

Newnham Parish Council & Burial Authority

Minutes of a Parish Council meeting held on Monday 18th October 2021 at 7.00 p.m. in the Armoury Hall, Dean Road, Newnham.

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Present: Chair. Cllr F Bihlmeier, Cllrs C Kenny, J Larkham, L. Love & M. Penny. Plus, the Clerk. 3 members of the public were present.

1. **To allow public consultation.**

Proposed parking facility at the Playing Field – A resident objected to the proposal and expressed concerns relating to potential abandoned cars, noise nuisance, substance abuse, inappropriate racing etc in any planned parking facility and the Playing Field if access to it was possible. The Chair advised that the points raised would be considered at the relevant agenda item. He further added that the potential to provide parking in that area was in the very early stages of consideration and if it progressed, public consultation would be conducted.

2. **To Receive Apologies for Absence**

County Cllr R Hoyland. District Cllrs N Packer, Cllrs, N Hughes, S O’Leary, G. Moir & S Tempest

3. **To Receive Declarations of Interest**

None

4. **Approval of Minutes of Parish Council Meeting held on the 27th September 2021**

Minutes of the meeting were duly approved

5. **To receive a report from the clerk on outstanding actions for items not on the current agenda.**

Adoption of the Green – The solicitor has committed to helping the council achieve ownership status for the Green at minimal cost. Process may take some time to complete.

Fencing Play Park – Greenfields quote received and circulated further quote awaited.

Trees at changing rooms. – Order placed, works due by end of October. Masons advised of plans and confirm agreement

Pollarding Limes Lower High Street – Order placed, contractor to complete by November.

Brook contamination – Report and actions complete by EA. Case now closed

Hedges Station Road and the Cliff – Both hedges reduced in size to aid future maintenance.

6. **To question District & County Councillors on the content of their reports to council, pre issued to all Councillors.**

There were no reports due to Cllr apologies

7. **To receive the Clerk’s report**

All matters by agenda item.

Financial

8. **Financial Statement**

The monthly financial statement for October was received and duly approved.

Monthly payments for October were received and duly approved.

9. **To consider further the 2022/23 budget and potential additional projects**

After consideration the following potential projects were identified for consideration.

- Annual reserve for future pathway works at the riverside.
- Improvements to Garden of Rest Desk Vase Tablet area.
- Soft play surfaces play park (existing agenda item).
- MUGA lighting

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Procedural

10. **To receive an update from the Clerk re the risk assessments required for, Burial ground, Tree maintenance and Open spaces as required by insurance provider.**
After discussion it was agreed that there is unlikely to be any progress on further risk assessments until the spring 2020 and the Clerk was requested to add to “items not on the agenda” until further notice.
11. **To consider adoption of a bench procurement process developed by the Clerk**
After discussion it was **resolved** to adopt the policy with a minor addition relating to previously donated benches.

Community

12. **To receive an update regarding SDG works to replace wooden culvert covers**
The works are now complete with a modification made to reinstate the full pathway with aggregate. The works have received positive feedback from the public
13. **To receive an update on the 3-year grass tender contract.**
The Clerk advised that the updated tender document is complete and will be advertised on the contracts finder website in the coming days. Submissions will be requested prior to the finance meeting in December for review and full council approval in January.
14. **To receive an update from Cllrs Hughes, Moir & Tempest re Telephone box group meeting. Update at next meeting**
15. **To Consider further the council’s legal right of way across land owned by the Masonic Hall.**
(to be taken in committee at the end of normal business)
No activity since previous meeting
16. **To Consider Planning applications received**
 - **P1588/21/FUL The Skerries, Station Road** – Porch & single storey extension.
Resolved no objection
 - **P1558/21/ADV Land North of Newnham** – Advertisement consent for a “V” shaped free standing board. **Resolved** no objection
 - **P1683/21/FUL Littlefold, 1 Ruddle** – Two storey and single storey extension.
Resolved no objection
17. **Changing room**
To consider further works to the inside of the building
Quoted awaited from S Jaynes
To consider risk assessment & security requirements.
Update at next meeting
To consider potential charges & bonds for use and management for all parish users.
To be considered at next meeting
18. **To receive an update from Cllr Kenny re the potential renovation of the water trough using a modern water recycling installation & provide a water point in the centre of the village for the WI.**
Cllr Kenny to investigate prior to November meeting
19. **To consider receive an update from the Clerk on soft surfacing the barked areas in the Play Park and grant opportunities including the County Cllr grant & GPFA processes.**
Grant applications have been made to three organisations. Further applications are planned.
20. **To consider the contract supplied by the sculpture group re the project at the Play Park.**
After discussion it was agreed that the original decision (when taking responsibility by council for order placement), was that council would have final approval for both the design and contract content. The Clerk was asked to reconfirm this to the organisers.

