

# NEWBOROUGH PARISH COUNCIL

## Minutes of the General Meeting held in the Youth and Adult Centre at 7.30pm on Monday, 5<sup>th</sup> October 2009

**Present:** Cllr. B. Skipper (Chairman), Cllr. A. Nelson. (Vice Chairman) Cllr. P. Spencer.  
Cllr. W. Prince. Cllr. P. Macpherson. Cllr. R. Oakley. Cllr. A. Briggs.  
Ian Colclough (Clerk)

**1. Apologies:** None

**2. Declarations of Interest:**

Cllr. Skipper declared an interest in several complaint letters concerning Poplars Farm.

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

The chairman welcomed everyone to the meeting.

**4. Public Forum:**

No members of the public were present.

**5. Minutes of the Meeting held on 7<sup>th</sup> September 2009:**

The minutes of the last meeting held on 7<sup>th</sup> September 2009 were read. One minor amendment was identified within the minutes:

Item 6 line 1 of village well – Should read Mick Harris.

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

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

Village Hall.

Cllr Spencer reported that he has met with the school headmistress and the project team. An agreement has been reached for the village groups to use the school premises once the Youth and Adult Centre has been demolished. Robin Waite requires a letter of support for the building project from the Parish Council. The Clerk said that this had been drafted and was read out. One minor amendment was requested and this was to use the correct name for the 'hut' that being the 'Youth and Adult Centre'.

The project group will be making a presentation to the Parish Council and the parishioners, hopefully before the next Parish Council meeting on 2<sup>nd</sup> November at 7pm. This should take no longer than 30 minutes. The building work should take place over the next years summer school holiday break.

Village Well.

Cllr Spencer said he had spoken to the owners of the land through which the water feed pipe runs and they did not want their garden dug up to expose the blocked pipe. Their preferred solution was to excavate a new trench and place a new pipe along the boundary of their property. The Clerk said he had made numerous telephone calls to ESBC and Uttoxeter Town Council in an attempt to determine the wells ownership but had so far drawn a blank. Cllr. Macpherson proposed that the Parish Council 'adopt' the well. Cllr. Nelson seconded this. It was agreed that the Parish Council would have to meet the costs of providing a new water supply. Cllr. Nelson said he would organise a site meeting between the landowners (Mr and Mrs Harte), Mick Harris (the possible contractor) and himself to organise the next steps.

**Action: Cllr Nelson**

Highways update.

The Clerk summarised the content of a letter received from County Highways regarding their proposals for the future. This included the renaming of the community gangs. These gangs will be visiting the Parish 3 times a year for 3 days each time. Councillors were asked to send details of problems to the Clerk who will compile a list for sending to the Highways Department.

**Action: All**

The Clerk was asked to write to Highways reminding them of their commitment to surface the footway beside the new church wall and also to construct a new footway at the side of the Red Lion public house.

**Action: Clerk**

There then followed a brief discussion about a new footway request to fill the gap between Squirrels Corner and the school. This had been considered in the past but Highways had said that there were land ownership issues and it was not clear where the highway boundary was. It was proposed by Cllr. Prince and seconded by Cllr. Macpherson that the Parish Council should make strides to get this footway built and the Clerk was asked to write to Highways in the first instance.

**Action: Clerk**

Cllr. Prince said that there are numerous potholes around the parish and Cllr. Briggs asked about reporting them through CLARENCE. The Clerk said anyone could ring or email CLARENCE – the phone number is 0800 232323 or email to [Clarence@staffordshire.gov.uk](mailto:Clarence@staffordshire.gov.uk)

Sale of Parish Mowing Equipment.

Cllr Skipper has spoken to Jim Barks who said he did not want the strimmer and that she will collect the item.

Speedwatch

Cllr. Skipper said that the programme had commenced and had been running for about 3 weeks. She has requested more 'camera' signs and also spoken to County Cllr. Corbett about getting a 20mph limit in the village centre near the school. The Clerk said that one of the initiatives mentioned by Highways was the introduction of revised 20mph limits in sensitive areas like schools.

Playground.

Cllr. Skipper said that if the application for grant funding for the improvements was successful then the Parish Council would need to make an undertaking to inspect and maintain the play equipment and that a letter to this effect was required to accompany the application. The Clerk was asked to write such a letter.

**Action: Clerk**

## **7. Planning Applications:**

No applications had been received. The Clerk said he would contact ESBC to check that the Parish had not inadvertently been left off their circulation list.

**Action: Clerk.**

## **8. Parish Plan Update:**

Cllr. Briggs said that a questionnaire would be either sent or delivered to every household in the parish. The steering committee want a door-to-door approach but she feels that sending it in the post would be best. If it is posted out it will be done in the next 2 weeks otherwise it could be 4 weeks. The Clerk was asked to provide a list of names and addresses to aid this. The Clerk said that he was not provided names by the ESBC, as this was considered private data, but he could provide address labels. As there would be no questionnaire sent to children Cllr. Briggs said that they were undertaking a school exercise to tell us what it is that

Initials:

they would like. Once the questionnaires are returned then they will require analysis before the parish plan can be published.

