

**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

01531 828171 Monday to Friday 9am to 5pm (answer phone only)

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**Minutes of the meeting of Newnham on Severn Parish Council
Held at The Armoury Hall on Monday 31st January 2011 at 7pm**

Present: Cllr Mrs J Baber, Cllr G Murray, Cllr F Bihlmeier, Cllr R Mann, Cllr Mrs J Larkham, Cllr Dr M Coles, Cllr Mrs D Edwards.

In Attendance: Cllr Norman Stephens, Mrs J Chapman, Mrs A Fedden, Mrs S Faircloth, Mr M Penny, Mrs D Haigh, 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 Anderson.

The Emergency procedures were explained to members of the public who were present.

Declarations of Interest:

No declarations of interest were received.

Public Session:

- 1 To receive any matters that the public wish to bring to the Council's attention
See 1a overleaf**

Agreement of Minutes of Previous Meeting:

The minutes of the previous meeting held on Monday 29th November 2010 had two amendments made which were agreed by all present (see addendum attached to November Minutes). The minutes were then agreed and signed as a true record.

Vacancy:

Appointment of new councillor.

Only one application was received from Mrs Jacquie Chapman of 20 Hyde Bank. Mrs Chapman spoke briefly to Cllrs about her application, it was proposed by Cllr Murray that Mrs Chapman be accepted onto the Council. This was seconded by Cllr Edwards. All Cllrs present were in agreement.

