

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

Clerk to the Parish Council:

Miss V P Roberts

16. Hills View

Newent

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**Minutes of the meeting of Newnham on Severn Parish Council
at The Armoury Hall on Monday 26th September 2011 at 7pm**

Present

Cllr J Chapman, Cllr W Anderson, Cllr G Murray, Cllr F Bihlmeier, Cllr D Edwards,
Cllr J Baber, Cllr R Mann.

In Attendance

V Roberts (Clerk), Alex Stewart, Pete Stephens, Dee Huggins, Steve Bowles, Dr Jan Jones, David Eaton, Roger Grigg, Lynn Murray, Jean Pavey, Nicky Hewitt, Cllr N Stephens.

Welcome, Apologies and Emergency Procedures:

The meeting was officially opened by Vice Chair Cllr Edwards.

Apologies were received from Cllr Firman

Emergency procedures were explained to the members of the public that were present

Declarations of Interest:

No declarations of interest were received.

The Parish Council met in committee after a show of hands Cllr Bihlmeier was elected to chair for the remainder of the year. Cllr Edwards abstained.

Thanks were minuted for the hard work undertaken by Cllr Baber during her time as Chair.

Public Session:

- 1 The Parish Council were advised that bicycles were being ridden on The Green with small ramps being built. It was agreed to monitor the situation for the present time.
- 2 Cllr McMillan was not present to deliver a report this time.

Agreement of Minutes of Previous Meeting:

The minutes of the previous meeting held on Monday 25th July 2011 were agreed as a true record and signed.

The minutes of the previous meeting held on Thursday 25th August 2011 were agreed as a true record and signed.

Planning:

No planning applications have been received.

Financial Matters:

- 1 See Appendix A.
- 2 Copies of the up to date accounts spreadsheet were circulated.

Matters Arising from Previous Minutes:

1 Parish Plan:

- a. It was agreed that the Clerk will email Cllrs to set a date after the 26th October for the NoSPC/Parish Plan meeting.
- b. Cllr Mann and Cllr Edwards informed the Parish Council and parishioners of the current situation and quotes received to date £3985, £4489, £3621 it was agreed that the Parish Council proceed with the Christmas Lighting project in the High Street in addition to the up-lighters, an additional cost of £300 will apply for timers. It was unanimously agreed to accept the quote of £3621 plus £300.

It was agreed to place the Library on the agenda for the next meeting.

- c. It was agreed that the Clerk would liaise with the working group for an update on the tennis courts.
- d. Cllr Bihlmeier and Cllr Edwards briefed all present on their understanding of the current situation regarding the Village Hall.

- e. **Christmas Tree:** It was agreed that the Clerk would now contact Nature First to obtain a specific planting date.

- 2 **Twinning:** Information was circulated re Twinning, feedback is to be made to the Chair and the Clerk is to contact the School regarding current links. Once this information has been received the completed form will be submitted.

- 3 **Newnham Trail:** Cllr Baber advised that options for the Jubilee are currently being considered.

- 4 **Clock Tower:** It was agreed to submit a second grant application, however, if this is unsuccessful it was agreed to obtain three updated quotes and to proceed with the first stage essential repairs – originally in the region of £6k.

5 Trees at the Green, Station Road and Playing Field:

Station Road: It was agreed to remove the 2 apple trees provided the replacement cost does not have to be met by the Parish Council, however removal and planting costs will be paid for by the Parish Council. Clerk to liaise with parishioner who has offered to replace.

It was agreed that the Lilac tree outside 7 Mornington Terrace can be removed/replaced.

The Green: It was agreed to remove 8 off trees along edge of the Green at a cost to the Parish Council.

Playing Fields: It was agreed that management of trees in the area of the playing fields would be needed rather than removal.

Masons Car Park: It was agreed that the Parish Council needs to be aware when the current surgery agreement ends so that discussions regarding parking can be entered into with the Masonic Hall.

6 New Matters and Correspondence:

- 7 **Bus Stop outside the Victoria Hotel:** Highways are to contact Parish council when more news available but at present this is to go ahead.

8 S106 Money

- 9 **Children's Play Area/Cricket Club:** It was agreed to form an S106 task group to progress this issue and report back findings to the Parish Council. The task group will consist of Cllr Edwards, Cllr Baber and Cllr Mann.

It was agreed that the Clerk would enquire how much 106 money is available at this time and advise the sub committee.

