

NEWBOROUGH PARISH COUNCIL

Minutes of the General Meeting held in the Needwood School, Newborough at 7.30pm on Monday, 7th June 2010.

Present: Cllr. P. Macpherson (Chairman),
Cllr. A. Nelson. Cllr. W. Prince. Cllr. R. Oakley. Cllr. Mrs. B. Skipper. Cllr. A. Litchfield.
Mr Tony Spencer – a member of the public.
Ian Colclough (Clerk)

1. Apologies:

Cllr. P. Spencer.

At this point the Clerk read out an email received earlier in the day from Cllr. Spencer stating that he was to resign with immediate effect but that he would continue with his involvement in the parish plan and also sort out the dog control order posters.

2. Declarations of Interest:

None were made.

3. Chairperson's Opening Remarks:

The chairman opened by saying that the resignation of Cllr. Spencer was a complete surprise. He said he would speak to him to see if his mind could be changed and would inform the Clerk the next day. He asked that the Clerk then inform ESBC to enable the process to begin to elect a replacement.

Action: Clerk

The Clerk asked new councillor Andrew Litchfield to sign the Acceptance of Office book. The chairman then welcomed Cllr. Andrew Litchfield to the Parish Council. He continued by also welcoming Cllr. Skipper back after her recent bereavement and serious illness and thanked her for the fantastic work she had done in securing around £70,000 worth of grant aid to enable the Riverbank Play park project to go ahead.

4. Public Forum:

The chairman asked the Clerk if any members of the public had written to him, more than fourteen days before the meeting, with details of any items they may wish to be brought up. The Clerk said he had not had such a request in writing.

5. Minutes of the Meeting held on 17th May 2010:

Cllr. Oakley pointed out several references to Go Pak that were spelt incorrectly in the minutes. This was noted. It was proposed by Cllr. Oakley and seconded by Cllr. Nelson that the minutes were a true record of proceedings. All were in favour.

6. Matters Arising from the Minutes:

Dog-waste bins

The chairman will speak to Phil Spencer to determine the latest position.

Action: Cllr. Macpherson.

Parish Plan

Cllr. Oakley said the next meeting would be on 14th June at 8pm. Cllr. Litchfield will now fill the slot left by Cllr. Macpherson. Cllr. Nelson said that it was now 2 years since the plan was first mooted and that a deadline date ought to be finalised. Cllr. Macpherson said that he had been asked, via the Clerk, by the treasurer of the parish plan committee for details of the finances remaining and interest accruing on the grant money. The chairman has emailed the treasurer to say that the parish council is custodian of the grant money and that if more than the allocated £900 is required the council can top it up. Cllr. Skipper reminded the meeting that the council is expected to contribute 10%.

Parish Councillor vacancy.

The chairman will speak to Phil Spencer before asking the Clerk to contact ESBC.

Action: Clerk

Grass Cutting

Cllr. Oakley said he had asked for the playground grass to be cut as near to the set opening date, of 20th June, as possible. He will meet with the contractor to discuss cuts, the possible trimming of the playground hedges and the position for the disposal of trimmings. It was suggested that a small area in one corner of the playground be fenced with 2 panels and posts to be used as a grass cuttings area. It was also suggested that a working party could be formed to cut the hedges. This led to some debate about how high the hedge should be. Some residents wanted it to hide the play equipment while it was pointed out by Cllr. Skipper, after a conversation with Vicki Boothby, that health and safety dictated that the site ought to be visible to ensure the children's safety.

Action: Cllr. Oakley

Best Kept Village.

All posters are on display but no judges have been seen as yet.

Go Pak chairs.

See item below.

7. County and District Councillors Report:

Cllr. Macpherson has spoken to County and District Cllr. Corbett about attending parish meetings but his work commitment has escalated of late and it is difficult for him to get along, however the chairman said he would ask him to send an email report if possible.

Action: Cllr. Macpherson.

8. Planning Applications:

One new application has been received:-

1. Squirrels Corner – erection of a part 2 storey part single storey extension. The council has no objection to this application however they did request that the Clerk write to local residents, as was normal practice. It was suggested that he write to Nos 2, 4 and 5 Squirrels Corner and 1 Yoxall Road.

Action: Clerk.

One outcome was notified:-

1. The Shire House, Hollybush Park – GRANTED listed building consent – bay window to existing garden room.

9. Grant Application latest:

Cllr. Macpherson will convene a meeting between himself, the Clerk, Cllr. Skipper, Vicki Boothby and Helen Thackham to conduct a financial review of the expected grant income and known outgoings. An invoice for £72,733.88 has been received from Lappset but they are aware that the council still awaits the grant payments. An invoice from Ashmead Price for their work as contract facilitator for £2,643.75 has also been received. This will be authorised following the financial review mentioned above.

Action: Clerk and Cllr. Macpherson.

