

Minutes of the Newborough Parish Council Meeting, Jubilee Room, Newborough	Monday 10 th January 2022 at 7.30pm
---	---

Present;

Councillors	Cllr Clarke; Cllr Fletcher; Cllr Bell; Cllr Ward
Also present	C Holmes; 1 parishioner

1. Election of Chairman & Signing of Declaration of Acceptance of Office

Cllr Bell proposed Cllr Clarke. Seconded by Cllr Fletcher. All in favour.

2. Election of Vice Chairman & Signing of Declaration of Acceptance of Office

Cllr Bullingham to remain as Vice Chairman

3. Apologies for absence.

Cllr Bullingham

4. Declarations of Interest.

None

5. Chairman's Opening Remarks

Chairman would like to thank the Cllrs for their support and confidence, and he hopes he will do a good job in his new role of Chairman. The Chairman thanked Cllr Fernyhough for his contribution and in-put as well as his involvement in the success of the Christmas lights event. The Chairman explained that Cllr Fernyhough created some excellent foundations for the council to now build on. The Chairman also thanked Alison Fernyhough and Chris Hayes for their help with the event.

6. Public Forum (10 minutes allocated).

Parishioner asked about the May Well Dressing event for 2022. Cllr Bell explained that a committee has been put together and options are currently being discussed as to the nature of the event. It was discussed that this event may run alongside the celebrations for the Queen's Platinum Jubilee.

Parishioner discussed ensuring that the village are aware of the casual vacancies available on the parish council.

7. County and Borough Councillors' Reports

No reports received.

8. Minutes of the Meeting of the Parish Council held on 6th December 2021

All agreed to be a true record of the meeting.

Action; Clerk to convert to pdf and upload to website

9. Matters arising from those minutes

No matters arising.

10. 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/2021/00136	18.03.21	Land opposite Swarbourne Cottage, Bow Meadow Lane, Newborough End, Newborough, DE13 8SR	Application for a Certificate of Lawfulness for the continued use of land as domestic garden	Comments Added: Council support application	Registered
P/2021/00657	11.06.21	Hillcott, Duffield Lane, Newborough, Staffordshire, DE13 8SH	Erection of a porch to annexe and erection of a side extension, porch and two dormers to existing detached garage to form garden room/office/sun lounge	Comments Added: Council support application Interest Declared by Cllr Bullingham	Revised
P/2021/01116	22/09/2021	Poplars Farm, Yoxall Road, Newborough, DE13 8SU	Change use of farm house and piano barn from dwelling to C2 home for children in care (with no age restriction) and conversion of existing barn including alterations to the front elevation to form classrooms (Revised Scheme - corrected description)	Newborough Parish Council will be objecting on the grounds of sustainability. Cllr Clarke attended	PERMITS
P/2021/01259	6/10/21	Newborough Court, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Conversion of part of existing detached garage and first floor extension with Juliet balcony to form additional living accommodation	No Comments added by council	Registered
P/2021/01263	13/10/2021	Land Corner of Dark Lane/Yoxall Road, Newborough, Burton upon Trent, DE13 8SB	Application under Section 73 of the Town and Country Planning Act 1990 for the erection of 4 detached dwellings, formation of new vehicular accesses and parking area without complying with Condition 2 and 12 of planning permission P/2017/00612 relating to amendments to the approved plans by way of the design and appearance of the dwelling to Plot 1 and materials	No Comments added by council	PERMITS

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/2021/01461	24.11.21	Chantry Cottage, Roost Hill, Newborough, Staffordshire, DE13 8ST	Erection of a single storey side extension	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/2021/01540	02.12.21	Swarbourn Lodge, Duffield Lane, Newborough, DE13 8SH	Crown reduce by up to 2 metres one Leyland Cypress tree and crown reduce line of Ash and Horse Chestnut trees by up to one metre	No Comments added by council	PERMITS
P/2021/01277	23.12.21	Elton Covert Farm, Elton Lane, Newborough, DE13 8SG	Installation of a sewage treatment plant and drainage mound		New

P/2021/01277 – No comments to be added by the council

P/2021/01116 – Parishioner correspondence received regarding trial period agreed. Discussed contacting ESBC to see when the trial period set in this application will start.

Action: Clerk to reply to parishioner & contact Alan Harvey and request further information

11. Discuss and decide on details regarding the Queen's Jubilee

A committee meeting will be held on Wednesday 12th January to review both the May Day celebrations and the Queen's Jubilee. The committee will discuss the two events as separate entities and the possibility of joining the two. No decisions have been made at this point, but the consensus is there will be two events.

