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| Minutes of the Newborough Parish Council Meeting, held at the Jubilee Room, All Saints Church, Newborough. | Monday 3 rd February 2020 at 7.30pm. |
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Present;

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| Councillors | Cllr Waite; Cllr Gill; Cllr Bullingham; Cllr Sherwood |
| Also Present | D Dolling; |

1. APOLOGIES FOR ABSENCE

Cllr Williams; Cllr Bell; Cllr Instone; County Cllr Julia Jessel;

2. DECLARATIONS OF INTEREST

None

3. CHAIRMAN'S OPENING REMARKS

Cllr Waite gave apologies for the next meeting on March 2nd

4. PUBLIC FORUM

No public were present at the meeting

5. COUNTY AND BOROUGH COUNCILLORS' REPORTS

None

6. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 6th JANUARY 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

Following a mention on Newborough News we still have no interest in the unused ink cartridges, it was agreed they should be advertised on ebay.

Action; Cllr Waite to list cartridges on ebay

An inspection should be undertaken by the Highways Department of Staffordshire County Council to ensure road safety with regard to possible obstructions by vegetation within the village.

Action; Cllr Gill to contact the SCC

Inconsiderate parking is a problem within the village. Clerk to chase PC Lymer to check the progress of Police patrols and chase parking notices that were offered in the January meeting

Action; Clerk to contact PC Lymer

8. PLANNING APPLICATIONS

P2019/00368 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 – **registered**

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 – **registered**

P/2019/01434 - The Villa Duffield Lane Newborough Staffordshire DE13 8SH, Partial demolition of existing single storey lean to to facilitate the erection of a single storey rear extension, alterations to the existing conservatory roof and conversion of detached garage to form an annexe including installation of roof lights and a dormer – **approved**

P/2019/01478 - Chantry View Farm Moat Lane Newborough Staffordshire DE13 8SS - Erection of a detached building to form grain store **NPC concerns expressed.- registered**

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 – **Registered**

Application P/2019/01467 supported by the Parish Council

Action; Clerk to advise the Planning Officer of the Council's support

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 – **Registered**

Application P/2019/01474 supported by the Parish Council

Action; Clerk to advise the Planning Officer of the Council's support

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 – **Registered**

Application P/2019/01538 supported by the Parish Council

Action; Clerk to advise the Planning Officer of the Council's support

P/2019/01557 - Land Corner of Yoxall Road and Dark Lane Newborough DE13 8SB - Substitution of house type for Plot 4 – **Registered**

Application P/2019/01557 – Parish Council observes that the original application was for a property sympathetic with elderly residents, the substitution does not appear to be.

Action; Clerk to advise the Planning Officer of the Council's comments

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 - **Registered**

Application P/2019/01561 does not appear to cover the change of window on the ground floor, and holiday let appears to include kitchen on ground floor.

Action; Clerk to advise the Planning Officer of the Council's comments

9. VILLAGE PARKING

Following parishioners concerns regarding parking in Squirrels Corner and matters relating to the restrictive covenants in place on these properties, it was noted that the Parish Council has no rights to act on any possible contraventions of the covenants.

Action; Clerk to advise parishioners that the Parish Council has no rights to act in this matter

10. DOG FOULING

This has again been reported to the Parish Council, it will be published in Newborough News and parishioners will be asked to be vigilant.

Action; Cllr Waite to add to Newborough News.

11. HEALTH AND SAFETY INSPECTION OF PLAY PARK

An annual inspection and Health and Safety review of the play park is undertaken by an external company, Wicksteed, every year in March. In between times regular inspections by Councillors take place.

12. REVIEW OF ASSET REGISTER

It was suggested that Well Dressing assets should be added to the register.

Action; Cllr Sherwood to forward details of Well Dressing assets to Cllr Instone for inclusion in the register

Action; Clerk to add item to March's agenda.

13. CHRISTMAS LIGHTS

Following a recent check all the Christmas lights were seen to be working. It was mentioned that although there was no evidence that the church's power issues were caused by the lights as a goodwill gesture Newborough PCC would be paid an amount of £100 as previously agreed. Councillor responsibility for the Christmas Lights will be addressed in September when it becomes relevant.

Action; Clerk forward cheque to Newborough PCC on production of an invoice.

Action; Clerk to remove Christmas Lights from existing Cllr responsibilities and include it on the Agenda for September.

14. CLERK'S REPORT TO INCLUDE FINANCE & CORRESPONDENCE

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

Parishioner emailed concerns about speeding on Hollybush Road – *to be addressed by Speedwatch*

Parishioner emailed concerns about parking in Squirrels Corner – *Agenda Item 9*

Parishioner emailed concerns about cars left to idle outside the school contributing to pollution – *action taken to communicate issue to parents via the school.*

Confirmation received from BT that the telephone kiosk in the village will be retained.

- **COMMUNICATIONS SENT**

Communication sent to parishioners regarding hedge maintenance.

- **MISCELLANEOUS FOR ATTENTION OF PARISH COUNCIL**

Parish precept has been claimed.

New Councillor training has been booked for Cllr Williams

Defibrillator training will take place on 12th February 12 o'clock at the Coffee Shop

- **ITEMS FROM CLERK'S CALENDAR**

Review of Health & Safety requirements to include Risk Assessments – Playpark (*Agenda Item 11*)

Review of Parish Records for archiving or disposal – There is an amount of paperwork relating to previous years that requires sorting, destroying and archiving.

Action; Clerk to investigate document retention policies and forward details to Cllrs Waite and Bullingham.

Finance

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| Clerk's remuneration | £344.59 |
| Home office allowance | £ 17.33 |
| Mileage | £ 19.20 |
| Stationery | £ 50.98 |
| Total | £432.10 |
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| SPCA – Clerk Induction Training | £ 40.00 |
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| Total Payments to be signed in February | £472.10 |

Bank Balances as at 6th January 2020

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|-----------------|-------------|
| Current Account | £ 3,839.63 |
| Reserve Account | £ 28,401.76 |
| Grants Accounts | £ 1,513.11 |

TOTAL BANK BALANCES **£33,754.50**

15. COUNCILLORS REPORT

Severn Trent Community Fund is currently offering grants to support local projects. It is unclear as to whether they could assist with provision of speed signs in the village.

Action; Cllr Sherwood to investigate conditions

The trimming of the school hedge, which poses a problem for pushchair and wheelchair users was discussed.

Action; Cllr Waite to contact school to discuss this matter

The Council has been in discussion with the Highways Dept at Staffs County Council regarding changes that could be made to improve safety and parking in the village. We are awaiting an update from them.

Action; Cllr Gill to chase Highways Dept.

We are still to see the Staffordshire County Council Libraries Service reinstated in the village. County Cllr Jessel has offered to arrange a meeting with Alan Medway from SCC to attempt to move the matter forward.

Action; Clerk to reply to County Cllr Jessel to accept her offer of assistance.

It was noted with gratitude that a group of parishioners led by Fiona Pickett will be out litter picking in the village this weekend. (8th Feb). Thanks were also registered to Adrian and Gill Forbes for their recent work on Hollybush Road.

East Staffordshire Borough Council are currently reviewing the ward boundaries and requested the Parish Council's input. It was agreed that Yoxall, Hoar Cross & Newborough was still considered to be the area that Newborough identifies with.

Action; Cllr Waite to respond to ESBC on the matter of ward boundaries.

Meeting closed at 8:50pm

Date of the Next Meeting: 7.30pm on Monday the 2nd March 2020

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