10. Riverside Play Park Development latest:

The official opening will take place on 20th June at 2pm with Cllr. Corbett performing the opening. Also in attendance will be the Mayor and Mayoress. Everyone is welcome to attend. It has not been possible to get the local roads closed as this would have been very expensive, however, the police may be able to help unofficially.

Cllr. Nelson suggested that some form of gratuity should be shown towards Vicki Boothby and Helen Thackham in recognition of all the voluntary work they have done towards getting the park built. It was proposed that a bouquet of flowers be presented and that the Mayor be asked to do this.

Action: Cllr. Macpherson.

11. Clerks Report

The Clerk reported on the following:

Finances:

Account Balances –

Current account - £1249.40
Reserve account - £17239.42
Grants account – £301.86
Tinks Croft account – £6,582.66

Accounts for payment –

1. Clerk Salary - £185.14 & Expenses: - £52.97 (Total £238.11)
2. Tremendous estate care – grass cutting – 2 cuts - £260.00. Cllr Oakley said he would clarify the claim with the contractor.

Action: Cllr. Oakley

Payments received –

A small amount of Interest – 11p

Monies to be paid into Bank - None

Correspondence Received:

- i) ESBC – grant approval of £4,785 towards work at Needwood School. ESBC have indicated that they will provide a grant of £4,785 towards the school storeroom, disabled toilet and kitchen. The Clerk was asked to convey this to the PTA.
Action: Clerk
- ii) Light Car Company – rally on 27th June – 10.30 to 11.45 in village. A poster will be placed on the notice board.
- iii) School Hall hire – latest. After a brief discussion it was decided that the council ought, in future, pay these charges as they only cover the schools out of pocket expenses.
- iv) ESBC – draft supplementary planning docs available to view on line.
- v) John Taylor High School – thank you for donation.
- vi) SCC – Grass Cutting Agreement.
- vii) SCC – lengthsmans agreement.
- viii) Nigel Albiston re draft open meeting minutes / scans of footpath maps. A discussion took place regarding the placing of draft open meeting minutes on the village web site. It was felt that draft minutes can be misconstrued and it was decided that they be made available one month before the following years meeting. The Clerk was asked to pass this decision to Nigel. He also asked for permission to scan the footpath maps – this was agreed.
Action: Clerk
- ix) Hanbury Parish Council re donation request for Memorial stone. A discussion took place as to whether Hanbury have explored all other avenues. The Clerk was asked to contact them and to determine where they had sought grant aid and to offer our services in directing them to suitable sources.
Action: Clerk

All other items were placed in the circulation file.

Correspondence sent:

- i) Cllr Litchfield with enclosures for signing.
- ii) Vicki Boothby – letter written by her to SEF re release of grant monies.
- iii) Mr Sheard re planning application at his neighbours property.
- iv) Head Teacher at John Taylor.
- v) Numerous e-mails.

12. Go Pak chairs sale:

The chairs cost just under £1600 two years ago. Cllr. Oakley has been in touch with Go Pak on a number of occasions but so far had no success in obtaining a restocking price. They are not interested in a part exchange either. He will contact the sales director and then the managing director. He also suggested it might be worth asking Newchurch hall if they might like to take the chairs as it is understood that they are short of space and could replace their fixed chairs with folding ones. The Clerk offered to email all parish clerks in the county to see if any of their parishes might want to buy them.

Action: Cllr. Oakley and Clerk.

13. Councillors Report:

Cllr Skipper said that the existing sign at the playground showing an age limit of 12 years needed to be removed now.

Cllr. Nelson has spoken to the neighbourhood highways team gang master who seems well informed about the maintenance requirements around the parish. They spent one and a half days attending to various problems. He has thanked Roy Carr for solving the flooding problem in Hollybush Road.

It was pointed out that a resident in Bow Meadow Lane has constructed what appears to be a footway and seating area outside their property and adjacent to the highway. There was an instance reported where a child nearly ran out into the road in front of a car. It was thought that the land did belong to the resident but Cllr. Skipper offered to speak to the owners about the safety issue.

Cllr. Nelson reported that the sculptures have still not yet been treated.

The Clerk mentioned three points that were raised with him when Annie Briggs rang during the week. She was concerned that Mr and Mrs Barks had funded, at their own expense, planted pots for use around the church. The chairman said he would look into this.

Action: Cllr. Macpherson

Ms Briggs also expressed her concerns that the open meeting minutes did not read correctly with regards to the parish plan update. She felt they suggested that she was at fault when in fact the Clerk did not see an email attachment that she had sent.

The Clerk said that he had sent a copy of the draft open meeting minutes to a parishioner and it would now appear that these had been passed on elsewhere. This was admitted as a mistake. After some discussion it was agreed that draft minutes from any meeting should not be made public until ratified but that, in the case of open meeting draft minutes, they could be displayed one month prior to the following years meeting.

There being no further business the meeting was closed at 9.05pm.

The date of the next meeting is on
Monday 5th July 2010 at **7.30pm** in the school hall.

Signed Dated: