

NEWINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Meeting held on Thursday 12th December 2019

Attendees	Cllr. James Nettleton (JN) Cllr. Graham Howlett (GH) Cllr. Mike Black (MB) Cllr. Peter Ablett (PA) Cllr. Duncan Howlett (DH) Martin Baldwin (MEB) (Clerk)
Apologies	Cllr. David Turner (DT) (SODC) Cllr. Lorraine Lindsey-Gale (LLG) (OCC)

Ref	Item	Notes	Action
66/19	Introduction	The Chair (JN) opened the meeting and welcomed all present.	
67/19	Apologies	Cllr. David Turner (DT) (SODC) Cllr. Lorraine Lindsey-Gale (OCC)	
68/19	Minutes of the last meeting	The minutes of the Newington PC meeting held on Thursday 17 th October 2019 were approved and signed by the Chair.	
69/19	Matters Arising (not on agenda)	None.	
70/19	Open Forum & Village Matters	None.	
71/19 DT	District Councillor Report	DT – SODC monthly report, which follows as Appendix A .	
72/19 LLG	County Councillor Report	LLG - OCC monthly report, which follows as Appendix B .	
73/19 JN	Parish Precept 2020-2021	Agreed to remain the same at £4000 and the Precept Form 2020/21 was signed by Chair and will be sent to Capita by the Clerk.	MEB
74a/19 MB	SAD Speed Awareness Device	Agreed to confirm with Highways we wish to go ahead with the installation of the simple form of SAD and ask Highways to provide a full costing and also what they will be able to contribute once funds for the new financial year are available. Approximate cost of £4,500. CIL income can be used for this project. MB to write to Highways and confirm details.	MB
74b/19 DH/GH	Community Liaison/Notice Board Control	Nothing to report.	
74c/19 DH/GH	Planning Applications	None.	

74d/19 PA/MB	Church Revival	<p>An application has been made to SODC via David Turner for some seed funding for the next stage of architect's fees. Ongoing plans for such things as statement of needs.</p> <p>Bianca has prepared a short presentation for other grant requests ready for next stages.</p> <p>The ditch will need piping due to water in the culvert. The boundaries are agreed in line with the drawings and the dimensions can be added. MB will confirm details with Sam.</p>	MB
74e/19 MB/JN	Event Co-ordination	None.	
74f/19 MEB	Website Management	This will need to be handed over to the new clerk, or an interim administrator.	MEB
74g19 PA/MB	Neighbourhood Plan	No plans to produce one at this stage.	
74h/19 JN	PAGE (Gravel Extraction)	We have a 10 year stay from the threat.	
74i/19 MB/GH/ PA	New Highways/ Potholes	<p>Highways have been to inspect the lane and agreed some structural repairs need to be actioned. In future Highways have agreed to inform the PC and ensure councillors are present.</p> <p>There is a site meeting with Highways at 8.30am on Friday 13th December.</p>	
74j/19 JN	Responsible Financial Officer	<p>JN submitted the up to date cash accounts. The state of finances is good.</p> <p>Two payments approved and cheques signed: Parish Clerk £366.76 Future Architects £54.00</p>	
74k/19 DH	Footpaths	Nothing to report.	
74l/19 MEB	Upcoming Training Events	None.	
75/19	Resignation of Parish Clerk	<p>MEB has given his notice, but will continue until Thursday 9th January 2020, being 4 weeks beyond this meeting.</p> <p>A big thank you to MEB from the council.</p> <p>MEB to pass all the folders, laptop, books, notice board key to GH to hold until appointment of new clerk. All the computer files MEB uses and has will be copied onto the Parish laptop.</p> <p>If a new clerk is not appointed before MEB leaves the email and website administration will need to be passed on as a temporary basis.</p>	MEB MEB
76/19	Recruitment of New Parish Clerk	<p>MEB to place an advertisement with OALC.</p> <p>MEB to send MB the spreadsheets and information regarding the previous clerk advertisements.</p>	MEB MEB

		<p>There are various possibilities of individuals and the councillors will approach them directly.</p> <p>MEB will send an email on 3rd January 2020 requesting an update from all councillors as to any individuals before publishing adverts in other Parish magazines.</p> <p>Agreed to authorisation of advertisements in other Parish newsletters up to £200.</p> <p>If no one is found by 3rd January 2020 MB will post adverts.</p> <p>MEB to ensure the new Clerk, or the Parish Council have the contact details for web hosting.</p>	<p>ALL</p> <p>MEB</p> <p>MB</p> <p>MEB</p>
77/19	AOB	None.	
78/19	Date of Next Meetings	<p>Thursday 27th February 2020 @ 7.30pm.</p> <p>NOTE: change of date from originally planned of 20th February.</p> <p>Other dates for 2020:</p> <p>16th April</p> <p>21st May - AGM</p> <p>16th July</p> <p>15th October</p> <p>17th December</p>	

Signed: Chairman

Date: