

Minutes of the Annual Meeting of the Newborough Parish Council, held via Zoom video call	Tuesday 4 th May at 7.30pm
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Present;

Councillors	Cllr Waite; Cllr Gill; Cllr Sherwood; Cllr Bullingham; Cllr Fernyhough; Cllr Williams
Also present	C Holmes

1. ELECTION OF CHAIRMAN & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Waite asked if anybody would like to undertake the job.
Cllr Bullingham proposed Cllr Waite, seconded by Cllr Gill.

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

Cllr Waite proposed Cllr Gill seconded by Cllr Bullingham

3. APOLOGIES FOR ABSENCE

None

4. DECLARATIONS OF INTEREST

None

5. COUNCILLOR CO-OPTION

Cllr Waite welcomed Nick Clarke and asked him to introduce himself.
Mr Clarke explained that he felt comfortable in the village and wants to contribute to the village in the best way he can.
Cllr Gill wanted to understand Mr Clarke's previous working life and how that could support his work as a Cllr.
Mr Clarke explains that he has worked with young people as a career adviser allowing people to make well informed decisions for themselves and is happy working as a team.
Cllr Waite explained that it was Mr Clarke who started the volunteer group in and around the pandemic.
Cllr Waite proposed to co-opt Mr Nick Clarke, seconded by Cllr Fernyhough and all in favour.

6. CHAIRMAN OPENING REMARKS

Reports already undertaken in APM meeting

7. PUBLIC FORUM

No parishioners present

8. COUNTY AND BOROUGH COUNCILLORS' REPORTS

Reports already undertaken in APM meeting

9. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 12TH APRIL 2021

Remove Cllr Instone from attendees due to error made. 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

None

11. REVIEW PLANNING APPLICATIONS

Planning number	Premises	Planning requested	Decision
P/2020/00717	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)	Registered
P/2020/01432	Hollybush Hall, Hollybush Road, Newborough, DE13 8SF	Retention of storage buildings and workshop	Registered
P/2020/01447	Hollybush Hall Hollybush Road Newborough DE13 8SF	Retention of equestrian lunging arena and access	Approved
P/2020/01418	Poplars Farm Yoxall Road Newborough DE13 8SU	Conversion of existing farm house and piano barn from dwellings to Class C2 home for children in care and conversion of existing barn including alterations to the front elevation from storage to office and gym for staff	Approved
P/2021/00136	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	Registered
P/2021/00174	Beech Cottage, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Erection of a one and half storey side extension	Approved
P/2021/00250	Birchwood Kennels, Bow Meadow Lane, Newborough End, Newborough, DE13 8SR	Conversion and alterations to outbuilding to form a dwelling including raising of ridge height and associated demolition of several outbuildings	Registered

P/2021/00313	Lawley Cottage, Newborough End, Newborough, Staffordshire, DE13 8SR	Conversion of part of existing garage to form an annexe ancillary to the main dwelling house, alterations to existing garage to include rendering to all elevations, alterations to windows and doors on the side and rear elevations, additional door to the side elevation, additional windows to the front elevation and installation of rooflights to the front roofslope.	Registered
No comments			

12. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

The council voted to accept the internal auditors report.
The annual governance reports and the account statement have been completed, accepted and are ready for signature. All agreed.
The Chairman congratulated the Clerk on this result which is an exceptional achievement after having been in post for such a short time.
Action: Clerk to organise signing of the documents, completion, and publishing of the accounts

13. CLERKS REPORT

• **CORRESPONDENCE & ONGOING MATTERS**

Review of government advice in relation to face to face meetings as no meeting will now take place in June.

Fairview tree inspection completed 26th April 2021. Awaiting quote for work to be completed

Facebook page created and now live. As at 30th April we have 36 post engagement, 13 likes of the page and 16 followers. This has resulted in 2 people visiting the website from the page.

No further updates on the dog poo bin, will continue to chase.

Diane Dolling happy to donate the Newborough Stones. Concerned about the impact of the weather so may need to be treated

Asbestos dumped in the outskirts of the village which was removed by ESBC.

AGAR meeting passed.

In correspondence with Cllr Jessell with regards to potential Horse & Rider signs

Diarised review of Asset Register to July 2021.

In contact with ESBC in regards to a larger bin in the play park.

Correspondence in relation to Harvey Girls/Dads4Dads charity donation. Clerk to advise that NPC will not contribute. Collating Register of Interests for 2021 – Thank you to Bethan, John, Paul & June for the speedy return.

Action; Clerk to remove June meeting from website

Clerk to liaise with Cllr Bullingham to contact the Duchy for funding for Horse & Rider Signs

Cllr Clarke to undertake Asset Register & Clerk to input on Parish Online

Clerk to ask for larger bin in the playpark

- **FINANCE**

Review budget tracker

6 online payment for May			
Clerk's remuneration	Salary	£354.99	£380.99
	Home office allowance	£26.00	
Toplis Associates Ltd	2021 AGAR Audit	£138	£138
Came & Co	Local Council Scheme Insurance	£985.22	£985.22
Fairview Arborists	Tree Survey	£150	£150
James Bullock	2 hours x £16	£32	£32
James Bullock	Grass Cutting	£207	£207
		TOTAL	£1893.21

All approved.

Action; Clerk to make payments as soon as possible

14. COUNCILLORS REPORTS

Cllr Bullingham discussed the finger posts and putting them on hold whilst working on the highways project.

Concerned that replacement of plastic posts could cost a great deal of money if they are to become wooden posts. Suggested only changing those that are of immediate concern on the main road. Cllr Bullingham wants to ensure that all the village is represented.

Cllr Bullingham. Cllr Bullingham approached a parishioner to ask if she could help with the 'History of Newborough board'. Cllr Waite agrees that this would be a lovely idea. All in agreement to look at possible costings.

Cllr Waite discussed a possible wild-flower meadow on the way into the village. Cllr Gill explained that this would be good also for stopping parking. Cllr Fernyhough wanted to highlight that area is for speed watch.

Cllr Fernyhough discussed the possibility of making Elton Close a one way street in conjunction with the current highway plans.

Action; Cllr Bullingham to get costings and review how many wooden posts are needed.
Cllr Bullingham to look at possible costings for Village History Board & to contact Parishioner about content. Cllr Waite to discuss with an artist.
Cllr Waite to get costings for some possible wild flowers. Cllr Clarke to undertake some research to ensure this is cost effective and low maintenance.

Meeting closed at 21.26 pm

Date of the Next Meeting: 7.30pm on 5th July

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