



**Minutes of the virtual (Zoom) Newton and Biggin Parish Council (PC) meeting held on
Thursday 28 January 2021**

Ref	Minute	Record and Resolution	Action by
1	NPC21/01/0186	<p>Attendance - Parish Councillors - Ian Davis (Chair), Rick Crane, Vanessa Goulborn, Anne Davis, Frank Preston, County Councillor Adrian Warwick and Allyson Downes (Clerk).</p> <p>Members of the Public - there were five members of the public present and the Chair welcomed them to this public meeting.</p>	
2	NPC21/01/0187	Apologies - Rugby Borough Council (RBC) Councillor Leigh Hunt.	
3	NPC21/01/0188	Declarations of Interest - None.	
4	NPC21/01/0189	<p>Minutes of the Meeting held on 26 November 2020 - These were agreed as a correct record.</p> <p>Minutes of the Meeting held on 07 January 2021 to discuss the 2021/22 budget - These were agreed as a correct record and would be uploaded to the PC website.</p>	ADo
5	NPC21/01/0190	<p>Matters arising:</p> <ol style="list-style-type: none"> 1. <u>Hedgehog signs update</u> - it was noted that there was a crowd funding appeal to raise the balance of costs for the signage over and above the successful £165 grant and Parish Council contribution. The status of this was unknown at this time. 2. <u>Defibrillator cabinet door repair</u> - the Clerk reported that the new door and hinges had been received and dependent on the weather, the fitter would install the new door as soon as possible and she reported that access and codes would remain the same. 3. <u>Village Green (Ellis Gardens Open Space)</u> - The Chair described the current status of Ellis Gardens and it was noted that the PC would take on responsibility for the site in due course when all required improvements have been undertaken by the developers (Lioncourt). It was noted that some works had been completed, but there was an outstanding issue of concern around a hedgerow along the 	

		<p>eastern side of the development that remains inaccessible for maintenance. The PC would be reluctant to take on responsibility for this part of the site until this issue was resolved. The Chair is meeting the Developers on Tuesday 2 February 2021 and will raise this issue and report back.</p> <p>A resident of Ellis Gardens asked who owned the fence adjacent to the picnic site car park as he was concerned that it was damaged and an informal footpath was developing across the open space. The Chair confirmed that it was owned by Rugby Borough Council and he was aware that consideration was being given to formalising the footpath. The Chair would suggest that this not be done without consulting residents.</p> <p>4. <u>HGV Signage</u> - The Chair described the issue of HGVs travelling through the village, getting stuck and the ongoing work with the Highways Agency - (responsible for the A5) and WCC (responsible for other roads), planned further works and its impact. There is some evidence that the issue relates to inappropriate SatNavs being used by some HGV drivers and poor signage around diversions. The Chair reported that signage had been reviewed and WCC has agreed funding and plan to install more easily recognised and appropriate signage at the A5 and St Thomas Cross entrance to the village to inform HGV drivers. The Chair thanked County Councillor Warwick for his support with this solution.</p>	ID
6	NPC21/01/0191	<p>Car parking at the Leys - The PC acknowledged the long-standing issue of parking at the Leys. A suggestion had been made to add white lines to define spaces. Permission would be required from RBC as landowner. Residents had been provided with contact details and the PC agreed to support their request.</p>	ID
7	NPC21/01/0192	<p>Planning Application RBC/20CM014 Coton Farm Newton - The planning Officer and the planning applicant were both present for this discussion. Both were asked questions about the application around: the benefits the application as outlined, the quality of the top soil, the provenance of the solution; and the potential impact on the community. The Parish Council resolved to respond to the consultation to the planners with no objections in principle subject to the following and the clerk would write to RBC as follows:</p> <p>The site lies within Churchover Parish but is immediately adjacent to the Newton and Biggin boundary. Nearby neighbours of the site live in Newton Parish and Newton is the nearest settlement.</p> <p>The Parish Council is satisfied that the agricultural quality of the application site would be improved by the importation of top soil, although it is questionable whether this needs to be 7m in depth.</p> <p>It is concerning that the application is so tightly linked to the Reilly site which has operated outside of its planning permission for many years, something that Warwickshire County Council (WCC) has not been prepared to enforce. The removal of substantial amounts of material from the Reilly site is to be welcomed although it might be suggested that utilising the material for agricultural purposes and thus avoiding landfill tax is the real driver behind the application.</p>	ADo

The Parish Council is not able to determine whether there is 150,000 tons of clean, certified top soil on the Reilly site. It is important that WCC satisfies itself on this as the importation of general spoil from the Reilly site or the need to obtain top soil from another source, both lie outside the scope of the current application. The Parish Council is also concerned that the failure of WCC, over many years, to control operations on the Reilly site suggests that there will be no effective control over the current application site should it not adhere to any planning permission that might be granted.

So, subject to WCC confirming that:

- a) the proposals are legitimately and proportionately in the interests of agriculture;
- b) that there is sufficient clean, certified top soil on the Reilly site; and
- c) that the development will be monitored and any necessary action taken.

