

Minutes of the Newborough Parish Council Meeting, Jubilee Room, Newborough	Monday 4 th April 2022 at 7.30pm
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Present;

Councillors	CLlr Clarke; Cllr Bullingham; Cllr Fletcher; Cllr Bell; Cllr Ward; Cllr Gould
Also present	C Holmes; 0 parishioners

1. Apologies for absence.

Cllr Jessell; Cllr Skipper

2. Declarations of Interest.

3. Chairman's Opening Remarks

Chairman thanked all the Cllrs for attending and expressed thoughts to those in Ukraine at this difficult time

4. Public Forum (10 minutes allocated).

No public present

5. County and Borough Councillors' Reports

No reports received

6. Minutes of the Meeting of the Parish Council held on 7th March 2022

All agreed to be a true record for the meeting.

Action; Clerk to convert to pdf and upload to website

7. Matters arising from those minutes

No matters arising.

8. Review Planning Applications

Planning No:	Date	Premises	Planning requested	Council Actions	Decision
P/2020/00717	04.03.2021	Old Cottage Chapel Lane Newborough DE13 8SQ	Application under Section 73A of the Town and Country Planning Act 1990 for the variation of condition 2,3 and 8 of planning permission P/2016/00330 relating to the erection of a detached dwelling and formation of a new vehicular access (Revised parking and landscaping)	No Comments added by council	Registered
P/2021/01332	03.11.21	The Coach House, Hollybush Park, Hollybush Road, Newborough, DE13 8SF	Replacement windows and doors to the rear and side elevation	No Comments added by council	Registered

P/2021/01521	01.12.21	1 Hollybush Road, Newborough, DE13 8SF	Erection of a two-storey side extension, single storey rear extension, erection of a replacement front porch and loft conversion to facilitate additional living space, including roof lights.	No Comments added by council	Registered
P/2021/01693	12.01.22	1 Ivy Bank Cottages, Brickhill Lane, Newborough, DE13 8SW	Application under Section 73 of the Town and Country Planning Act 1990 for the erection of a pair of agricultural workers dwellings for the removal of condition 7 of planning permission PA/00879/002 relating to the occupancy for 1 Ivy Bank Cottages	No Comments added by council	Registered
P/2022/00052	03.02.22	Moat Hall Farm, Moat Lane, Newborough, Staffordshire, DE13 8SS	Prior Approval for the conversion of part of agricultural building to form a dwelling	No Comments added by council Interest Declared by Cllr Skipper	Refused
P/2022/00053	03.02.22	Moat Hall Farm, Moat Lane, Newborough, Staffordshire, DE13 8SS	Prior Approval for the conversion of agricultural building to form two dwellings	No Comments added by council Interest Declared by Cllr Skipper	Given
P/2022/00161	23.02.22	8 Hollybush Road, Newborough, DE13 8SF	Erection of a two-storey side and single storey rear extension, front dormer window, replacement porch and re-rendering	No Comments added by council	Registered
P/2022/00223	03.03.22	The Hayloft, Yoxall Road, Newborough, Staffordshire, DE13 8SU	Erection of single-storey, oak framed orangery on north elevation	No Comments added by council	Registered
P/2022/00277	07.03.22	Fairfield, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Reduce height of Conifer trees by approximately 30%		New

P/2022/00276	07.03.22	Cloverdale, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Reduce crown by 2-3 metres to give a more balanced crown to Cherry tree (T1), reduce crown by 30% to two silver Birch trees (T2 and T3), reduce crown by 30% to one Cherry and two Damson trees (T4 T5 and T6), reduce overhanging branches by 2-3 metres to one Cherry tree (T7)		New
P/2022/00275	07.03.22	Holly Bush House, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Reduce height of tallest Conifer tree by 50% and reduce the remaining trees to the same height		New
<p>P/2022/00277 – No comments to be added by the council P/2022/00276 – No comments to be added by the council P/2022/00275 – No comments to be added by the council Action; Clerk to update ESBC planning portal</p>					