	<p>Matters Arising from Previous Minutes:</p> <p>To receive Chairs report on actions completed/outstanding from last meeting.</p> <p>1 Parish Plan:</p> <p>a Library</p> <p>Members of the Library Working Group attended the meeting to provide feedback to the Parish Council with regard to this matter. Miss A Fedden wished to minute thanks to Mr Penny who has been fantastic with driving this forward. The working group and the Library have been advised of a reprieve in the form of money being made available for Community Libraries meaning that Newnham may be able to open 3 and a half days a week. Cllr Edwards was pleased to advise that this may not just be a one off payment. As a requirement of the County Council to secure any possible funding the Working group may need to arrange for a public meeting, or carry out a parish wide survey to demonstrate public support. The working group are seeking the backing of the Parish Council in making this meeting official. Cllr Bihlmeier suggested that the working group gathers as much information as possible with regard to funding and the way forward so that further discussions can continue. It was agreed that the working party would continue to take this forward with the support of the Parish Council and it was agreed that a letter be sent to the working group to confirm this.</p> <p>Cllr Bihlmeier wished to minute sincere thanks to the group for all their hard work and all Cllrs present supported this.</p> <p>b Tennis Courts</p> <p>The Steering Group have agreed to organize a working party to commence an evaluation of the tennis courts and will be in touch with the Parish Council shortly.</p> <p>c Lighting Group</p> <p>Uplighters</p> <p>It was agreed that the Parish Council write a letter of thanks to Sue Davenport for all the time and hardwork spent on this project. Cllr Diana Edwards wished to ensure that huge thanks were also minuted to Cllr Mann for all his hard work.</p> <p>Cllr Edwards enquired if the uplighters were able to shine further up the Clock Tower - Cllr Mann advised that the angle can be changed. Cllr Mann has a spare green bulb to replace the missing one. It was proposed by Cllr Edwards that the angle be changed and that the lights remain green with the second bulb replaced for more impact. This was seconded by Cllr Mann and all Cllrs present were in agreement.</p> <p>Further discussion took place re the uplighters. Cllr Diana Edwards asked if they could be extended up to the end of The Chains area in front of Red Lion House. It was agreed to bring this up for further discussion at the next meeting. Cllr Mann emphasized that, should this be the case, perhaps the Council would write to Sue Davenport asking if fundraising could take place to cover this extra cost. It was also agreed to bring this up at the next meeting.</p> <p>Electricity Supply:</p> <p>With regard to the electricity supply, Cllr Baber contacted Milo Kerr who had knowledge of the original installation of the supply alongside Cllr Allsopp. An original working group, comprising of 4 members of the public, had been responsible for dealing with the initial installation of electricity supplies within the High Street. Upon further investigation, Cllr Baber was advised that utility companies have charity accounts which are used to fund more minor public usages, such as Christmas lighting. It was confirmed to her that it is acceptable for the Parish Council to continue to use the electricity points in the same manner as in previous years.</p>	<p>Clerk</p>
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<p>5</p>	<p>Highways</p> <p>Cllr Baber wished to minute thanks to Clive Saunders at Highways who had been outstandingly helpful both prior to and during the cold weather; in particular his assiduous attention to the filling of grit bins and salt deliveries on behalf of Newnham village. Cllr Baber also wished to minute thanks to Cllr Murray for all his efforts, hard work and support.</p> <p>Cllr Edwards advised the Parish Council that she attended a meeting concerning the dangers on Littledean Road with regard to the dangerous concrete kerbing and the need for mirrors to be installed in this area – Highways are investigating measures that can be taken.</p> <p>Cllr Norman Stephens advised the Parish Council that there is a very severe dip/pothole on the A48 near Stepping Stones – although this is in the Parish of Westbury Cllr Stephens would appreciate the support of Newnham in trying to get this sorted.</p>	
<p>6</p>	<p>Neighbourhood Watch/Community Safety</p> <p>As this topic has been broached several times but nothing further has evolved, Cllr Baber wished for some up-to-date clarification on how to proceed or otherwise. Cllr Dr Coles mentioned that she had recently attended a Neighbourhood Watch meeting at Cinderford, and read out a brief report of this meeting. Cllr Murray mentioned current involvement within the village re Neighbourhood Watch. Cllr Mann felt that Trevor Firman might also have an interest. Cllr Edwards advised that neighbourhood partnerships were now becoming of more consequence as a result of Government cut backs and downsizing, which necessitated the need for County to liaise direct with village working groups. It was agreed that Cllr Baber would contact Trevor Firman for further details and also liaise with Cllr Dr Coles to compile a list of those known to be involved in areas of Neighbourhood Watch/Community Safety in order to gain an overview of the situation</p>	<p>Chair/ Cllr Dr Coles</p>
<p>7</p>	<p>Emergency Plan</p> <p>This is still in a rough draft format which now needs to be condensed down to produce the final document, Cllr Bihlmeier to continue and discuss with the Clerk.</p> <p>New Matters and Correspondence: To receive and discuss the following new matters brought to the attention of the Parish Council:</p>	<p>Clerk/ Cllr Bihlmeier</p>
<p>1</p>	<p>New Footpath to link Broadoak with The Cliff area at Newnham</p> <p>Cllr Baber spoke to Cllrs about the introduction of a properly recognized footpath from Broadoak to The Cliff at Newnham. If it is agreed to proceed with this footpath funding would need to be investigated. Cllr Edwards advised that RDP funding is available and that this project might fit the criteria for applying as it is a benefit to the area; it would attract tourists and would be sustainable. Cllr Mann advised of an article in the local news about raising the mudbanks in this area which will need to be taken into account. Cllr Baber is to explore ownership(s) of the area along which the footpath would travel; she will also contact all relevant parties to investigate any future river bank work which could affect the implementation/sustainability of this footpath.</p> <p>All Cllrs present were in agreement to investigate taking this project further.</p>	<p>Chair/ Clerk</p>
<p>2</p>	<p>HOOF Campaign (Hands off our Forest)</p> <p>Cllr Baber has received a letter from Colin Smith (HOOF Committee Member) asking if HOOF could be discussed at the next Parish Council meeting. Cllr Bihlmeier felt that the Parish Council should not become involved with HOOF; Cllr Edwards advised that Mark Harper has assured that special privileges will be retained as either a status quo or as a charitable trust – there will be a public consultation meeting to decide. It was agreed to send a letter to Colin Smith of HOOF to state that the Parish Council supports the privileges of the Forest of Dean and that we wish them every success.</p>	<p>Clerk</p>

3	<p>Pancake Day</p> <p>Because of shortage of time and also because the PCC are inviting the residents of Newnham on Severn to celebrate Pancake Day at St Peter's Church, it was agreed that no further action would be taken.</p>	
4	<p>Street Party</p> <p>It was felt that a Street Party was already being organized in the parish and that Cllr Baber would make various telephone calls to find out what was intended. Generally, it was agreed this was difficult to implement and that, as all potential willing volunteers were already stretched with current communal events, it was only feasible to pursue this on an individual basis.</p> <p>Planning:</p> <p>There were no planning matters to discuss.</p> <p>Financial Matters:</p> <p>To receive the Income and Expenditure since the last meeting and to sign cheques where relevant.</p> <p>See Appendix A attached.</p> <p>Matters Brought by Cllrs: To receive minor briefings only – all matters requiring NOSPC or financial decisions to be included on next agenda and discussed/decided at next meeting</p> <p>Cllr Baber advised the Cllrs that, because of adverse weather conditions, money existed which had been budgeted for Mark Maycroft for a set number of grass cuts during 2010. As there were a number of maintenance tasks, most of them Minuted for action and still outstanding, Cllr Baber considered this to be a more suitable alternative than locating several different individuals to undertake these tasks.</p> <p>Cllr Baber advised that Forestry Operations will be returning 4th Feb to the village to continue with the pollarding of the trees at the bottom end of the High Street/Beeches Road. They will also begin pollarding work re Lime trees at the Church.</p> <p>It was agreed to send a letter of thanks to David Holder for his work in the re-planting of daffodil bulbs.</p> <p>Cllr Baber advised that at Sheens Meadow: 7 Housing Association homes are now private – 3 others are now rented and there are 5 shared ownerships 5 private sales have gone ahead with 12 plots remaining - 2 of which are being held.</p> <p>It was agreed that an advert is to be placed acknowledging the Quick Win grant money and a letter of thanks to be sent. This will also include the money received by the Armoury Hall for the kitchen installation.</p> <p>Cllr Baber informed the Parish Council that we have received a reply from the Masonic Hall to advise it may be possible to commence discussions for village parking again once the contract with the Doctors Surgery comes to an end.</p> <p>Cllr Baber has been contacted by Mrs Nancy Hyett re her mother's (Mrs Ridler) hedge. She kindly advised Cllr Baber that the intended work would be completed as soon as the weather permitted.</p>	<p>Clerk</p> <p>Chair/ Clerk</p> <p>Chair</p>

<p>Cllr Baber has received written confirmation from Mr Kerr that the footpath adjacent to Dean Road can, whilst in existence, be used by members of the public as well as The Grange . This footpath is situated on land belonging to Mr Kerr and as such can never become a public footpath; further it can be closed at any point in time by Mr Kerr or his descendents. Cllr Baber is to contact the Grange to advise.</p>	<p>Chair</p>
<p>Cllr Murray enquired as to the progress of the Churchyard and Burial Grounds as the Garden of Rest area is very untidy and in need of the retaining wall – Cllr Baber advised that the retaining wall is being undertaken by Mark Maycroft as soon as the weather allows and that the Churchyard appearance and fee increases are to be discussed with Rev Stephenson.</p>	<p>Chair</p>
<p>Cllr Mann advised that Tony Pownall has a group of 6 people from SmithKline to use for one day – if it is possible to find a task please contact him to discuss.</p>	<p>Chair</p>
<p>Cllr Mann enquired if a letter of thanks could be sent to Steve Samuel for all his efforts and hard work during his time as secretary on the Steering Group.</p>	<p>Clerk</p>
<p>Cllr Edwards advised that the Parish Forum at the District Council was attended by herself and Cllr Baber – details available if required.</p>	
<p>Cllr Edwards enquired how the Tennis Courts are being assessed – Cllr Baber advised that this has been passed to the Steering Group / Working Party who will report back to the Parish Council.</p>	
<p>Cllr Edwards enquired if any 106 monies had been received yet as none has been received, Cllr Edwards kindly offered to enquire at the District Council when this will commence.</p>	<p>Cllr Edwards</p>
<p>Relevant dates for NOSPC:</p>	
<p style="text-align: center;">Date of next meeting Monday 28th February 2011 at The Armoury Hall</p>	
<p style="text-align: center;">Formal Closure of Meeting</p>	
<p>Date</p>	
<p>Signature</p>	

Appendix A

Income

Co-Operative Funeral Services	Margaret Smith Additional Inscription	£26.00
Mr & Mrs Reid	Allotment Rental	£24.00
Mrs Jones	Beeches Rental	£160.00
Gordon Blake	Harry Pincott Ashes N366	£103.00
Cllr Baber	Grit Bins	£10.00
		£323.00

Expenditure

Mr Meek	Sal – Jan 2011	227.50
Mr Griffiths	Sal – Jan 2011	50.00
Clerk	Sal – Jan 2011	203.56
Designer Signs	Peace Garden Sign	25.85
A48	Meeting Costs 10/11	8.00
Local Council Update	Subscription	70.00
Westbury Wood	Maintenance Tasks	475.00
PWLB	Loan Repayments	378.95
Monmouthshire County Council	Play Area Inspections 10/11	539.84
Cllr Baber	Expenses	155.76
Cllr Baber	Expenses	34.96
Mr Meek	Maintenance Tasks	368.50
Cllr Larkham	Re-Imbursement of Plaque	18.00
Hanmon Split	Stone and Plaque Fitting	211.20
M Penny	Website Fee	11.30
		2778.42