

# NEWBOROUGH PARISH COUNCIL

## Minutes of the General Meeting held in the Youth and Adult Centre at 7.30pm on Monday, 7<sup>th</sup> December 2009

**Present:** Cllr. B. Skipper (Chairman), Cllr. A. Nelson. (Vice Chairman). Cllr. P. Macpherson (arrived at 19.40), Cllr. W. Prince. Cllr. R. Oakley.  
Mr Tony Spencer and Mr Barry Gill – members of the public  
Ian Colclough (Clerk)

**1. Apologies:**

Cllr. P. Spencer. Cllr. A. Briggs.

**2. Declarations of Interest:**

None were made.

**3. Chairperson's Opening Remarks:**

The chairman welcomed Mr Spencer and Mr Gill to the meeting.

**4. Public Forum:**

The chairman invited Mr Gill to speak. Mr Gill referred to the minutes of 5<sup>th</sup> October 2009 and in particular the item concerning the planning application at Poplars Farm. He questioned why the chairman, who had declared an interest in this application at the September meeting and elected to leave the room, did not do the same in this instance. The Clerk replied by saying that there is no obligation for an interested party to actually leave the room provided they have declared an interest in the item. Cllr. Skipper had elected to leave, at the September meeting, while an outline planning application on one of her properties was considered by the Council. At the October meeting the discussions revolved around letters of complaint received by the Council regarding noise levels at the same property and this was not related directly to the planning application. Mr. Gill was also concerned about possible health and safety issues at Poplars Farm.

Mr. Gill went on to say that he understood that a past application concerning Cllr. Skippers property improvements had not been discussed as part of the Parish Councils planning considerations. He suggested that Cllr. Skipper ought to have made mention of this to the Council at one of the meetings. The Clerk pointed out that the Council can only comment upon applications having first received details from the District Council and cannot be expected to know about applications that do not go through the Districts process. The Parish Council does not have any legal rights to stop an application, it can only comment on those it is told about.

Mr. Gill said there was concern amongst parishioners as to the way the Parish Council operates. Cllr. Nelson thanked Mr. Gill for bringing these matters to the Councils attention but explained that he must put his concerns regarding health and safety at Poplars Farm and the other matters raised in writing, and said that the Parish Council will then act. Cllr. Prince said that there might be mass resignations at the next Annual General Meeting.

Cllr. Skipper replied regarding the health and safety issues at Poplars Farm and said that ESBC had been round the property and were satisfied. Mr Tony Spencer reiterated that the Parish Council has no say on planning applications other than to comment upon them. The Clerk confirmed this.

**5. Minutes of the Meeting held on 2<sup>nd</sup> November 2009:**

Mr. Tony Spencer asked if the Clerk would read out the minute from the last meeting concerning the discussion that took place between him and the Councillors about the trees removed from the playground. The Clerk read out item 4 from the November minutes in its entirety. Mr Tony Spencer was satisfied that the minutes were accurate.

Initials:

Cllr. Nelson than made an apology for his outburst at the last meeting.

The minutes of the meeting held on 2<sup>nd</sup> November 2009 were then read. Some amendments were identified within the minutes:

Item 6 – speedwatch. It was Cllr. Skipper who mentioned the shortage of sites not Cllr. Oakley.

Item 12 – Public Footpath diversion. The whole paragraph should now read: A letter has been received from Staffordshire County Council regarding the extinguishment of public footpath number 20 in the parish. Footpath no 20 passes through Brook Farm, running parallel with footpath no 24. Cllr. Oakley, who had previously declared an interest in this item, said that there was a long history regarding these footpaths in that the old maps showed that neither footpath 20 nor 24 joined with Yoxall Road. He said that SCC felt there was a drawing error made some years ago and that the path should join Yoxall Road. Cllr. Oakley said he had given approval for the remaining footpath (no 24) to be extended as shown on SCC's definitive footpath map in consideration for the extinguishment of footpath no 20.

It was proposed by Cllr. Macpherson and seconded by Cllr. Oakley that the minutes were a true record, subject to the amendments above, of the proceedings. All were in favour.

## **6. Matters Arising from the Minutes:**

Village Well.

Cllr Nelson said that there had been no further progress but that it made sense to delay any excavation work until the spring, when the weather would be better. Cllr. Prince suggested that the job ought to be completed before the well dressing.

**Action: Cllr Nelson**

Highways update.

Cllr Nelson reported that the footway alongside the church wall had now been resurfaced. The Clerk said a letter had been received from SCC Highways saying that they had noted the Parishes request to consider building a new footway in Yoxall Road and that it would be added to their list of suggested improvements. The Clerk has obtained a plan indicating the extent of highways ownership in the area. Any new footway will require the compulsory purchase of some frontages. Some discussion took place regarding the Highways Department promise to provide a crossing at the junction of Yoxall Road with Duffield Lane.

Cllr. Prince said that some gullies remained blocked in Duffield Lane opposite his home. Cllr. Nelson has spoken to his usual contact but was informed that the problem now has to be listed and attended to in due course. He said he would monitor the situation and keep the pressure on the Highways to respond.

**Action: Cllr. Nelson**

Christmas Tree.

