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

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| Councillors | Cllr Bullingham; Cllr Fernyhough; 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 Fernyhough proposed by Cllr Bullingham and seconded by Cllr Clarke

2. ELECTION OF VICE CHAIRMAN & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Bullingham proposed by Cllr Clarke and seconded by Cllr Fernyhough

3. APOLOGIES FOR ABSENCE

Cllr Jessel

4. DECLARATIONS OF INTEREST

5. COUNCILOR CO-OPTION

Deanne Bell, Alison Fletcher & Chris Ward expressed an interest in the vacant positions at Newborough Parish Council. All in favour of co-opting all 3 members to Newborough Parish Council.

Action; Clerk to send out register of interests forms and update the website.

6. CHAIRMAN'S OPENING REMARKS

The Chairman acknowledged the resignation of the previous Chair, Barrie Gill. The Chairman thanked Barrie for his valuable contribution to the Parish over the past 10 years and to his wife Lynn for all her efforts in keeping the village looking at its best.

The Chairman also acknowledged the resignation of Gail Williams and thanked her for her service to the Parish Council

Chairman welcomed the newly co-opted councillors Deanne Bell, Alison Fletcher & Chris Ward.

7. PUBLIC FORUM

A Parishioner expressed concern regarding the Poplars Farm planning application and wanted to ensure that the council are made aware of what can be used as a formal planning objection. It was explained that he has spoken to the planning officer, Alan Harvey and he is concerned that the applicant has not made any contact with the village regarding the current application. Also raised was the issue of the planning application in relation to the neighbourhood plan. The neighbourhood plan states that a change of use for a building cannot be permitted if the use could affect local amenities. Concern raised that, teenagers could readily access properties that are alongside the river due to the lack of fence.

He explained finally that the landowner has informed him that he will not accept teenagers in the property due to fear of potential damage.

The council explained that we have had the opportunity to meet the applicants at the original planning meeting.

The council also explained that we have already objected to the planning application in relation to sustainability and the neighbourhood plan.

The council stated that the landowners can also object to the planning application. The parishioner was reassured that we are working hard to ensure the voices of the parish are heard.

Action; Clerk to send the parish councils objections to the parishioner

8. COUNTY AND BOROUGH COUNCILLORS' REPORTS

No reports received

9. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 6TH SEPTEMBER 2021

All agreed to be a true record of the meeting

Action; Clerk to convert to pdf and upload to website

10. MATTERS ARISING FROM THOSE MINUTES

No matters arising.

11. 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 | Registered |
| P/2021/00985 | 28.07.21 | Moat Hall Farm, Moat Lane, Newborough, DE13 8SS | Erection of a single storey extension to form orangery on the South elevation | Newborough Parish Council have no objections | PERMITS |
| P/2021/00987 | 28.07.21 | Moat Hall Farm, Moat Lane, Newborough, DE13 8SS | Listed Building Consent for the erection of a single storey extension to form orangery on the South elevation | Newborough Parish Council have no objections | GRANTS |
| P/2021/01067 | 17.08.21 | Elton House, Hollybush Road, Newborough, DE13 8SF | Removal of six conifer trees and reduce height of ten conifer trees by 4 metres | Newborough Parish Council have no objections | NO OBJECTION FROM LOCAL AUTHORITY |
| P/2021/01057 | 18.08.21 | Hollybush Cottage, Hollybush Road, Newborough, Staffordshire, DE13 8SF | Felling of 1 Cypress tree | Newborough Parish Council have no objections | NO OBJECTION FROM LOCAL AUTHORITY |
| 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 | Resubmitted for clarification on application |
| No new planning applications have been added since the previous meeting. | | | | | |

12. DISCUSSION AS TO WHETHER THE NPC SHOULD ORGANISE A VIRTUAL MEETING FOR PARISHIONERS REGARDING THE REVISED PLANNING APPLICATION FOR POPLARS FARM

It was decided that a zoom meeting would take place on Monday 11th October at 7.30pm via zoom. All agreed

Action; Clerk to send the Parish Council response to application P/2021/01116

Clerk to ensure that notices are placed around the village informing parishioners of the meeting.

13. DISCUSSION OF COMMENTS REGARDING THE CONSULTATION FOR THE INTEGRATED TRANSPORT SCHEME.

Cllr Bullingham will contact Alistair Bishop to review the status of the scheme. The item will be discussed at the November meeting.

