Cllr Grainger Seconded: Cllr Wright Unanimous
c)	Bank reconciliation
	No reconciliation available. Defer to December meeting.
133	Replacement Planters - To consider the options in replacing two planters in Warwick Road and School Street and make any appropriate decisions (Cllr Dobinson). Cllr Dobinson proposed the Parish Council purchase sleepers and have the Public Works Lead to construct and install.
Resolved	Contra proposal - To purchase three new planters to our own specification from Eco Plastic Proposed Cllr Wright Seconded Cllr Granger Unanimous
134	Grass Cutting & Additional Care and Attention at Dyers Lane Cemetery
	a) To review policy of grass cutting going out to tender and make any appropriate decisions. See Appendix D A discussion took place regarding deferring the tender for grass cutting until January 2023.
Resolved	The working group to undertake a review of grass cutting issues in the parish including a review of the cost effectiveness before going out to tender Proposed: Cllr Rainey Seconded by Cllr Wright Unanimous
	b) To consider request from WBBJBC to undertake grass cutting on their behalf (WBBJBC to reimburse WPC) and make any appropriate decisions

Signed

Resolved	The Parish Council to refuse the request from the WBBJBC to undertake grass cutting on their behalf Proposed Cllr Wright Seconded Cllr Ramsay Unanimous
135	To consider the purchase of SSL/TLS certificate for Wolston Village Community Website from Vision ICT (£125.00 year 1 - £50.00 following years annual payment) this allows the browser to be satisfied that the site being visited supports HTTPS. Make any appropriate decisions. The Parish Council supports the Village Website, this protocol has been carried out to reassure residents and visitors to the website that it is a secure site.
Resolved	No decisions required. Parish Council to respond to resident query.
136	Planning
Resolved	a) Planning Application R22/0998 - 22 Brook Street Wolston CV8 3HD for a Single storey rear extension. Agreed by Parish Council subject to neighbourhood consultation, containment of all building equipment and materials on the plot and leave the alleyway clear. Proposed: Cllr Wright Seconded: Cllr Ramsay Unanimous
Resolved	b) Amended Plans/Information R22/1015 - 33, Meadow Road, Wolston, Warwickshire, CV8 3HL for a 1.5 storey side and single storey rear extension. An amended proposed floor plan (illustrating three bedrooms only) and amended site plans (showing existing and proposed parking provision) were received on 21/10/2022. Agreed by Parish Council subject to neighbourhood consultation, containment of all building equipment and materials on the plot also any windows overlooking other property need to be obscured glass. Preferably no windows on elevations and if there are windows on elevations that they should be of obscured glass. Proposed: Cllr Wright Seconded: Cllr Ramsay Unanimous
	c) Planning Application R22/0935 - The Cottage, Priory Hill, Rugby Road, Wolston, Coventry, CV8 3FZ for extensions comprising of both single storey extensions to the front and rear and a first floor addition. Action: Refer back to RBC - Clarification is to be sought regarding the name of the property, is it the cottage or the lodge? Proposed: Cllr Grainger Seconded: Cllr Wright
	d) Cllr Dobinson advised Flat listed for sale affordable housing under the section 106 scheme. The property is no 69 St. Margaret's Avenue, Wolston, CV8 3LJ. It was agreed that the property would be advertised in accordance with the Deed of Covenant. Cllr Ball declared an interest.
137	Budget and Precept 2023-24 – To discuss and review the current budget and the draft budget and Precept for 2023-24
	Cllr Ball gave a draft copy to all councillors and asked them to consider any amendments to the 2022/2023 budget for 2023/2024 year. Cllr Ball requested a separate meeting of councillors to discuss this and to make it an item on the agenda for the next PC meeting. Action: Cllr Dobinson to organise meeting of councillors as soon as possible supported by the Clerk.
138	UK Shared Prosperity Fund
	To receive an update on our application to RBC for funds to run the Warm Places project and make any decisions as appropriate. (Cllr Dobinson).

Signed

	Cllr Dobinson reported that WPC had applied for £16,000.00 from RBC for four venues to be opened most of the week. St Margaret's church have begun already. Disbursement of the funds if and when they are available through WPC to each venue is to be considered.
Resolved:	To delegate Cllr Dobinson, Cllr Ball and the Clerk to manage all aspects of warm places Proposed: Cllr. Wright Seconded: Cllr.Ramsay Unanimous
139	Bins – To consider replacement of three faulty dog waste bins and one faulty litter bin and the purchase of one new dog waste bin and one new litter bin (Cllr Grainger) and make any appropriate decisions.
Resolved:	To authorise RBC to replace bins Proposed: Cllr Grainger Seconded: Cllr Wright Unanimous
140	Working Groups – To consider the best way forward to establish working groups and create terms of reference.
Resolved	To hold a separate meeting of councillors to go over the groups line by line and make it an item on the agenda for the next PC meeting. Proposed: Cllr Ball Seconded: Cllr Grainger Unanimous
141	Exclusion of Press and Public For Agenda Items 142 In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda item owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information. Reason for Exclusion – The exclusion is on the grounds that items of business to be discussed relate to personnel and staffing.
142	Human Resources (Staffing) For Councillors to receive an update from the HR Working Group and endorse any decisions as appropriate in relation to the Parish Council vacancy.
Resolved	To approve appointment of Mrs Dawn George as Clerk and Responsible Finance Officer Proposed: Cllr Rainey Seconded: Cllr Ramsay Unanimous A discussion was held regarding the recruitment of youth workers for the Youth Project Action: Cllr Dobinson to collaborate with the HR Group with regard to interviewing prospective Youth Workers
143	Future Agenda Items – Councillors are asked to use this opportunity to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.
	New Allotments Asset of Community Value Hedges in Playing Field a PC Asset Declarations of Interest to be updated and signed
144	Date of Next Meeting – To confirm Thursday 1st December 2022 for the next regular meeting of the Parish Council at the Village Hall at 7:15pm. If an interim meeting is required, an agenda will be sent to Councillors and be put on the website and in the Main Street noticeboard three clear days before the meeting is held. Meeting closed at 10:15pm
<p>Signed Chair Date</p>	

Signed

**Notes on the Public Forum and Parish Matters held prior to the meeting
of Wolston Parish Council on 3rd November 2022, commencing at 7.15 pm**

The Chair advised that the meeting was being recorded. The Chair welcomed everyone to the meeting and asked if there were any representations from members of the public present at the meeting. A resident reported insufficient streetlighting in the alleyway next to the school. It was noted that Councillor Grainger will look into this issue and report back to residents.

A resident expressed concern over under occupancy of council housing in the village – Borough Cllr Willis responded that he would raise this point with Michelle Dixon, Head of Services at RBC

Resident requested his comments to be recorded: -

“May I formally welcome the new parish clerk on behalf of Wolston residents, I sincerely hope that you adopt the excellent practices and advice that were profited us as residents and councillors by your former or predecessor and in particular the one of her producing minutes prior to meetings too, in advance so that the residents can raise and table their responses and questions and demands of councillors for answers before they actually come to the subsequent meeting. In particular I’d like copies of the July to October minutes made available on the WPC website and hard copies available in the PC Office for any resident who wishes to gain access to the information, up to date this has not been available. Further to that I’d like to be informed through the chair of the position of the position for the responsible finance officer in the future”.

The Chair acknowledged the frustration of the resident. WPC Standing Orders, which have been in place since 2014 do not allow WPC to publish draft minutes but that going forward into the new year, the standing orders will be reviewed. The Chair confirmed that once the new Clerk has completed her training, she will take over position of Responsible Finance Officer.

A resident thanked the council for the public notice regarding the handling of the fake facebook account and its endeavour to handle complaints better in the future. The resident suggested ways that a different approach may have given the council more conclusive evidence and remove any doubts that could still exist.

Resident Allotment Liaison Officer reported that due to bad weather and the ground being wet, Obriens have been unable to complete all the tasks, however they have gone above and beyond to help get the site ready. Allotments are close to being completed. The soil structure is a concern, 5 % of the land is in poor condition. Resident thanked the Chair for her help with the allotments.

Borough Cllrs Report

- a) Illegal dumping of waste on the allotment site – Cllrs, Willis, Poole and Ward went through the report – the officers have offered to come to the next meeting Henry Biddington will return 1st December to talk through and give an overview of report and take technical questions in the public forum. Chair confirmed she would let Cllr Willis know.
- b) Regarding the entrance to the site the splay ingress egress out of the site; Cllr Willis, with the Case Officer, has requested Head of Planning and Enforcement to provide an update to ensure that the works on the site are in line with the conditions and planning consent.

WCC Cllrs Report –

- a) Highways gave and extensive report at the last meeting. Suggested WPC look into a traffic survey throughout the village to take. WCC support was offered.
- b) Warm Spaces Initiative – WCC are looking at extending opening hours of the libraries as part of the warm space areas.

Registered Blind resident has asked if the tapes can be reinstated round the poles and various footways – Cllr Wright to ask resident to contact Cllr Timms direct and she will get highways involved.

Resident asked about replacing the planters in Wolston – this was covered under agenda item 133 Resident complained of Ash Tree on Chestnut Grove overhanging her property – owner of the land unknown. Cllr Grainger will investigate who is the owner of the land.

Cllr Wright expressed concern to borough councillors that the plot of land sold in School Street has Japanese knot weed on it. Who is responsible for preventing it spreading to other properties? Borough Cllr S Ward will look into this.

Public forum closed at 7:39pm

Signed