

Minutes of the Newborough Parish Council Meeting – Monday 1st September 2025

Present, Cllr N Clarke, Cllr Gould, Cllr Sanders, Cllr Skipper, Cllr Bell

Also, present C Holmes, County Councillor Brown, PCSO Leathers, 0 Parishioners

1. Apologies for absence

Borough Cllr Hudson, Cllr Mainwaring, Cllr J Clarke

2. Declarations of Interest

None

3. Chairman's Opening Remarks

The Chairman warmly welcomed the councillors back following the long summer recess. It was noted that parish matters have been relatively quiet over recent weeks; however, the Chairman was pleased to report positive progress within the village, particularly highlighting that the refurbishment of the pub is coming along well and continues to be an encouraging development for the community.

4. Public Forum (10 mins allocated)

No public present

5. County & Borough Cllr Reports

County Councillor Report – Catherine Brown

Community Fund

- Promoting applications for funding from local charities and organisations.
- Eligible projects include football kits, defibrillators, mental health/social media workbooks, sports and camping equipment, and tree planting (e.g. Aviation Lane).
- Assistance requested to encourage groups to apply.

Highways

- Staffordshire County Council has placed a **3-month hold on non-emergency road repairs**.
- Potential delays to requested maintenance.
- Councillor Brown asks to be informed of any outstanding issues.

Divisional Forum

- No responses received regarding arranging a meeting.
- Will continue attending PC meetings; review planned in the New Year.

Newborough Updates

1. **Abbots Bromley End Traffic Calming** – Bollard replacement ongoing; trees cut back due to poor visibility. This was discussed further, and it was explained that an extra arrow has now been added that shows up in the dark as safety was raised previous as a concern. It was also explained that local farmers have asked for a key to ensure that they aren't damaged by combine harvesters.
2. **Thorney Lanes** – Maintenance ongoing, but a road hump is causing structural damage to a house. Meeting arranged with residents and Highways this week. This was further discussed, and it was explained that it hasn't had attention for a while, but this is part of a long-term plan. Potholes will be repaired shortly and then areas will be resurfaced. The hump was discussed, and it was explained that this will be reviewed in the coming week

The Parish Council discussed the ongoing traffic calming project in Tatenhill. It was noted that further roadworks has been suspended. However, it was also conveyed that the suspension of works may not apply to rural roads and villages, and efforts will be made to proceed with these projects.

PCSO Leathers reported on his return to the Yoxall area. He will be providing the council with a **monthly report** detailing figures of reported incidents for the entire area. These reports will also highlight any emerging trends. The council discussed various methods of reporting to the police, including **999 calls**, the **online reporting tool**, and **live chat**. It was also noted that PCSO Leathers is willing to attend meetings of any village group, an offer seconded by County Councillor Brown.

6. Minutes of the Parish Council held on 12th May 2025

All agreed to be a true record of the meeting.

Action: Clerk to convert to upload to website

7. Matters arising from those minutes.

None

8. Review Planning Applications

Planning No:	Date	Premises	Planning requested	Council Actions	Decision
P/2024/00950	18.09.24	Brick Kiln Cottage, Brickhill Lane, Newborough, Staffordshire, DE13 8SW	Erection of an extension of existing garage to form home gym and extension of parking area	No comments added by the council.	Permits
P/2024/00700	02.12.24	Brook House , Yoxall Road, Newborough, Staffordshire, DE13 8SU	Demolition of existing garage and erection of a garage and storage for garden maintenance equipment	No comments added by the council.	Conditional Approval

P/2025/00224	10.04.25	The Firs, Dolesfoot Lane, Newborough, Staffordshire, DE13 8SP	Demolition of existing garage to facilitate the erection of single storey outbuilding, comprising of garage, storage and workshop with carport.	No comments added by the council.	Refuses
	09.06.25	Swarbourn Lodge, Duffield Lane, Newborough, Staffordshire, DE13 8SH	Felling of two Conifer trees (T1), crown reduce by up to 3 metres one Horse Chestnut tree (T2) and one Ash tree (T3), Felling of one Ash tree (T4)	No comments added by the council.	No objection
P/2025/00476	25.06.25	Hillcott , Duffield Lane, Newborough , Staffordshire, DE13 8SH	Conversion of garage to form new dwelling		New
P/2025/00675	26.06.25	7 Hollybush Road, Newborough , Staffordshire, DE13 8SP	Remove one Leylandii Hedge.		No Objection
P/2025/00742	31.07.25	Chantry Cottage, Roost Hill, Newborough, Staffordshire, DE13 8ST	Change of use of land to form part of residential curtilage, retention and additional formation of hard standing to form driveway and erection of a detached double garage with external staircase		New
P/2025/00267	30.07.25	Hollybush Cottage, Hollybush Road, Newborough, Staffordshire, DE13 8SF	Erection of a single storey rear link extension, conversion of outbuilding to office/utility with associated external alterations and replace ground floor rear window with french door.		New
P/2025/00680	13.08.25	Pur Brook Farm, Bromley Road, Newborough, Staffordshire, WS15 3FX	Erection of an agricultural building for storage & housing cattle		New
P/2025/00667	27.08.25	Newhall Farm, Thorney Lanes, Staffordshire, Newborough , DE13 8RZ	Erection of timber hay barn for the storage of hay.		New
<p>P/2025/00476 - Comments were received on a planning application for the conversion of a garage into a stand-alone property. It was noted that this change of use is considered inconsistent with the Neighbourhood Plan and raises concerns about overdevelopment</p> <p>P/2025/00742 – No comments added by the council.</p> <p>P/2025/00267 – No comments added by the council.</p> <p>P/2025/00680 – No comments added by the council.</p> <p>P/2025/00667 – No comments added by the council.</p> <p>Action – Clerk to add comments to ESBC Planning Portal</p>					

