

Crofton Parish Council

Minutes of the Parish Council Meeting

Held on the 12th September 2023 at 7pm.

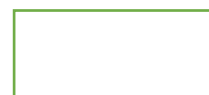
Present: Councillors; Trevor Chalkley (Chair), John Barnsley, Simon Bennett, Bob Hewitt, Eric Robinson, Sylvia Walker, Dwayne Walkington.

Apologies: Cllr Esme Slater, Mr Andrew Booth

Clerk to the Council: Rebecca Maindonald

In attendance: There were 2 members of the public present, plus Cllr Usman Ali and Cllr Maureen Cummins.

23/09/01	<p>SAFE Scheme.</p> <p>a) Report from W.Y Police Officers working on Crofton SAFE Scheme.</p> <p>The meeting discussed the report that had previously been circulated. Cllr Bennett suggested that Councillors read the report as there seemed to be discrepancies with the time booked out and the time charged. The meeting discussed the need to report all incidents and ways to ensure that people did this. Graffiti was discussed, the congregation of motorbikes and the legality of scooters.</p> <p>It was agreed that there was definitely a need to feed back to Safe Scheme with suggested areas for policing.</p> <p>The meeting went on to discuss financially supporting Safe Scheme into the future. It was agreed that with the nights getting darker, this would be monitored and a decision made soon. The meeting noted that the Council had made provision for Safe Scheme in the budget until March 2024.</p> <p>The meeting agreed that it was disappointing that there was still no representation at meetings.</p> <p>It was resolved that the safe scheme be retained until the end of the financial year. It would be reviewed in December 2023 for the following financial year.</p> <p>All were in favour.</p>
23/09/02	<p>WMDC District Councillors Report</p> <p>Cllr Ali confirmed that he had received an email concerning investigation work at Hare Park. Following discussion, it was agreed that Cllr Hewitt would be the contact and could liaise with the Contractors. The meeting discussed the situation concerning motorbikes in the Village.</p> <p>Cllr Ali noted that there was an impressive attendance at the Gala.</p>



Cllr Cummings was pleased to report that there had been a brilliant day at the Sidings, which had been helped by the weather. There had been 400 in attendance and Charities had made money. Cllr Cummings passed on thanks to the Parish Council, in particular Cllrs Chalkley and Bennett. Cllr Cummings was keen to start planning for next year. She also thanked the Chair for the end of season disco at Youth Club, as he had been the DJ! Cllr Cummings was pleased to report that Harrison road looked better, currently waiting for the speed humps to go back in, similar in Lodge Lane. The Pinfold sign was back in place. There were concerns about the piles of straw bales, as it might develop into a race track at some stage. The graffiti on the bridge had been reported, but it was not obscene, so wouldn't be prioritised for removal. There was discussion concerning the removal of ten trees and whether they had been covered by a TPO, or if not, whether they should have been. Cllr Cummings was questioning whether they were covered by any policy, but had received no response as yet, she had been contacted by lots of residents about it. Cllr Walker noted that a mature oak that had been removed and queried whether it was protected. Cllr Cummings replied that it wasn't as she checked. (Behind Wentworth drive) Cllr Robinson replied that a big tree was removed from further up last year. There followed further discussion concerning trees and protection orders. The meeting also discussed traffic lights being left after roadworks had been completed.

Cllr Walkington raised concerns about the speed of traffic up oak street, especially with children.

Cllr Walker raised the weeds on Meadowfields in the gutters once more. Cllr Ali would investigate. It was agreed that this required more than a sweep, as they needed to be dug out.

Cllr Bennett asked why the footpaths on Harrison Road hadn't been widened, as resurfacing work has been undertaken which would have provided the opportunity.

Cllr Bennett noted that Walton had another VMS sign, and asked why Crofton didn't have one. Cllr Cummings said that it had been paid for through Capital funding, which was distributed throughout.

There followed a discussion about traffic management.

Cllr Walker confirmed that she had been approached by a resident on West Lane, complaining about the smell of the pigs. There followed a discussion about boundaries, but it was agreed that the issue was located within Crofton.

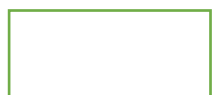
Cllr Bennett asked that thanks be recorded for Cllr Cummings for once more organising the fun day.

23/09/03

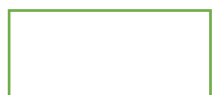
Public participation, any person wishing to record the meeting in any format whatsoever is encouraged to contact the Clerk prior to the start of the meeting.

Scott Carter, secretary from Crofton Juniors football club confirmed that he had attended the meeting to discuss the proposal to erect fencing around pitch at Sidings, which would act as barrier to cars driving on to the pitches. The Football Club will fund it and apply for planning permission, subject to permission being provided by the Council. Cllr Robinson asked whether it was proposed that the fencing would block access to woodland, Scott replied no. The meeting then discussed a number of incidents that had happened when the pitches had been damaged.

Cllr Robinson also asked whether there would be advertising erected on the fencing in the future. Scott replied that he hoped so in the future, this would greatly help with funding, but would bring that back for discussion. Cllr Barnsley was supportive and asked whether there were any other avenues for funding? Scott initially wanted to ensure Parish Council support first. Cllr Maureen Cummings reported that she had received a list of available funding opportunities and would share it with them. Cllr



	<p>Bennett asked whether this would impact on public access as it is a public area and also vehicle access was required on the fun day. Scott replied that there was a gap by the trees that would allow access and there would also be lockable gates, they could also look at having a walkable gap. It was agreed that a natural walkway should be researched, which would deter motorcyclists. Scott replied that there was an appreciation that it was a public space. Cllr Bennett also raised that Cricket fencing had been subject to vandalism. The meeting thanked Scott for attending and Council would provide a response as soon as possible. It was requested that concerns be taken back. Cllr Bennett also raised the need to ensure access is provided for WMDC to carry out necessary maintenance and repair work.</p>
23/09/04	<p>To receive apologies for absence and approve Councillors unable to attend the meeting should give a reason. Cllr Esme Slater.</p>
23/09/05	<p>Declarations of Personal and/or Pecuniary interest None.</p>
23/09/06	<p>Confirm and sign the minutes of the Parish Council meeting held 11th July 2023. RESOLUTION- The Minutes of the meeting dated the 11th July 2023 were agreed as a correct record and signed by the Chair.</p>
23/09/07	<p>Matters arising from the previous minutes. None.</p>
23/09/08	<p>To receive applications for the office of parish Councillor and to co-opt candidates to fill the existing vacancies. This matter was not discussed.</p>
23/09/09	<p>a) Discuss Coronation/Jubilee Spend This matter was not discussed.</p> <p>b) Memorial Centre of Village This matter was not discussed.</p> <p>c) Jubilee Tree Cllr Walkington updated the meeting about the Jubilee tree. It was recommended that a tree under 2 metres be purchased, as they had higher chance of establishing. He noted that this was a lot more involved than originally thought. Agreed that it should be an indigenous tree. It was also suggested that the location of the tree be carefully researched. He would report back to next meeting.</p>



23/09/10

Community Facilities:

a) Report Parish Centre and Library

- i) **To receive and discuss the draft business plan concerning the proposed future development of the Parish Centre.**

The draft report was discussed, with comments concerning quantifying the figures of growth and more detail being provided.

RESOLUTION- that the Chair, RFO and Clerk amend and submit the report as discussed.

- ii) **Subject to item (i), to authorise the Chair and the Clerk to seek the approval of the Secretary of State for Levelling Up, housing and Communities to apply for a PWLB loan of £250,000 and agree the interest rate of the loan and the term of the loan. To agree how this loan will be funded.**

It was **RESOLVED** to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB Loan of £250,000 over the borrowing term of 25 years for the purpose of building a new Parish Centre. The Annual Loan repayments will come to around £15,000 a year.

It is not intended to increase the council tax precept for the purpose of the loan repayments.

Proposer Cllr Walker, Seconded by Cllr Walkington. Unanimously supported by the meeting.

The payments of £12,400 were budgeted in the precept. This will be easily covered by not putting the precept up. Cllr Bennett, the acting RFO didn't foresee having to put precept up, unless other bills increase over time.

Interest rate of 5.6%. Cllr Bennet had researched alternatives and could only find 5.8% The 5.6% figure for the PWLB was fixed and couldn't be paid off early.

LIBRARY MATTERS

Cllr Walker raised the issue of chairs being borrowed and not returned, so a recent morning coffee morning did not have chairs to sit on. The Chair of the Parish Council apologised as there had been miscommunication.

The matter of equipment being borrowed from the parish Centre was discussed at length.

Cllr Walker stated that volunteers were concerned about people removing equipment from the Parish Centre, whilst the Library was open, potentially without permission having been given.

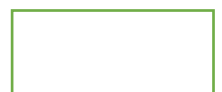
There followed a heated discussion concerning the responsibilities of volunteers.

The Chair also raised the Scarecrow festival.

It was suggested that a notice be placed up for information, informing people that equipment was being removed.

There followed further discussion concerning this matter.

