**North Newnton Parish Council Meeting**

**Monday 11th March 2019 at 7.30 p.m.**

**Minutes**

Present: - Kate Boulter (KB) Chairperson - Joint Vice Chair, Carolyn Whistler (CW) David Brisker (DB) -Joint Vice Chair, Tom Ellen (TE), Mac McLean (MM), Gill Tatum (new Clerk Designate)

In attendance: Tracey Pullen (TP), Clerk, 2 members of the public attended the meeting.

**The meeting started at 7.30**

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| 1 | **Absence apologies and Declaration of interests** No apologies were received. MM declared an interest in agenda item 8h verges. |  |
| 2 | Minutes of Parish council meeting 14th Jan 2019. The minutes were signed by the chair as a true record |  |
| 3 | Adjournment. Welcome to the public.  Question raised re Neighbourhood Plan, covered in Item 5. |  |
| 4 | Parish Finances   1. Bank reconciliation Jan 2019 – agreed 2. Authorisation request for funding for new battery for the village hall defibrillator - £280. Total invoice cost of £296.40 agreed 3. Authorisation request - Purchase of 25 welcome packs £40 agreed   **Action: CW to order** |  |
| 5 | Neighbourhood Plan – Update – CW  Expectation that the draft Neighbourhood plan to be ready for consultation ( ie available for everyone in the parish, and interested others, to see and comment on it) in March 2019. However, there is a delay. As of 1 January 2019, all sites proposed as being suitable for possible development in a neighbourhood plan, must be assessed to determine the effect that building on each will have on the environment, by which is meant the land and area surrounding the site. The North Newnton Neighbourhood Plan puts forward a number of sites, mostly in North Newnton but one each also in Bottlesford and Hilcott, suitable for possible development. Thus, although WC hasn’t told us yet, we are assuming that what’s called a Strategic Environment Assessment (SEA) will need to be carried out. If and when we hear from WC that an SEA is needed, we can apply for a grant which will cover the cost of a qualified organisation doing the assessment for us. The assessment takes about 3 months.  In the meantime, the draft Design Statement and draft Green Spaces Report are being finalised, with appendices added.  **Questions from the public attendees;**  Q1 About consultation process on the NP? Draft reports (as above) will be consulted on later in the year at consultation event (Annual Parish Meeting on 11th May will have display on NP).  Q2 Is the NP a legal document? Yes the Plan is going through due process following guidelines for plan development and will go to Parish for Referendum at consultation stage, taking on representations and amendments as necessary after consultation |  |
| 6 | Planning Applications   * 19/02002/LBC No objection in principle– but hope that the garage would be in an a appropriate place as befits a Listed Building * 19/01828/FUL No objection in principle – as above * 19/02103/FULNo objection |  |
| 7 | Updates   1. Section 106 - PO not in attendance 2. North Newnton footpath update – Phase 2 currently being reviewed and will be put forward on CATG agenda 3. Footpath Park Road - BT Raised ironwork update. MM reported that work undertaken by BT was not satisfactory, and this is being followed up. 4. Bench – TE to obtain costings for future consideration 5. Trees – upkeep of commemorative trees – quote by TG accepted. TP to draw up contract 6. Bus shelter glass replacement – agreed £80 for plexiglass to be fitted by DB and D Benson |  |
| 8 | New Items   1. Standing Orders for adoption – b/f to next meeting 2. Financial Regulations for adoption – discussed and agreed. TP to make amendments and circulate 3. Annual Parish Meeting Saturday 11 May at 2pm – CW to approach Woodbridge Inn and agree agenda, including NP steering group display at the event. KB/DB to write chairman’s report. MM and KB not able to attend. Nominations to Clerk required by 18/04 for Annual Parish Awards (need citations). KB will organise printing of certificates with Wessex Print. 4. For AGM, nominations for Chair to Clerk by 18/04 prior to AGM on 13/05 5. Parish email/newsletter – not to be taken forward 6. Website notification of danger of Woodbridge Cl and Park Rd jnct – resolved with no further action 7. Additional litter bins – KB to provide WCC details for MM to follow up 8. Verges – Plantlife information circulated by MM – agreed to adopt 9. Wheelie Bin Stickers - agreed to purchase 50 x 30mph, 40 mph, speed kills stickers – to be available at the APM for people to make a suggested donation of £2 - TE 10. PCAP village website pages – agreed that each village would have its own write up. KB to send info to CW. CW to liaise with Susie Brew |  |
| 9 | Area Meetings: Report, Future Attendance   1. Area Board 21/1 and 11/03 No attendance – next meeting 20/5 East Grafton 2. PCAP - 24/1 W/bro KB attended. Next meeting 18/4 Hilcott VH. CW/KB to attend 3. CATG – next meeting 5/6 CW to attend |  |
| 10 | Future agenda items   1. Standing Orders – discussion and adoption 2. SID and Community Speedwatch 3. Parish Steward Update | All  CW  DB |

**The meeting closed at 9.20 pm**

**Future Parish Council meetings 2018**

Saturday 11th May (APM) – venue to be confirmed

Monday 13th May (AGM and 1st PC Meeting of the year),

Monday 1st July 7.30pm (tbc)

Tracey Pullen Clerk to NNPC 23/3/2019

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