

Minutes of the Newborough Parish Council Meeting, held via Skype video call	Monday 6 th April 2020 at 7.30pm.
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Present;

Councillors	Cllr Waite Cllr Gill; Cllr Bullingham; Cllr Sherwood; Cllr Bell; Cllr Instone;
Also Present	D Dolling;

1. APOLOGIES FOR ABSENCE

Cllr Williams;

2. DECLARATIONS OF INTEREST

None

3. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed everyone and said to how good it was to see them on screen. She hoped that we would be able to use the same or similar platform next month, but extend it to County and Borough Councillors and parishioners.
In light of the current pandemic lockdown she commended the excellent work done by the team of around 12 volunteers in the parish and also the useful service provided at the new village shop set up at the Red Lion by Gail and Ryan and Karen.

4. PUBLIC FORUM

No public were present

5. COUNTY AND BOROUGH COUNCILLORS' REPORTS

None

6. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 2nd March 2020

All agreed to be a true record of the meeting
Action; Clerk to convert to pdf and upload to website

7. MATTERS ARISING FROM THOSE MINUTES

The register of assets has been completed, although there are still some photos required.
Action; Cllr Instone to complete the photos when the lockdown has been released.
Playpark inspection – we have not received a reply to our request for a comparison quote for an inspection. The playpark is currently closed.
Action; Clerk to diarise until the park is reopened.
Flood mitigation, this can be revisited in autumn.
Action; Clerk to diarise for October's agenda.
Speedwatch, this can be revisited when the lockdown has been released.
Action; Clerk to diarise until lockdown has been released.

8. PLANNING APPLICATIONS

Planning number	Premises	Planning requested	Decision
P/2019/00368	Newhall Farm, Thorney lanes	Change of use of land to equestrian, repositioning of existing stable and siting of container for storage. Creating of new vehicular access and fencing. This has been revised to include a gate.	Approved
P/2019/00580	Plot 3, Yoxall Road	Application under Section 73 of the Town and Country Planning Act 1990 for a Minor Material Amendment for the erection of 4 detached dwellings, formation of new vehicular accesses and parking area without complying with Condition 2 of planning permission P/2017/00612 relating to amendments to the approved plans for Plot 3 by way of an addition of a rear extension, change of a window at first floor to patio doors and extension to the store room behind the garage	Approved
P/2019/01478	Chantry View Farm Moat Lane Newborough Staffordshire DE13 8SS	Erection of a detached building to form grain store	Approved
P/2019/01467	Moat Hall Farm Moat Lane Newborough DE13 8SS	Partial demolition of 4 existing barns to facilitate the conversion and alterations of 3 existing barns to form 2 dwellings and a separate annexe building including a glass link between Barn 1 and 2 and glass screen to Barn 3 and installation of package treatment plant	Approved
P/2019/01474	Moat Hall Farm Moat Lane Newborough DE13 8SS	Listed Building Consent for internal and external alterations to facilitate the partial demolition of 4 existing barns to form 2 dwellings and a separate annexe building including a glass link between Barn 1 and 2 and glass screen to Barn 3	Approved
P/2019/01538	Birchwood Kennels Bow Meadow Lane Newborough End Newborough DE13 8SR	Conversion and alterations to outbuilding to form a dwelling including raising of ridge height	Approved
P/2019/01557	Land Corner of Yoxall Road and Dark Lane Newborough DE13 8SB	Substitution of house type for Plot 4 (amended plans)	Registered
P/2019/01561	Roost Hill Cottage Roost Hill Newborough DE13 8ST	Change of use of the first floor of the detached double garage for use as a holiday let	Declined
P/2019/00272	Newborough House Farm, Duffield Lane,	Demolition of existing kitchen and utility room to facilitate the erection of a part	Registered

	Newborough, Staffordshire, DE13 8SH	two storey and single storey rear extension, erection of a dormer extension to the North West elevation and erection of a front porch.	
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9. PCC Newborough – request for support with maintenance costs

PCC have requested assistance with their increasing costs, it was agreed that it would be useful to arrange a meeting of one or two councillors, clerk and representation from the PCC to discuss and understand the data that the PCC have presented.

The Parish Council currently pay rental and a contribution to electricity for using the Jubilee Room and also towards the clock. It was agreed that in principal further support and assistance could be considered.

Action; Clerk to diarise to organise a meeting when the lockdown has been released.

10. The Don't Lose Your Way Project – uncovering public footpaths

It was considered that all the footpaths in the parish are well documented and details are held at County Council level.

11. Calor's Rural Community Fund – grants available for rural projects

The deadline for this grant is very tight and it was not considered to be something we would take advantage of on this occasion.

