

**Minutes of the monthly meeting of
Newnham on Severn Parish Council & Burial Authority
Tuesday 4th May 2010 at 7pm in the Armoury Hall**

Present:

Cllr Heeks, Cllr Baber, Cllr Murray, Cllr Bihlmeier, Cllr Harrison, Cllr Mann, Cllr Edwards, Cllr Samuel

In Attendance:

Miss V Roberts

1 Welcome, Apologies and Emergency Procedures

The Chairman opened the meeting at 7pm welcoming all present and explaining the emergency procedures. The attendance book was completed apologies for absence were received from Cllr Wendy Anderson.

2 Declarations of Interest

No Declarations of Interest were expressed by Cllrs.

3 Minutes of previous meeting:

The minutes of the meeting held on Monday 29th March 2010 were amended following discussion and a new vote regarding the mandate for the Lighting Group.

Old Minute

The Parish Council are to provide a mandate for them to proceed with the up lighters around the Clock Tower only as in part of phase one provided that all costs for purchase, installation, running and ongoing costs for repairs and running costs are met solely by the fundraising efforts of the 'Newnham Lighting Group'

New Minute

The Parish Council are to provide a mandate for them to proceed with phase one as per letter from Sue Davenport. All costs for purchase, installation, running and ongoing costs for repairs and running costs are met solely by the fundraising efforts of the 'Newnham Lighting Group'

Proposed by Cllr Harrison and seconded by Cllr Bihlmeier all Cllrs present were agreed. The minutes were then agreed as a true record and signed by the Chair.

4 Matters Raised by Parishioners in attendance

None

5 Matters arising from previous meeting(s):

Hyde Bank

All letters as previously agreed have been sent and replies received - this matter is at present being dealt with by P C Clemett. The Parish Council will be kept informed of progress.

Peace Garden

Cllr Bihlmeier has met with Cllr Heeks on site and the work has commenced.

School Path

The Clerk has written to the school as previously agreed seeking any parents who are able and willing to dig out a hole in this area. A reply is awaited.

Clock Tower

Three companies have been contacted to provide estimates for the repair of the crack in the Clock Tower: two have replied so far and photographs have been sent off. Cllr Mann has spoken with a contact in the Heritage and the third quote is awaited.

AH

Audit

The Clerk sent to Cllrs Appendix A & B from the Auditors. All agreed that the procedures were adequate. This will be reviewed at the September meeting when other financial discussions take place.

Emergency Procedure Plan

Cllr Bihlmeier advised the Parish Council that a meeting would be taking place and that the Parish Council would be kept up to date with progress on this agenda item.

FB

Village Maintenance

An invitation has been extended to Margueretta Herman from The Grange to attend a Parish Council meeting to discuss arranging a group of helpers for Newnham it was agreed to write and advise of the upcoming meeting dates.

Clerk

Signage

Cllrs are to give some consideration to the business signage around the village and to consider alternative ways to advertise for village businesses.

All

Proposed works for Newnham

Cllr Mann is currently working on a maintenance register/schedule to include costs, who, how and when. The Clerk is to supply a copy of the insurance information/figures to help with this agenda item.

Clerk

Daffodils

Bulbs have been moved and re-planted. It was agreed to send a letter of thanks to David Holder for this work.

Clerk

Victoria Hotel

Works are now being undertaken on the outside of the building. Once works are completed the parking/car sales will need to be monitored.

Slaughter man's Business at Orchard Court

The FoDDC have been successful with their case although a small legal technicality has to be ratified as the case was given to wrong judge - but the order to cease trading immediately if the odour persists has been agreed and signed.

6. **New Matters and Correspondence:**

A letter has been received from Mrs Jan Jones regarding the Beeches Security/Lockable Posts as her space no longer has one of these. It was agreed that a letter be sent to advise that these posts are the responsibility of the tenants.

Clerk

There has been a change to the Allotment Tenants and Mrs Firman and Mrs Bowles have with Mrs Samuels to share an allotment plot. Plot no 30 will now be offered to those next on the waiting list, however, it was agreed that as this is such a large plot it be shared between two people.
Cllr Samuel advised that Mr Martin Clarke is the contact for the Allotment Holders Association and that the compost/rubbish heap is currently being removed.

Clerk

Cllr Baber enquired if the annual donation was to be made to the Amenities for the flowering tubs and baskets. Cllr Edwards advised that the new flower shop in village had been asked to tender and would now be providing the flowers for the tubs/troughs on behalf of the Amenities Committee at a cost of £35 per tub (there are 17 tubs and 3 troughs). It was proposed by Cllr Baber that the Council donate the annual £250 this was seconded by Cllr Harrison and all present were in agreement. Chq to be raised at meeting in May.

Clerk

7. **Matters Raised by Councillors:**

Cllr Anderson (requested in advance due to absence):

The notice board which will be situation on Red Lion House is to bear Barbara's name as a Memorial

The grass cutters do not appear to be cutting the grass bank outside the Armoury Hall - it was agreed to send a letter reminding them to cut either side of the railing. Also agreed to remind them that the grass in The Chains must not be cut until the 2nd week of June as this will be 6 weeks after the daffodils have died down.

Clerk

Cllr Samuel

Advised the Council that when the new development at the old Railway site was built an old Railway sign was found and it had previously been agreed to have this installed in the grass verge in this area. For future reference the sign is currently being kept safe by Mr John Saunders.

The PTS is currently raising £4000 to extend the play area they wished to know that if necessary they could raise a loan through the Parish Council, the Parish Council agreed that they would be more than happy to 'loan' the money as an interim situation.
Cllr Edwards has kindly given to the PTS paperwork to apply for monies from the FoDDC and has offered to help complete applications.

A Parish Plan meeting is needed to discuss any issues outstanding - it was agreed that the Clerk and the Chair would arrange a date and advise Cllr Samuel.
Cllr Edwards proposed vote of thanks to Cllr Samuel for all his hard work and effort on the Parish Plan and the Parish Council this was seconded by Cllr Harrison, all Cllrs present were in agreement.

AH/Clerk

Cllr Baber

Show House on Sheens Meadow site - 3 sold lots of interest but still slow moving.

Cllr Murray

A new waste bin is needed in the childrens' play area and it was agreed to order this and also to place a new order for the dog waste bin.

Clerk

Cllr Murray advised that there is a large pot hole in Station Road - it was agreed to send a letter to Highways to advise them.

Clerk

There appears to be two missing slabs from centre of Garden of Rest area - it was agreed that the clerk would attempt to locate these or obtain reason for their removal.

Clerk

Rumble strips near pedestrian crossing need replacing - Cllr Heeks will be attending an A48 mtg later this month and will bring this to the attention of Highways.

AH

Cllr Harrison

When trees are pollarded can the growth be removed from around the trunks.

Quotes for the pollarding are awaited from Mark Maycroft and Ross Tree Services.

Cllr Mann

The drains in the High Street are now very blocked it was agreed to write to Highways to ask for a date for cleaning and to advise we need advance warning so that cars can be kept from parking in the area.

Clerk

8. **Planning:**

Underhill House - Ruddle. Conversion to existing barn to create holiday let - no observations.

Ship Inn - High Street. LBC for internal & external alterations in existing outbuilding - no observations.

The Green - erection of a Garden Room - no observations

9. **Financial Matters:**

Income and Expenditure as contained in Appendix A was agreed by the Parish Council.

A donation request was received from Age Concern, it was agreed that no donation would be made at the present time.

Trading Rights - a re-application has been received from Mr and Mrs Murrell offering £550 with a 5% increase each year and requesting a first refusal for the next 3 years. Cllr Harrison proposed to accept offer as stands seconded by Cllr Samuel all Cllrs were in agreement.

10. **Resignations/Appointments:**

It is with regret that the Parish Council has received and accepted the resignation of Cllr Samuel. The casual vacancy will now be advertised in the village..

11. **Formal Closure of Meeting:**

Meeting closed at 9.05

Date of the next meeting will be Tuesday 25th May

Please note that this meeting will also be the AGM and the APM as per previous years.