

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 15th Jan 2018. Those present were Cllrs C Smedley (Chairperson), T Spence, L Beighton, M Guest (Vice Chair), P Steadman, W Crossley, K England, D Morris, M Powell. County Councillor P White, Borough Cllr D Goodfellow, in attendance, Karen Duffill (Clerk)

Two residents representing Monk Street attended.

01/18/1.0 APOLOGIES

Cllrs G Raybould, F Crossley, Borough Cllr S Gaskin

01/18/2.0 MINUTES OF THE MEETING HELD ON 18th December 2017.

2.1 The minutes were approved by Cllr L Beighton and seconded by Cllr K England as being a correct record, and signed by the chairperson.

01/18/3.0 DECLARATION OF INTERESTS

3..1 Cllr Steadman declared his involvement in the scouts and his association with the TOSCA building and Tutbury Club regarding parking.

01/18/4.0 PUBLIC PARTICIPATION

4.1 Residents raised questions following the public meeting around the timeline of the proposals and if it was financially viable in this financial year. They were concern regarding the parking restrictions in Monk Street and getting parking tickets. County Cllr P White advised that the proposals will be put to the Highways team before the end of the financial year.

01/18/5.0 CLERK'S REPORT

5.1 A briefing session has been arranged with Mazars LLP audit and accounting group for Tuesday 27 March 2018. The clerk will attend this free session to familiarise herself with the new Annual Return Format.

5.2 Changing rooms

The football team requested a meeting. Cllr D Morris suggested finding out the fixtures and he will go to the changing rooms to look at the drains and speak with the team.

01/18/6.0 PARKING REPORT HIGHWAYS COMMITTEE

6.1 Meeting notes from the public meeting were distributed to the councillors see **APPENDIX A**.

Cllr P Steadman raised concern regarding additional restrictions to High Street on the side of Tutbury Club. Cllr W Crossley objected to the proposals, particularly a one-way system and questioned the impact this would have on the traffic in High Street.

County Cllr P White agreed to find out more information regarding parking permits and the costs associated with them. He would arrange a meeting for the Highways team to visit Tutbury and discuss the implications and practicalities of the suggestions made from councillors and residents. He anticipated this would be done before the April deadline. The suggestions for each street were discussed and incorporated into a proposal to investigate the suggestions with the Highways team.

The majority of councillors voted in favour of this proposal. Cllr W Crossley objected. One councillor abstained from voting

RESOLUTION

. A document listing the proposals will be sent to the Highways team, to investigate the suggestions from councillors and parishioners.

Further consultation will take place with the full council once the proposals have been investigated.

01/18/7.0 BOROUGH AND COUNTY COUNCILLOR REPORT

- 7.1** Borough Council D Goodfellow attended the parking meeting and will do all he can to relocate the recycling bins in Duke Street to create more parking spaces and will investigate how Duke Street car park usage impacts on the parking in the village.
- 7.2** Dog fouling update - Stencilling has been carried out in High St to address it. Cllr D Goodfellow stated that if dog fouling was reported to the Borough Council in more areas, they could be addressed. Cllr Guest suggested Parish councillors spraying dog mess with biodegradable paint to highlight the mess and embarrass the dog owners.

01/18/8.0 COMMUNITY BUILDING COMMITTEE REPORT

- 8.1** An update was received from the committee see **Appendix B**. A confirmed list of outstanding questions has been submitted but only the Borough Council have responded.
- 8.2** Cllrs discussed changing the layout of the proposed building to make the space more flexible. Cllr P Steadman approved the idea of making the changing rooms more of a flexible space. Suggestions regarding internal layout were discussed. Cllr T Spence Smith proposed that these were sent to Peveril to consider. All councillors were in favour.

Resolution

Contact Peveril to discuss possible layout changes to the building.

- 8.3** The parish council have sought legal advice from the Parish Council Association. To find out if it is legally possible for the Borough Council to sign an agreement that impacts financially on another party (parish) with the other party not having being part of the original signing. Borough Councillor D Goodfellow has asked the deputy leader to look at the legal fees and will work with planning to find a possible solution of progressing without the parish council paying legal fees.

01/18/9.0 WEBSITE UPDATE

- 9.1** The web site domain Tutburyparishcouncil.co.uk has been purchased, along with email addresses that will be set up for all councillors. This would mean that all councillors would be provided with a council email address. The clerk will now compile an appropriate structure and list of content to be included on the website and loaded throughout February.

01/18/10.0 TO REVIEW FINANCIAL REGULATIONS

- 10.1** No additional suggestions were required for the Financial Regulations. Cllr T Spencer Smith proposed that no update was required, seconded by Cllr Guest.

01/18/11.0 TO REVIEW STANDING ORDERS

11.1 No additional suggestions were required for the Standing Orders. Cllr T Spencer Smith proposed that no update was required, seconded by Cllr Guest.

