

**Minutes of the Meeting of the Council held on Monday,  
6<sup>th</sup> July, 2009 at Church House, Newport.**

<b><u>Present:</u></b>	Cllr A. Yarwood	(AY)	(Chairman)
	Cllr P. Arscott	(PA)	
	Cllr L. Baillie	(LB)	
	Cllr M. Bowker	(MB)	
	Cllr T. Denyer	(TD)	
	Cllr C. Gilbank	(CG)	
	Cllr A. Johnson	(AJ)	(Vice-Chairman)
	Cllr C. Mitchell	(CM)	
	Cllr J. Smith	(JS)	(from 09/ C157)

<b><u>In attendance:</u></b>	C. Griffin	Clerk
	J. Grogan	Treasurer
	J. Peachey	Prospective Treasurer

**09/C154 Apologies for absence**

Apologies were received from Cllr J. Rose, Cllr M. Sell, and Dist. Cllr. P. Wilcock and Cty. Cllr. R. Gooding.

**09/C155 To receive any ‘personal’ or ‘personal and prejudicial’ interests relating to items on the Agenda**

The following interests were declared: AY in C162, C163, C166, C167 and C168, AJ in C166 and C170, TD in C166 and C168, PA in C165 and C169, CG in C164, C166 and C167, LB in C170.

**09/C156 Public participation session (15 minutes available if required)**

No members of the public present.

**09/C157 To approve the appointment of Mrs Julia Peachey as Treasurer to Newport Parish Council**

The appointment of Mrs Julia Peachey to the post of Treasurer to the PC was approved at the salary and terms advertised.

Proposed: TD                                      Seconded: PA                                      All agreed

The Chairman welcomed Julia to the Council.



Association of Local Councils, members confirmed that, in their view, training should be mandatory for Parish Councillors.

- Following discussions at the last meeting regarding a procedure for dealing with urgent matters, Clerk raised this with the CILCA course tutor. It was confirmed that a PC cannot lawfully make a decision on any matter unless the item is included on the agenda and as both examples mentioned at the last meeting involved spending Council funds, a decision on these could not be made outside a meeting.

### **09/C161 To receive the Treasurer's Report and approve accounts for payment**

Duly received.

The payment schedule now showing 24 items, totalling £9,462.20 was approved and signed by the Chairman.

Proposed: AJ

Seconded: PA

All agreed

Treasurer advised that:

- The invoice from AM Alarms for maintenance of the CCTV equipment at the recreation ground has now been set against the Sports Committee Budget.
- Acumen Wages Services are increasing their fees.
- The Annual Return has now been completed and the Internal Auditor has submitted an invoice for £60.00.
- Bank interest of £115.27 (Bonus Saver Account) and £2.98 (Reserve Account) has been received.
- The payment to Event Insurance will be deducted from the Fete Budget. The Chairman advised that there will be a further invoice for signage.

The Chairman advised that, as discussed at the last meeting, the Youth Club would repay the cost of the telephone calls included on the invoice from the First Newport Scout Group

Janet will hand over all the accounts records to Julia after the meeting. A letter has been sent to all organisations requesting them to send all invoices/correspondence to the parish office in future. A new bank mandate form was completed, removing Ms Janet Grogan and adding Mrs Julia Peachey to the list of signatories.

### **09/C162 To receive an update on the situation regarding the PC Office**

The Chairman advised that following the last meeting he met with JS regarding the Parish Office. The room at Church House is still an option. The possibility of an office at the Village Hall was also discussed and, subject to the PC providing funding, the Village Hall could supply some accommodation for us.

The Chairman reported that Ros Jeffreys has now supplied details of her lease and at the moment is sub-letting the space previously used for her lettings business, to two small companies. The PC is now fully aware of where it stands.

It was agreed that this should be raised again in October when the PC discuss Budgets for 2010/11 as it may be necessary to make a provision for possible changes.

To be included on the agenda of the Full Council meeting in March 2010 when a decision should be made.

JS to update Rev. B. Sherlock on the current position.

**09/C163 To approve the revised PC Risk Assessment**

The Chairman has completely revamped the PC Risk Assessment. It was agreed that this should be distributed to all members for comment. Any proposed amendments or additions to be sent to the Clerk by 24<sup>th</sup> July.

To be included on the agenda of the next Full Council meeting for approval.

**09/C164 To approve the editorial process for the website**

Following some minor amendments to the document produced by CG it was agreed that the editorial process for the website should be approved.

Proposed: AY                      Seconded: JS                      All agreed

The Chairman thanked CG for producing this document.

CG and LB will arrange to meet with JR and go through the process and ensure that it is implemented. LB stressed the importance of providing useful links to encourage people to use the site.

Clerk will contact UDC again regarding the previous website as the promised changes have not been effected.

**09/C165 To receive a report on the Firework Committee meeting held on 18<sup>th</sup> June 2009**

PA reported that six members of the Firework Committee plus two representatives from the Police attended the meeting.