Cllr Briggs said that a reference, in previous minutes (13<sup>th</sup> July), to the steering committee looking at the playground was incorrect. The Clerk noted this. The section on village history and the introduction had been written.

Completed questionnaires could either be posted back to Cllr. Briggs or, it was suggested they could be placed in a specially provided box outside or inside the Red Lion.

Cllr. Briggs concluded by saying that 2 new volunteers for the steering group had now joined.

#### **9. Comments, compliments and complaints procedure – draft for review.**

It was generally felt that the procedure over complaints was too detailed and that this required re-writing. The Clerk was asked to consider writing a less detailed procedure that involved the full council rather than a sub committee.

**Action: Clerk**

#### **10. Inventory of PC Assets:**

The Clerk produced a DRAFT of the asset register with estimates of current asset values and replacement costs. Councillors went through the costs and amended several. The Clerk was asked to revise the register.

**Action: Clerk**

The Clerk said he had made several phone calls in an attempt to determine ownership of the newly installed street lights as these will need to be identified to our insurers. Cllr. Skipper has a contact at E-on and she will speak to them.

**Action: Cllr Skipper.**

11. No item 11 on the agenda.

#### **12. Clerks Report:**

The Clerk reported on the following:

Finances:

Account Balances –  
Current account - £1140.00  
Reserve account - £15,285.50  
Grants account – £2,578.36  
Tinks Croft account – £6,581.68

Accounts for payment –  
Clerk Salary - £185.14 and expenses - £49.87  
Treemendous Estate Care - £180.00  
Street Cleaning – 6 months - £330.00  
Cllr. Briggs - £8.00 – parish plan expenses.

Payments received –  
Second half precept - £4000.00  
Unpresented cheque - £8.00

Correspondence:

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

- i) Mr and Mrs Beck re general planning issues / Poplars Farm disturbance.
- ii) Mrs Leek re Poplars farm.
- iii) Mr Gill re Poplars farm.
- iv) Mr Willett re Poplars Farm.

Initials:

- v) Mr and Mrs Hardwick re Poplars Farm.
- vi) ESBC – new register of electors request form.
- vii) SPCA – Annual Liaison meeting between the County Council and Local Councils in ESBC – 12<sup>th</sup> November at 7.30pm at Uttoxeter Town Hall.
- viii) ESBC – Consultation – Draft Climate Change Strategy and Implementation.
- ix) Staffs Highways – Introduction of Neighbourhood Highway Schemes.
- x) Mr O’Connell re additional dog waste bins.
- xi) ESBC – Planning Applications Committee – Report of 14th Sept meeting.
- xii) Community Council of Staffordshire – European Social Fund Community Grants Scheme.
- xiii) ESBC Planning Dept re Poplars Farm - email

All other items were placed in the circulation file.

Correspondence sent:

- i) Letters to all complainants re Poplars Farm / ESBC Planning Dept.
- ii) Letter of support for school improvements.
- iii) Letter - permission to develop playground.
- iv) Auditors – explanation of year-end balance differences and copies of statements.
- v) Numerous e-mails.

The Clerk asked what procedure the Parish wished to follow over the complaints received about the activities at Poplars Farm. After a long discussion it was felt that, as a Parish Council, it had no legal right to intervene in planning enforcement issues and that they could only comment upon applications and reported possible infringements. The Parish Council is sympathetic to the complainants and understands their concerns but felt the best way forward is to send copies of their letters to ESBC’s Planning Team. The Clerk was asked to do this and to draft a letter to those local residents that had written to him. This was proposed by Cllr. Macpherson and seconded by Cllr. Prince.

**Action: Clerk**

Cllr. Skipper, referring to the recent outline application to build a further dwelling on the Poplars Farm site, said that her agent had told her that the application had been refused by ESBC. She was sorry about the recent disturbance and assured the meeting that large party gatherings would not be allowed at the premises again.

**13. Councillors Report:**

Cllr. Prince said that the damage to the road bridge had still not been repaired. Cllr. Nelson said he would ring CLARENCE. The Clerk pointed out that defects reported to CLARENCE are prioritised based on their danger and that this particular defect would probably be low on the list and attended to in up to 3 months.

**Action: Cllr Nelson**

Cllr Skipper said that a tree on the fringe of the playing field required an inspection but that it could not be done at present because it was covered in ivy. The Clerk said he would contact ESBC tree officer to determine the process for getting the ivy removed and the tree inspected.

**Action: Clerk**

There being no further business the meeting was closed at 9.45pm.

The date of the next meeting is on Monday 2<sup>nd</sup> November at 7.30pm.

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

Initials: