**Minutes of the meeting held on Tuesday 16 October 2018 at 7.30 pm in Newton Village Hall V3**

1. **Present -** Ian Davis (ID), Anne Davis (ADa), Frank Preston (FP), Richard Crane (RC), Borough Councillor Leigh Hunt (LH) and 2 members of the public.
2. There were no apologies.
3. There were no declarations of interest.
4. **New Parish Clerk** - The Parish Council (PC) noted that following successful interview, Allyson Downes (ADo) was appointed as Clerk and Responsible Financial Officer to the Parish Council. The new employee signed the Contract of Employment which was countersigned by the Chair. ADo would take up her duties with immediate effect.
5. **New Parish Councillor** - Vanessa Goulborn (VG) signed the required Declaration of Acceptance of Office and Declaration of Pecuniary Interests Forms, these were countersigned by the clerk and VG would take up her duties as new Parish Councillor with immediate effect. The Clerk would forward the required documents to the Borough Council.
6. **Minutes of 13 September 2018** - As there were no amendments, the minutes from the meeting held on 13 September 2018 were accepted as a true record and signed by the Chair.
7. **Matters Arising** - There were no matters arising that were not included on the agenda.
8. **Issues from the Public** - The Chair invited members of the public to raise any issues of concern, not included on the agenda. There were four issues raised:
   1. **Vehicular Weight Restriction -** through Newton – Concern was raised regarding removal of signage detailing weight restrictions. LH responded that the weight restriction area had been greatly increased to further restrict heavy goods and the removal of local signage was likely a result of that. ID asked Councillors and members of the public to contact him directly should they note any infringement of the agreement for heavy goods vehicles associated with the Lioncourt development, to only use agreed access routes, which is north of the village, not through the village.
   2. **Planning consent** - for two dwellings on the Stag and Pheasant Inn car park site – Concern was raised regarding consent given despite 31 letters of objection to the scheme. It was noted that the Parish Council had not formally objected as the previous refusal had been on design grounds only and these had been

addressed in the revised scheme, therefore an objection from the Council was not defensible. However, the Parish Council recommendation that the off

street car parking and garages shown on the approved plans, be kept permanently available for such use and had been incorporated in the planning permission by Rugby Borough Council (RBC).

* 1. **Inaccuracy on the Website** – It was noted that there was an inaccurate name recorded on the Future Events page. The clerk agreed to amend this once access to the site was enabled.

1. **Replacement Street Lights to the Leys** - It was noted that the order has been placed with E.ON.
2. **Emergency Plan** – Responsibility for the Emergency Plan had previously been held by Dave Carter (former Chair) and ID and VG agreed to replace Dave. She and ID would meet to finalise the Plan and would ensure that it remained up to date thereafter
3. **Funding Request from the Burial Committee** – RC asked for this item to be deferred to the next committee as further work is needed on the costings. This was agreed and would be an agenda item.
4. **Christmas tree and Lights** – The Chair reported that the Manager at the Stag and Pheasant Inn had agreed to provide and erect a large Christmas tree in the corner of the pub car park and the PC would provide coloured lights. A local resident had kindly agreed to organise provision of the lights and an electrician to install them. It was agreed to co-ordinate the switch on with the village carol service whilst avoiding Clifton’s seasonal celebrations. The provisional switch on date was agreed as 9 December 2018. The Chair agreed to organise a banner specifying ‘Seasons Greetings from Newton and Biggin Parish Council’ to accompany the tree.
5. **Community Transport** - It was noted that the transport scheme would go ahead and there is no funding requirement from the PC. It is understood that the scheme will become operational by the end of this year.
6. **Remembrance Sunday -** 11 November 2018 at 10.45 am – The Chair gave an update on planning progress. It was noted that Reverend Lyons would oversee the Service of Remembrance at the Village Hall which would incorporate the unveiling of the remembrance plaque commissioned by the PC. Noel Barratt had undertaken significant research to contribute to the content of the plaque and an exhibition of this further work would be open in the hall for perusal on the day. The Clerk agreed to ensure that event detail was put on the PC website. The Chair described recent work undertaken in the village to create ceramic poppies and described publicity arrangements.
7. (a) **Village Hall** - FP had met Wright Hassall Lawyers, who have been engaged by the PC, and it was noted that they were satisfied that the PC owns the Hall. They would now register the ownership with the Land Registry at an approximate cost of £350 plus disbursements. Further work would then be undertaken with regard to charitable status etc. It was noted that Registration would allow the PC to progress works to improve the Hall.

(b) **Townlands Allotments** - There was significant evidence that supports the PC being the owner of the allotment. However, to establish this unequivocally would require substantial work including a visit to the House of Lords Library to examine the 18th Century Enclosure Act relating to Newton. FP would seek an indication of likely costs from Wright Hassall before proceeding.

1. **Village Show** - The Chair described the very large public open space created by the Lioncourt Development which could be utilised for a resurrected, albeit condensed village show. LH suggested co-ordinating with Clifton PC to avoid clashing of dates. It was agreed that this suggestion be considered for 2020 and would be further considered by the Events Committee.
2. **Superfast Broadband** - LH gave an update and described an issue with the Hollies not being migrated as yet onto the new provision, though fraught with difficulties, she was confident that these would be resolved shortly. There was a specific issue with the numbers of houses within the Hollies. The Chair agreed to send exact numbers and pictures of houses to LH.
3. **Information Packs for new residents** - Whilst acknowledging that the existing pack was largely out of date, there was broad discussion on the principle and content of such a pack and it was agreed that RC would consider the information available and this would be re-considered at the next meeting.
4. **Planning Applications** - The Council noted that two planning applications had been granted.
5. **Planters and planting** - A.Da described the principle behind two planters, one north to the village, and one south. It was noted that the existing planter on the north side, needed replacement and re-siting to encompass the new development, whilst a new planter was required on the southern approach. The principle of having two new planters was agreed. LH made three observations, approach Perrys for planters; any works need to avoid the new superfast broadband; and inform County Highways to ensure there are no issues with verge maintenance. Approval had been given previously for verge planting and ID agreed to purchase bulbs for a community planting event which he would organise.
6. **Budget 2019/20** - The Chair wished to remind Councillors of upcoming budget setting. It was noted that the Clerk was meeting Lyndsey Parkinson at RBC to discuss the precept specifically as there are additional houses on the Cotton Estate which could affect the rate. The Chair asked Councillors to bring any budget associated issues to the next meeting where the budget would be an agenda item. It was noted that he would support a small Community Fund for residents to bid against for those items/activities that would enhance the community and this was agreed.
7. **Outcome of External Audit** - The Audit Report had been received. There were minor recommendations which have been acted upon and the Clerk agreed to arrange for this to be uploaded onto the PC Website in line with Audit requirements.
8. **Financial Report** - There were no issues to report.
9. **Invoices for Payment** - there were no outstanding formal invoices for payment bar reimbursing the Chair for a gift voucher which had been purchased and delivered to the recipient.
10. **Date and Time of next meeting** - it was agreed that this would be Thursday 29 November 2018 in the Newton Village Hall at 7.30 pm. It was also agreed that the Clerk would explore adding this information to other publications to ensure wider communication.

There being no further business the Chairman declared the meeting closed at 8.40pm.

**Ian Davis**

**Chairman**

**Date: 17 October 2018**

**Allyson Downes**

**Parish Clerk**