

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury Monday 16th October 2017.

Those present were Cllrs C Smedley (Chairperson), M Guest (Vice Chair), T Spencer Smith, L Beighton, S Adams, F Crossley, P Steadman, Cllr D Morris, in attendance, Karen Duffill (Clerk)

10/17/1.0 APOLOGIES

Apologies received from, Parish Councillors, W Crossley, A. Allen, Borough Councillor S Gaskin, Borough Cllr D Goodfellow, County Councillor P White

10/17/2.0 PUBLIC PARTICIPATION

2.1 Thirty-two parishioners attended the public participation session consultation regarding the proposed community building. Members of the public raised the following points;

- How many associated parking spaces will the new building have, however, the parish council do not current have this confirmed.
- If the building will hold an alcohol licence however this decision has not been made.
- Will the new building draw users away from the village hall? No users that expressed an interest are moving from the village hall. The village hall already has limited availability for new groups to be accommodated.
- Would the raising of the council tax be ongoing? The parish council do not intend to fund the building indefinitely only the initial set up and running costs would be required until the users could run the facility independently from the parish council. The council will try to minimise the impact on the tax payers as much as possible and an estimate of £3 per year is predicted.
- If the layout could be changed to accommodate more than one user using the building at one time. The layout is yet to be finalised.
- Who are the users that have expressed interest? Currently the scouts propose to move from Tosca and creative days nursery has expressed an interest and the dance group currently using the Tosca building. Football teams have also expressed an interest. It was felt that once the building was there more users would come forward from surrounding areas.
- How will it affect the Tosca building? The main user is the preschool who are not interested in moving to the new building.
- It was suggested that the new building could be used for a drop-in session for the lonely and elderly, and a wedding venue.
- Some members of the public expressed an interest in joining a management committee.

- It was felt that the increase in the community that there was a need for the building and the owners of the new homes would feel let down if the building was not provided.

10/17/3.0 MINUTES OF THE MEETING HELD ON 18th September 2017, 20TH

- 3.1 The minutes were approved and seconded as being a correct record, and signed by the chairperson.

10/17/4.0 DECLARATION OF INTERESTS

- 4..1 Cllr Steadman declared his involvement in the scouts. Cllr F Crossley in relation to the grant applicant.

07/17/5.0

TO CONSIDER THE PROPOSAL THAT THE COMMUNITY BUILDING IS BUILT AND MANAGED BY A COMMITTEE BASED ON PUBLIC CONSULTATION.

A letter was sent to every resident in Tutbury parish outlining the proposal of building a community hall on Heritage park.

The section 106 agreement with the developer was agreed by the Borough Council who have transferred the opportunity to the parish council. Email responses, phone calls, letters and text messages were collated and circulated to the councillors. The public attending the meeting had a majority show of hands in favour that the building went ahead.

RESOLUTION

Six councillors voted in favour of the proposal, one councillor abstained, and one councillor was not able to vote due to a declared interest. The proposal was therefore accepted that the building should be built and will be run by a management committee.

A letter would be sent to all parishioners and delivered by the councillors, inviting comments through email, letter, phone or attending the parish meeting regarding the proposed building and the financial risk associated with it.

10/17/6.0 CLERKS REPORT

- 6.1 **Councillors congratulated the clerk on gaining the Certificate in Local Council Administration and becoming a qualified clerk.**

Clerk's pay and hours owed due to completion of the qualification portfolio will be reviewed on a future agenda.

6.2 **General Data Protection Regulation: Briefing – Tuesday 21 November 2017**
Stafford the clerk will attend

6.3 The Clerk will be attending the SLCC National Conference Thursday 19th October.

6.4 **Church Meeting to be held** Monday 6th November 2017, 7pm for 7.30pm in the Priory Suite of St Mary's Church.

6.5 **CHANGING ROOMS CORNMILL LANE PLAYING FIELDS
TUTBURY TIGERS**

Last cut is due week com 9th Oct and the contractor will consult with the clerk regarding the grass growing to asses if one further cut is required.