RESOLUTION- that in the event that equipment and furniture was being borrowed, a notice should be placed up at the Parish Centre.



Cllr Walker went on to confirm that she had been contacted by one of the organisers of the Scarecrow event. There was confusion that the Library Volunteers were aware and they weren't. It was suggested that in future, people email the Clerk. It was agreed that there should be a diary or a spreadsheet. The Chair stated that it was a Charitable event and therefore it would be supported. But it hadn't been discussed by full Council. The Chair asked that the matter be left to him to establish further information about it to see whether permission should be given.

b) Report Village Association

The Chair confirmed that there had been a CVA meeting at the end of July. One of the shutters at the Sidings had been repaired, following a text from the Cricket club as there had been problems closing the middle shutter. The Chair had contacted the shuttering company, who had requested a £195 call out charge. The previous occasion, it had taken seven weeks for them to come out and repair the shutter. Cllrs Bennett and Chalkley visited to secure the shutters until a company recommended by Crofton Juniors had come out. They surveyed the damage, and it was thought that someone had hit it when it was fully up, probably with a cricket bat. It had now been repaired at a cost of £300.

It was also noted that the shutter was the wrong size, so the Chair had emailed the installers two weeks previously with a quality complaint.

Streetscene had been out regarding the bill for the cricket grounds. They were amicable and said that it would be resolved.

Cllr Walker felt that it wasn't right that the Chair be undertaking all of this and felt that someone else on the Council should assist.

The best wishes of the Council were recorded for Gordon Makin.

c) Report Allotments

The meeting discussed the recent email concerning bonfires.

Chair agreed that a meeting be held at 4.30pm the following Tuesday to discuss allotment matters further.

Discussion concerning the waiting list and procedures.

The Clerk was asked to bring the updated waiting list to the next meeting. The Chair confirmed that there should be a proper process about the waiting list.

d) Report Parish Cemetery

To receive and discuss a quote for cutting the grass at the Cemetery and to decide therein.

Following discussion, the meeting noted the quote from RJ to undertake the work at £100 a cut.

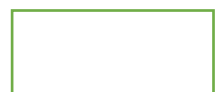
RESOLUTION- The Clerk and the Chair to meet with RJ to discuss an informal contract.

e) Report Web Site

It was noted that there had been limited progress recently.

f) Report Floral Displays

The meeting were pleased to note that this had proven to be popular. There were discussions concerning whether to have cut off dates for new applications and the licensing of plaques.



- 23/09/11 To receive reports from outside bodies:
Constable and Pinders Charity (Cllr John Barnsley)**
Cllr Barnsley updated meeting. With significant efforts from their chair, they'd managed to get the ball rolling with bank accounts. Cllr Barnsley felt that they should have an AGM, as there was a committee member who hadn't attended meetings. Hopefully this will bring it all to a conclusion.
- 23/09/12 Cleansing and Environment:**
Nothing discussed.
- 23/09/13 Planning:**
Nothing discussed.
- 23/09/14 Safe Scheme**
Discussed elsewhere.
- 23/09/15 Finance/Accounts (Cllr Simon Bennett acting RFO)**

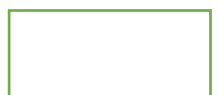
To receive bank reconciliation and report on receipts, payments, balances

PAYMENTS				Aug-23								Total	VAT
Date	Chq No:	Payee	Details	General	P. Centre	Pavillion	Allotments	Cemetery	S.137	Chair's allowance		Total	VAT
			Bfwd	£9,654.01	£1,140.05	£5,885.45	£0.00	£200.00	£7,029.28	£37.00	£0.00	£23,945.79	£1,871.95
AUG		S/O Staff	Wages	£855.26								£855.26	
		BACS BTelecom	Phone	£53.48								£53.48	£8.91
		Ddebit Octopus	Electric		£31.85							£31.85	£1.52
		BACS Octopus	Electric			£628.65						£628.65	£29.93
		BACS R Hampshire	Windows clean		£18.00							£18.00	
		BACS WMDC	Gromnds Maitn									£0.00	
		BACS HMRC	Income Tax	£617.50								£617.50	
		BACS WY Police	Safe Scheme	£958.37								£958.37	
		BACS YLCA	Training									£0.00	
		BACS 1st Impessions	Plaques						£479.04			£479.04	£79.84
		BACS Fun Day	Receipt					£620.00				£620.00	
		BACS PKF	Audit									£0.00	
		TOTAL	C/Fwd	£12,138.62	£1,189.90	£6,514.10	£0.00	£200.00	£8,128.32	£37.00	£0.00	£28,207.94	£1,992.15
RECEIPTS				Precept	P. Centre	Pavillion	Allotments	Cemetery	Interest	Misc Flower Don	VAT	Total	
			Bfwd	£81,635.00	£325.00	£0.00	£1,896.25	£420.00	£458.38	£1,065.00	£3,754.29	£89,553.92	
AUG		Crofton Pheonix	Donation			£1,100.00						£1,100.00	
		Guides	Donation			£500.00						£500.00	
		Scouts	Donation			£50.00						£50.00	
		H Stennett	Basket Srship							£71.00		£71.00	
		S Bennett	Mainte'e refund					£200.00				£200.00	
		TOTAL	C Fwd	£81,635.00	£325.00	£1,650.00	£1,896.25	£620.00	£458.38	£1,136.00	£3,754.29	£91,474.92	
Bank Reconciliation;				£				Cashbook				£	
Balances								Opening balance				£295,875.34	
Community Account				£73,224.20				Less payments				-£4,262.15	
Business Saver Account				£220,309.99				Plus receipts				£1,921.00	
Less unrepresented cq's													
Total				£293,534.19				Closing bal				£293,534.19	

