



Newton and Biggin Parish Council

Minutes of the meeting held on Thursday 13th September 2018 at 7.30pm in Newton Village Hall

1. Present. I. Davis, A. Davis, F. Preston, R. Crane, CC A. Warwick, BC L. Hunt and 2 members of the public.
2. There were no apologies.
3. There were no declarations of interest.
4. The resignation of Chairman Dave Carter due to ill health was noted.
5. Election of new Chairman. It was proposed by RC and seconded by FP that Ian Davis be elected chairman. It was unanimously agreed and he signed the Declaration of Acceptance of Office form which was then signed by the clerk. ID agreed to write a letter on behalf of the Parish Council thanking Dave Carter for all his work and support over the years. AW and LH asked to be included in this.
6. There was now a vacancy on the Parish Council. A notice had been placed in the noticeboard asking if anyone wanted an election to contact RBC, RBC had confirmed that this had not been requested so the vacancy could be filled by co-option. Vanessa Goulborn had emailed the chairman expressing an interest in being co-opted onto the Parish Council. It was proposed by the Chairman and seconded by FP that Vanessa Goulborn be co-opted onto the Parish Council. She was not present to fill in the Declaration of Acceptance of Office and Pecuniary Interests forms which could be done at a later date.
7. The clerk had handed in her resignation but was still working until a new clerk was appointed or the period of notice finished (3 months). 3 applications had been received and interviews would be conducted the following week by Cllr. R. Crane and John Crossling from WALC. It was hoped the new appointment would be made before the next meeting and the retiring clerk had agreed to carry out a handover prior to this. The retiring clerk was thanked for stepping in to help the Parish Council out after it fell into difficulties due to 2 clerks leaving in succession.
8. Litterbin at 5 Arches Wildlife site. FP had requested this at the last meeting but he now felt it might not be necessary as it was being emptied every week and there didn't seem to be a need. ID had contacted RBC about this and they were reviewing the situation but also felt there might not be a need.
9. It was agreed a payment of £40 would be drawn up for the Information Commissioners Office. This would need to be paid annually to protect the Parish Council.
10. The clerk apologised for making the mistake of only reading one part of quote from eon for replacement street lights for The Leys. She had cancelled the order made after the last meeting until it could be discussed by the Parish Council.
The quote from eon was £2,500 + vat for the hockey stick lantern
WCC £2,200 + vat but they do not supply hockey stick lanterns.

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Hi – lite £1,970 + vat but not for the hockey stick style lantern

It was agreed to go with the quote from e.on even though it was the highest quote as it was for the hockey stick type lantern. The clerk was instructed to place the order.

11. The Emergency Plan update was handed over to the chairman to complete. It was agreed a new representative on this would not be appointed until the new parish councillor able to attend.
12. GDPR – RC and FP had met in the Village Hall to go through the documents in the filing cabinet. All receipts and previous minutes and anything of significance had been kept. It was agreed these could be stored at the County Records Office. AW offered to take them there. It was agreed they would be boxed up ready for AW to take at the next meeting.
13. A public meeting had been arranged for 20th September 2018 at 7.30pm in Newton Village Hall to see the views and requirements of the village with regards Community Transport. Jude Henderson from WRCC would be there. ID outlined the work WRCC do with their bus.
This could be discussed at the next meeting when the views of the residents of Newton known.
Both AW and LH would be unable to attend the meeting on the 20th.
14. The Village Hall update. FR reported he had been in contact with a solicitor in Leamington to ascertain who owns the Village Hall, it was in hand to get it registered. It is currently held on title deeds. The fee would be £350 + other fees + disbursement.
A plaque to go on the Village Hall outside wall to commemorate those who died in both World Wars had been commissioned and it was hoped would be in place in time for Remembrance Day. FP and Rosemary had organised a Remembrance Service for this.
15. Townlands Allotments update.
It had been agreed at the last meeting that the Solicitor could be asked about the ownership of the Allotments land to protect it. Historically it was established in 1757 when the enclosure Act formed and believed to be the 2nd oldest in the Country but had no enclosure map although on the 1885 survey it showed just over 2 acres which ties up with the previous list. This was ongoing. LH recommended this land be registered for its own protection.
16. St. Thomas Cross junction
At the last meeting there was considerable public interest in the junction and various suggestions were made relating to possible improvements. AW had reported on a series of short term measures that he had agreed with WCC. The Parish Council resolved to support these and in addition to call for a Stop sign, a 40 mph limit on Newton Manor Lane and rumble strips. In addition the problems experienced by pedestrians were noted.



