

SUTTON WEAVER PARISH COUNCIL
Minutes of Sutton Weaver Parish Council meeting held on
Wednesday 6th December 2023 at 7 p.m.
at St Peter’s Church Hall, Sutton Weaver

23/

Present	Cllr Brian Starkey -Chair (BS) Cllr Jacky Hancock – Vice Chair (JH) Cllr Tony Spencer (TS) Cllr Gerry Jemitus (GJ) Cllr Hannah Bullock (HB) 10 Members of the Public (MOP) Clerk-T Whitlow (TW)	
23/120	Apologies for Absence were received from: Cllr Simon Richards (SR) Cllr Rob Hancock (RH)	
23/121	Declarations of Members’ Interests: None	
23/122	Minutes: Minutes of the Parish Council meeting on Wednesday 1 st November 2023 were approved as a true and accurate record and signed by the chair.	
23/123	Police update: None present	
23/124	Ward Councillor Update: None present	
23/125	Matters arising / Actions from Previous Minutes -if not covered by an agenda item: <ol style="list-style-type: none"> 1. Christmas Tree: The Christmas Tree lighting has taken place with many of the community present. 2. Bus Stop: Following a previous MOP request TW advised that the cost of erecting a bus stop would be between £3k - £6K depending on size and style, this would include installation and licence fees, she also advised that permission from Highways would be required, and possibly a further expense in having the actual bus stop location changed. MOP’s were surprised to hear that the PC would have to meet this cost, and not highways or the bus companies. TW advised that if this were to be taken up by the PC more accurate costing would be undertaken and the cost involved would have to be met from the PC budget meaning the cost would need to be added to the precept. Resolved not to take the bus stop project any further – MOP’s in agreement. 3. Speed Watch: TW advised that despite emails to the police officer (that MOP had previously been corresponding with) no response has been received, so cannot update on the costs of the equipment. TW to follow this up again. 	TW
23/126	Public Participation: Items noted: <ol style="list-style-type: none"> 1. Barriers under the bridge on station Road: MOP asked the PC to investigate these as MOP’s can’t use the under pass. TW advised that this is HBC Highways and that the barriers are there to stop people using the underpass whilst work is carried out – It will have a closure notice issued, but as this notice would have been issued by HBC the PC would not have been sent anything as Unitary Authorities only deal with PC’s with their area. 2. Parking: This is an ongoing issue, particularly in Beech Road & Maple Avenue – TW advised MOP to email the police/PCSO who’s details were printed in the newsletter. TW to add these details to the noticeboard. 3. Donation: MOP’s requested a donation towards the cost of putting on an older persons Christmas soup lunch at the Church Hall next week. Resolved to donate £50 to cover the hire of the hall. 	

23/127	<p>Playground Re-development: TW advised that work on the playground started last week, and although the weather is less than favourable the contractors are making good progress. Due to the weather and the state of the ground a re-opening date will be deferred until after the work is completed. The picket fence from around the toddlers area is now redundant and will be removed from site – the PC to decide what to do with this via email over the coming days as this information has only been relayed today.</p>	
23/128	<p>Murdishaw Roundabout Crossing update: TW advised she has received a response from HBC Highways confirming that a crossing will go ahead, but not fully answering all the questions, only asking for clarity of some of them, so at this stage have not given any further details as to when or what type of crossing. TW has emailed the MP to ask for assistance and is awaiting a response.</p>	
23/129	<p>Volunteering Groups: Sutton Weaver Residents community Group advised that they have now formed an official group and have a separate bank account. TW asked that for further donations from the PC from next year, that they email her in advance of these activities to formally request a donation. TW to write up a Donation Policy for review/adoption in January and to produce an application form – this is required going forward to enable the PC to meet auditing standards. Playground gate volunteers: PC to inform the volunteers of the re-opening date of the playground as soon as this is decided.</p>	<p>TW TW SR</p>
23/130	<p>Newsletter: The Christmas newsletter has been delivered by the Parish Councillors to all properties in Sutton Weaver. JH thanked TW for her work on this. The next newsletter will be produced to coincide with Easter 2024, all items for the newsletter need to be sent to TW by 11/03/24.</p>	
23/131	<p>Correspondence: TW has received 2 final demands from KDE – apparently, they have been sending to a completely wrong email account – this has now been rectified, and the invoices are for approval for payment.</p>	
23/132	<p>Planning: No planning applications received.</p>	
23/133	<p>Accounts/Financial</p> <ul style="list-style-type: none"> • Cash book and bank reconciliation approved and signed by the chair. • Payments authorised: <ul style="list-style-type: none"> • KDE- invoice to radial circuit on defib £57.60. • KDE- invoice to work on lights in defib phone box £105.38. • KDE- invoice to replace heater cabinet £162.75. • Refund TW email account invoice £55.19. • Digital Impressions – newsletter printing £68.50. • Refund TW Christmas tree £185.60 • Clerks salary December 	
23/134	<p>Asset Maintenance & Register: Update of the defibrillator: This is now back in situ – with the repairs having been carried out.</p>	
23/135	<p>Items for Next Agenda</p> <ul style="list-style-type: none"> • Playground update • Murdishaw roundabout crossing update • Volunteering Groups • Donation/Grant Policy 	
23/136	<p>Date of Next meeting: Wednesday 3rd January 7. p.m. Agenda items to the clerk by 21.12.23</p>	

The meeting closed at 8.40pm

Signed:

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