

MINUTES OF WESTMILL PARISH COUNCIL MEETING HELD IN WESTMILL VILLAGE HALL ON 15th MAY 2019 AT 7.30PM

Councillors: Michael McRae (Chairman)
Diane Bowtell
Winston Pickup

Raymond Partridge
Anne Downes

Officer attending: Bernadette King (Clerk and RFO)
Present 1 member of the public.

APOLOGIES FOR ABSENCE

19.135 None received.

DECLARATIONS OF PECUNIARY INTEREST

19.136. Cllr. McRae declared an interest in matters relating to the Greg Trust in his capacity as a Trustee of the Greg Trust.

MINUTES OF MEETING

19.137. The minutes of the WPC meeting held on the 20th February 2019 were signed as a correct record.

FINANCE

19.138. Finance Report and payments for approval.

The finance report was noted and the cheques before Council were agreed. The list of payments and the finance statement are an appendix to these minutes. The Council also authorised the payments for

- Litter picking for the months of May, June, and July, 2019.
- Clerks salary for the next quarter.
- Payment to J. James for completing the internal audit.
- EON bill April
- Zurich Insurance renewal 2019-2020
- Ink cartridge for WPC laptop.
- Grass cutting in May, June and July 2019.
- Stationery expenses to be reimbursed to clerk.

AUDIT 2019

19.139. The completed audit forms were checked and signed by the Chairman and Clerk/RFO. These will be available on WPC website and from the clerk 17th June -26th July 2019.

19.140. The payment to Jan James for completing the internal audit was approved by all councillors.

19.141. Cllr. Downes proposed that all invoices should be countersigned by two councillors in future as a safeguarding measure. All agreed.

19.142. VAT

The clerk informed the council that a VAT claim has been submitted for £665.38 relating to the 2018/19 financial year.

PLANNING

19.143. the planning application 3/19/0449FUL has been refused, still awaiting a decision on application3/19/0448FUL.

19.144. Cllr. Downes is kept updated by East Herts Enforcement Officer re the structure erected on Cherry Green Lane land which has been refused planning permission but is under appeal (3/18/0918/FUL).

VILLAGE SIGN

19.145. Cllr. McRae explained that WPC is not objecting to the erection of a village sign, but would need more specific details and firm proposals from the Art Exhibition Committee for discussion by the council. Example designs should be presented for further consideration. He also suggested that a period of consultation open to all villagers would add to the final decisions made.

LITTER

19.146 . The current litter picker, Georgina Mason has informed the Council that she will be resigning from 31st July 2019. Melanie and Bryan Mason have requested taking over this post, Cllr Bowtell proposed accepting this offer and was seconded by Cllr. Partridge. All agreed.

19.147. Cllr. Pickup proposed that a precise job description should be drawn up, seconded by Cllr. Downes and agreed by all.

19.148. The village participation in the 'Great British Clean Up Campaign' was very successful. A group of volunteers organised by Cllr. Bowtell undertook the clean-up in April.

HIGHWAYS

19.149. Cllr. McRae has requested that Highways cutback the vegetation and high weeds at the Westmill north junction onto the A10 to improve driver visibility at this point.

RISK ASSESSMENT REVIEW

19.150 Cllr. Partridge will circulate to all Councillors the updated Risk Assessment schedule he has produced, before the next meeting on 28th August 2019.

GREG TRUST REPORT.

19.151. Cllr. McRae updated the Council on the work of the Greg Trust within the village. The report is attached to these minutes.

NEIGHBOURHOOD WATCH SCHEME.

19.152. Mr. D. Downes updated WPC on development of this scheme within the village; an Open Day on Saturday 22nd June has being planned. This is to take place in the village hall where a member of the Environmental Team will be present, Fire Service officers and Police Officers will be offering advice and information. Cllr. McRae thanked him for his work.

Cllr. Downes suggested that the Environmental representative be asked about the air quality in Westmill as a villager has raised concerns about it.

VILLAGE ACTIVITY CLUB

19.153 The clerk informed the Council that this club had a successful first meeting in April and plans to meet monthly with a varied programme of events.

CORRESPONDENCE

19.154. Noted and attached to the minutes.

19.155. The clerk informed the Council that she will be resigning from post as soon as a replacement can be found. The role will be advertised by HAPTC and on the village noticeboard.

MATTERS NOT PREVIOUSLY NOTED.

19.156. Cllr. Pickup drew attention to the need to replace some of the slate tiles at the rear of the Bus Shelter on the A10. Cllr. McRae will contact a builder re this matter.

19.157. Cllr. Pickup wished to inform the village that the lych gate at St, Mary's Church in Westmill is in need of substantial repairs and that investigative work has commenced.

19.158. Cllr. Bowtell is aware of various grants available from East Herts and suggested that all councillors consider if there are projects within Westmill that could benefit from them.

19.159. Cllr. Downes updated the council on the Independent Living Scheme Initiative; after research with Cllr. Bowtell leaflets have been delivered to dwellings that might benefit from this scheme.

19.160. Cllr. Partridge drew attention to the proposed VE day commemorations planned nationally in May 2020 which the Westmill Events Committee is considering.

19.161. Cllr. Bowtell has received a complaint from a parishioner about noise from the Sword Inn Hand. Cllr Pickup explained this was a special occasion relating to a villager's wedding celebrations.

PUBLIC PARTICIPATION.

No issues raised.

Cllr. McRae thanked everyone for their input.

The meeting closed at 9.35pm

Date for next meeting

Wednesday 28^h August 2019 at 7 30pm.

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