

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury Monday 19th June 2017.

Those present were Cllrs C Smedley (Chairperson), M Guest (Vice Chair), L Beighton W Crossley, S Adams, F Crossley, A. Allen, P Steadman, , County Councillor P White in attendance, Karen Duffill (Clerk)

Arrival during Public participation part of the meeting T Spencer Smith,
Public Attendance 4 residents from Ludgate Street and 2 residents of Crystal Court.

Julia Wells PCSO



0617/1.0 APOLOGIES

Apologies received from, Parish Councillors, J Hale, Borough Councillor S Gaskin Borough Cllr D Goodfellow.

0617/2.0 PUBLIC PARTICIPATION

2.1 Residents on Ludgate Street who had lived next to the New Inn for seven years had filmed recent incidents of noise and fighting in the streets outside the pub and requested parish council support in dealing with this matter. Julia Wells updated the residents and the council on the way these incidents had been dealt with by the police. Julia had also referred this to Sarah Bradley responsible for environmental noise levels at East Staffordshire Borough Council. Cigarette ends are also a problem on the street in which the residents regularly sweep up. County Councillor P White agreed to refer this matter to Borough Councillor S Gaskin who is on the licensing committee the residents had also referred this to licensing and were pleased that this matter would follow up

0617/3.0 MINUTES OF THE MEETING HELD ON 5th MAY and 22nd MAY

3.1 Cllr Steadman requested that his apology was added to the minutes of the 15th May. The minutes were agreed as a true record, with one amendment and signed by the chairman.

3.2 The emergency meeting minutes were approved and seconded as being a correct record.

0617/4.0 DECLARATION OF INTERESTS

4.1 Cllr P Steadman declared an interest as a scout leader with regarding the Community Building Agenda item.

0617/5.0 CLERKS REPORT

5.1 HIGHWAYS UPDATE

Work has been carried out to the drain on Belmont Road to resolve the problem of sewerage running down the road. The work is ongoing.

5.2 Belmont Road, the crown of the large tree has been reduced and overhanging branches have been cut back. The vegetation has been cut back only half a metre rather than the 2 metres requested by Trevor Mellor. He has requested that the neighbourhood Highway Team return and cut it back further.

5.3 The bypass has been cut back at the new cut off line and a request has been made that the council arrange for them to cut the verge on the junction of Ironwalls.

5.4 Peverill homes have received the request to cut back the hedge however, due to bird nesting season written permission should be applied for a derogation from the RPA and received written permission before hedges can be cut (RPA is an executive agency, sponsored by the Department for Environment, Food & Rural Affairs.)

RESOLUTION

To address the hedge again in September when the deadline has passed for cutting.

5.5 Work has been carried out on Owens bank footpath.

5.6 Red telephone box is due to be repainted by BT next year

5.7 Benches on the triangle will be painted this week along with cutting of the Park pale footpath.

5.8 The verge bordering the resident at the school on Chatsworth drive has been cut by the school.

5.9 A quote of £75 has been received to Sun C road bank footpath, this will be completed in due course

0617/6.0 BOROUGH AND COUNTY COUNCILLOR REPORT

6.1 County Cllr P White updated the council on the actions he took in securing the commencement of the drain problem on Belmont Road. He spoke to Steve Jones who utilised AMEY the joint contractor for Seven Trent and the County Council in getting the work completed despite who was going to bear the cost. Work is ongoing and Cllr P White will be keeping a close eye on it.

6.2 Cllr P White has contacted the developers regarding the narrow pavements on the Burton Rd development and is waiting to hear a response. It was noted that the pavements on Lavender Way were particularly narrow.

- 6.3 Potholes continue to be a problem and Cllr White is keen that these are repaired in his area. It was noted that the area near five lane ends is particularly bad, he will visit and follow this up. Tutbury Road has new chippings added this week to extend the life of this trunk road.
- 6.4 Cllr White has set up a working party to address the problems of congestion at Harehedge Lane near the school. Representatives from Tutbury Woods Parish Council, ESBC and the council are included.
- 6.5 The clerk read out the minutes of the Staffordshire Parish Council Association informing parishes that the Neighbourhood team would be removed due to budget cuts next year and enquired if Cllr White could clarify how this would impact on the parish in the future. Cllr White suggested that he could invite speakers from the county council to come and address the council on this matter.

0617/7.0 ACCOUNTS PAYABLE

- 7.1 The accounts were proposed for payment by Cllr T Spencer smith and seconded by Maria Guest.

