

Minutes of the Newborough Parish Council Meeting, held via Zoom video call	Monday 5 th October 2020 at 7.30pm.
---	---

Present;

Councillors	Cllr Waite; Cllr Gill; Cllr Sherwood; Cllr Bell; Cllr Bullingham; Cllr Williams
Also Present	D Dolling; 2 parishioners

1. APOLOGIES FOR ABSENCE

Cllr Instone

2. DECLARATIONS OF INTEREST

None

3. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members of the public and Councillors to the meeting. She expressed thanks to former councillor Deanne Bell for all the hard work and enthusiasm she brought to the role of Councillor and expressed sadness in losing her from the Parish Council.

4. PUBLIC FORUM

No comments

5. COUNTY AND BOROUGH COUNCILLORS' REPORTS

None

6. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 7th SEPTEMBER 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

<p>3. The Personal Trainer will approach the Council in Spring if she has a requirement for use of the Park or Green</p> <p>11. The amended Standing Orders were approved with thanks to Cllrs Bullingham & Williams Action; Clerk to make amendments and upload to website</p> <p>12. Risk assessment is to be completed with detail around requirement for tree surveys. i.e. Professional survey to be carried out once every 3 years. Visual survey to be carried out by Councillor annually or after heavy storms. Action; Clerk to make amendments to risk assessment and circulate to Councillors for approval before uploading to website</p> <p>14. Village Pebbles are with the clerk for renovation. It was agreed that they should be placed on the island, possibly held in place with glue. Action; Cllr Gill to investigate glues available for this purpose.</p>

8. PLANNING APPLICATIONS

Planning number	Premises	Planning requested	Decision
P/2020/00494	Duffield House, Duffield Lane, Newborough, Staffordshire, DE13 8SH	Overall crown reduction by up to 2 metres of 1 Cedar tree and crown reduction in height by up to 2 metres of 1 Conifer tree.	Registered

P/2020/00645	Easons Farm Duffield Lane Newborough Staffordshire DE13 8SH	Erection of a part two storey, part single storey rear extension, erection of a first floor balcony and repositioning of existing oil tank.	Registered
P/2020/00478	Whitehall Bank Farm, Forest Road, Draycott In The Clay, DE6 5HD	Change of use of agricultural land to domestic, existing barn to garage including alterations, installation of a septic tank and formation of new vehicular access	Registered
P/2020/00655	Land corner of Yoxall Road and Dark Lane Newborough	Substitution of house type for Plot 4 (revised scheme)	Approved
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/2020/00968	Fairfield, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Crown reduction by up to 30% of 1 Silver Birch tree	Registered
P/2020/00968 is the only new application. Noted without comment.			

9. RIVERBANK PARK INSPECTION REPORT AND COUNCILLORS FOLLOW UP REPORT

Following the official Wicksteed report, Cllrs Instone & Gill made a councillors Inspection of their findings. James Bullock will provide some costings for the areas they reported as requiring attention. The zipwire needs specialist maintenance, the clerk has contacted the supplier Ludus Leisure for a quote.

Action; Clerk to chase Ludus for their quote for maintenance to the zipwire.

Action; Clerk to approach Jon Sellick from the Duchy of Lancaster to discuss the process for applying for a possible grant to assist with the maintenance work involved.

Update; Ludus chased and Kompan have also been approached for a quote

10. CHRISTMAS LIGHTS – ASSIGN COUNCILLOR RESPONSIBILITY

Action; Clerk to add to November agenda

11. CONSIDER RE-APPROVAL OF BACS/ONLINE PAYMENTS

Action; Clerk to provide quarterly banking detail to Cllr Instone for July – Sept to make a check of the reconciliation, then add this item to November's agenda.

12. CONSIDER A WILD FLOWER MEADOW AT THE REAR OF DUFFIELD GREEN

This item requires input from someone with gardening expertise.

Action; Clerk add to November agenda for discussion with a wider council

13. PROBLEM CAR PARKING IN THE VILLAGE

A parishioner has complained about regular car parking on the junction of Elton Close and Duffield Lane creating a danger to road users. SCC currently have this situation in hand.

14. PUBLIC FOOTPATHS

It was agreed that details of SCC Rights of Way reporting portal be displayed on the village map at the entrance to the Churchyard.

Action; Clerk to investigate access to the village map notice board and add the notice.

15. BUILDINGS AT HOLLYBUSH HALL

This item is ongoing with the ESBC Planning Department.

Action; To assist with the progression of this matter Clerk to pass contact details of the estate manager to the ESBC Planning Manager.

16. VILLAGE PROJECTS

The Council gave consideration to the SCC drawings for amendments to the central village road layout. Arrangements are in hand for Lisa Hall, Julia Jessel and two members of the design team to attend a site meeting with Cllrs Bullingham & Gill to discuss the plans, in particular to consider the subject of parking.