12. Coronavirus – how can the parish council help

The majority considered that the Parish Council has an important role here within the community and on that basis a nominal 'float' of £100 was approved to assist with the volunteering initiative that has been set up in the parish. This was considered useful to ensure that volunteers do not have to handle cash and are not left out of pocket. The float is only intended to be available for the purpose of small loans for groceries etc. and the Parish Council would be reimbursed as soon as convenient.

Action; Cllr Waite to keep a log on the existing spreadsheet of monies owed. Cllr Waite to liaise with the Clerk to arrange reimbursements to volunteers.

13. Temporary Delegation of Powers during Pandemic

It was agreed that until further notice the clerk could make necessary payments without Councillor signatures providing those payments have been agreed by the majority at a 'virtual' or 'telephone' meeting and all the usual paperwork was prepared.

Action; Clerk to observe new procedures.

14. CLERK'S REPORT TO INCLUDE FINANCE & CORRESPONDENCE

- **INFORMATION RECEIVED Verbal, Post, e-mail and telephone**

Response from SPCA regarding the annual subscription confirming that the amount has remained unchanged for 3 years and includes NALCs fees.

Response from Cllr Beech thanking us for the welcome she received from us and expressing her intention to attend our next meeting (received before the COVID-19 lockdown)

Action; Clerk to forward minutes of this meeting to County Cllr Jessel and Borough Councillor Beech and invite them to May's meeting.

A replacement invoice has been received for electrical work carried out to the church in December addressed to Newborough Parish Council to enable the VAT to be reclaimed. The original cheque for £100 has been destroyed. A payment of £114 will be made to PCC, the Parish Council will reclaim the £14 VAT.

Notification of the cancellation of Best Kept Village Competition

Request received from Naomi Browne of the Duchy of Lancaster for local COVID-19 lockdown advice for their tenants who may be isolated. Naomi also offered to assist the community if we needed anything.

Action; Clerk to ensure that Naomi is aware of the contact details for Newborough's volunteer operation and has forwarded them to any vulnerable Duchy tenants.

List of assets received from Cllr Instone

- **COMMUNICATIONS SENT**

Parish Clerk sent a request for a quote for an inspection of the PlayPark to Ludus Leisure – no reply

Parish Clerk contacted Alan Topliss to arrange end of year internal audit. This is likely to be delayed by the lockdown arrangements.

Grass cutting rebate has been claimed from SCC

- **MISCELLANEOUS FOR ATTENTION OF PARISH COUNCIL**

The HSBC have unfortunately mislaid our new updated mandate (together with the internet banking paperwork) and have supplied new blank ones for completion. This will be presented for signatures at the next face to face meeting.

The Meynell Cricket Club have completed the contract and provided a security cheque for the use of the village marquee from Wed 2nd September 2020 to Sunday 6th September 2020 for the Chairman's CXI event.

The Playpark has been closed in line with the COVID-19 government guidelines

A sealed envelope containing Parish Council passwords has been lodged with the Chairman for use in case of emergency.

FINANCE

6 x online payments to be presented at the April Meeting for approval

<u>Clerk's Remuneration (OLP)</u>	
Salary	£344.59
Home office allowance	£ 17.33
Total	£361.92
<u>Staffordshire Parish Council Association</u>	
Annual Subscription inc NALC	£ 157.00
Newborough PCC	£ 88.75
Hall Hire and Lighting	
Newborough PCC	£114.00
Electrical/Christmas Lights (inc VAT) - A replacement of cheque no. 100986	
JB Gardening Services	£193.75
Grass Cutting (1)	£277.50
General Maintenance	
Total Payments to be signed in April	£1192.92

Bank Balances as at 6th March 2020

Current Account	£ 2,509.75
Reserve Account	£ 28,416.02
Grants Account	£ 1,513.61
TOTAL	£ 32,439.38

15. COUNCILLORS REPORT

Cllr Gill reported that as a result of the recent floods the bench in the park had been washed across to the main gate and caused damage. Cllr Gill and James Bullock will look to resolve the problem.

Cllr Gill reported that the small posts around Yoxall Road bench are rotting and need removing and/or replacing. Again he will ask James for his assistance.

Cllr Gill reported that Jon Sellick from the Duchy was still working on the maintenance issue of the lane at the end of Elton Close. And that SCC are still looking at the problem of the rubble washed down the lane into Elton Close.

Cllr Gill reported that we are still waiting on drawings of the proposed 'Red Lion junction' layout, and are awaiting news on speed measurement devices at the cross road junction.

We are also awaiting SCC Highways inspection of hedges in the village, this will likely happen after the lockdown has been released.

It was considered that the virtual meeting was a success and agreed that May's meeting should take place on Skype or a similar platform and that the Annual Parish Meeting would be cancelled.

Action; Clerk to advise parishioners via the village website.

Meeting closed at 8:30pm

Date of the Next Meeting: 7.30pm on Monday 4th May 2020

Parish Council Information can be found on the internet at - <https://www.newboroughvillage.co.uk>