HMRC	National Insurance	93.67
Staffordshire County Pension Fund	Clerks Employee Pension contribution	157.37
Staffordshire County Pension Fund	Clerks Employer Pension contribution	231.56
Karen Duffill	Clerks Salary	842.13
Karen Duffill	Clerks Expenses	38.97
Aucuba Landscapes	Churchyard contract inv 3822	238.64
Aucuba Landscapes	Turfing of the triangle inv 3822	162.00
Sterilizing services	Legionella control Month check inv 35805	76.80
Tutbury Cricket Club	Grant for panning permission of new pavilion	1000.00
Topliss Associates	Audit	120.00
Reflex Print and design	Annual Meeting Papers	80.40
12th Burton and 1st Tutbury and Hatton Scout group		175.53

0617/8.0 TO REVIEW AUDIT REPORT

- 8.1 Councillors noted the recommendation for the earmarked reserve suggested for elections which had previously been adopted.
- 8.2 Comments were noted regarding the future website recommendations that will be published by NALC in July and will review the council's compliance again.
- 8.3 The auditor was happy with the financial control and adherence to financial regulations. The clerk suggested that councillors were more involved in the accounts and that they should be checked by members of the council. Cllr W Crossley suggested that the vice chair took on the role of checking the finances.

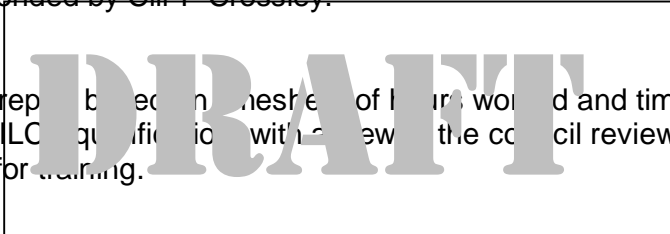
RESOLUTION

The vice chair will check the council accounts periodically.

- 8.4 The auditor recommends that the standing orders, risk management, and financial regulations should be reviewed during the fiscal year.
- 8.5 The auditor recommend that it was usual to grant additional hours salary payment to clerks to cover the time expended in study and portfolio preparation for the CILCA qualification The council should be made aware of hours worked by the clerk in discharging her duties to ensure that the council is aware of the real workload carried out as anomalies do occur. Cllr W Crossley proposed that the clerk was paid the additional hours for studying and this was seconded by Cllr F Crossley.

RESOLUTION

The clerk will provide a report based on a reshuffle of hours worked and time spent working on the CILCA qualification with a view to the council reviewing paid additional hours for training.



0517/9.0 PLANING APPLICATIONS

9.1

P/2017/00673:

Erection of single storey rear extension (Amended Scheme)

Location:

72 Green Lane, Tutbury, Staffordshire, DE13 9NN

NO OBJECTION Tutbury Parish Council has no objection to this application but notes that the WC leads off the kitchen which would not be recommended.

: P/2017/00709

Proposal: Erection of a single storey front and rear extension and detached garage.

Location: 25 Lancaster Drive, Tutbury, DE13 9JT

NO OBJECTION

9.2 DECISION

Proposal:

Reduction in height of leylandii tree to 5.8m in height

Location:

1 Castle Street

Tutbury

Local Planning Authority has no objection to the work and does not propose to make a tree preservation order in this instance.

PERMITTED

Change of use from a shop (A1) to a dwelling (C3) and erection of a single storey front extension

Unit 3, Farmer Court High Street, Tutbury, Staffordshire, DE13 9LP

PERMITTED



9.3 ESBC has sent a letter requesting the council to participate in the Consultation on Parking Supplementary Planning Document. Deadline Tuesday 18th July. Cllr W Crossley will review the document with Cllr S Adams and the clerk.

0517/10.0 COMMUNITY BUILDING

DRAFT

10.1 Cllr Steadman questioned if there were any restrictions of the sole use of a community group for the ~~new proposed community building by a private company?~~ Cllrs clarified that there would not be sole use if a community group wanted to use it, as the parish council would also use it for meeting and office space in addition to community groups that have expressed an interest. It was noted that Creative days would want to occupy the building from 7am to 6pm which may exclude other groups using the building.

A member of the executive scouts committee enquired if the scouts could take on the building as the main user and form the management committee. The councillors believed that the details of the running and the management committee would be decided after a proposal is accepted by Peverill to build it. Cllr W Crossley suggested that now Cllr Steadman had established that there was enough demand for the building then this should be taken to a public meeting for the proposal to be approved by the parish.

10.2 The section 106 agreement was checked and there is no stipulation regarding the type of use the community building is used for. The detail in the S106 agreement only refers to matters related to the provision to build it.

