

**Minutes of Westmill Parish Council Meeting**  
held on **Tuesday 4 February 2025**  
at **7.30pm** in **Westmill Village Hall**

**Present:** Cllrs Jim Beaven, Sue Debono, Anne Downes, Bernadette King, Tom McMullen (Chairman)

**In attendance:** Sarah Kubica (Parish Clerk), District Cllr Aubrey Holt  
2 members of the public

**25.01 APOLOGIES**

To receive and approve apologies for absence

Cllr Cowler unavailable for reasons that are accepted **Resolved**, to approve. Agreed unanimously

**25.02 DECLARATIONS OF INTEREST**

To receive declarations of interest from councillors on items on the agenda

Cllr King for T&M Greg Trust in her capacity as Trustee

**25.03 PUBLIC PARTICIPATION**

To allow members of the public and councillors to raise matters of concern

None

**25.04 MINUTES OF PREVIOUS PARISH COUNCIL MEETING**

To approve the Minutes of the Westmill Parish Council meeting held on [Wednesday 27 November 2024](#) as an accurate record of proceedings

**Resolved**, that the minutes be accepted as a true and accurate record of proceedings and duly signed. Agreed unanimously

**25.05 RURAL POLICING**

To receive update from officers if present, or the clerk

The clerk advised that there was one crime reported for November for Westmill

**25.06 COUNCILLORS' REPORTS**

To receive reports from parish, district and county councillors on activities undertaken in the parish

None

**25.07 THE PARISH COUNCILS (GENERAL POWER OF COMPETENCE) (PRESCRIBED CONDITIONS) ORDER 2012**

To confirm that the council meets the conditions of eligibility; the number of elected members of the council is greater than two-thirds of the total number of members of the council; the clerk to the parish council holds the Certificate in Local Council Administration

**Resolved**, the council does meet the conditions and is eligible. Proposed by Cllr Beaven, seconded by Cllr Debono, agreed unanimously

**25.08 FINANCE**

a) To authorise payments made in accordance with the budget

**PAYMENTS SINCE THE LAST MEETING**

29/11/2024	10.80	1&1 Internet
17/12/2024	52.00	Litter pick November
20/12/2024	47.00	CT Gardens (12)
23/12/2024	52.00	Litter pick December
23/12/2024	320.85	Clerk October - December
31/12/2024	10.80	1&1 Internet
27/01/2025	52.00	Litter pick January
27/01/2025	108.00	Village hall hire TMGT
27/01/2025	151.20	Defibrillator fee CHT
27/01/2025	200.00	Donation St Mary

<b>EXPECTED PAYMENTS TO MAY</b>
10.80 x 3 web hosting
460.00 clerk salary Jan-Mar estimate
52.00 x 2 litter pick
53.35 Litter pick May
624.0 Lime trees pollarding
200.00 St Mary donation
48.20 x 3 grass cuts
140.00 Christmas tree
10.00 batteries

b) To note receipts

#### RECEIPTS SINCE THE LAST MEETING

02/12/24 37.77 bank interest

**Resolved**, to approve agenda items a-b. Agreed unanimously

c) To authorise expenditure for Honorary Freeman award

**Resolved**, to approve clerk expenses of £75 incurred in the purchase of a gift voucher. Agreed unanimously

d) Bank statement verification

Bank statement verified by Cllr Debono in February. **Noted**

e) To confirm budget

f) To agree precept and sign the precept request for 2025-26

**Resolved**, to approve items e-f as minuted in 24.73 keeping precept at the current level. Clerk salary alignment to NJC scale for discussion outside the meeting. Agreed unanimously

g) To agree auditor for 2024-25 accounts

**Resolved**, to instruct the usual auditor. Agreed unanimously

## 25.09 PLANNING

To receive Planning Report and current Planning Applications

Planning Application Ref	Location	Deadline/ Decision Date	Consultation Description	Comments	LPA Appeal Ref
3/24/2073/HH	2 Townsend Cherry Green Ln SG9 9LE	13/12/24	Erection of single storey rear extension and front porch extension	Granted	N/A
3/24/1962/HH	Covey Cherry Green Lane SG9 9LF	14/11/24	Demolition of rear extensions. Conversion of garage to habitable room with insertion of windows and removal of garage door. Erection of a part single and part two storey rear extension incorporating juliet balcony, and alterations to parking	Granted	N/A
3/24/2001/LBC	Westmill Village Hall Pilgrims Close SG9 9LG	22/11/24	Re-covering of roofs replacing damaged tiles, replace valley gutter linings, replacement of rainwater goods and upgrade insulation in the roof spaces	Granted	N/A
3/24/0921/FUL	Land East Of Wakeley Farm Cherry Green	23/12/24	Change of use of the land for the siting of 2 glamping cabins. Hard surfacing for parking areas (retrospective)	Appeal lodged	4/00107/ REFUSE

## 25.10 HIGHWAYS

To receive an update on faults, signs and repairs

Clerk advised road closures 17-19 February on the road east from C16 Nasty to Nobles Farm and Station Hill scheduled for 7-10 May

## 25.11 LIME TREE MANAGEMENT

To agree and schedule works

**Resolved**, to accept the quote from RR Trees, a local arborist who has carried out other works in Westmill and is competitively priced, no other quotes forthcoming. Approved unanimously

## 25.12 RENEWAL OF GRASS CUTTING ARRANGEMENT

To renew arrangement and agree price per visit for 2025

**Resolved**, to continue the existing arrangement at the budgeted rate determined by CPIH. Agreed unanimously

**25.13 RENEWAL OF LITTER PICKING ARRANGEMENT**

To agree arrangement and fee for 2025-26

**Resolved**, to continue the existing arrangement at the budgeted rate determined by CPIH.  
Agreed unanimously

**25.14 BINS**

To receive update from Waste and Recycling team

Cllr Holt reported that bins at the playing field and entrance to the children's playground will be kept. He will continue to engage with the team requesting that all bins remain, but at the very least, to keep the village green bin in addition to the two remaining

**25.15 RISK ASSESSMENT**

To receive an updated risk assessment from Cllr Downes (circulated to councillors) **Noted**

**25.16 T&M GREG TRUST**

To receive a report on activities from Cllr King:

*Village Hall Project - Approval for work on the roof has been granted and TMGT in the process of selecting a contractor*

*Village Hall - The heat curtain has been installed and working well. The toilets and kitchen will be redecorated in the Spring half term.*

*Playground - Monthly risk assessments continue. The minor repairs are being assessed*

*Allotments - There are two allotments available for renting. They have been advertised on FB and WA but no response so far.*

*Jackson's Meadow - Grazing agreement renewed from April 2025. A donation has been made to St Mary the Virgin for use of the mower*

*Grazing field - This field will be sprayed against ragwort next Spring. Grazing licence renewed from April 2025. A broken fence has been repaired*

*Recreation Field - A broken fence has been repaired. WFC will cease playing their Westmill 1st Team matches from the start of the next football season in September 2025. These are usually played on a Saturday. Sunday matches will continue but we understand the pub has agreed the home team players can use the Sword carpark. The Westmill team players will also try to share cars for their home games to reduce the number of vehicles. The trustees are grateful to the owner of the Sword Inn Hand for offering his parking facility for home games*

**25.17 CLERK'S REPORT**

Items for information only

Any councillors wishing to be nominated for the draw to attend the Buckingham Palace Garden Party should contact the clerk

**25.18 DATES OF NEXT MEETINGS**

Proposed: 22 May, 3 September, 26 November 2025

*The meeting closed at 8.24pm. The chairman thanked everyone for their contribution*