The main points raised were:

- There is some disagreement about the number of people attending. PC confirmed that they need to know how many tickets are sold and how many people attend.
- The Scouts receive the majority of the proceeds. PC would like to know the income generated from the event. PA will contact the Chairman of the Scouts.
- The Police advised that they must be advised of the number of tickets sold and how many people are attending the event. They have suggested closing off Frambury Lane and the entry to Cherry Garden Lane and having a one-way system for access. PA suggested to the Committee that they directly employ two policemen.
- The Committee will be approaching NFGS regarding the use of their car park and also wondered if the PC would allow parking on the Common. It was pointed out that this would cause problems in adverse weather conditions, but it may be possible to use part of the Common if adequate

matting is obtained and the area is properly marshalled. No formal agreement was reached.

- It was suggested that the Committee circulate a leaflet to residents giving details of the event.
- The Police felt the event has outgrown the location, but the Committee feel they would not get the support elsewhere.
- The question of public transport to the event as “shuttles” was raised.

The PC feels it is imperative that the Firework Committee assess the risks involved and ensure that the entire event is managed properly. At the next meeting PA will, once again, request a copy of the full Risk Assessment and Event Insurance.

**09/C166 To receive an update from the Traffic Management Group**

No further news since the meeting with Chris Stoneham and Joe Bicheno, ECC. Deferred until next Full Council meeting.

**09/C167 To receive an update on the situation regarding the piece of land between Frambury Lane and Cherry Garden Lane**

The Chairman advised that following the April Full Council meeting a request was sent to UDC asking if the PC could use the area of land for a village car park. UDC informed the PC that this would be referred to the Communities & Housing Committee meeting. It was subsequently noticed on the agenda that the area of land was to be considered for affordable housing. The Clerk wrote a letter to all the Councillors on the Committee and the decision was deferred until an officer from UDC has discussed this with the PC. A meeting has now been arranged with Roz Millership, UDC, for Friday 10<sup>th</sup> July. Chairman and Clerk will attend. Update to be given at the next Full Council meeting

**09/C168 To discuss a request from City & Country for a meeting to consider some significant alterations to the planning application for the Maltings. (Application UTT/0448/09/FUL, discussed at the Planning meeting on 28<sup>th</sup> April has been withdrawn)**

The Chairman advised that City & Country have requested a meeting with the Chairman of the PC and Chairman of the Planning Committee to discuss some significant alterations to the plans.

After a detailed discussion it was agreed that the representative from City & Country should attend the next Planning Committee meeting on 20<sup>th</sup> July and address the whole Committee. Residents can also attend if they so wish.

Clerk will cancel the meeting provisionally arranged for Friday, 10<sup>th</sup> July

**09/C169 To receive a report on the Village Hall**

PA reported that everything is progressing satisfactorily.

- The rear wall has been painted
- The VHTMC are hoping to get a grant for the windows
- Vinyl floor to be fitted in W.C. and corridor.
- Some issues have to be resolved following an electrical report
- Bollards should be delivered shortly for installation in the front area.
- A quote is being obtained for painting the inside of the Hall.
- The final account from G. Markwell should be submitted shortly.
- Other items on the wish list are being considered.

**09/C170 To receive a report on Neighbourhood Watch**

AJ reported that:

- The police trailer attended the Village Fete on Saturday 4<sup>th</sup> July.
- The group are receiving frequent reports from Lindsay Baillie.
- We are awaiting the outcome of our application for kits to be used for the removal of graffiti.
- Yasser Alromisse has left UDC.

**09/C171 To receive Reports from Dist Cllr P. Wilcock and Cty Cllr R. Gooding**

As Dist Cllr Peter Wilcock was unable to attend the Chairman, as District Councillor, advised that:

- There is a Local Development Framework workshop at UDC on 8<sup>th</sup> July which he intended to attend. AJ advised that he understands that a decision will be made on the 4,200 dwelling in the area by late summer. JS reported that the last meeting of the Joint Parish Council Steering Group had been deferred because everything appears to be very quiet. The Chairman will contact JS after the Workshop.
- He attended the last Performance Select Committee meeting and reported on the financial situation of UDC.

**09/C172 Items for next Agenda**

To approve the revised Risk Assessment

To discuss vacant properties in the village

To receive an update from the Traffic Management Group

To receive a report on the meeting organised by Mr. J. Gordon to discuss future plans for Newport News.

To receive a report from the Playground Committee

To receive a report on the meeting with NFGS on 10<sup>th</sup> July

**09/C173 To discuss any urgent matters of interest to the Parish**

**C173.1** JS attended the “Meet the Governors of Addenbrookes” meeting on 23<sup>rd</sup> June. Three governors came from Addenbrookes and residents raised issues with them which they will now consider. Application forms for membership of the Addenbrooke’s NHS Foundation Trust were passed to the Clerk.

**C173.2** A date will be arranged for the Youth Forum meeting at the Facilities meeting.

**C173.3** CM reported a large pot hole and tree overhanging the road at the Wicken Road/Frambury Road junction. Clerk will inspect.

**C173.4** AJ is planning to distribute the next PC News by the end of July.

**C173.5** The Chairman requested that if members see a Silver Ford Fiesta car causing a disturbance in the village to report this to the Police as the driver is well known and has a history of anti social behaviour.

**09/C174 Date of next meeting**

The next meeting of the Council will be held on Monday, 3<sup>rd</sup> August at 7.30 pm at Church House.

The meeting closed at 9.35 pm.