

Newnham Parish Council & Burial Authority

Public Consultation

Pot holes Station Road – Concern was raised regarding the amount and size of pot holes in Station Road and potential vehicle damage – The clerk was requested to advise Highways.

Changes to Allotment regulations – Concern was expressed that council had failed to follow consultation agreements with the Allotment Association with regard to recent rules changes on delegation of duties to the Association and representation of tenants to the council by the Association. As no consultation had taken place it was requested that the changes be revoked and consultation undertaken. The clerk advised that in respect of the delegation clause removal, this had been fully consulted with the association during previous fee consultation meetings, followed by a formal decision at council not to delegate to the Association. The recent changes merely brought the rule in line with a decision previously made. In respect of the Association not representing tenants, representation of Association members by the Association had not been changed. The rule change recognised that not all tenants were members and therefore would not necessarily seek the support of the Association in any discussions. Neither change was therefore contrary to consultation agreements. The chair added that to revoke a previously made decision 6 Cllrs would need to write to the clerk requesting the decisions be reviewed. If 6 request were received the subject would become an agenda item for the May meeting.

Minutes of a Parish Council meeting held on Monday 24th April 2017 at 6.50 p.m. in the Armoury Hall, Newnham on Severn. Page 44

Present: Chair Cllr I. Walker, F. Bihlmeier, T. Firman, J. Larkham, G Murray, S O’Leary & T Weeden.
County Cllr R Leppington & District Cllr R Boyles.

In Attendance: The Clerk + 6 members of the Public.

- To Receive Apologies for Absence**
Cllr C Kenny & District Cllr S Phelps
- To Receive Declarations of Interest**
None
- Approval of Minutes of the Parish Council Meeting held on the 27th March 2017**
After consideration the minutes were duly adopted.
- To receive a report from the clerk on outstanding actions for items not on the current agenda**

The Green – A quote from Abbey Tree services for removal of a Horse chestnut & general thinning/removal of trees has been received. Removal of the diseased horse chestnut is quoted at £485. Under health & safety rules the clerk was requested to authorise felling of the tree ASAP. A thinning quote for £1895 was noted and will be subject of a future agenda item, once any grant support is fully understood.

Brambles & Ivy at the Beeches – Wtg quote from Abbey Trees.

Bench near war memorial – RJB unable to quote, K Morris requested to quote

Peace garden gate & Flag stones repairs – A quote from K Morris for £145 was received. In view of the potential of boar damage to the churchyard (and associated distress to parishioners as the gate will not close), it was **Resolved** to accept the quote and the clerk was requested to authorise the work ASAP.

Clock service contract – The 5 year contract renewal is part of the monthly payments

Land registration – Awaiting update from Solicitor

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web site hosting changes – Changes have been implemented and speeds have certainly improved. Payment to Osis included in this months payment schedule including a £120 server transfer fee. Eukhost no longer host the website.

Npower contract – Completed, cut in of new rates May 17

Grass contract –Complete were looking for a three year deal as they believe their proposal was based on a three year contract. They have been asked for a two year price but are yet to respond. A contract needs to be issued and signed by both parties.

School turning area - meeting request sent to Two Rivers, no response to date. The clerk committed to arranging the meeting prior to the May PC meeting.

At this point the chair requested that item 27 (co option) be moved up the agenda and discussed in the public section of the meeting.

The clerk advised that a single application for co-option had been received from Linda Love. Council **Resolved** to co-opt Linda on to the council with immediate effect. On signing the declaration of office and the register of members interests Cllr Love joined the meeting.

5. **To receive the Clerk's report**

all matters on Agenda

6. **To Receive Reports from County and District Councillors.**

Cllr Boyles advised a recent vote at FoDDC committed to continuing with the **cabinet system of governance**. He confirmed he remained chair of the finance committee. **20/20 shared services** activity continues to progress with the partnership expected to be up and running by the end of the year. **Boundary changes** to reduce the number of district councillors is currently in public consultation. He also advised that following **flood protection work** by Lydbrook council the Forestry Commission were complimenting the scheme by introducing beavers (up river) who (it was expected) would build a number of natural dams that would help alleviate flooding issues.

Cllr Leppington – advised that due to Purdah and the forthcoming county elections activity was very limited. He took the opportunity to thank the PC for their help and support during his term of office and look forward to working with them in the future if he were re-elected.