9. To review highways issues

The traffic calming signs coming into the village from the A515 need replacing and it was agreed to report this to Staffs County Council.

The dropped drain on Duffield Lane was discussed and it was agreed to re-report this.

The gullies on Duffield Lane were discussed and it was further agreed to report these issues.

Councillor Sanders discussed the poor quality of pothole repairs he recently witnessed. He explained that the workers applied tar and gravel to the potholes, ran over them with their lorry, and drove off. This inadequate method means the potholes are not properly filled and the material is washed out by rain.

A drop in the road outside the pub was discussed and it was agreed to report this to Staffs County Council to check the quality of the road.

The 30mph sign on Hollybush Road and the directional sign on Duffield Lane was discussed and it was agreed to report these as the signs are flaking. Prices will also be gathered for these to look at a repair.

The road sign at Hadley Lane was discussed and it was agreed to contact Sam Griffiths at Staffs County Council to discuss this as it has been reported many times now.

A discussion on traffic enforcement around the school took place. It was decided to take a three-pronged approach: install a "school buddy" sign at the junction, request that PCSO Leathers monitor dangerous parking during school closing time and ask the school to publish another notice in their newsletter.

Action: Clerk to report issues to Staff County Council; Hadley Lane sign to be further discussed with Sam Griffiths; Prices obtained for a 30 mph sign.

10. To discuss upcoming village events.

The Parish Council discussed the village clean-up and will add it to the agenda for the October meeting.

It was agreed that the Remembrance service would proceed as in previous years, with Councillor Bell organizing the event and the Clerk providing support.

The Christmas lights switch-on will take place on November 28th from 3.30pm and will feature the snow machine, a quiz, and musical entertainment, with the hope of support from The Red Lion pub.

Action: Clerk to add Village Clean Up to October agenda.; Cllr Bell to begin work on the Remembrance service; Clerk to design a poster and handouts for the remembrance service.

11. To discuss the potential of milestones within the village

The cast iron milestones were discussed, and it was decided that these would be refurbished by members of the parish council.

Action: Milestones to be refurbished.

12. Clerk's Report: to include banking changes, finance & correspondence.

CORRESPONDENCE & ONGOING MATTERS

Still awaiting results of the Traffic Survey on Hollybush Lane from the County Council

Pothole for Moat Lane on the schedule for repair

Another parish council has advised that they are happy to support any communication with relevant bodies regarding litter issues. However, as they already have an active group of residents who regularly carry out litter picks, they are unable to support additional organised litter picks. They also noted that ESBC has been very proactive in dealing with recent fly-tipping incidents in the villages.

A parishioner has raised concerns regarding changes near *Lawley Cottage*, stating that part of the road and verge appears to have been taken for personal property gain. They have reported the matter to Staffordshire Highways but have not received a response. The parishioner highlighted that the narrowing of the road and reduction of the verge have made this section more dangerous and hazardous for daily use. Photos have been provided for reference

A parishioner raised a concern for the mowing on Hollybush Road.

The Staffordshire Parish Council Association has advised that Government support and funding for Neighbourhood Plans is ending. They believe Neighbourhood Plans are an essential tool, particularly with Local Government Reorganisation underway. An information pack has been provided, including a briefing note, a template motion for councils, and a template letter for MPs to support nationwide efforts to reinstate funding. Councils are encouraged to raise awareness and make their views known to government and local MPs.

Tree Survey report received and quotes for work to be discussed in October meeting

Parishioner made the parish council aware that they have reported a stray dog to ESBC and this will be dealt with by Community & Civil Enforcement officers.

Request for the road sign saying 'Newborough End' opposite Dolesfoot Lane to be tidied up. This was reported to Staffs County Council and added to the jobs list.

