

Minutes of the Newborough Parish Council Meeting, Jubilee Room, Newborough	Monday 7 th February 2022 at 7.30pm
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Present;

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

1. Apologies for absence.

Cllr Jessel & Cllr Beech

2. Declarations of Interest.

P/2022/00052 – Cllr Skipper
P/2022/00053 – Cllr Skipper
P/2021/00657 – Cllr Bullingham
P/2021/01259 – Cllr Gould

3. Councillor Co-option

Vicki Gould and Ron Skipper expressed an interest in the 2 vacant positions at Newborough Parish Council. All in favour of co-opting both parishioners.

Action: Clerk to send Register of Interests form to new Cllrs and update the Website & Noticeboard

4. Chairman's Opening Remarks

The Chairman was happy to report the current council have a strong relationship with a very constructive and positive attitude towards the things they get presented with. He stated that he is appreciative of how fortunate the village is to have a group of Councillors who have a broad range of experience and skills to offer as they are all volunteers and do it for the love of the job.

The Chair explained that The Council hoped to project a feeling of unity, acting in the best interests of Newborough.

He explained that he was proud of the council and thanked his fellow councillors for their hard work and support and lastly in trusting him in the role of Chair. He expressed that it is truly an honour to represent a wonderful village.

Lastly, The Chairman welcomed Cllr Gould & Cllr Skipper and hoped that we work together and support each other.

5. Public Forum (10 minutes allocated).

No public present

6. County and Borough Councillors' Reports

Cllr Jessel sent in a report with a reminder about The Climate Change Action Fund. The report also explained that SCC will be discussing the proposed new 4-year strategic plan and medium-term financial strategy. The result of this will be circulated in due course.

Cllr Beech sent in report explaining that ESBC are currently working on a schedule for the upcoming Commonwealth Game Queens Baton Relay.

The report went on to discuss the review of the existing Public Space Protection Orders and that Brown Bin collections have restarted in East Staffordshire. She also explained that the rumour about charging for green waste collections is just that and there are no plans to start charging this financial year.

Lastly, Cllr Beech explained that Cabinet members at ESBC will shortly be presenting next year's budget along with the Corporate Plan which sets out targets for all service areas. The focus again will be on Regeneration however ESBC will be rebooting their approach to tourism and this year there will be a special focus on Planning Policy because of national legislative changes

Action; Clerk to send information regarding The Climate Action Fund to Cllrs.

7. Minutes of the Meeting of the Parish Council held on 10th January 2022

Small typo on item 11. Clarify changes to occur with the website and that Cllr Bullingham's information was sent as a report.

Action; Clerk to make changes, convert to pdf and upload to website

8. Matters arising from those minutes

No matters arising.

9. Review Planning Applications

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/2021/01259	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 Interest Declared by Cllr Gould	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/2021/01461	24.11.21	Chantry Cottage, Roost Hill, Newborough, Staffordshire, DE13 8ST	Erection of a single storey side extension	No Comments added by council	Permitted
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/2021/01277	23.12.21	Elton Covert Farm, Elton Lane, Newborough, DE13 8SG	Installation of a sewage treatment plant and drainage mound	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	New
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	New
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	New
<p>P/2021/00657 - Clerk to add that the council have no comments in relation to this application P/2021/01693 – Clerk to add that the council have no comments in relation to this application P/2022/00052 - Clerk to add that the council have no comments in relation to this application P/2022/00053- Clerk to add that the council have no comments in relation to this application</p> <p>Action; Clerk to update ESBC portal</p>					

10. Decision from ESBC Monitoring Officer

A complaint against three Newborough councillors was received by the ESBC Monitoring Officer citing bullying and inappropriate behaviour towards another councillor. This complaint has been thoroughly investigated by the Monitoring Officer and an Independent Person and deemed to be completely without foundation. The councillors have therefore been exonerated of any wrongdoing.

11. Review Public Space Protection Order

The current Public Space Protection Order stopping dogs waking on Duffield Lane Green was discussed. All in favour of removing the PSPO for dogs from Duffield Lane Green.

Action; Clerk to action the removal of the PSPO.

12. Discuss a potential visit with Olive Tree Residential Childcare to build community relations

It was agreed by the council that the Chairman along with Cllr Bullingham & Cllr Fletcher will attend Olive Tree Residential Childcare.

Action; Clerk to organise dates and time for the visit.

13. To update costings and dates for the upcoming traffic management scheme

Lisa Hall from the SCC Highways team has still has not received updates on the revised costings or consultation dates. The scheme is expected to start in May 2022.

