

# NEWBOROUGH PARISH COUNCIL

## Minutes of the General Meeting held in the Needwood School, Newborough at 7.30pm on Monday, 1<sup>st</sup> March 2010.

**Present:** Cllr. A. Nelson. (Vice Chairman),  
Cllr. W. Prince. Cllr. R. Oakley. Cllr. P. Spencer. Cllr. P. Macpherson  
One member of the public.  
Ian Colclough (Clerk)

**1. Apologies:**

Cllr. B. Skipper (Chairman),

**2. Declarations of Interest:**

None.

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

The Vice Chairman welcomed everyone to the meeting and expressed his wish that, despite the possible short-term loss of the chairman, the councillors would continue to operate as a team.

**4. Public Forum:**

Mr Tony Spencer asked if the layout of the seating could be changed as he found it difficult to hear what was taking place. The Vice Chairman suggested he position his chair nearer the end of the tables.

**5. Minutes of the Meeting held on 8<sup>th</sup> February 2010:**

The minutes of the meeting held on 8<sup>th</sup> February 2010 were then read. Some minor amendments were identified:

Item 9, paragraph 2 - the last sentence should read that the questionnaires returned were asked to be seen.

Item 12, paragraph 1 third sentence - should read Chris Storey not Mr Bolton.

It was proposed by Cllr. Macpherson and seconded by Cllr. Spencer that the minutes were a true record of the proceedings. All were in favour.

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

Christmas Tree.

Cllrs. Nelson and Macpherson will remove the brash.

**Action: Cllr. Nelson and Macpherson**

Footpath leaflets.

Cllr Oakley said that the leaflets had now been completed and handed around some samples. He questioned where they should be stored but said he was happy to keep them and replenish as and when required. It was suggested that some should be placed in The Red Lion public house and inside the church porch. Cllr Oakley will collect the old maps and ask Mike Sutherland for his advice on distribution points. A donations box will be placed alongside.

**Action: Cllr. Oakley.**

Dog-waste bins

Cllr Spencer will liase with ESBC over the placing of the bins.

**Action: Cllr. Spencer**

Poplars Farm planning application.

The Clerk said he had not sent letters out to the neighbours as the deadline date had passed. Cllr. Oakley had spoken to ESBC planning department who said they had sent letters out in two batches, once they were made aware that some neighbours had been missed.

#### Tree maintenance in the playground.

Cllr. Nelson asked if a decision on the council's application had been received from ESBC. The Clerk said he understood the expected date to be the end of March although Cllr. Skipper had spoken to ESBC who said a reply would be out at the end of February. The works need to be completed before the end of March and the Clerk was asked to contact ESBC to determine the likely resolution date.

The grant money obtained to construct the footbridge and safety fence should also be spent by the end of March. Vicki Boothby and Lawrence Oates are overseeing this work.

Cllr. Nelson said that two quotes had been obtained for the work and these were passed to the Clerk. It was felt a decision on the successful tenderer could not be made until the planning approval decision is received.

**Action: Clerk**

#### Parish Plan

Cllr. Spencer said that the committee thought the results of the questionnaire were subject to the data protection act as they contained residents' names and addresses. The results have been collated by Annie Briggs and are due to be checked by Mr Stace after which a summary will be made available to the council. Cllr. Oakley said that the outcomes ought to be made available prior to the parish open meeting on 19<sup>th</sup> April.

#### Parish Councillor vacancy.

Cllr. Nelson is aware of interest from two parties, Charles Prince and Andrew Litchfield. The Clerk said that notices of the vacancy have been posted on the notice board and that he understood the closing date to be at the end of March. If less than 10 parishioners write to ESBC then the vacancy can be filled by co-option.

#### Contributions to school building work

Cllr Spencer said that the Duchy of Lancaster had pledged £3000 and the Youth and Adult £1000 leaving £6000 to be found. Cllr. Skipper is working towards obtaining grant funding to raise this amount.

#### Newsletter articles

The Clerk said he was still waiting on reports about speedwatch, the Parish Plan, Youth and Adult activities, Youth Club, The Church and Needwood School.

#### Grass Cutting

Cllr Oakley has spoken to Max Hickinbottom about the schedule for this season. He has confirmed that at least 10 cuts will be done with the schedule taking into account the well dressing and best kept village inspections. Comment was made that the cutting piles at the playground and gazebo need to be tidied up and Cllr. Oakley said he would speak to Mr Hickinbottom about this.

**Action: Cllr. Oakley.**

#### Land off Hollybush Road.

Cllrs. Spencer and Nelson then made mention of the possibility of additional land, which lies adjacent to the existing playground and off Hollybush Road, being donated to the parish council. The land would be used to create a woodland walk nature area, small games pitch and bicycle area. After some discussion it was felt that there would be a change of use planning application required. It was felt that the current landowners would have to be consulted about this prior to the council taking up their offer. The Clerk was asked to write to the landowners requesting a meeting.