A tree has been obtained from Diane Dolling and was carried to the church yard by Cllr. Macpherson, Mr Alan Butterworth and Mr. Brian Beck. The Clerk said that the last time a payment was made to the church for the tree lights and clock was 2007 and that last year's payment was overdue. The Clerk was asked to write a cheque for £165 to cover this.

**Action: Clerk**

Footpath leaflets.

Cllr. Oakley said he had met with the printer Mr Davies to discuss the production of the new map with amendments. These included making the map 'timeless' with no dates in the text. A new logo would be used using ESBC footpath initiative. A deposit of £85 has already been paid to Mr Davies leaving a balance of £250, this amount having already been obtained through grant funding from SCC. Cllr. Oakley was expecting to see a draft of the leaflet, which will be delivered, unfolded, by the end of the week. It was suggested that the leaflets could be on display in the Red Lion public house and that, to encourage donations towards their cost, a box could be placed besides them.

## **7. County and District Councillors Report:**

Cllr. Corbett was not present.

**8. Proposal that draft minutes be published sooner:**

The Clerk read out an email received from Mr Gill requesting that minutes of meetings be published before being signed off at the next parish meeting. The Clerk had sought advice on this from Staffordshire Parish Councils Association and was told that there was no definitive answer. Cllr. Macpherson also raised the question of amendments to minutes and how, if read in isolation, they could be misconstrued. After some discussion the Clerk was asked to clarify the position with the Society of Local Council Clerks legal team and to see if any guidance was available through the Freedom Of Information Act.

**Action: Clerk**

**9. Planning Applications:**

The following have been received from ESBC:

1. Eason Farm, Duffield Lane, Newborough – change of use of agricultural land to domestic cartilage and erection of a detached building to form stable and store.
2. Eason Farm, Duffield Lane, Newborough – change of use of agricultural land to domestic cartilage and erection of a detached building to form garage and store.

The two applications were considered and the Clerk was asked to contact ESBC regarding the two vehicle accesses, as it was felt that a previous application had suggested that one would be blocked off. The Clerk was also asked to write to the neighbour to inform them of the application.

**Action: clerk**

**10. Parish Plan Update:**

Cllr. Skipper reported, in Cllr. Briggs's absence, that the questionnaire had now been delivered and around 45% returned so far. It was understood that a meeting of the steering committee was due to take place in mid January 2010.

**Action: Clerk**

**11. Additional Waste Bins:**

The Clerk was asked to make further enquiries of ESBC regarding the cost of buying specific dog waste bins and having them emptied, as it was felt that normal waste bins would not be used by dog owners.

**Action: Clerk**

**12. Comments, compliments and complaints procedure:**

It was proposed by Cllr. Macpherson and seconded by Cllr. Oakley that the chairman signed off the final document.

**13. Inventory of PC Assets:**

It was proposed by Cllr. Macpherson and seconded by Cllr. Oakley that the chairman signed off the final document.

**14. Clerks Report**

The Clerk reported on the following:

Finances:

Account Balances –

Current account - £1500.00

Reserve account - £13658.11

Grants account – £2578.66

Tinks Croft account – £6582.01

Accounts for payment –

Clerk Salary - £185.14 and expenses - £62.23

Treemendous Estate Care - £52.50 for tree planting.

ESBC for oak tree, damson trees and bulbs - £175.90

SLCC – half share of Clerks Manual - £21.00. It was proposed by Cllr. Macpherson and seconded by Cllr. Prince that the publication is purchased.

Mr Davies – footpath maps deposit – £85.00

Cllr. Briggs – copying for parish plan - £54.00

Donation – Newborough Church for clock and lights - £165.00

Payments received –

15p interest

£250 grant from SCC footpath section.

Correspondence:

The following correspondence had been received by post or email and was read:

- i) ESBC – Paul Freeman re tree planting in recreation ground.
- ii) Douglas Macmillan hospice – request for donation.
- iii) SBC – national walking initiative.
- iv) ESBC – parish precept requirements 2010/11.
- v) ESBC – council tax – tax base for 2010/11
- vi) ESBC – register of electors – hard copy list.
- vii) SCC highways – re request for footway in Yoxall Road.

**Action: Cllr. Oakley**

All other items were placed in the circulation file.

Correspondence sent:

- i) To SCC highways re new footway in Yoxall Road.
- ii) To ESBC re tree replacement in recreation ground.
- iii) To Mr Davies re footpath maps.
- iv) Numerous e-mails.

**15. Precept Requirements for 2010/2011:**

This item was deferred until the next meeting.

**16. To agree Schedule of Meetings for 2010:**

The Clerk asked about meeting dates for 2010, in particular the date of the AGM. This was set for 17<sup>th</sup> May to enable the accounts to be prepared. The open meeting will be on 19<sup>th</sup> April and will commence at 7pm rather than 7.30pm. The Clerk will circulate the dates with the next notice of meeting.

**Action: Clerk**

**17. Disposal of Parish Strimmer:**

Cllr. Skipper said she would check if this item was working or not and report back to the next meeting when its disposal can be discussed.

**Action: Cllr. Skipper**

**18. Councillors Report:**

Cllr. Nelson said that the highways department had been working in the area undertaking surveys of the road conditions.

There being no further business the meeting was closed at 9.30pm.

The date of the next meeting is on Monday 4<sup>th</sup> January 2010 at 7.30pm in the school hall.

Signed ..... Dated: .....