

Newton and Biggin Parish Council

Minutes of the meeting of Newton and Biggin Parish Council held at 8pm on Wednesday 09th September 2015 at Newton Village Hall.

1. **Announcement read by Chair regarding recording or filming of parish council meeting:** In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council or its committees when they are open to the public. This does not extend to live verbal commentary.

Filming and photography will only be permitted from the area designated. No flash photography or additional lighting should be used without prior consent.

Anyone wishing to report on the meeting should notify the Clerk or Chairman so that they can be afforded reasonable facilities.

People under the age of 18 or other members of the public not wishing to be filmed or photographed should notify the Clerk or Chairman and should sit in the area designated for this purpose.

Improper conduct or any disruptive behaviour could result in expulsion from the meeting.

2. **Present:** Cllrs Dave Carter, Chair (DC), Frank Preston (FP), Judith Leggatt (JL), Ann Davies (AD), PC Sharon Crabbe-Bailey

3. **Apologies:** Jim Hotten, Vice Chair (JH), Leigh Hunt (LH) RBC

4. Declarations of interest and dispensations

- a. **To receive declarations of interest from councillors on items on the agenda:** None
- b. **To receive written requests for the dispensations for disclosable pecuniary interests:** None
- c. **To grant any requests for dispensation as appropriate:** None

5. **Minutes of the meeting held on Thursday 23rd July 2015 at 8pm.** Agreed and signed as correct.

6. **Matters arising from the minutes of the meeting held on Thursday 23rd July 2015 at 8pm:** None

7. **Updating of Council documentation:** To consider and agree up to date information for publication on website:

- a. **Standing orders:** agreed and signed

- b. **Risk assessment:** to be forwarded as clerk was having IT problems prior to meeting

- c. **Complaints procedure:** DC thought it would be better to have a comments, complements and complaints form of feedback, however the clerk advised that a complaints procedure was a requirement for the website and parish council's procedures.

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The clerk suggested that comments, compliments and complaints could be invited on the website as well as publishing the complaints procedure. The complaints procedure was agreed and signed

- d. **Planning application register:** The clerk described the spread sheet that been prepared and would forward it for perusal and inclusion on website
- e. **Code of Conduct:** Agreed and signed.

8. Planning

- a. **R15/0865, 31 Betony Road, Rugby, Warwickshire:** No decision needed to be reached, awaiting appeal outcome

9. Correspondence:

a. Items for circulation

- b. **Police report:** A bench from the picnic area had been stolen. There was also a domestic house burglary in the village. Stuart Baker is the new police officer, covering the rugby North area, which reaches as far as Wolvey. He is very keen to promote “safer neighbourhoods” and has already been on “the beat” in the village.

- 10. **Picnic site:** FP report that progress is good. The footpath to the top of the bridle path is continuing towards the motorway and is being used more.

Unfortunately a bench has been stolen and the use of a digger didn't happen. However Ray Hyde who had hired a digger for a week for his own drive has dug out a path and another path around the wet boggy area. The excavation is due to be filled with stone and aggregate donated by Mr. Riley.

The BT community workers have not helped out yet but SC-B suggested asking for the probation service who are keen to help on community projects.

11. Highways:

- a. **State of the roads:** There were concerns that the footpath works would close / restrict access for cars and buses. The clerk was asked to contact Daniel Perkins at WCC to try and at least keep access for the school buses.
- b. **St Thomas's Cross update:** LH had updated the council via email. She has spoken to WCC and the junction is now under review, as the highway engineers are interested in securing funding from developers of major projects. It has been suggested that the priorities are clarified with Newton to Clifton have priority and other directions having to give way.

- 12. **IT:** Documents are to be backup on AD's external hard drive and the Tech factory are looking at email storage.

13. Finances:

- a. Statement of accounts: Presented by Clerk and approved
- b. Accounts for payments
 - i. Eon Street Lighting electricity
 - ii. The Tech Factory

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- iii. SLCC invoice for the *Clerk's Handbook*

Approved and cheques signed.

14. Items for inclusion in next meeting. LED lighting and litter pick

15. Date of next meetings. 15.10.15, 26.11.15 and a one item agenda meeting to set budget on 17.12.15 All at 8pm in the village Hall