

**NEWNHAM ON SEVERN PARISH COUNCIL
AND
BURIAL AUTHORITY**

Actions

Clerk to the Parish Council:

Mrs V P Roberts

16. Hills View

Newent

Glos. GL18 1SG

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**Minutes of the meeting of Newnham on Severn Parish Council
Held at The Armoury Hall on Monday 28th February 2011 at 7pm**

Present: Cllr Mrs J Baber, Cllr G Murray, Cllr F Bihlmeier, Cllr Mrs W Anderson, Cllr R Mann, Cllr Mrs J Larkham, Cllr Mrs J Chapman.

In Attendance: Miss V Roberts (clerk),

Welcome, Apologies and Emergency Procedures:

The meeting was officially opened at 7pm and was chaired by Cllr Mrs J Baber who welcomed all who were present.

Apologies were received from Cllr Mrs D Edwards and Cllr Dr M Coles.

The Emergency procedures were explained to all present.

Declarations of Interest:

No declarations of interest were received.

Public Session:

1 There were no members of the public in attendance and no matters were brought to the Council.

2 Cllr S McMillan was not present at the meeting.

Agreement of Minutes of Previous Meeting:

The minutes of the previous meeting held on Monday 31 January 2011 were agreed as a true record and signed by the Chair.

Matters Arising from Previous Minutes:

The Chair presented the following actions completed/outstanding from last meeting.

1 Parish Plan:

a Tennis Courts:

Cllr Baber stated that the Steering group had been contacted but no reply had been received to date.

Cllr Mann mentioned that an email plus Steering Group Minutes and report by the Tennis Courts working group had been forwarded to the NOSPC clerk on Thursday prior to the meeting. The clerk is to check her files and forward this information to all Cllrs when available. This agenda item will be discussed at the next meeting.

Clerk

b	<p>Library: Cllr Baber informed those present that Mike Penny had written to say there was little for the working group to report back to the Parish Council with at the present but, hopefully, they will be able to attend the Parish Council meeting at the end of March with something more positive.</p>	
c	<p>Lights/Christmas lights: The new bulb is now in the Clock Tower and lights have been angled up slightly on one side but angling of the existing light the other side is proving more difficult – Cllr Mann has offered to take another look at adjusting the light.</p> <p>At January’s meeting Cllr Edwards had enquired if it was possible for the uplighters to be extended further up the High Street to include the top of The Chains area in front of Red Lion House. It was previously agreed to approach the proposed Fundraising Group re this further work. However, the Parish Council are still awaiting information from the Steering Group as per 1(a) above. This agenda item will be discussed at the next meeting.</p>	Cllr Mann
	<p>Cllr Baber has spoken with Mark Maycroft again with regard to the missing transformers and duly informed Cllr Mann their whereabouts is a mystery. As they are not with Mark it was suggested that the Clerk check whether they were with Mr Tony Heeks.</p>	Clerk
d	<p>Christmas Tree replacement: The original tree planted by Barbara Allsopp is in need of replacement and it was proposed by Cllr Mann that the money remaining from the memorial stone fund for Barbara be used to plant a larger replacement Christmas tree. This was seconded by Cllr Anderson. All cllrs in agreement</p>	Cllr Mann
e	<p>Fundraising Group; This agenda item to be discussed at the next meeting as per 1(a) above.</p>	
f	<p>Signage: Two of the new signs for The Cliff have now been installed. Further signs, including dog fouling signs for the playing field area, will be installed once received</p> <p>Cllr Bihlmeier enquired if Cllrs thought it would be a good idea to install a sign in the reed bed area thereby displaying valuable information re flora/fauna. Cllr Baber stated that the Fish Hut would prove the perfect venue as a museum. She will contact the Environment Agency accordingly. It was proposed by Cllr Mann to proceed with this suggestion, this was seconded by Cllr Larkham. All cllrs in agreement</p>	Chairman
g	<p>Dog fouling: Continuity of signage is being installed throughout the parish to ensure the rules are clear and concise.</p>	
h	<p>Steering Group: This agenda item will be discussed at the next meeting as per 1(a) above.</p>	
i	<p>Neighbourhood Watch/Community Safety: A brief update was given by the Chair who has offered to contact the field officer to investigate how to progress with this agenda item. Information obtained by Neighbourhood Watch is directly reported to the police to protect the identity of members.</p>	Chairman
2	<p>Barbara Allsopp Memorial stone: The plaque has now been put into place and some drier weather is now awaited for Mark Maycroft to put the base in place. The Parish Council were advised that Anna Fedden has placed a notice in the Parish magazine re an impending public ceremony. It was decided to advertise this properly once a date for the official ceremony has been agreed. Cllrs recommended that the Chair speak with people who knew Barbara well and enquire for the right person to give a few words at the opening. All Cllrs were in agreement.</p>	Chair

3	<p>Clock Tower: As a result of enquiries re loan(s) for initial urgent repair works, the Clerk advised that the PWLB has a current interest rate of 5.8% but the PWLB have advised that this changes daily. The Chair has received various channels of information which she will pursue. Cllr Larkham is also exploring financial avenues, including a low interest loan. It was agreed by all cllrs to discuss this in more detail at the next meeting.</p>	Clerk/Chair/ Cllr Larkham
4	<p>Emergency Plan; Cllr Bihlmeier and the Clerk met to discuss the Emergency Plan which has now been condensed and completed. The Clerk is to contact Reverend Stephenson to discuss the use of the Church as a second emergency building should one be needed. It was proposed by Cllr Chapman and seconded by Cllr Mann that once this has been agreed the Emergency Plan should be emailed to all Cllrs for information with copies to be sent to The Club, The Church (Rev Stephenson), the WI and placed on the website. All cllrs in agreement</p>	Clerk
5	<p>Proposed Footpath link Broadoak/Newnham: The Chair advised that she is currently working on this agenda item and will be in touch with all relevant parties as necessary. It was agreed to discuss this at the next meeting.</p>	Chair
6	<p>106 Monies; The Chair advised that the monthly installments for the adult/youth contribution should begin to be received by the Parish Council in early April 2011. Cllr Edwards had previously suggested to the Chair that a portion of the money received could be used to improve the tennis courts; Cllrs were undecided on this. It was agreed by all cllrs to consider areas this money should be invested in, e.g. children's play area. (See <i>Matters Brought By Councillors</i> below).</p>	All Cllrs
	<p>New Matters and Correspondence: To receive and discuss the following new matters brought to the attention of the Parish Council:</p>	
1	<p>Vibrant Villages: The Chair enquired if Cllrs wished to enter the Vibrant Villages competition, which is open to all villages with a population of up to 3,500 people; all cllrs felt they would prefer to try for the Bledisloe Cup (Best Kept Village). All Cllrs present were in agreement to enter the Bledisloe Cup. The Chair will provide more information to Cllrs.</p>	Chair
2	<p>'Time and Place' Working to save young lives on the road. The Parish Council have been invited to attend a presentation by Time and Place via Westbury Young Farmers on 14th March. Cllr J Larkham, Cllr W Anderson, Cllr J Chapman and Cllr J Baber would like to attend and Cllr Baber will duly contact the organisers of the event with the relevant names of attendees</p>	Chair
	<p>Planning: No planning applications were received.</p> <p>It was agreed that the Clerk would check the permission granted for the new bungalow currently being built by Mr Boseley at Station Yard.</p>	Clerk
	<p>Financial Matters: To receive the Income and Expenditure since the last meeting and to sign cheques where relevant. See Appendix A</p>	
1	<p>Matters Brought by Cllrs: Cllr Baber advised the Council that a request has been received from a parishioner for a seat in area of post office and also for a bus stop sign to be placed outside the Victoria Hotel area.</p>	

2	<p>Cllr Baber advised that Rob Carpenter (Street Warden) has given/will be giving a talk to St Peters school re vandalism, dog fouling and litter. He wished to relay to all cllrs and parishioners that scrap car profiteers are cutting off vehicle tyres prior to scrapping - each tyre on a vehicle has a £5 disposal charge. These unwanted tyres are then being dumped in the nearest lay by, back lane area etc. He asks us to be watchful</p>	
3	<p>Cllr Baber advised that a request has been received from the Morris Men who would like to dance in the area at The Cliff on the 22nd June at 8pm.</p>	
4	<p>The chair and the clerk have received an email from Steve Samuel thanking the Parish Council for their recent letter of thanks regarding his time on the Steering Group.</p>	
5	<p>The Chairman has received an email from Vicky Richardson of the British Legion who enquired whether the Parish Council had been contacted by Ruth Powell from headquarters regarding the poppy appeal weekend 10,11,12 June. Cllr Baber replied to Vicky saying that she has received no communication from headquarters to date</p>	
6	<p>Cllr Baber showed all cllrs present photographs of the condition of the bank outside Red Lion House/Armoury Hall area, which is being severely eroded by vehicles. The land, as previously discovered, is owned by Highways and the damage really is their responsibility. Unfortunately Highways do not have the money to invest in this repair work and the Chairman enquired whether Cllrs felt that the Parish Council should install bollards in this area. It was suggested that Cllr Baber contact Highways to discuss the matter with them. Cllr Bihlmeier proposed that if Highways do not have any suitable bollards, that the Parish Council obtain bollards as needed and make arrangements to have them installed. This proposal was seconded by Cllr Mann; all Cllrs were in agreement. As a temporary measure it was agreed that no waiting signs are placed in the area when clubs etc are taking place.</p>	<p>Chairman</p>
7	<p>Cllr Baber showed photographs taken earlier in the day of a section of the village (Eastview/Westview) where, she felt, Parish Council input should be more prominent. Cllrs Felix Bihlmeier and Wendy Anderson enquired whether some of the 106 monies could be invested here. The Chairman advised that there are currently holes in the childrens' play area fence which are of real concern, putting children at risk and that in this area the safety of the children is the responsibility of the Parish Council. A quote has been obtained from Greenfields for a) repairing the holes which is currently £280 exc VAT and b) replacing the existing gate which would be £741 exc VAT.</p> <p>It may be possible to repair the current gate although this is not recommended. Cllr Anderson enquired if some of the 106 monies could be used for this purpose. Cllr Baber has offered to enquire. Cllr Bihlmeier proposed that the Parish Council contact the District Council to enquire the exact nature of spending S106 monies for the Adult and Youth recreation so that this whole area could be permanently repaired. This proposal was seconded by Cllr Anderson and all Cllrs were in agreement.</p>	<p>Chairman</p>
8	<p>Cllr Murray advised the Council that the bins on the Green were not emptied this week. Cllr Baber had previously spoken with Biffa regarding non collection at the Church and the phone box, which they had duly collected. The Chair has offered to make contact again to discuss this ongoing issue.</p>	<p>Chairman</p>
9	<p>Cllr Bihlmeier advised the Parish Council that on a flier, which has been circulated around the village with regard to the potential new allotments' area at Ruddle, the numbers listed for registering interest were the Parish Council Chairman, Mrs Phillips and Mr Clarke. It was agreed by the Allotment Association at a recent meeting that there was a need to assess any future interest for the new allotments' area (kindly offered by Mr Fred Larkham) together with the need to investigate costings for ground clearance, fencing, water connection and avenues of funding. It was agreed that the Clerk would discuss with Georgina Hutton the need to ensure that those expressing an interest are aware that this is not registering for a current plot and that when this new area becomes available applications will need to be made via the Clerk of the Parish Council as normal</p>	<p>Clerk</p>

10	<p>Cllr Anderson advised the Council that there has been much positive feedback from parishioners regarding the many improvements that have been made around the village within recent months. She felt that the previously discussed newsletter would be an ideal way to advertise all that has been accomplished and would like to see this printed.</p>	Chairman
11	<p>Cllr Larkham wished to advise the council that, following the recent emails received from Cllr Edwards advising of the returning odour at Ruddle, it has also been noted that the kerbing in this area is becoming increasingly damaged due to the heavy lorries entering and leaving the slaughterman's business. It was agreed that the Clerk write to Highways to advise of this situation.</p>	Clerk
12	<p>Cllr Baber briefed Cllrs with regard to the forthcoming elections and advised that all applications to become a Councillor must be registered no later than the 5th April. The Clerk will ensure that packs are received by existing cllrs. Once available these must be completed and returned to the Clerk. New interested parties must apply to the District Council and return their completed applications to the District Council no later than midday on the 5th April.</p>	Clerk
13	<p>The current Council will hold their Annual Parish Meeting on Wednesday 13th April location and time to be advised. Advertising will be arranged for this nearer the time.</p> <p>Relevant dates for NOSPC:</p> <ul style="list-style-type: none"> • Fairtrade Pancake Party: Tuesday 8 March at St Peter's Church @ 6.30 pm – tickets from vicar • Summertime begins Sunday 27 March • Next NOSPC meeting – Monday 28 March 2011 • Wed 13 April 2011 – open Parish Meeting <p style="text-align: center;">Formal Closure of Meeting at 9.00pm</p> <p>Date</p> <p>Signature</p>	

Appendix A

Income

Burial Board re Burial of Ashes	Gordon Blake	£66.00
Allotment Rental	Mr Trigg	£12.50
Website	Annual Subscriptions	£80.00
Total Income		£158.50

Expenditure

Mr Meek		Salary February	£227.50	
Mr Griffiths		Salary February	£50.00	
Clerk		Salary February	£203.56	
NPower		Electric Supply	£45.17	
STW		Water Supply	£72.51	
AON		Insurance Cover	£746.40	
Viking Direct		Inks and Paper (Chair)	£47.77	(inc VAT £7.96)
Forestry Operations		Pollarding	£1056.00	(inc VAT £80.00)
W I	Chq 1630	Rental for Meeting	£7.00	
Forest Equipment		Dog Waste Collections	£35.25	(inc VAT £5.25)
GAPTC	Chq 1631	Annual Subscription	£264.96	
Clerk		Expenses (Sept to Feb)	£41.39	
Designer Signs		2 off Dogs on Lead signs	£33.60	(inc VAT £5.60)
Total Expenditure			£2831.11	