Cllr Bullingham attended the previous committee meeting, where leaflets for the event were discussed as well as volunteer roles and planning dates.

Action; Cllr Bell to review the details and ensure that up-dates are presented.

12. Discussion regarding the future of The Parish Post

The council discussed the continuation the Parish Post and Newborough News and whether both newsletters are necessary for the village. It has been agreed that Newborough News will be continuing with the addition of a section provided by the Parish Council. Cllrs will ensure that the parishioners are made aware of the on-going matters with the Parish Council through this

method. Subscribers of the Parish Post will be invited to join the mailing list of Newborough News if they do not already subscribe. The Parish Post will no longer be in circulation.

Action: Cllrs to inform parishioner of on-going council matters. Clerk to ensure that The Parish Post subscribers are made aware of the changes and provided with subscription details for Newborough News

13. Review of Councillor Responsibilities for 2022

This item will be reviewed at the next meeting.

Action; Clerk to add to February agenda.

14. Approval of stationary purchase for 2022

The council agreed for the purchase of a range of stationary to the value of £76.94. This is all in line with the stationary budget for 2021/2022. The council discussed up-grading the Clerk's laptop. It was agreed for prices to be reviewed and item to be added to the February agenda.

Action; Clerk to purchase agreed stationary and review laptop costs. Clerk to add this to Feb agenda.

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

- **CORRESPONDENCE & ONGOING MATTERS**

Auditor Alan Toplis appointed for 2022/2023

Defibrillator pads replaced

The Circuit updated with defibrillator details

Information regarding Becoming a Councillor added to Noticeboard and Website

Asset Register document updated

Bank Mandate – Revision needed. Banking will be moved to Lloyds due to ongoing costs with HSBC.

Costs obtained for reviewing Website update. All in favour of proceeding with a new website allowing for easier website accessibility.

Dog poo bins chased – ongoing

PCSO invited to meetings for 2022

Precept request sent for 2022/2023

Resignation of Cllr Paul Fernyhough processed and notice on the noticeboard.

Parishioner correspondence received regarding the trail for planning application P/2021/01116 is adhered to and monitored.

Action; Clerk to add casual vacancy to Parish Magazine, Newborough News, Facebook and ensure clarity on the website.

Clerk to move banking to Lloyds.

Clerk to proceed with updating the website.

- **FINANCE**

Review budget tracker

7 online payments for January				
Charlotte Holmes	Clerks Salary – December	£327.18		£327.18
HMRC	Tax Payment - Dec	£75.30		£75.20
Charlotte Holmes	Defib Pads – Wel Medical	£36.00	£7.20	£43.20
Deanne Bell	B & M – Sweets	£14.00		£14.00
Deanne Bell	Morrisons – Sweets	£15.00		£15.00
Deanne Bell	Shell – Sweets	£15.00		£15.00
June Bullingham	Scrummys Wine	£120.00		£120.00
			TOTAL	£609.58

- **Bank Balances as at 31st December 2021**

Current Account	81532863	£2353.61
Reserve Account	81532871	£35909.57
Grant Account	21738224	£1514.51
TOTAL		£ £39,777.69

Action; Clerk to make payments as soon as possible

16. Councillors Reports

Cllr Bell discussed speed watch. This will be reviewed in March.

The council discussed the damaged fence in the playpark. It was determined that the fence is the responsibility of the parish council, although final clarification will be sort. Cllr Clarke discussed this with James Bullock and proposed asking him to repair. All in favour.

Cllr Fletcher discussed attendance of Parish Council Forum. Highways repairs will now be treated in order of priority. The most urgent should be fixed in 24 hours, the next urgent within 7 days. After that, it's 90 days although this may take longer. The final category was 'as and when'. ESBC are encouraging the MyStaffs app for reporting any issues.

Cllr Fletcher discussed the dog poo bins and potential new strategies.

It was discussed by the council that no guidance has been given from SPCA regarding face-to-face council meetings from the New Year.

Cllr Bullingham sent in a report detailing her updates as she was absent due to illness. The council discussed the upcoming highways project. The council are still awaiting costings and consultation and start dates. Cllr Bullingham will be meeting with SCC for further discussion regarding fingerposts & wooden signs.

Cllr Bullingham also requested that the discussion regarding flashing speed lights and horse and rider signs be added to the February parish council meeting.

Cllr Bullingham sent in minutes from the well dressing committee explaining that they will be shortly looking for volunteers by leafleting. These leaflets will include the volunteering roles available and pertinent dates.

Meeting closed at 20.37pm

Date of the Next Meeting: 7.30pm on Monday 7th February 2022. Parish Council Information can be found on the internet at - <https://www.newboroughvillage.co.uk>