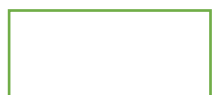
Cllr Bennett, acting RFO went through the Payments, noting a number of items.

In August there was a £200 refund to the Cemetery. As there have been issues with the bank, he has been paying bills and finding ways of refunding the money.

The Parish Council had received £500 on interest on the savings account. This will be on next months accounts.



	<p>Cllr Bennett noted that there had been progress made with Barclays bank, now two people are able to sign cheques and one person use online. He had thought that everything had been resolved, but then another letter was sent, then an email was sent requesting more information. Another issue is that a former Councillor is still on list of signatories, they are being left on in case there were any issues. There were originally three A4 pages of signatories that had been removed.</p> <p>Grant for Coffee morning for Church, forms were filled in, then established that this couldn't be paid as they didn't have a business account. It had been agreed that if he sent a load of receipts, council would refund them.</p> <p>RESOLUTION- that the Church be refunded £160 for coffee morning.</p> <p>Also ICO Data Protection is set up as a Direct Debit. The Parish Council are now registered for Data Protection.</p> <p>Cllr Bennett confirmed that there had been major issues paying tax. When the previous Clerk left, the contact number hadn't been changed. So eventually Cllr Bennett has found a way of paying tax without logging in</p> <p>Operation of Business Stream.</p> <p>RESOLUTION- That Cllr Benett be authorised to set up a Direct Debit.</p>
23/09/16	<p>To receive and discuss an email from NALC concerning Remembrance Commemorations.</p> <p>The meeting noted contents of email, without comment.</p>
23/09/17	<p>The Sidings.</p> <p>To receive a verbal report from the Chair concerning the Sidings.</p> <p>This was discussed elsewhere.</p>
23/09/18	<p>To discuss a proposal to erect fencing around the football pitch.</p> <p>This was discussed elsewhere.</p>
23/09/19	<p>To receive items of Correspondence</p> <p>There were none to discuss.</p>
23/09/20	<p>Parish Matters (Including Traffic Issues)</p> <p>Cllr Walker raised issues with the ginnel between Lovel view and Meadowfields, which was being used as a dump and compost area. Apparently, someone had now applied to extend their garden. It was full of brambles and is a mess. The Chair had reported the issue, as had Cllr Walker. The Chair confirmed that he would speak to Cllr Ali and arrange a walk around the village.</p>
23/09/21	<p>To agree date of the next Parish Council meeting Tuesday the 10th October 2023.</p> <p>RESOLUTION- It was agreed that the next Parish Council Meeting would be held on Tuesday 10th October 2023 at 7.00pm.</p>



23/09/22	<p>Exclusion of the Press and Public: to resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.</p> <p>RESOLUTION- that press and public be excluded from the Meeting.</p> <p>To discuss and note staffing matters.</p> <p>The Chair confirmed that the Clerk had now been with Parish for 6 months. She was now taking over the duties of RFO as well, but would work with Cllr Bennett until issues were resolved with the bank. The Chair also confirmed that the Clerk had recently completed ILCA and was looking at further qualifications.</p> <p>RESOLUTION- that the Clerks hours be increased to 15 hours per week, that her Salary increase to SCP 22. It was noted that Councillors had made this offer and the previous offer using previous salary grades, so there may be entitlement to a backdated increase.</p> <p>There being no further business, the meeting was declared closed at 22.15</p>
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Signed.....Date.....
Chairman Crofton Parish Council