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21. **To receive an update from the group investigating registration (via Cllr Love) of the riverside pathway prior to cut off in 2026.**
Progress is being made. A further update will be made at the November meeting.
22. **To receive an update from the Clerk re vandalism (Graffiti) at the Skate Park and Station Road.**
Police and Crime commissioners' office have been involved with local agencies to see what policing support can be given. No reoccurrence to date.
23. **To receive an update from Cllr Penny on options for CCTV equipment at the Play Park.**
Investigations on going, communication with the district council re possible grant support has been made by the Clerk.
24. **To consider recent correspondence from the owner of the Chains (Mr Kerr) and agree next steps.**
Mr Kerr has acknowledged receipt of the Council's response to previous communications, but no further information has been received.
25. **To receive an update from Cllr Penny re the creation of additional parking in the Village (Beeches & Playing Field) and land ownership at the Beeches.**
Potential increase in parking availability at the Beeches - is still an ongoing project. The Clerk was asked to write to the existing tenants to make clear their parking rights would not be affected by any changes. It was further agreed that the Clerk should make enquiries with the County Council regarding the extension of the facility on their land.
Parking at the Playing Field – Again an ongoing project and the concerns expressed at public consultation will be taken into consideration if the project is pursued further.
26. **To consider quotations to re line the tennis courts in the MUGA from Dragon courts (£550 + VAT for the tennis court & Tennis and Netball £750 + VAT) and Philip Gallagher (£400 + Vat for tennis court and Netball).**
After consideration it was **resolved** to accept the quotation from P Gallagher. The Clerk advised that the works would be planned for November, weather permitting.
27. **To receive an update on the removal of the dead tree on the Green**
The Clerk advised that the contractor now has access to the required lift equipment and the removal is planned for the 25th October, weather permitting. The neighbours have been informed.
28. **To receive an update from the Clerk re a parishioner's request to add an additional memorial bench in the playing Field near the football pitch.**
Bench designs and costs have been supplied, the Clerk is awaiting a response.
29. **To consider a parishioner's request to add an additional memorial bench at the Cliff.**
It was agreed that the bench policy would be provided to the parishioner and that the Clerk would support the replacement of an existing bench
30. **To receive an update from Cllr Bihlmeier re the cross-parish communications group.**
Cllr Bihlmeier confirmed the group continued to make progress and recent communications were circulated to council in advance of the meeting.
31. **To receive an update from the police regarding a complaint related to parking of heavy plant vehicles in Hyde Lane/ Station Road.**
The Clerk advised that the matter has been referred to the police who are investigating. However, it is likely this is a civil matter and not a criminal one, limiting police powers.
32. **To review the preparation and production of the newsletter and agree the focus for the future and appropriate contributors.**
To be discussed at the November meeting.

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33. **To consider a complaint from a parishioner relating to memorial stone misallocation in St Peters churchyard and an investigation by the Clerk.**

The Clerk having previously circulated all correspondence with the complainant to council, further advised that the only area such errors could occur was the original Garden of Rest. A survey of 12 of the remaining unoccupied locations (60% min of those remaining) were checked with a local Funeral Director for any interments not in line with the burials plan. No further occurrences were found. It was confirmed that the interment was in the correct location allocated by Council, but the memorial fitted to the incorrect location. As council play no part in the fitment of memorials, it is felt the procedures of council are adequate and that the error occurred between the parties involved with procuring and fitting the memorial. The Clerk was requested to inform the complainant that although council sympathise and understand the distress on discovery of the mis location, no responsibility can be taken and no procedure changes are required.

34. **To consider an offer from Freeman Homes of £5k to cover ongoing maintenance costs for adoption of the proposed bus shelter at Unlawater by the parish council.**

After discussion it was **resolved** to accept the offer and adopt the new shelter. The Clerk was instructed to advise Freeman Homes and request consultation on the style of shelter and exact location.

Other Matters

35. **Matters for the Next Agenda**
Footpath through to Bullo within the Church grounds – next agenda
Highway condition outside Victoria Garage - Next agenda
Damaged Bollard Dean Road – Clerk to advise Highways
Growth in Clock Tower – Clerk to chase contractor
36. **To Confirm date & time of next meeting**
- Parish Council Monday 29th November 2021

There being no further business the meeting closed at 8.10 p.m.

Signed

Date.....