

# NEWBOROUGH PARISH COUNCIL

## Minutes of the Meeting held in the Youth and Adult Centre at 7.30pm on Monday, 9<sup>th</sup> February 2009

**Present:** Cllr. B. Skipper (Chairperson), Cllr. A. Nelson. Cllr. R. Oakley. Cllr. W. Prince.  
Cllr. P. Macpherson, Cllr. A. Briggs.  
Ian Colclough (Clerk)  
No members of the public were present:

**1. Apologies:** Cllr. P. Spencer

**2. Declarations of Interest:**

None were made.

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

Cllr. Skipper welcomed everyone, despite the poor weather conditions, to the meeting.

**4. Public Forum:**

No members of the public were present.

**5. Minutes of the Meeting held on 12<sup>th</sup> January 2009:**

Cllr. Oakley reported one minor textural omission on page 2, paragraph 2. This was amended before the minutes were signed as being a true record.

Proposed by Cllr. Oakley and seconded by Cllr. Nelson. All were in favour.

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

Village Hall

With regards to planning application, Cllr. Oakley reported the latest position. It is understood that a request has been made to reposition the building some 18m away from the position shown on the plans. This will then, in effect, move the building off the flood plain. This observation was also made in an email received by the Clerk from Cllr. Spencer.

Parish Plan

Cllr. Briggs reported that the plan was scheduled to 'go live' in late October. Questionnaires would be sent out to parishioners in June. Several have volunteered to help out including local councillors. There will be a further meeting next week. All was going well and to plan.

Church wall

The building work is all now complete. Concerns were raised over the quality of the welding to the railings. Cllr. Prince reported that Brian Beck had taken a look at the workmanship and would have a word with the contractor.

Playbuilder seminar

Parishioner Chris Roach accompanied Cllr. Skipper to this daylong seminar. After much discussion with several other councillors, it was felt that there was insufficient time to make a quality submission for funds this time. However, monies are available next year and an application may be prepared for then. Cllr. Skipper thanked Chris for attending and the Clerk stated that the notes she provided were extremely comprehensive and useful.

Insurance

Cllr. Skipper has taken the letter to Mr and Mrs Barks concerning the ages of persons working on the highway. It appears that Mr Barks has attained the age limit stipulated in the

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insurance cover. This, in effect, means he will no longer be employable. Some discussion took place as to a replacement and the Clerk was eventually asked to place an 'advert' on the notice board and in the parish magazine asking for 'expressions of interest' in the job. The Clerk was also asked to write to Mr Barks to thank him for his long service, which it is understood, to have been in excess of 25 years.

**Action: Clerk**

The Clerk was also asked to send information to the editor of the parish magazine concerning the successful completion of the church wall, the on-going position with the parish plan and the proposal to refurbish the playing fields.

**Action: Clerk**

## **7. Planning Applications:**

The revised plans for the school extension had been received and were viewed by all the councillors. There were no objections raised as such but the Clerk was asked to email the Chief Planning Officer at ESBC to clarify the position with regards to car parking spaces. The plans appear to show 3 spaces to the left of the entrance gateway but they do not actually state that they are for parking. The Clerk reminded the councillors that when Mr. Tony Spencer attended the meeting last December a promise was made to him to send a copy of the parish council reply. The Clerk was asked to do this.

**Action: Clerk**

## **8. Newsletter:**

The annual Newsletter needs to be issued prior to the Open Meeting that is on 20<sup>th</sup> April. The Clerk went through the various headings that were included last year with a view to adding to them, amending them or deleting them. He was also asked to obtain reports from several village organisations.

**Action: Clerk**

## **9. Best Kept Village:**

The application needs to be sent in for Monday 16<sup>th</sup> February. The Clerk was asked to complete the relevant forms and to copy the map that was used last year.

**Action: Clerk**

## **10. Clerks Report:**

The Clerk reported on the following:

### Finances:

Accounts for payment – Woolley and Wainwright - £1929.82  
Woolley and Wainwright - £16000.00  
Staffs Playing Fields Assoc subscription - £15.00  
Clerk's salary and expenses - £216.54  
Glen Morris – mole catcher - £40.00  
Chris Roach – seminar attendance - £98.18

Monies received - VAT refund - £4914.81

Cllr. Skipper said that we had still not received an invoice from the archaeologist.

### Correspondence:

Letters have been received from:

- i) Awards for all – end of award report

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- ii) ESBC – Parish Councils Forum – 11<sup>th</sup> Feb
- iii) FOI Act – Risk assessment – LCRS Risk Software
- iv) David Kidney email – re direction signs to village centres etc
- v) Staffs Playing Fields Assoc – membership request
- vi) Allianz – re liability for third parties and personal accident cover (75 years age limit)
- vii) St Giles Hospice – letter of thanks for donation.

The remaining correspondence was placed in the circulation file. It was stated by several councillors that the last few circulation files had not been seen by some. A request was made to all to ensure that the file is passed around quickly and certainly before the next meeting.

**Action: All**

**Freedom of Information Act:**

The Clerk quickly ran through the 'Guide to Information' that had been distributed prior to the meeting. The table shows parishioners what information the parish holds and how to see it or obtain a copy. A list containing information of councillors' names, the clerks name and contact details, notice of next meeting and advice for those attending meetings has all been placed on the notice board. This information has now all been added to the village web site at [www.newboroughvillage.co.uk](http://www.newboroughvillage.co.uk)

The Clerk said that the Webmaster, Nigel Albiston, had been exceptionally helpful and that the information provided was placed on the site within 24 hours. The Clerk was asked to thank Mr. Albiston.

**Action: Clerk**

Other information is obtainable by contacting the Clerk. Where information is somewhat 'sketchy' the Clerk undertook to obtain this from other similar bodies and to bring it to a future meeting. This may take some time.

**Action: Clerk**

**11. Councillors Report:**

Cllr. Prince said that numerous road gullies were blocked around the village. It was suggested he report these to Cllr. Nelson who will in turn report them to SCC Highways or ESBC.

**Action: Cllr. Nelson**

Cllr. Macpherson reminded those present that this year was the 30<sup>th</sup> anniversary of the Well Dressing.

Cllr. Skipper said she has spoken with Roy Carr at SCC Highways about the proposed bus stop outside the school. It is not possible to mark the parking bay with 'school buses only'. A bay must be created as the bus currently parks on the yellow zigzag lines.

She also reported that she has been advised that, to obtain funding for the playground improvements, it would be best if a separate working group were set up to handle the application. Cllr. Skipper said she is willing to sit on this group and Cllr. Oakley also volunteered. It was hoped that one of the youngsters attending the youth club would also join.

There being no other business the meeting was closed at 9.30pm

The date of the next meeting is 9<sup>th</sup> March 2009 at 7.30pm. Items for the agenda please by noon on Monday 2<sup>nd</sup> March. The open meeting will be on Monday 20<sup>th</sup> April.

Signed .....

Dated: .....

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