Action; Cllr Bullingham to continue to work with Highways

14. To review potential fingerposts and wooden posts

Cllr Bullingham and Cllr Gould will be meeting with Lisa Hall and Sam Griffiths from the SCC Highways team in early March for further review which will then result in reviewing costings.

Action; Cllr Bullingham & Cllr Gould to arrange meeting.

15. Discussion regarding flashing speed lights within the village

The council discussed the options available for flashing speed lights. Concern was raised about the impact that they will make on reducing speed within the village.

It was decided by the council to review this at a later date after the final meetings of the traffic calming plan.

16. Discussion regarding horse and rider signs within the village

Cllr Bullingham met with Richard Rayson & Lisa Hall from SCC Highways to discuss the potential horse and rider signs.

It was decided by the council that due to the new change in the Highway Code that the signs would be not necessary at this time, and it would be too difficult to ensure that signs were placed in all areas of the village that are utilised by horse riders.

17. To review the Queen's Platinum Jubilee Event

Cllr Bell discussed the upcoming Jubilee event discussing the potential of a Street Party on Friday 3rd June. Parishioners would be invited to provide tables and chairs for the event with the Parish Council supporting with decorations and signage. The pub and the coffee shop will be looking to provide food with potential entertainment.

Cllr Bullingham proposed £500 to be reallocated within the 2022/2023 budget for the Queen's Jubilee. This was seconded by Cllr Fletcher. All in favour.

Action; Cllr Bell to look further in to potential costings for decorations and signage
Clerk to update budget for 2022/2023 and add budget review to March agenda

18. Discussion to reallocate councillor responsibilities

Councillor responsibilities discussed and reviewed.
Action; Clerk to update website and noticeboard

19. Review of Parish Post and how to proceed

It was decided that The Parish Post would be beneficial for the council to ensure that Parish Council information was available to all parishioners throughout the village.
Action; Clerk to work with Cllr Fletcher to produce content after each meeting.

20. To discuss updating Clerks Laptop and review pricing

All in favour of the purchase of a new laptop to the value of £529.
Action; Clerk to purchase and add to Asset Register

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

Parishioner emailed with information regarding planning application
Stationary purchased
Review costs for Laptop
Advertising Casual Vacancy
Banking process underway
Dog poo bin now in place on Thorney Lanes/Dark Lane
Parishioner Correspondence – Regarding container lid in the water
Parishioner correspondence – Regarding information for the Duchy
Parishioner Correspondence – Regarding agenda item query

- **FINANCE**

Review budget tracker

Online Payment Number	Supplier	Invoice Detail (Reason for Payment)	Invoice Amount		
			Net	VAT	Gross
207	Charlotte Holmes	Clerks Salary – Jan	£345.91		£345.91
208	HMRC	Tax Payment - Jan	£79.80		£79.80
209	Charlotte Holmes	Stationary	£13.92		£13.92

210	Charlotte Holmes	Colour & Black Ink	£37.93		£37.93
211	Charlotte Holmes	Black Ink	£35.94		£35.94
212	PCC Newborough	Storage	£75.00		£75.00
213	PCC Newborough	Room Hire	£75.00		£75.00
214	PCC Newborough	Christmas Lights Electricity	£25.00		£25.00
215	James Bullock	Play park fence Installation	£398.00		£398.00
			£1,086.50	£0.00	£1,086.50

- **Bank Balances as at 31st January 2022**

Current Account	81532863	£1860.093
Reserve Account	81532871	£35,909.57
Grant Account	21738224	£1514.51
TOTAL		£39,284.11

Action; Clerk to make payments as soon as possible

21. Councillors Reports

Cllr Ward discussed the potholes at the bottom of Hollybush Road. It was agreed to resend SCC a report on the current damage.

Cllr Clarke discussed the damage to the Holly Bush Road sign opposite Hadley Lane. It was agreed to send a report to SCC reporting the damage

Cllr Bell informed that the speed watch would be returning in March.

Correspondence received from a parishioner regarding a fallen tree causing damage to the new play park fence. This has now been repaired.

Cllr Bell discussed the litter picking initiative

Cllr Bullingham explained that the Well Dressing Committee decided not to go ahead this year due to lack of volunteers.

Cllr Clarke discussed the possibility of working with the school to be a part of a potential May Day celebration.

Action; Clerk to add further report to SCC regarding pot holes. Report the damage on the Newborough Sign

Meeting closed at 21.24pm

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