14. POTENTIAL REVISION OF NEWBOROUGH PARISH COUNCIL EMAIL ADDRESSES

The Council discussed the purchasing of a domain and that each councillor would be allocated a council email to deal with solely council business, keeping personal matters separate. It was agreed by the council to undertake this proposition.

Action; Clerk to ensure that all documentation is updated with the new clerk email.

Cllr Clarke to undertake the process and ensure that all councillors are registered for new email addresses

15. OWNERSHIP OF NEWBOROUGH VILLAGE WEBSITE

Cllr will look to support with the village website ensuring that everything is up to date.

Action; Clerk to pass on password details to Cllr Fletcher

16. ADDITIONAL FUNDING & LOGISTICS FOR CHRISTMAS LIGHTS

The Council discussed the opportunity of renewing the Christmas lights and having a Christmas light switch on for the village to generate a sense of community and celebration. Cllr Fernyhough proposed Friday 3rd December. It was agreed that quotes would be obtained for the new lights. All in favour of purchase of new lights and the event proposed.

Action; Cllr Bullingham, Cllr Bell & Cllr Fletcher to obtain quotes. Cllr Fernyhough to discuss with local vendors regarding the light switching on event.

17. FUTURE PLANNING FOR NEWBOROUGH WELL DRESSING

It was agreed that this item would be deferred until the November meeting.

Action; Clerk to add to Novembers agenda

18. FUTURE PLANNING FOR QUEENS JUBILEE

It was agreed that this item would be deferred until the November meeting.

Action; Clerk to add to Novembers agenda

19. CLERKS REPORT

- **CORRESPONDENCE & ONGOING MATTERS**

Planning Application Comments added for Poplars Farm

GDPR information sourced for filing cabinet review

Code of Conduct updated

Email sent to Cllr Jessell regarding the drain issue – further report added to SCC portal

Lloyds Banking application awaiting account opening – Cllr Fernyhough and Cllr Clarke to be added to the banking

Cllr Responsibilities updated on website

Mid-Year Audit review booked in

Training course booked for clerk for Understanding Agendas & Minutes

Parishioner correspondence received regarding smoke pollution in the village

Parishioner correspondence received regarding road traffic accident

Parishioner correspondence received from Meynall Cricket Club thanking Newborough Parish Council for the use of the marquee.

Process of Cllr Gill Resignation

Received the half yearly precept

Action; Clerk to add adopted date and next to be reviewed on Parish Council documents.
Cllr Fernyhough to draft and clerk to reply to parishioner in relation to road traffic accident.
Clerk to add Cllr Fernyhough & Cllr Clarke to Lloyds banking application.

- **FINANCE**

| <u>6 online payments for October</u> | | | |
|---|---------------------------------------|---------|---------|
| Clerk's remuneration | Salary - Sept | £376.48 | £402.48 |
| | Home office allowance | £26.00 | |
| Clerks Remuneration | August Adjustment due to pay increase | £17.09 | £17.09 |
| SPCA | Subscription | £25.00 | £25.00 |
| Parish Online | Subscription | £54.00 | £54.00 |

| | | | |
|---------------|-----------|---------|----------------|
| James Bullock | Strimming | £32.00 | £32.00 |
| James Bullock | Mowing | £207.00 | £207.00 |
| | | TOTAL | £737.57 |

Action; Clerk to make payments as soon as possible

20. COUNCILLORS REPORTS

Cllr Clarke raised the issue of the filing cabinet and discussed the documents now being destroyed to comply with GDPR. All agreed for Cllr Clarke to investigate this.

Cllr Clarke reviewed the report for the playpark and has undertaken the work needed as well as removing the bench and replacing the plaque.

Cllr Bullingham discussed the possibility of sending a welcome pack/newsletter out to new people that have moved to the village.

Cllr Bullingham discussed the purchasing of wine for parishioners who allow us to store parish council assets, ensuring that this is kept locally going forward. All agreed for this to be purchased from Scrummys.

The council discussed ensuring that we retrieve asset items from previous councillors.

The council discussed the fact that various parishioners would like the return of Newborough News.

Action; Cllr Clarke to review shredding of historic parish council documents.

Cllr Bell to look at creating a welcome pack.

Cllr Bullingham to arrange for the wine collection.

Meeting closed at 21.29pm

Date of the Next Meeting: 7.30pm on Monday 1ST November 2021. Parish Council
Information can be found on the internet at - <https://www.newboroughvillage.co.uk>