A parishioner raised concerns regarding the condition of several local footpaths, including broken stiles and uncleared paths, specifically mentioning:

- The footpaths behind the Buffalo
- The path behind the Red Lion leading to Brick Kiln Road (a four-way path)
- The footpath behind Moat Hall Farm leading to Corbets Wood

They asked whether this issue has been discussed recently, who is responsible for maintaining the paths, and whether they should contact the council directly.

The landowner has now cleared these footpaths. The footpath through the wood was discussed and it was explained that branches off trees need clearing should they fall but the area is available to be walked through.

Work has been completed on the bollards, and we await a key for putting them down. This has been raised as an issue with Staffs County Council.

A parishioner has expressed disappointment regarding the recent work carried out on traffic calming measures, following a report made to Staffordshire County Council in August 2022.

They note that little has changed and have provided the following concerns:

- Approaching from AB, there is no warning sign, and in bright sunlight or tree shade the traffic calming is difficult to see until very close; the sign would be better positioned further up the road.
- Approaching from Newborough, the sign is also obscured by overhanging branches.
- Visibility issues sometimes cause confusion over right of way.

The parishioner has contacted the County Council again but doubts further action will be taken. The parish council has also raised the issues mentioned with the County Council.

Parishioner requested that the councillors Register of Interests forms for 2025/2026 be uploaded to the website. It was explained that a scanning issue had occurred and ESBC have been made aware. The register of Interests will be uploaded post this meeting.

Action: Clerk to add the tree survey works to October agenda; Clerk to upload Register of Interests.

FINANCE

Date	Payment No	Budget Category	Invoice Details	Invoice Amount		
				Net	VAT	Gross
02/06/2025	OLP18	Clerks Salary	Salary	-£459.92		-£ 459.92
02/06/2025	OLP19	Clerks Salary	HMRC	-£101.20		-£ 101.20
02/06/2025	OLP20	Miscellaneous	Tombola	-£55.50		-£ 55.50
11/06/2025	OLP21	Mowing and Mower Expenses	Grass Cutting	-£452.00		-£ 452.00
11/06/2025	OLP22	Maintenance (inc inspections)	Strimmin	-£72.00		-£ 72.00
11/06/2025	OLP23	Maintenance (inc inspections)	Maintenance	-£226.00		-£ 226.00
11/06/2025	OLP24	Maintenance (inc inspections)	Maintenance	-£36.00		-£ 36.00
11/06/2025	OLP25	Maintenance (inc inspections)	Maintenance	-£226.00		-£ 226.00
11/06/2025	OLP26	Maintenance (inc inspections)	Maintenance	-£90.00		-£ 90.00
11/06/2025	OLP27	Mowing and Mower Expenses	Grass Cutting	-£452.00		-£ 452.00
12/06/2025	OLP28	Printing, Stationery, (inc Newsletters) Postage, Mileage etc	Stationary	-£99.99		-£ 99.99
12/06/2025	OLP29	Miscellaneous	Storage Boxes	-£135.00		-£ 135.00
17/06/2025		Bank Interest	Charges	-£11.64		-£ 11.64
03/07/2025	OLP30	Audit	Kim AGAR	-£165.30		-£ 165.30
03/07/2025	OLP31	Mowing and Mower Expenses	Grass Cutting	-£452.00		-£ 452.00
03/07/2025	OLP32	Maintenance (inc inspections)	Strimmin	-£108.00		-£ 108.00
03/07/2025	OLP33	Clerks Salary	Salary	-£459.92		-£ 459.92
03/07/2025	OLP34	Clerks Salary	HMRC	-£248.20		-£ 248.20
03/07/2025	OLP35	Mowing and Mower Expenses	Grass Cutting	-£452.00		-£ 452.00
03/07/2025	OLP36	Maintenance (inc inspections)	Tree Survey	-£390.00		-£ 390.00
21/07/2025		Bank Interest	Charges	-£9.52		-£ 9.52
23/07/2025	OLP37	Clerks Salary	HMRC	-£115.00		-£ 115.00
04/08/2025	OLP38	JUBILEE ROOM STORAGE		-£75.00		-£ 75.00
04/08/2025	OLP39	PC Meetings Hall Hire		-£75.00		-£ 75.00
07/08/2025	OLP40	Clerks Salary	Salary	-£475.87		-£ 475.87
07/08/2025	OLP41	Clerks Salary	Pay Remuneration	-£128.80		-£ 128.80
19/08/2025	OLP42	Bank Interest	Charges	-£4.25		-£ 4.25
01/09/2025	OLP43	Clerks Salary	Salary	-£576.99		-£ 576.99
01/06/2025	OLP44	Clerks Salary	HMRC	-£130.60		-£ 130.60

All payments agreed by the council

- Bank Balances as of 31st August 2025**

Current Account	64993563	£16,554.27
Savings Account	73882462	£15,809.72
Well Dressing Account	73880562	£3,115.16
TOTAL		£35,479.15

Signed by Chairman

Name:

Signature:

Date: