

WESTFIELD PARISH COUNCIL

Ref: **C17-08** Minutes of Council meeting held in the Parish Hall on 2nd August 2017 at 7:00pm

Present: *Councillors* M Edwards (ME) Chairman, H Monro (HM) Vice Chairman, R Bowe (RB), J Downing (JD), S Green (SG), M Horley (MH), M McNamara (MM), M Stratford (MS) J Woodhead (JW), K Darbyshire (KD) (Parish Clerk), Councillor C Maynard (CM) and 10 members of the public.

1. Apologies for absence.

Apologies were received from Councillors P Stapley and J Johnson, and accepted by those present.

2. Disclosure of interests under the Council's Code of Conduct.

There were no disclosures of interest.

3. Questions from Members of the Public on matters on the agenda

A resident asked for an update on the Cottage Lane Footpath. KD advised that she had received an update from RDC earlier in the day to say there had been no recent progress, and no planning application has been submitted yet.

4. Minutes of the Planning and Council Meetings held on the 5th July were approved and signed by the Chairman.

5. Matters arising from the minutes

None

6. Co-option of new Councillor

The Chairman invited the three applicants to give a short presentation about themselves, and what they felt they could bring to the role of Councillor. KD explained the voting process, which was carried out by a written vote as per the request of Councillors. ME advised that Carly Taylor had received a clear majority of votes, and invited Carly Taylor (CT) to join the Council. Cllr Taylor signed an acceptance of office form, which was countersigned by KD. ME thanked the other candidates for applying for the position, opined they were all strong candidates and invited them to apply for any future vacancies.

7. Football Club grant

ME invited Mick Kempster (MK) to give the Council more information on the Club's grant application. In February WFC and Pass + Move parted ways, and MK is now rebuilding the WFC youth teams. In recent years the club has used a field on Mill Lane, but as of next year the pitch will be too small to meet FA recommendations. MK opined that it is important that the two youth teams have access to the correct size playing area and goals. They are therefore requesting a grant of £800 to purchase two aluminium freestanding goals. These will be placed in front of the existing goals, and will be chained up after use. HM asked if the goals could be made cheaper. MK advised they need to be approved by the FA and meet H&S guidelines. WFC propose buying the cheapest available on the market, and MK advised that similar smaller ones have been used at Mill Lane, and they have lasted for 5 years. MK was asked whether WFC have applied for any other grants and funding. He advised that they are seeking sponsorship from local businesses, but have not applied for any other grants. A motion was proposed to award 50% of the grant requested, and Council took a vote, with 6 in favour. Council therefore **resolved** to grant £400 to WFC.

At this time Cllr Maynard joined the meeting.

8. Recreation Policy

JW suggested revising the first bullet point in para 5, which KD was asked to do. HM opined that Council may wish to review the policy in the next few months. Council **resolved** to adopt the policy save for the change to para 5.

9. Recreation facilities Parish Field

Prior to the meeting KD had forwarded Councillors information received from RDC regarding equipment and grants/funding. She suggested that Council may wish to appoint a Working Party

WESTFIELD PARISH COUNCIL

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to investigate the options further. MM, MS and SG volunteered, and Council **resolved** to appoint them to the Working Party. They were asked to present a report and terms of reference at the meeting in October.

10. LTA grant scheme

MM explained that there were two funding options available, and the option for improving current facilities would be more appropriate for Westfield. One of the requirements for awarding grants is the ability to demonstrate good usage of the courts. It was agreed that this could be looked at again in April when renewing the Tennis Club's lease.

Reports

11. District and County Councillor's report

CM advised that RDC are considering a Civil Parking Enforcement (CPE) scheme. ESCC have presented plans to RDC, which will involve varying percentages of permits and paid parking. There will be no charged parking in Westfield, but the new scheme could see the introduction of the enforcement of parking restrictions, in particular outside railway stations and schools.

12. Clerk's report

KD advised that Adam Streater of Secamb will be attending the next Council meeting to provide Council with further information about the role of First Responders, and how Council may recruit one.

KD gave a brief update on the Cricket Pavilion. Discussions with the land owners are ongoing, following their request that the old pavilion remain in place.

MM asked for an update on loaning a Speed Indication Device (SID). KD advised that she was still waiting for a reply to her request, and would chase the matter.

13. Chairman of Trustees report

MH advised that we are still waiting for WFC to return the signed license, but this is in hand.

14. Chairman of the Council and other member's reports

Michael Horley asked for an update on the overgrown hedges and footpath along the A28 between the GP surgery and Mill Lane. KD advised she had received the following update from the Highways Liaison Officer: 'The local Highway Steward has inspected the A28 in Westfield between the entrance to the doctor's surgery and Mill Lane junction. They have advised the grass here is cut under our rural cut which is due to take place on the week commencing 21 August 2017. They have also passed your report of the hedges onto our Asset Management Team to arrange works as they belong to us.'

MH also wished to thank JD for her hospitality after the Parish Walkabout.

Sarah Green gave a brief update on the trees at Churchfield, and will continue to liaise with Amicus Horizon and Churchfield residents.

Martin McNamara advised that he and RB have been looking into options for an on-line booking system for the tennis courts. At this stage, they would suggest a 2nd tier membership for up to 150 members. JW expressed concerns about children using the on-line system and paying on-line, but MM informed Council that member's identities would be anonymous to other users, and payment would still be to the shop. The issue of key holders still needs to be resolved, as access is required during day light hours. MM requested this be added as an agenda item in October.

Min Stratford has received complaints about footpaths 44, 45, 46a and 46b, which are all very overgrown. All these footpaths go across land owned by the same owner. This issue has been reported to Rural England. KD was asked to write to the landowner. MS also thanked the Councillor who cut back the hedge around the Parish Council noticeboard on Main Road.

Hamish Monro advised that ME and he are making progress on the draft Emergency Plan.

WESTFIELD PARISH COUNCIL

Ref: **C17-08** Minutes of Council meeting held in the Parish Hall on 2nd August 2017 at 7:00pm

Joan Downing gave a brief background on the Cottage Lane Footpath project, for the benefit of CT.

- 15. Playground Reports** to include a report from the Parish Walkabout on the 24th July were noted. KD will organise repairs etc following Council's recommendations. Council agreed that new signs were needed at the Cricket Ground to remind dog walkers to pick up after their dogs, and keep dogs on leads. The Cricket Club subsequently volunteered to order, pay and erect 6 signs and Council **resolved** to give them permission to do so. KD also advised that she has written to the land owners to request permission to trim the public footpath that runs the length of the Cricket Ground behind the Pavilion.

16. Financial

16.1 Monthly reports. Council noted the monthly reports and **resolved** to make a virement of £350 from the Parish Field budget to the Churchfield budget to cover the unexpected costs of repairs to the Dinosaur springer, following an act of vandalism.

16.2 Council approved the attached schedule of payments and receipts

17. Dates of forthcoming meetings

17.1 13th September 2017 – Planning and Council meeting in the Community Dining Hall from 6.30pm

The meeting closed at 8:35pm

Westfield Parish Council

Schedule of payments and receipts

2nd August 2017

PAYMENTS				
Payee	Item	Cost £	Vat £	TOTAL £
K Darbyshire	Clerk's July salary	934.54		934.54
B Firman	Bus shelters litter collection July	40.00		40.00
P Masters	Playground report July, various repairs	90.40		90.40
Jupiter Ltd	Parts for dinosaur springer	261.60	52.32	313.92
RECEIPTS				
Santander	July interest	4.45		4.45