Changing room doors were left open one Sunday, this has been reported this to the football committee as well as concern that the away team had been washing the boots in the showers.

6.6 Transfer to OPUS Energy for the changing room electric is in progress due to the price fluctuation on energy Opus was the company offering the same rate as was quoted with British Gas and a 2-year fixed price plan at £146 per annum lower than renewing with EON.

10/17/7.0 BOROUGH AND COUNTY COUNCILLOR REPORT

7.1 Cllr Gaskin has had on going correspondence with residents from Ludgate Street about the New Inn and one of them has been provided with a diary to complete with times that noise, and disturbance has occurred. Once reviewed noise detecting equipment will be provided to monitor the situation.

7.2 Cllr Crossley raised concern regarding a lot of mud on the road from on the Tutbury to Fauld road. Cllr Guest said that she would contact the farmer.

7.3 County Councillor P White has requested application for his community fund before the deadline November 30th.

7.4 Cllr P White has written a letter of objection to the Gas-powered power station and is prepared to speak at relevant committees if required.

10/17/8.0 TO ARRANGE A MEETING FOR CO-OPTION, CONTRACTS, WEBSITE AND COMMUNITY BUILDING.

8.1 The clerk proposed an additional meeting to be held on Monday 30th October to address other matters not covered on the agenda. Councillors agreed.

8.2 The clerk has received an email from Cllr Andrew Allen as a letter of resignation due to his current work commitments. Cllr S Adams also handed a letter of resignation to the chair. Thus, making three vacancies for co-option. Three candidates had applied. However, the two resignations received at the meeting would need to be declared to the Borough Council and a waiting period to allow for parishioners to request an election before the vacancies could be fulfilled.

RESOLUTION

To hold an additional meeting on Monday 30th for outstanding agenda items. To add co-option to the agenda of the November meeting Monday 20th 2017

10/17/9.0 BUDGET CONSIDERATIONS

9.1 The clerk distributed an update of the existing budget and what had been spent so far in the financial year. The following considerations for the budget were suggested;

- An estimate of £5000 was required for the proposed community building.
- An increase in the IT budget to allocate £2.5K for a replacement laptop due to current repairs.
- Fundraising would be required to for chairs etc for the community hall.
- A reduction in contingency to allow for overspend in other areas if possible.
- Street cleaning should be discussed in the next meeting.
- An increase of £500 allocation for remembrance service 2018.

10/17/10.0 GREEN LANE HEDGE TO CONSIDER CUTTING THE PORTWAY DRIVE SIDE OF THE HEDGE,

- 10.1** One side of Green Lane hedge had been cut by the developers and part of the opposite side of the hedge had been cut by residents of Portway Drive. However, the remaining part of the hedge was overgrown. Cllrs felt it should be cut by the county council as it would be difficult for residents to cut due to its position of reduced visibility on the road and a road safety issue.

10/17/11.0 GRANTS TO LOCAL ORGANISATIONS

- 11.1.** An application was received requesting a contribution of £300 towards the Christmas festival and presents for the children. Cllr T Spencer smith proposed the grant should be awarded and was seconded by Cllr M Guest.

RESOLUTION

To award £300 contribution to the Christmas festival.

10/17/12.0 REMEMBRANCE SERVICE TO CONFIRM EXPENDITURE ON THE PIPERS, POPPIES AND WREATH, AND ATTENDANCE OF COUNCILLORS.

- 12.1** Twelve seats were required in church for Cllrs and spouses.
- 12.2** £300 would be allocated to pay for the pipers and £20 for the wreath. Cllrs steadmand and F Crossley would organise the costs on the council's behalf.
- 12.3** An email had been received regarding purchasing of lamp post poppies, however, due to time and budget constraints this was not possible this year, but an increase in £500 should be allocated to remembrance for November 2018 due to the 100 years celebrations of the first world war.

10/17/13.0 CHRISTMAS TREE TO CONFIRM EXPENDITURE FOR TREE AND DECORATIONS

13.0 Cllrs decided that it would be better value for money to buy a tree with a root ball so that a tree would not need purchasing each year. Cllr F Crossley agreed to source a growing tree up to the upper limit of the budget £300.

