



Newton and Biggin Parish Council

Minutes of the Annual Council meeting held on Thursday 17th May 2018 at 7.30pm in Newton Village Hall

1. It was proposed by Ian Davis and seconded by Frank Preston and unanimously agreed that Dave Carter be appointed Chairman. He signed the Declaration of interest and the clerk signed it too.
2. It was proposed by Dave Carter and seconded by Rick Crane and unanimously agreed that Ian Davis be appointed Vice-Chair.
3. Present. D. Carter (Chair), I. Davis (Vice Chair), F. Preston, A. Davis, R. Crane, L. Hunt (BC), PCSO Sharon Bailie Crabtree, 2 members of the public and Jude Henderson of WRCC.
4. Apologies. None.
5. There were no declarations of interest.
6. Item 10 from the agenda was brought forward so that Jude Henderson from WRCC could give her presentation. She outlined the history of the organisation and the bus service they provide which desperately needs volunteer drivers. It was agreed that:

A meeting could be arranged by AW between himself, Andy Stokes, Jude and some parish councillors from around mid June.

We could ask Newton residents what sort of service they would like.

Tuesday teas in Clifton, Bacon butties on a Wednesday in Newton, notices in the TMH and Clifton church could all be used to spread the word and find out if a joined up scheme could be provided for more than one village.

Jude Henderson was thanked for coming.

7. A new agenda item was created so that PCSO Sharon Bailie Crabtree could address the meeting. The police were aware of a spate of cars being targeted where the car doors were tried and if unlocked money stolen from inside but nothing else taken. The CCTV footage was not showing clear enough facial imaging but the offenders were thought to be known and needed to be caught in the act. Incidents in Newton were discussed and CCTV footage was available from one resident of a car window being broken. People were encouraged to report any incidents as that would lead to more resources being made available to help catch the criminals. Sharon was thanked for attending the meeting.
8. The minutes of the meeting held on 15th March 2018 were approved as being a true record and signed by the Chairman.
9. Matters arising – the litter pick had been very successful.
10. Appointment of Committee/miscellaneous representatives.

Burial Committee – FP and RC

Charities – AD

Allotments – RC

Emergencies – DC and ID

Village Hall – FP



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11. Planning

- A) R18/0166 Stag and Pheasant pub. Listed consent for external alterations to the existing buildings.
- B) R18/0165 Stag and Pheasant pub. Permission granted for external alterations together with change of use of the existing residential annex to provide guest accommodation.
- C) R18/0163 The Stag and Pheasant – 2 detached 2 storey dwellings refused.
- D) Town and country planning Act 1990 Sec 257 Diversion of part of part of footpath R103 Rugby.
- E) R18/0468 Cotesbach Game Ltd, Coton Farm, Newton Lane – redevelopment and modernisation of existing farm including demolition of existing buildings and the relay of access and hardstanding. Conversion of existing buildings to 3 new rural workers dwellings with associated parking, turning and amenity space. The following observation was sent out of meeting.

We have no objection, subject to

1. The occupation of the new dwellings shall be restricted to persons (and their families) wholly employed on site at Coton Farm.
2. The site shall not be operated other than between the hours of 07.00 - 22.00 Monday to Saturday nor at any time on Sundays or Bank Holiday.
3. Any external lighting shall be positioned and hooded such that no light is spilled from the site.
4. There shall be no vehicular access to the site, except for private cars, other than directly to and from the A5 and no commercial vehicles shall be routed via Newton village.
5. Measures shall be taken by the applicant to ensure that the adjacent highway is kept permanently free of mud or other detritus from the site.
6. No machinery shall be installed or operated on the site without the LPA first having given its approval to noise surveys and any mitigation measures arising therefrom.

Reasons

- 1 The site lies in open countryside.
- 2,3 and 6 in the interest of the amenities of neighbours.
- 4 in the interest of highway safety and the amenity of Newton residents.
- 5 in the interest of highway safety.
12. GDPR and privacy policy. This had been drawn up by DC and circulated prior to the meeting. This was adopted. DC agreed to attach the privacy policy to the website.
13. The self assessment of Parish Councils. The clerk agreed to amalgamate the results. This could be discussed if members met before the next meeting. To be an agenda item at the next meeting.
14. Insurance renewal

Quotes from Came and Co (current provider) 447.62 for a 3 year agreement inc 50.00 handling fee
Hiscox 822.15



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Ecclesiastical 918.37

Zurich 426.35 for 3 year agreement but the clerk was not sure if this included a handling fee. It was agreed the clerk would query this and ask Came and Co. if they could match the price and a cheque would be raised out of meeting.

15. 3 quotes had been received for street lights at The Leys. They were

Hi-lite - 560.00 + VAT

WCC - 2,200.00 + VAT

e.on - 2,148.00 + VAT

The clerk agreed to double check that the same spec was included in all quotes. To be an agenda item at the next meeting.

16. Arrangements for opening the 5 Arches Wildlife site. ID updated members on how things were progressing there. A dry path going down where the board walks broken in the wetland area. Plenty of volunteers up there planting seeds. It was agreed a grand opening would be held next spring so it could be viewed when well established.

17. BT superfast broadband. LH explained they had not held their fortnightly meeting yet but it was on her list.

18. Village Hall Committee building works proposals. Quotes had still to be obtained to give guidelines.

19. Information pack for new residents of Newton – work in progress.

20. Correspondence – all relevant emails had been forwarded to members.

21. Financial report. There was currently 32,098.88 in the bank at 4/5/18. After cheques not yet cashed and to be raised at the meeting there would be £30,395.79.

22. Bills for payment

Butterfly conservation Warwickshire branch 557.06

Eon. April street light electric 26.42

Heather Miles clerk April salary 178.01

761.49

23. Internal audit report. This was read out by the Clerk and had already been signed by the internal auditor (Sarah Palmer).

24. Section 1 Annual Governance statement 2017/18

This was read out by the clerk, the boxes were ticked by the chairman after discussion of each item.

This was then signed by the chairman and the clerk and dated.

25. Section 2 Accounting statements 2017/18

This was circulated to members along with the bank reconciliation and financial report for 2017/18.

This was then approved, signed by the Chairman and the clerk and dated.



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26. The trees hanging over the road from St. Thomas Cross to Newton. This had been forwarded to AW who had passed it on to the right dept. The response email had stated that if the trees were on WCC land they would be trimmed back but if on someone else's land they would need to cut them back. Nothing had been done yet and this was noted.

27. Items for inclusion at the next meeting.

A) Survey – self assessment.

B) Street light quotes.

Any other items to be included could be passed to the clerk approx. 10 days before the next meeting.

28. Date of the next meeting was arranged for Thursday 12th July at 7.30pm in Newton Village Hall. FP agreed to book the Village Hall.

Date

Signed