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AW confirmed that the short term measures (improvements to the white lining, an advance warning sign on Newton Manor Lane and cutting back of vegetation) had now been carried out.

He had arranged a site meeting attended by himself, Parish Councillor and Jo Edwards (Highway Safety Officer AT WCC) to discuss the other proposals suggested by the Parish Council. Ms Edwards had explained that WCC do not install rumble strips in proximity to buildings and that the requirements for Stop signage and 40 mph limits were not met. In addition she rejected the installation of a pedestrian crossing facility due to the small number of pedestrian movements and the impossibility of installing a crossing immediately next to a junction. The Parish Council thanked AW for his efforts and resolved to continue to press WCC to maintain up to date traffic data for the junction with a view to accessing the DIRFT III 'improvement pot' when it became available as the site develops.

AW and LH agreed to support the Parish Council on this.

17. Superfast broadband

LH reported that on 25/9/18 they were doing final live to live checks. It will take around 2 weeks before the service can be ordered. Then it was up to residents to order a service from their chosen ISP. They were urged to do this before Lioncourt houses purchased and inhabited.

18. The information pack for new residents of Newton was still in hand.

19. Planning

- a) R18/1365 resubmission of erection of 2 detached 2 storey dwellings with ancillary car parking and creation of a new vehicular access (resubmission of previously refused planning application R18/0163. The Parish Council had made the same comments about the garages not being converted to dwellings and the parking to have 2 off street parking spaces for each house.
- b) R18/1331 Richard Utley Ltd, Unit 8 Europark. Demolition of existing warehouse. Partial demolition of existing offices. Erection of new warehouse building incorporating existing offices as existing office element of the building are proposed to be demolished. There were no observations.
- c) R18/1559 20A Little London Lane. Erection of single storey rear extension. There were no observations.

20. The animal trough that had been left by the bus shelter had been removed by the farmer to another field. The planter by the bus shelter was in need of repair/replacement. FP agreed to have a look to see if it could be repaired.

21. Lioncourt development – amendment to public open space arrangements. DC before retiring as chairman had noticed on the plans that a gap between 2 properties that lead to a field would not be adopted by the Parish Council but kept by Johnny Foxon the former owner of the field. He had agreed to maintain this area himself and does not want the Parish Council to have it maintained by its contractor when the time comes.



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22. Outcome of external audit. The clerk had been asked a few questions in August by the External Auditors. These had been answered and circulated to members. The completed audit had not yet been received as it was awaiting a final review by an engagement leader. But there were no new developments.
It was agreed that an M & S voucher would be purchased by the Chairman for Sarah Palmer who had carried out the Internal Audit and had not charged for her services.

23. Financial report

After bills to be raised at the meeting there would be £33,406.61 left in the bank account. The clerk pointed out it seemed high but the Parish Council needed to bear in mind that the replacement street lights would cost £2,500 + vat, the memorial plaque would cost £1,800, the Solicitors fees for the Village Hall allotments would need to be paid as well as the 5 Arches project and any improvements to the Village Hall.

24. Bill for payment.

Web consulting, IT	11.00
Butterfly conservation, seeds 5 Arches project	870.00
Eon, electric July and August	56.40
Heather Miles, Clerk July and August + office	383.52
Forestry Landscaping Ltd, 5 Arches project	2,052.30
Information Commissioners Office	<u>40.00</u>
	3,413.22

25. The minutes of the meeting held on 12th July 2018 were approved and signed by the Chairman.

26. There were no matters arising from the minutes.

27. The date of the next meeting would be arranged when the new clerk appointed and the new Parish Councillor available.

28. Items to be included on the next agenda.

- Clifton and Newton Joint Burial Committee would be asking for a grant. This would need to be put in writing and submitted to the Parish Council.
- Any other items could be forward to the clerk before the next meeting.

There being no further business the Chairman declared the meeting closed at 8.25pm.

Chairman

Date