



Newton and Biggin Parish Council

Minutes of an extraordinary meeting held on Thursday 8th June 2017 in The Good Shepherd at 7.30pm

1. Present. D. Carter (Chairman), J. Hotten (Vice-Chairman), F. Preston and I. Davies.
2. Apologies were received from A. Davies.
3. There were no declarations of interest.
4. The minutes of the meeting held on 18th May were approved and signed by the chairman.
5. Matters arising.

a) Item 22. Walkers on Victoria Andrews' field. This had been reported to WCC by the Chairman but nothing had been heard since. It was agreed that DC would speak to Victoria Andrews and FP would get a more up to date map of the site and then speak to her.

6. The declarations of Pecuniary Interests forms were distributed to members and would be returned at the next meeting.

7. R17/0841 The proposed development site on the field opposite The Leys. A meeting had been held in the morning between 3 Parish Councillors and a representative from Lioncourt Homes and her trainee. Ian Davies talked members through the plans and what had been discussed in the morning. I. Davies had drawn up a response. JH proposed it and FP seconded it and it was agreed the following response would be sent to RBC:-
The Parish Council notes that the principle of development has been established in granting of outline planning permission. The submitted plans accord with the previous illustrative plans. The PC therefore has no objection, subject to the following points which have been discussed in a meeting with the applicant.

1. Boundaries.

i) Applicant to confirm ownership of hedge to eastern boundary. It is important that this hedge remains in single ownership to ensure its proper maintenance and continuation as a visual boundary and wildlife habitat. Conveying it to individual properties, as the submitted plans suggest, could prejudice its preservation.

ii) The applicant has confirmed that the hedge to the western boundary will be offered for adoption as part of P.O.S and highway verge. An amended plan will be submitted amending the western boundary of plot 40 to maintain this single ownership.

iii) The applicant has confirmed that the hedge to the southern boundary will similarly be offered for adoption as part of the POS. Amended plans will be submitted showing the pedestrian access moved as far as possible to the west to reduce pedestrian, and potentially vehicular, movements on The Leys.

iv) The applicant has confirmed that not only will the northern boundary be planted in accordance with the submitted plans but it will be securely fenced to prevent direct access from the development to the picnic site.

2. Public open space

The applicant has confirmed that:-



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- i) The second, smaller pond will be deleted (subject to the agreement of the applicant's engineering consultants).
- ii) The SUDS will accord with all technical and safety requirements in relation to gradients and depth. In addition to the proposed boundary planting the pond area will be planted with reeds and other semi-aquatic plants to discourage access.
- iii) The applicant will liaise with the Parish Council on the type of equipment to be provided on the LEAP.

3. Street lighting

- i) The applicant will liaise with the Parish Council to seek to ensure that street lighting is compatible with LED lighting recently installed throughout the village.
- ii) The applicant will investigate the possibility of installing an additional lighting column(s) between The Leys junction and the proposed access road.

4. Construction traffic

The applicant will seek to impose a management plan on all contractors to ensure that construction traffic only accesses and leaves the site from a northerly direction.

5. The Parish Council is concerned that the public transport subsidy requirement contained in the S. 106 Agreement may not be the most appropriate use of this funding. The applicant, without committing to any outcome, is content for the Parish Council to explore alternatives. The PC asks the other signatories to the S. 106 Agreement to engage in this work, designed to seek the most effective alternative to reliance on private cars.

6. The Parish Council is grateful to the applicant for its offer to work in partnership in the preparation of "Welcome Packs" for new residents.

7. The Parish Council would ask RBC, as Housing Authority, to consider whether any priority can be given to appropriate residents in the parish in the allocation of the social rented houses.

8. Purchase of a hard copy of the Neighbourhood Planning Guide - this was not discussed. To be an agenda item at the next meeting.

9. Insurance - it was agreed this would be discussed at the next meeting and the cheque sent after that. The clerk had spoken to Came and Co and there was still cover even though the cheque had not yet been sent. It was believed that this would be the last year of a Five Year Agreement with the company.

10. The defibrillator had arrived. DC agreed to organise a few village first aid sessions as well as training on how to use the machine. DC also agreed to arrange for the defibrillator to be installed on the outside of the Village Hall.

11. J. Hotten agreed to be the Parish Council representative at the Civic Sunday Service on Sunday 25th June.

12. Financial report.

a) The clerk explained the current financial position. (Please refer to the minutes of the 29th of June 2017 for a detailed explanation)

b) The audit for 2016/17 had been sent off.

c) The clerk had spoken to eon about the cheque for £7,784.40 for street lights which had not been cashed. Eon had replied that no money was owing. The lights had been paid for in June 2016 with a deposit of £7,200.00 and the final balance in January 2017 of £1,362.00. The last maintenance bill had been paid and no other maintenance charges should be made as the lights were covered under their warranty. The clerk suggested this cheque be written off at the end of the financial year.



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d) A letter had been received from the Pensions Regulator. The clerk's details had been submitted and she was not to be enrolled in a pension scheme.

e) The change of signatories form had been returned by Lloyds Bank as they needed another signature from A. D. It was agreed this would be dealt with by AD out of meeting.

13. Cheques to be raised at the meeting.

Heather Miles - May salary, stamps and ink for printer	167.79
eon - street lighting electric for May	24.81

Total	192.60
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14. The date of the next meeting was to be Thursday 29th June 2017. FP had booked the Village Hall.

15. Matters to be discussed at the next meeting.

a) Walkers on Victoria Andrews' field.

b) Declarations of Pecuniary Interests.

c) Purchase of a hard copy of the Neighbourhood planning Guide.

d) Insurance - finalising cover.

e) Installation of defibrillator and courses on how to use it and First Aid.

16. There being no further business the meeting closed at 9pm approx.

Chairman

29th June 2017