17. VILLAGE WELL

James Bullock and Cllr Gill are looking at ways to reduce necessary maintenance to the main village well.

Action; Cllr Gill will continue monitor

18. HEDGES

SCC are currently dealing with this matter.

19. DRAFT LETTER RE RIPARIAN OWNERS

This has been submitted to SCC for approval to be sent out to riparian owners.

Action; Clerk to circulate final draft of letter

20. TREE MAINTENANCE

The Parish Council is responsible for the safety of the trees on their land, namely Riverbank Playpark and Duffield Green. It was agreed that a reasonable frequency for review is every 3 years for a professional survey and then an annually review by a Councillor in addition to reviews following storms.

Action; Clerk to source a tree surveyor and circulate costs for Council consideration. Clerk to add to the November agenda with a view to assign Councillor responsibility for surveys.

21. EVELYN KEMP MEMORIAL

Evelyn lived in the village nearly all of her life, contributing greatly to the community, it was agreed that it would be fitting for a memorial to be placed in Riverbank Park especially as she has helped with the park fundraising. A tree was decided upon, maybe a twisted hazel or fig tree.

Action; Clerk to research supplier and costs for a suitable tree and appropriate plaque.

22. COUNCILLOR VACANCY

The Council are looking to co-opt to fill the vacancy left by Cllr Bell's resignation.

23. CLERK'S REPORT TO INCLUDE FINANCE & CORRESPONDENCE

COMMUNICATIONS

Invoice for £290.17 has been raised to SCC for the half yearly grass cutting rebate.

Hollybush Hall have replaced the fence between their property and the PlayPark at their expense. James Bullock has agreed to stain it.

A Parish Online map has been added to the village website.

Action: Clerk to create a new page on the website for the parish map

Information has been obtained from ESBC and SCC regarding frequency of street and drain cleaning. It was suggested that the frequency of drain cleaning in the Parish does not correspond with the advice on the SCC website.

Action; Cllr Gill will raise this with Sam Griffiths from SCC Highways

Clerk has investigated the cost of Microsoft Office 365 for the PC laptop; £59.99 annually or £5.99 per month. It was agreed that an annual subscription should be purchased.

Action; Clerk to arrange purchase and installation of Microsoft Office 365

Correspondence received from SCC regarding 'Additional Investment in Community Highway Issues', they have requested additional grass cutting on behalf of SCC. It was agreed that the Parish Council would further assist with grass cutting in the village. Correspondence from SCC detailing the areas involved is awaited.

The draft riparian owners letter has been sent to SCC for their consideration

2 volunteers are undertaking Speedwatch training on Thursday 8th October with a view to joining the Speedwatch team.

It is noted that the HSBC Money Manager Savings Rate has reduced from 0.19% to 0.01%

A training course 'How to make effective representations to planning applications' is available from SPCA. The cost is £30 (max 2 per Council), there is £15 available in the budget.

Action; Clerk to book 2 places on the course

Update, the course is fully booked. More dates will be announced for 2021.

Action; Clerk to increase training budget for next year

- **FINANCE**

8 online payments for September			
Clerk's remuneration	Salary (inc backpay 4mths x £11.09)	£420.84	£446.84
	Home office allowance	£26.00	
Barrie Gill	Laithwaites Wine – Gift in thanks for village storage	£107.88	£107.88
Parish Online	One Year subscription	£54.00	£54.00
Newborough PCC	Hall Hire and Lighting	£88.75	88.75
Bethan Waite	Partial reimbursement of Zoom fees May-Sept 2020	£12.00	£ 12.00
James Bullock	2 x grass cuts	£387.50	£387.50

James Bullock	Maintenance	£75.00	£75.00
SPCA	Course Fee	£25.00	£25.00
		TOTAL	£1196.97

All the above payments were approved by the Council

Action; Clerk to make payments as soon as possible.

- **Bank Balances as at 30th September 2020**

Current Account	81532863	£	1,411.27
Reserve Account	81532871	£	38,423.97
Grant Account	21738224	£	1,514.35
TOTAL		£	41,349.59

24. COUNCILLORS REPORTS

Cllr Gill advised that a gift of wine to thank the Bendalls for the storage of parish items has been purchased and delivered

Cllr Sherwood advised that the Well Dressing team had been contacted and he was awaiting responses. It was suggested that due to the pandemic it was unlikely that the event would take place in 2021. With this in mind it was agreed that no action would be taken until the new year

Cllr Waite has concerns around speeding traffic in both Hollybush Road and Yoxall Road. It was agreed that Speedwatch activities should take place in these two areas of the village.

Action; Clerk to contact Deanne to ask if safety concerns allow Speedwatch to take place on Yoxall Road.

Meeting closed at 9pm

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

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