

# **Newborough Parish Council**

Winner - East Staffordshire Best Kept Small Village 2005 & 2006  
Winner - Best Kept Small Village and Overall Best Kept Village in East Staffordshire - 2002 & 2003  
Winner - Best Kept Small Village in East Staffordshire - 1995 - 2000  
Joint Winner - Best Kept Small Village in Staffordshire – 1997

## **Notice of Council Meeting**

**The next meeting of the Parish Council will be on Monday 1<sup>st</sup> March 2010  
at 7.30pm at Needwood CE Primary School, Yoxall Road, Newborough.**

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### **Who's who on the Parish Council**

Chairman: Cllr. Brenda Skipper (Tel: 01283 575600)  
Vice chairman: Cllr. Andrew Nelson (Tel: 01283 575477)  
Members: Cllrs. Richard Oakley, William Prince, Phil Spencer, Paul Macpherson. 1 Vacancy.  
Parish Clerk: Ian Colclough, Rainbows End, 17 Lightwood Road, Yoxall, Staffs, DE13 8QD  
Email to [ian.colclough@googlemail.com](mailto:ian.colclough@googlemail.com)  
Tel 01543 689117  
Newborough Village web site: [www.newboroughvillage.co.uk](http://www.newboroughvillage.co.uk)  
(Contains information on Parish Council matters)

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### **Freedom of Information Act - Publication Scheme**

Newborough Parish Council has adopted the publication scheme as approved by the Information Commissioner.

Full details of the information that is publicly available from your council can be found in our 'Guide to Information'

This can be obtained by writing to the Parish Clerk at:  
Rainbows End, 17 Lightwood Road, Yoxall, Staffs, DE13 8QD

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### **Guidance concerning the attendance of members of the public at monthly Parish Meetings**

Members of the public are entitled to attend parish meetings and will be allocated 10 minutes to speak near the start of such meetings. They must have first communicated their intention to speak, along with the content of their concerns, to the Parish Clerk, in writing, no less than 14 days prior to the meeting.

(Any items not relayed to the Clerk within 14 days may be allowed at the discretion of the Chairman).

This will enable the Council to investigate their concerns and, where possible, respond to the parishioner verbally at the meeting. If a response is not possible because further investigation is required, the Clerk will write to the parishioner to inform him / her. Once an answer is obtained, but in not more than 21 days from the last meeting, the Clerk will write to the parishioner with the outcome.

Members of the public may remain at the monthly meetings until requested to leave by the chairman. This request, if made at all, would be prior to any discussions of a confidential / sensitive nature taking place – usually after the last agenda item.

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### **Meeting Schedule 2010 – all future meetings will be held in the school hall.**

*All meetings are held on a Monday and commence at 7.30pm except the Open Meeting – see below*  
19<sup>th</sup> April – **7pm** (ANNUAL PUBLIC OPEN MEETING), 17<sup>th</sup> May (ANNUAL GENERAL MEETING),  
7<sup>th</sup> June, 5<sup>th</sup> July, AUGUST - NO MEETING, 6<sup>th</sup> September, 4<sup>th</sup> October, 1<sup>st</sup> November, 6<sup>th</sup> December

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### **If you have a complaint regarding the actions of a Parish Councillor contact:**

Mr. David Duckitt, LL.B Monitoring Officer, Town Hall, Burton upon Trent, DE14 2EB

Tel: 01283 508000 e-mail: [david.duckitt@eaststaffsbc.gov.uk](mailto:david.duckitt@eaststaffsbc.gov.uk)