10.3 The clerk recommended that advice was sought on the formation of Management committees for village halls.

RESOLUTION

Next meeting 22nd June to discuss the current village proposals

DRAFT

0617/11.0 ESBC OPEN SPACE SURVEY

11.1 Cllr F Crossley agreed to complete the survey on the council's behalf.

0617/12.0 BOUNDARY FENCE CHATSWORTH DRIVE FOOTPATH

12.1 Chatsworth Drive Fence

A revised work specification has been drawn up by Cllr F Crossley based on a meeting with the residents of 38 Ironwalls. Further quotes need to be obtained.

The residents have agreed to pay half and maintain the fence in the future. The proposed fence will be erected on the boundary line confirmed by land registry.

0617/13.0 STREET CLEANING

- 13.1 Following an emergency meeting a second tender invitation was advertised for 7 hours a week for six months. This was advertised and details were sent to people who had previously shown interest in the position. However, no revised tender bids were received.
- 13.2 The clerk reported that other parishes tended to employ the street cleaners and lighthouseman rather than these roles being done by contractors. A typical rate for street cleaning in the area was £8 an hour. With a contract of 7 hours a week no national insurance payment would be required or the provision of a pension. Provision of holiday and sick pay would be required.
- 13.3 The clerk confirmed with the Borough Council that the equipment required for a street cleaner would be provided including high visibility jacket, litter picking tool, gloves, goggles and bin bags.
- 13.4 No complaints had been received due a lack of the parish street cleaning role being filled. The Borough Council has been cleaning the streets on Wednesday but the streets are not being hand swept some litter is still visible around Duke Street Carpark and Cornmill Lane Car Park.
- 13.5 Cllr D Morris proposed that the street cleaning position should be offered as an employment contract providing the equipment and orange high visibility vest customised with Tutbury Parish Council lettering. This proposal was seconded by Cllr F Crossley.

RESOLUTION

To enquire if the person interested in being employed as a street cleaner would be interested in a rate of £8 an hour subject to contract details. Contract details would need to be drawn up by the clerk.

0617/ 14.0 TUTBURY TIGERS USE OF THE CHANGING ROOMS

- 14.1 Tutbury Tigers have requested a second set of keys for the changing rooms. Cllr D Morris raised concern that an additional key could not be cut for the gate as he had previously attempted to get one cut and recommended that a new lock would be required.

The clerk recommended that a meeting should be held with the football team to assess the use=age of the changing rooms and to review the provision and maintenance check on the building.

RESOLUTION

To meet with the football team at the changing rooms to review usage and maintenance of the changing room facility.

0617/ 15.0 FOOTPATHS

- 15.1 Cllr C Smedley suggested that walking the footpaths was a parish duty that could be an opportunity for a community day to invite the parish to do a walk with the councillors in the Autumn. Cllr Smedley had a walk planned. Cllrs agreed this was a good idea.

RESOLUTION

To organise a footpath committee to arrange community day to walk the footpaths in the Autumn and add to a future agenda.

0617/ 16.0 CHURCH MATTERS

To be added to the next agenda

0617/ 17.0 GRANTS TO LOCAL ORGANISATIONS

- 17.1 The payment was passed for the Scouts to reimburse Cllr Steadman who purchased flags for the 40s event in the village hosted by the scouts. The flag purchase was agreed in the May meeting and this was the approval of the cheque.

RESOLUTION

Payment approved for the flags of £175.53

0617/18.0 CORRESPONDENCE

- 18.1 Anti-Social Behaviour outside of the New Inn Sat 27th May a fight took place in the street at 12.30 and the residents of Ludgate Street find this behaviour unacceptable as stated in the clerks report.

- 18.2 Email update from Staffordshire Police, as stated in the clerk's report.

- 18.3 Central Rivers Initiative (CRI) AGM and Celebration of the Transforming the Trent Valley Landscape Partnership. Invitation as stated in the clerk's report.

- 18.4 Staffordshire County Council . Environmental Maintenance Community Based Approach to Partnership+ work programme as stated in the clerk's report that clerk asked County Cllr P white to comment on this in the County Councillor report.

- 18.5 Cyber safe Staffordshire details of a survey and posters distributed to Cllrs.

18.6 Flying the red Ensign Flag Merchant Navy day, request to get involved.

RESOLUTION

The council agreed to fly the flag and register to be included in the list of Parishes taking in

18.7 Email received

Volunteer Coordinator for Age UK South Staffordshire. I work as a part of the Care Navigation project here in East Staffordshire requested to attend a meeting to inform the council of their work.

RESOLUTION

Invitation to a future meeting at an earlier time for those interested in attending can arrive early.

18.8 Email Newsletter from Matthew Ellis

0617/19.0 ITEMS FOR THE NEXT AGENDA

- Tutbury Twinning

Street Cleaning

- Community Building
Cornmill Lane Changing Rooms

0617/20.0 DATE OF THE NEXT MEETING

20.1 July 17th, 2017