

**MINUTES OF NEWCASTLE  
PARISH COUNCIL MEETING HELD AT  
NEWCASTLE COMMUNITY CENTRE  
ON WEDNESDAY 22<sup>ND</sup> NOVEMBER 2023 4.30 PM**

**PRESENT**

Cllr. C. Reynolds

Cllr. P. Yeoward

Cllr. M. Davies

Cllr. P. Gittins

Cllr. S. Reynolds

Cllr. R. Williams

**APOLOGIES**

Cllr. S. Burge

**ALSO IN ATTENDANCE**

Gwilym Rippon (clerk)

There were 1 member of the public present.

**Agenda  
item**

**045-  
23**

**WELCOME**

Cllr. Yeoward took the chair and welcomed all present.

**046-  
23**

**ATTENDANCE AND APOLOGIES**

See list above.

Several attendees were by video conference.

Cllr S Burge was on holiday but had seen all documentation prior and gave his full approval.

**046-  
23**

**THE CROWN**

The purchase of the Crown was discussed.

**Community Presentation and Vote November 21st, 2023**

Cllr Yeoward reported on the public/community meeting held the previous evening, November 21st, where the business plan was presented as well as the necessity to increase the precept for the sole purpose of building an emergency fund.

The PWLB loan of £120,000 over 35 years at a fixed annuity was presented; as was a Community Ownership grant of £299,900.

The attendance was high with 200 votes including proxies. Several votes were given to the Parish Councillors the day after the presentation, as some people could not attend due to last minute work commitments (included in above count).

From the Newcastle Parish there were 139 individual votes:

- All of these supported the purchase of the pub.
- 137 votes supported the purchase of the pub and the precept increase for the emergency fund of £80.84 until 2026/27.
- 98.5% of Newcastle Parishioners who voted, agreed to the precept
- 2 voted for the purchase and against the precept

In terms of Electorate, the latest roll indicates 261 electorate. Based on this:

- 139 turned out; this represents 53% of electorate
- **137 voted for the purchase and precept increase; 52.5% of electorate, and 98.5% of the voters**

In terms of households:

- A Count of 71 households was taken. All house numbers/names were listed to ensure no duplicates were counted. This was checked three times.
- 70 Newcastle Parish households were in favour of the precept
- **99% of the households who voted, did so in favour of the precept increase.**
- 1 household was not in favour.
- This represents <1%.

The Parish Council has the latest 2021 Census data which details 131 households in the Newcastle Parish.

- **A turnout of 71 households represents a turnout of 54% of the households in the community.**

Some of the homes in the Parish are second homes and are holiday lets. It was deemed that a 54% turnout of the community was excellent, given this position. As well, it was thought that a local pub would be of interest to these holiday lets.

Additionally, there were 61 votes from the wider community, representing in the main, local parishes without a pub, and all of these were in favour of the purchase of the pub. The closest, neighbouring parish council had just had a covid outbreak and this was felt to have affected their turnout...although this did not impact the precept vote.

The community has been involved significantly, over a 4 month period, with several consultations, and in all of these, the support for the purchase by the Parish Council has been tremendous.

The Parish Council agreed to proceed with the purchase of the pub, and the applications of the loan and grant.

Voting Slip (at bottom of minutes).

### PWLB Loan

The Full Council reviewed all of the requirements as detailed by the NALC checklist of key information to be provided with a Parish Council's borrowing application.

The Form, 'Application for Borrowing Approval for Town/Parish Councils', was reviewed collectively.

Discussions were had about the clarity of the precept requirement. The precept was not required for repayment of the loan. The loan would be repaid by the tenant's rent.

The precept, as described to the community, and detailed in the budget and business plan, is for the annual build of emergency funding until 2026/27. Therefore, in the loan application, the precept component is not filled in, because the precept was not increased for the loan repayments. The budget from the community presentation has also been extracted for these minutes - see below.