7. **To consider and Resolve that the parish risk assessment register is accurate and adequate.**

After consideration it was **Resolved** to approve the register

8. **To consider and approve the Asset Register as submitted and approved by the finance committee at the March Finance meeting.**

After consideration it was **Resolved** to approve the register

2016/17 Audit activity

9. **To receive the internal audit report**

Four observations had been made, two related to **risk register and asset register approval** at full council, these were dealt with by previous agenda items. **VAT exemption for parking** requires formal dispensation from HMRC. The clerk advised that a request has been made to HMRC. Finally **council's finance regulations** did not reflect the latest changes in 2016. The clerk having reviewed and modified the model contract will submitted them for full approval at the May annual parish meeting. All actions were out-looked for closure after the May meeting. He also confirmed that the report would be posted on the website.

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10. **To Consider and approve the Annual governance statement**
After consideration it was **Resolved** to approve the statement

11. **To approve the accounting statement for the financial year**
After consideration it was **Resolved** to approve the statement.

The clerk advised that the report would now be submitted to the external auditor for approval and that the documents would be posted on the web site. Formal exercise of Public rights would commence for 30 working days from the 5th June.

Financial

12. **Financial Statement**

The monthly financial statement was received and duly approved
Monthly payments were received and duly approved

13. **To consider and approve virement of £5,000 into 2017/18 budget to cover increase in grass contract costs and consider any budget reductions to offset additional expense.**

After discussion it was **Resolved** to vire the additional funds into the budget, and for the Finance committee (at their June meeting) to review other discretionary spend to offset the additional cost of grass cutting.

Highways

14. **To Receive an update on pole installation for speed sign.**

Clerk to chase Highways and the sign to be installed on the pole at Dean Road prior to the next meeting.

Community

15. **To Consider Planning applications received**

- **P0463/17/FUL & P0464/17/LBC The Old Vicarage & Swan House** – Erection of Workshop, new garages, gym and store – **Resolved** “no objection”
- **P0393/17/TCA 2 Severn Terrace** – Removal of 2 Laylandii trees. - **Resolved** “no objection”
- **P0487/17/FUL 20 Harrison Close** – Erection of front porch / entrance hall
Resolved “no objection”

16. **To Receive an update on the possible grant support for the full upgrade of the Clock control mechanism.**

The clerk confirmed that no response had been received from the school and Cllr Walker’s meeting with them was yet to be arranged.

17. **To receive an update from Cllr Weeden on the purchase of history boards for the village.**

Cllr Weeden confirmed that progress was being made and that by the May meeting he will have a proposal that would support much of the finance required for the boards via local businesses.

18. **To consider a request from the street fair committee to hold this year’s fair on the playing field with bar support from the railway Inn.**

After discussion it was agreed this was a good idea and that approval should be given, providing details of vehicle types planned for use on the field would be provided to the PC and that in case of bad weather and soft ground vehicle access would be restricted.

19. **To Receive and update on the free defibrillator training conduct by CHT.**

Training dates yet to be agreed.

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20. **To receive and consider a response from the Forestry Commission regarding wild boar.**
A response from the commission was discussed in detail, it was felt that it failed to address the issues raised by the PC. The planned meeting of the MP with the commission may now be delayed due to the forthcoming general election.
21. **To receive an update from the Police and Crime Commissioner relating to PCSO support enquiries.**
As a result of the recent letter to the Police & Crime Commissioner, the forest Sargent has volunteered to attend a future meeting (agreed with the clerk for May) to discuss PCSO support. It was noted that a recent inspectorate report had identified failings in the PCSO engagement with the public due to task allocations covering normal policing duties.
22. **To Receive an update on the proposed meeting with Mark Harper MP, a councillor and a representative of the Post office regarding relocation plans.**
No response has been received to date. This action is also expected to be delayed due to the forthcoming election.

Other Matters

23. **To consider correspondence received to date**
None
24. **Matters for the Next Agenda**
Allocations plan (Newent additional 85 units) - add to next agenda
Asset condition review – add to next agenda
25. **To Confirm date & time of next meeting**
- As previously published Annual Parish Council Tuesday 30th May 2017 7.00 pm
Parish Council Tuesday 30th May 2017 (follows APCM)

To be considered in committee (S.O. 1.c & 26.a)

26. **To consider the submissions made and select a new councillor via co-option.**
(Taken after item 4)

There being no further business the meeting close at 7.40 p.m.