9. To decide on which councillors will attend a meeting with Olive Tree Residential Care

It was agreed that Cllr Clarke and Cllr Ward would attend the open day at Olive Tree Residential Care on behalf of Newborough Parish Council

Action; Clerk to inform Olive Tree Residential Care

10. To decide on which councillors will attend the Needwood Division meeting on behalf of Newborough Parish Council

It was agreed that the Parish Council will attend with a representative to be decided when a date is finalised

Action; Clerk to inform Cllr Jessell

11. Clerk's Report: to include finance & correspondence

• **CORRESPONDENCE & ONGOING MATTERS**

VAT Claim for 2021/2022 has been completed.

All AGAR paperwork received, and audit meeting booked in for 4th May

Pothole reports sent to Cllr Jessell

Update of reserve funds

Sign on Hadley Lane reported to SCC

No further litter picking equipment required

Confirmation that information has been received regarding PSPO. Updates to follow

Website currently under way

Bank account now open. This is currently only one account, it was agreed that 2 further savings accounts would be opened for reserved funds.

Review of GDPR to take place for current paperwork which could result in the need for a filing cabinet

Parishioner Correspondence received regarding The Parish Post – It was agreed that The Parish Post would be available for all Newborough businesses to promote within

Correspondence received regarding NALC Smaller Council Committee

Action: Clerk to open 2 savings account with Lloyds for well dressing & reserved funds; Cllr Clarke to arrange removal of filing cabinet from ex clerk; Clerk to send details of new website to Cllrs for review

- **FINANCE**

Review budget tracker

Online Payment Number	Supplier	Invoice Detail (Reason for Payment)	Invoice Amount		
			Net	VAT	Gross
219	Charlotte Holmes	Clerks Salary – March	£345.91		£345.91
220	HMRC	Tax Payment - March	£79.80		£79.80
221	SPCA	Annual Subscription	£162.71	£0.00	£162.71
222	SPCA	Exploring Chairmanship Course	£75.00		£75.00
223	Charlotte Holmes	Stationary	£16.45		£16.45
224	Charlotte Holmes	Website Domain & Hosting	£49.90	£9.98	£59.88
225	PCC	Hire of Hall	£75.00		£75.00
226	PCC	Storage of Equipment	£75.00		£75.00
227	Queens Platinum Jubilee	Commemorative Coin	£439.00	£87.80	£526.80
228	James Bullock	Mowing	£207.00		£207.00
229	James Bullock	Playpark, hedges & trees	£160.00		£160.00
			£1,685.77	£97.78	£1,783.55

- **Bank Balances as at 31st March**

Current Account	81532863	1827.82
Reserve Account	81532871	33910.53
Grant Account	21738224	1514.54
TOTAL		£37252.89

Action; Clerk to make payments as soon as possible

12. Councillors Reports

Parishioner discussed with Cllr Bell an Ash Tree on their property. It was discussed and the parish council have no issue with it being removed

It was agreed that commemorative coins would be purchased for a total of £526.80 (inc VAT)

Cllr Bell discussed the loaning of the marquee to Hoar Cross Parish Council for their Queen's Jubilee celebration. It was agreed that this would go ahead

Cllr Bullingham discussed the meeting with Staffordshire County Council Highways department, which due to illness has been rearranged to Friday 8th April, to look at finger & wooden posts.

Cllr Bullingham went on to discuss the litter pickers and ensuring that they are rewarded for the work that they have done in the village. The Council agreed to purchase afternoon tea vouchers at a cost of £12.50 each. The Council estimated 6 volunteers; therefore, the budget was set at £75.00.

Action; Clerk to intrust purchase of commemorative coin; Clerk to organise the hiring of the marquee with Hoar Cross Parish Council; Cllr Bullingham to organise the afternoon tea vouchers for the litter pickers.

Meeting closed at 20.43pm

The Date of the Next Meeting: 7.30pm on Tuesday 17th May 2022. Parish Council Information can be found on the internet at - <https://www.newboroughvillage.co.uk>