The council has provided supporting evidence of:

- Full Council minutes with resolution to apply to DLUHC for borrowing
  - Minutes of November 8th meeting detail this
- Report to the Council/Business Case
  - This was reviewed and will be submitted with the application

- Council Budget for current year and next year, as this is applicable.
  - The project costs for the purchase of the Pub have been added as line items in the Parish Council budget and are clearly identified, for both 23/24 and the year 24/25.
  - This will be submitted with the application
  - Additionally, the 12 month income and expenditure for the pub purchase, refurbishment and build, have been included
- Communications with the local residents on the purpose of borrowing, borrowing amount.
  - There have been multiple meetings with the community (August 16th, October 24th, November 21st). And at all of these, a loan was discussed as part of the business plan as well as a possible precept increase.
  - There was a presentation and communication with the community Nov 21st that a precept increase would be required; however this was not linked to the repayment of the loan; and was linked to the building of an emergency fund in order to mitigate future identified risks.
  - Minutes of the meetings and presentation material have all been loaded up to the Parish Council website, where there is a tab specifically for The Crown (Pub).

Additionally, the Parish Council will provide other supporting documents, as listed below, with this application, to evidence the work gone into a robust business plan and budget for the purchase of the pub, and to provide further assurance of financial sustainability and risk mitigation.

Approval of Full Council was taken.

The following was noted:

Approval of Full Council:

The PWLB Application for Borrowing Approval for Parish Councils was agreed by resolution of the full council on November 22nd, 2023, the Report to the Council and Budget attached have been taken to and approved by the full Council, and the draft Minutes attached have been seen and authorised for submission by the Chairman.

The Council undertakes to notify the Department for Levelling Up, Housing and Communities (DLUHC), as soon as reasonably practicable, in the event:-

- of not exceeding the approval, or,
- it finds that the original amount requested is greater than the actual borrowing need.

The Approval of Full Council was signed and dated by the Chair of the Council and the Responsible Financial Officer.

Additional Information:

Supplementary documents with submission:

- Architect's plan
- Pre-planning email detailing support for the project and no issues envisioned, provided by the planning department as evidence for the PWLB application
- Project plan
- Building survey
- Independant Valuation of pub and freehold
- Building quotation
- Build project management quotation
- AGAR, 2 page Report to Council/Business Plan
- August 16th minutes and presentation

- October 24th presentation (notes on this meeting is in the Parish Council October 8th minutes)
- November 21st presentation (notes on this meeting is in these minutes, the Parish Council November 22nd minutes)
- Parish Council November 8th minutes which includes the Resolution to Borrow
- Parish Council September 13th minutes

Topline Budget breakdown as presented to Community Nov 21st, 2023

## Business Plan - Budget

Budget - Year 1	Amount	Note
Income	£425,900	- Grant + Loan + Year 1 Six Month Tenant Rent - Subsequent years tenant rent covers landlord running costs and PWLB repayment (capital and interest)
Expenditure	(£425,629)	- All costs including 20% capex/ 5% running costs contingencies - <i>Contingencies critical for Grant</i>
Balance	£271	
Emergency/Reserve Fund	£10,858	Precept
Year 1 Balance - surplus	£11,129	<i>for grant risk mitigation</i>

**Voting Slip of November 21st, 2023 (at end of minutes)**

NEWCASTLE PARISH COUNCIL

Purchase of The Crown Inn

	YES	NO
Based on the information presented, are you in FAVOUR of the parish council proceeding with the purchase of The Crown Inn?		
Are you in FAVOUR of the parish council proceeding with the purchase of The Crown Inn if it includes a council tax precept increase of 107% (£80.94) per year until 2026/27 (£1.55 per week) for the purpose of building an emergency fund / reserve.		

Name	
Address	
Parish	
Signed	
Date	

Forms to deposited in the box provided before leaving the meeting.

057-  
23

**DATE OF NEXT MEETING**

12<sup>th</sup> December 2023

The meeting was closed at 5.00.pm

Chair.....