10/17/14.0 CORRESPONDENCE

14.1 Local Levy Grant Funding for Small Scale Flood Alleviation Schemes
Staffordshire County Council has secured funding for Small Scale Flood Alleviation Projects within Staffordshire for 2017/2018.

Applications can be made for up to £5000 per location to be used for works, studies, or projects that will remove, educate or mitigate known flood risk in the catchment

14.2 Local Councillor Training Course – Tuesday 14 November 2017 SPCA Stafford

14.3 Transforming the Trent Valley invitation to comment and complete surveys that feed into the project of which Staffordshire Wildlife trust are the main partner. This initiative is a follow project from the Central Rivers initiative.

14.4 Conservation of the Priory Alabaster Arch update (St Marys) Funding has been secured, phase 1 work is due to commence. Parking will not be permitted in front of the west doors between 08.00 and 18.00 from Oct 16th to Oct 20th and Oct 23rd.

10/17/15.0 ACCOUNTS FOR PAYMENT

15.1 Accounts were approved for payment.

		SUB	VAT	TOTAL
Staffordshire County Pension Fund	Clerks Employee Pension contribution	157.37		157.37
Staffordshire County Pension Fund	Clerks Employer Pension contribution	231.56		231.56
HMRC	National Insurance	93.67		93.67
Karen Duffill	Clerks Salary	842.13		842.13
Karen Duffill	Clerks Expenses	42.44		42.44
Sterilizing services	Legionella control Month check inv 36388	36.00	7.20	43.20
Aucuba Landscapes	Churchyard contract and park pale inv 3892	198.87	39.77	238.64
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Reflex Print and design	Community Building letter inv 45343	88	17.60	105.60
Society of Local Clerks	Annual Conference	69	13.80	82.80

10/17/16.0 PLANNING MATTERS

16.1 PLANING APPLICATIONS

P/2017/01218

Application under Section 73 of the Town and Country Planning Act 1990 for the change of use of two agricultural buildings for storage purposes (B8), external alterations, formation of a car parking area and alterations to existing access from Bushton Lane without complying with Condition 2 of planning permission CU/06848/012 relating to on-site shredding of files

Rolleston Park Farm, Lodge Hill, Tutbury, DE13 9HQ

Comment

Tutbury Parish Council would like Highways to consider the impact on Road safety of this application. There are safety concerns of HGV vehicles turning into the access road and leaving the site.

P/2017/01155

Erection of a two-storey side and single storey front and rear extensions
14 Park Lane Tutbury Staffordshire DE13 9JH
No Objection

P/2017/01174

1 Cornmill Lane Tutbury Staffordshire DE13 9HA

Removal of one Acer/Maple tree, one Sycamore tree and crown reduction by 2 m of one Beech tree

No Objection

P/2017/01206

The Park Pale (Open Space) The Park Pale Tutbury DE13 9LB
Crown reduction and thinning of two Lime trees by between 2-3 metres TPO 9

No Objection

16.2 DECISIONS

**Display of one non-illuminated fascia sign
Eastern Palace Restaurant, 1 Lower High Street, Tutbury, DE13 9LU**

PERMITTED

**Erection of a single storey rear extension and alterations to the mono-pitch rear roof to form a gable (Amended Description)
1 Cornmill Lane, Tutbury, Staffordshire, DE13 9HA**

PERMITTED

**Erection of two storey side extension and a single storey rear extension (Amended Description)
30 Park Lane, Tutbury, Staffordshire, DE13 9JH
in accordance with the submitted documents and plans PERMITTED**

**Proposal:
Height reduction of one Golden Elm tree by 40%**

**Location:
61 Monk Street
Tutbury
NO OBJECTION**

09/17/18.0 ITEMS FOR THE NEXT AGENDA

**Community Building
Contracts
Co-option of vacancy
Budget
Neighbourhood Plan**

10/17/19.0 DATE OF THE NEXT MEETING

19.1 Interim Parish Meeting 30th October 2017
19.2 Church Meeting 6th November
19.3 30th November 2017 Parish meeting