The Parish Council raises no objection to the principle of the development, subject to the following:

1. No start shall be made on the application site until WCC has confirmed that all outstanding breaches of planning control on the Reilly site, from which the top soil is to be sourced, have been resolved. (Reason - in the interest of the proper planning of the area);
2. No material shall be imported onto the application site other than top soil, independently certified as clean, from the Reilly site. (Reason - in the interests of agriculture and sustainability);
3. Before development commences, a Traffic Management Plan shall be submitted to and approved by WCC indicating the routes to be taken by all vehicles servicing the development and such plan shall explicitly preclude any vehicle movements through the village of Newton. (Reason - in the interest of highway safety and amenity);
4. All vehicles bringing material to the site shall be securely sheeted. (Reason - in the interest of highway safety and amenity);
5. The development shall not be carried out other than between the hours of 08.00 and 17.00 on Monday to Friday and not at all on Bank Holidays. (Reason - in the interests of the amenity of the area);
6. Before development commences measures designed to prevent dust spreading beyond the confines of the site shall be submitted to and approved by WCC. (Reason - in the interests of the amenity of the area);
7. Before development commences details of measures to be taken to prevent any mud being deposited on Newton Lane and neighbouring highways, including on site wheel washing facilities, shall be submitted to and approved by WCC. (Reason - in the interests of highway safety); and
8. Any audible reversing warnings fitted to vehicles shall be disabled or suppressed at all such times that vehicles are on the site. (Reason - in the interest of the amenity of nearby residents).

		The PC Chair, Ian Davis, is scheduled to speak at the Regulatory Committee that will determine the application so the authority is asked to confirm with him the date of the meeting and the procedure for attending.	
8	NPC21/01/0193	Census 2021 - the Clerk reiterated the date of the Census as 21 March 2021 and it was noted that completion of the census is a statutory requirement and although formal returns would, in the main, be electronic, measures will be put in place for hard copy returns. Access codes would be sent to residents and there is an expectation that returns should be completed and returned as soon as possible after the 21 March. Although the PC has no formal function in supporting the Census, as further material is received, the PC has committed to share messages through established communication methods.	ADo
9	NPC21/01/0194	The Great British Spring Clean - It was agreed that the PC would not sign up to this activity this year due to Covid 19 restrictions. It was agreed that this item will be brought forward for review in February or March 2021 for further consideration as advice changes.	ADo
10	NPC21/01/0195	Budget - The Parish Council formally agreed the budget that had been submitted to RBC alongside the decision to raise the PC contribution to the average Band D tax from £40.12 to £40.92. Confirmation on the annual precept was awaited, however, based on the operating budget it is likely that this will be around £19k for the year, paid in two installments.	
11	NPC21/01/0196	PC Finance Report and Bank Statement Reconciliation - The Clerk outlined the finance status of the PC and confirmed that underspend will be carried forward to financial year 2021/22 and may be used to contribute to works on the adopted Village Green (such as additional benches, bins etc). It was noted that this further spend will need to be agreed by the PC. There are a number of agreed items that are currently being costed, such as repair to 2 benches in the village, 5 Arches steps repair and a new village hall sign. These will impact on the amount of carry forward at financial year end. The finance report is as follows and it was noted that bank statements have been checked by the Chair.	

Finance report and Bank Reconciliation for 28 January 2021 Parish Council Meeting

Opening Bank Balance - Statement No 18 dated 2 November 2020	£29,574.70
Expenditure	
Reimburse for Zoom	-£143.88
Eon August street lighting	-£39.67
Eon Sept street lighting	-£38.39
Webgrowth - Server and IT (August and September)	-£60.00
Honorarium October	-£83.33
Salary October	-£259.94
HMRC	-£60.80
PKF Littlejohn External Audit costs	-£240.00
Honorarium November	-£83.33
Eon street lighting October	-£39.67
Plusnet VH Internet costs (direct debit) October	-£21.60
R J Taylor - Piano tuner	-£80.00
WCC Grant (hedgehog signs and defib door) - Receipt	£225.00
Closing Balance Statement 18 dated 2 November 2020	£28,649.09
Opening Balance Statement 19 dated 31 December 2020	£28,649.09
Expenditure	
Salary Nov	-£259.94
HMRC	-£60.80
Eon street lighting November	-£38.39
Webgrowth server and IT (October and November)	-£60.00
Xmas tree	-£95.00
Cheque no 1016 ICO annual fee	-£40.00
Plusnet VH Internet costs (direct debit) (November)	-£21.60
Closing Balance Statement 19 dated 31 December 2020	£28,073.36
Payments made not on statement 19	
Defibrillator Store (new door)	-£160.80
Honorarium (December)	-£83.33
New printer and paper	-£39.98
Plusnet VH Internet costs (direct debit) (December)	-£21.60
Salary (December)	-£259.94
HMRC	-£60.80
On line banking statement dated 27 January 2021	£27,446.91
General Reserves	-£12,000.00
Earmarked reserves for Village Hall Porch and Pointing	-£7,500.00
Outstanding budget commitments (approx. based on predicted budgeted spend)	-£2,085.00
	-£21,585.00
	£5,861.91
Agreed further spend, not paid to date	
Projector cabinet	-£300.00
2nd notice board	-£300.00
	-£600.00
Predicted Unallocated	£5,261.91
Notes	
1 VAT reclaim in progress - £1,325.90	
2 Precept 2021/22 to be confirmed	

12 NPC21/01/0197 The meeting ended at 20.15pm and the date and time of the **next meeting is Thursday 25 February 2021.**