- 10 **Re-Cycling Banks:** It was agreed that the Clerk would advise Marsha Llewellyn and also Two Rivers Housing regarding re-positioning.

- 11 **Daffodils:** David Holder has confirmed his acceptance of the offer to advise on daffodil cutting.

- 12 **Allotments:** It was agreed that erection and use of polytunnels is allowed. Allotment Association to be advised.

- 13 **Beeches Road Parking:** 5 applications for parking in this area have been received. Cllrs were in agreement with progressing this issue dependent on finances implications. It was agreed that as double yellow lines are not being installed the signs that have been ordered will be positioned as quickly as possible. It was agreed that the Clerk would obtain 3 quotes for 6, 9 and 12 spaces and report back.
- 14 **Parishioner Issues:** Complaint received re Zebra Crossing(s). It was agreed that the clerk would send a letter to all businesses in the areas.
- 15 **Signage:** Cllrs were in agreement to provide £200 for the brown heritage signage as previously earmarked. Clerk to advise Chris Saunders – cheque to be raised at next meeting.
- 16 **FOD District Report:** Cllr Diana Edwards briefed the Parish Council on District issues.
- 17 **Bollards:** It was agreed that three quotes are to be sought by Cllr Baber for the 12 bollards adjacent to the A48 as the current figures are in excess of the previously agreed amount of £1000, it was further agreed that Cllr Baber contact Milo Kerr to enquire about a possible contribution towards the costs. Copies to be sent to the Clerk ready for the next meeting.
- 18 **Notice Board at the Cliff:** It was agreed that the Clerk would obtain three quotes for replacement.
- 19 **Handrail:** It was agreed that Cllr Baber should seek three quotes for the difference between the price Highways are paying and the actual cost of the required rail – copies to be sent to the Clerk ready for the next meeting.
- 20 **Peace Garden:** The contribution earmarked for the Peace Garden will be set aside for the provision of a water supply and a letter of thanks is to be sent.
- 21 **Matters Brought by Cllrs: (to be discussed at next meeting)**
 - a Cllr Murray. It was agreed to advise Highways that the centre of Church Road is subsiding.
 - b. It was agreed to send a letter of thanks to Mr and Mrs Limbrick for their work to the War Grave Memorial.
 - c. The benches at the Cliff and the Green need to be treated.
 - d. Overhanging trees at the Beeches car park need to be cut back.
 - e. The Chains need clearing of stones and debris for the grass contractor.
 - f. Cllr Anderson. It was agreed that the Clerk would contact the District Council to see if there are signs available as there is currently no signs on the Green re dog fouling.
 - g. It was agreed that the circulation bag is to start up again this is to include works highlighted by Monmouthshire County Council within the play area.
- 22 **Relevant dates for NOSPC:**

Cllr Mann advised that 3rd December Christmas Light switch on
21st Feb – Pancake Day
- 23 **Matters In Committee: (members of the public were asked to leave at this point)**
 - a. It was agreed to form an employment/finance committee to consist of Cllr Anderson and Cllr Firman to continue the street cleaning/maintenance tasks discussions and to report back recommendations to the Parish Council. As Cllr Firman will not be immediately available Cllr Baber will work with Cllr Anderson to begin the process.
 - b. Applications were received for the current vacancy from Mrs Joy Larkham, Mrs David Eaton and Mr Tony Heeks. Cllrs voted with a show of hands in favour of Mrs Joy Larkham being accepted.
 - c. The Council were advised that a qualified Clerk has offered to cover a three month period whilst the Council advertise and employ a Clerk. It was agreed that the Clerk would contact GAPTC and that the post would be advertised.

The meeting was closed at 10pm

Date

Signature

APPENDIX A

Income

Burial Board	Exclusive Rights	£165.00
Jazz Concert Funds	Peace Garden	£106.64
Hanman Split	Uplighter Plaque reimbursement	£849.30
		£1,120.94

Expenditure

Forest Equipment	Dog Waste collections	£36.00
Forestry Operations	Trees in The Chains	£576.00
Designer Signs	Dog Waste Signage	£91.20
Designer Signs	Dog Waste Signage	£16.80
Westbury Wood	Grass and Hedge Cutting	£1,325.00
Aon	Insurance (June/July/Aug)	£653.64
Mr Meek	Salary September	£227.50
Mr Griffiths	Salary September	£50.00
Miss Roberts	Salary September	£203.56
		£3,179.70