**Action: Clerk**

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

Cllr. Corbett was not present.

**8. Planning Applications:**

Two applications have been received.

1. Hadley Farm, Newborough Road, Draycott – erection of 2 agricultural buildings. There were no objections made to this application.
2. Permitted – Eason Farm, Duffield Lane, Newborough – change of use and erection of detached building to form garage and store.

**9. 2009/10 Audit:**

The Clerk said he had received notification from the Audit Commission that the deadline for this year had been brought forward to 1<sup>st</sup> June. He has written to Mr. Teal, our internal auditor, to ask if he is able to meet this revised deadline. This means that the time for completing the audit has been compressed by over two months. Cllr. Nelson asked if the Clerk thought this would create a problem to which he said he thought not.

The Clerk said he had contacted the Audit Commission and queried the large invoice for last years work. The reason is that the amount is based upon the parishes' turnover and, because we received a significant amount of grant funding last year, the audit fee has increased proportionally. It was generally felt that this was unfair and penalised councils that were active in seeking grant funding but that, if these were the rules, then little could be done. The Clerk was asked to bring a schedule of their charges to the next meeting.

**Action: Clerk.**

**10. Grant Applications update:**

The Clerk said that the tenders for the playground work were due back this Friday (5<sup>th</sup>) and are due to be opened on the 8<sup>th</sup>. Ashmead Price of Yoxall will undertake the tendering and project supervision. In the absence of the chairman, no other information was available at this time.

**11. Newsletter 2010:**

This item was covered under matters arising.

**Action: All.**

**12. Best Kept Village Application:**

The Clerk reported that the posters and paperwork had arrived. He will ensure that the poster competition entry forms are handed to the head teacher and the posters to Cllr. Spencer for placing on the boards once they are ready. The Clerk raised a point highlighted in last years best kept village judges report that suggested the sculptures require painting with varnish or some form of treatment. Cllr. Nelson said he would look into this.

**Action: Cllrs. Nelson, Spencer and Clerk**

**13. Clerks Report**

The Clerk reported on the following:

Finances:

Account Balances –  
Current account - £1187.48  
Reserve account - £14729.87  
Grants account – £2828.97  
Tinks Croft account – £6582.23

The Clerk was asked to investigate obtaining a better rate of interest for the money kept in the reserve account. Cllr. Spencer said he would investigate other options such as those used by charities.

**Action: Clerk and Cllr. Spencer.**

Accounts for payment –

1. Clerk Salary - £185.14 & Expenses: - £26.57 (Total £211.71)

- 2. Audit fee - £483.00
- 3. SCC – hall hire for 10/3/09 - £36.00
- 4. M R Davies – Maps - £260
- 5. Parish online subscription - £35.25

Payments received –  
A small amount of Interest

Correspondence Received:

- i) SCC – Community Paths Initiative – bids deadline 30<sup>th</sup> April. This was handed to Cllr. Oakley for action. **Action: Cllr. Oakley**
- ii) SCC – Quarrying – a fair deal for Staffordshire.
- iii) SCC – Pothole repairs update.
- iv) SCC – Local Transport Plan – survey. This was handed to Cllr. Nelson for action. **Action: Cllr. Nelson.**
- v) ESBC – re vacancy for councillor.
- vi) Protocols between district and parishes for handling complaints.
- vii) Questionnaire on SPCA AGM format
- viii) Email from Highways with Neighbourhood Team visit dates.
- ix) Numerous emails.

All other items were placed in the circulation file.

Correspondence sent:

- i) Mr and Mrs Rushton re land in Yoxall Road
- ii) Annie Briggs – thanks for service.
- iii) Tim Corbett re grant
- iv) Mr Teal re this years audit.
- v) Numerous e-mails.

**14. Disposal of Parish Strimmer:**

Cllr. Nelson will determine if the equipment is functional and report to the next meeting. **Action: Cllr. Nelson**

**15. Go-pack chairs sale:**

Cllr. Oakley said he understood that Cllr Skipper has spoken to Go-Pack. He will ring her and find out what was said. Cllr. Oakley said he is willing to carry on with this in the chairman's absence. Cllr. Macpherson said that the church were in discussions about taking around 30 of the chairs and asked if some could be diverted to them. Cllr. Nelson said that we shall require a valuation before any decisions can be made.

**Action: Cllr. Oakley.**

**16. Councillors Report:**

Cllr. Macpherson asked if the council would be able to financially support the well dressing again this year. It was proposed by Cllr. Oakley and seconded by Cllr. Prince that a donation of £100 is made.

**Action: Clerk**

There being no further business the meeting was closed at 9.00pm.

The date of the next meeting, which is the Open Meeting, is on Monday 19<sup>th</sup> April 2010 at **7.00pm** in the school hall.

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