01/18/12.0 ACCOUNTS FOR PAYMENT

12.1 Accounts were approved for payment, proposed by Cllr W Crossley and Seconded Cllr M Guest.

		SUB	VAT	TOTAL
Aucuba Landscapes	Strimmer head for Elm Lane	39.50	7.90	47.40
Aucuba Landscapes	Churchyard contract inv 3937	198.87	39.77	238.64
Sterilizing services	Legionella control Month check inv 37093	36.00	7.20	43.20
Staffordshire County Pension Fund	Clerks Employer Pension contribution	471.45		471.45
Staffordshire County Pension Fund	Clerks Employee Pension contribution	216.8		216.80
HMRC	National Insurance	442.06		442.06
Karen Duffill	Clerks Salary and overtime	1664		1664.00
Karen Duffill	Clerks Expenses	25.92		25.92
Go Daddy - Karen Duffill receipt	Website hosting and email accounts	251.64	50.33	301.97

01/18/13.0 GRANTS FOR LOCAL ORGANISATIONS – TUTBURY PRESCHOOL OUTDOOR CLASSROOM

13.1 A grant application had been received from Tutbury preschool for financial support of £500 for the development of an outdoor classroom and water wall. Cllrs questioned where this would be position in the grounds of TOSCA building and if the structure was portable. The clerk will seek further confirmation to allow the council to decide on the application.

01/18/14.0 RIGHTS OF WAY CATEGORISATION

14.1 The provisional categorisation of each right of way is just a starting point. The consultation is asking for more local knowledge to inform the final decision

Tutbury Parish Council response was completed by Cllr Smedley. However, Cllrs suggested additional comments to be included in the consultation.

The following footpaths were noted as being important in the village and should also be included

The footpath at the end of Wakefield Avenue is used but Norman Rd is more popular. However, Wakefield Avenue should still be categorised as Category A.

Burton Rd to Cornmill Lane/Closed Bank footpath should also be Cat A.

Ludgate St to Chatsworth drive is used by school children and should also be a category A.

RESOLUTION

The clerk will send through the additional comments.

01/18/15.0 TUTBURY TWINNING TO FORM AN ADVISORY COMMITTEE

15.1 Cllr T Spencer Smith informed the council about what Twinning was about. It is an integral part of the Parish Council and should be formalised as one of the advisory committees in the new Structure. Cllr Spencer Smith is chair of the current Twinning Society and Cllr W Crossley is president. Cllr M Guest is also part of Twinning society. This is a valuable part of the community and has integrated schools and football teams in their visits to Ollainville in France. These opportunities are open to everyone to join in the Twinning events. Cllrs agreed that the Cllr T Spencer Smith would be the lead councillor and Cllr Guest and W Crossley would also be part of the advisory group.

RESOLUTION

The clerk will update the committee structure to include the Twining Group.

01/18/16.0 CORRESPONDENCE

16.1 Local Councillor Training Course – Tuesday 6 February 2018

A Local Councillor Training Course has been arranged for Tuesday 6 February 2018 Cllrs T Spencer Smith, K England and P Steadman will attend.

16.2 A parishioner has written to raise concern regarding the overstretched doctor's surgery. The email has been forwarded to the Borough and County Councillors to raise on the relevant medical committees. The clerk noted that if a future development came to Tutbury then extra provision should be catered for in the CIL monies available. Cllrs suggested inviting representatives from the surgery to the annual meeting to update the parish on their provision.

16.3 A further update regarding the General Data Protection regulations has been received detailed in the clerk's report.

01/18/17.0 PLANNING MATTERS -TO REVIEW RECENT APPLICATIONS

P/2017/01402

Proposal:

Demolition of existing store room and conservatory and erection of a part two storey, part single storey, rear extension (Amended Description and Plans)

Location: 46 Park Lane
Tutbury

The above application has been **revised**.

NO OBJECTION

DECISION

Removal of two existing chimneys and single attached garage to facilitate the erection of a two-storey side extension

The Mount, 2 Belmot Road, Tutbury, Staffordshire, DE13 9NL

PERMITTED

01/18/18.0 ITEMS FOR THE NEXT AGENDA

Community Building
Website
Parking
Burial ground
100 years WW1 commemoration event
New Historic street sign for Tutbury
Policies communicant and media policy
Street cleaning
Annual Parish Meeting

DATE OF THE NEXT MEETING

Feb 5th Church Committee meeting
Feb 19th Full Parish Meeting

APPENDIX A

HIGHWAYS MEETING – 9th JANUARY 2018

**16 residents attended, County Cllr P White, Borough Cllrs S Gaskin and D Goodfellow.
Parish Councillors C Smedley, F Crossley, M Powell, D Morris.**

Monk St - Residents Passes were mentioned frequently – is it possible to retain the restrictions already in place – but if residents have a valid pass they would be allowed to park without restrictions?
If residents' passes were not an option remove parking restrictions at the bottom part of Monk Street.
If it became residents only parking then that would remove intermittent parking by visitors to the shops and vets/dentist/doctors, an option to alter the other restriction notices on Monk Street to Mon - Friday instead of Mon – Saturday, However the dentist is now open on Saturdays.
Residents were concerned about the safety of pedestrians as cars frequently drive on the pavements to allow the traffic to continue to flow otherwise traffic is gridlocked.
A One-way system on Monk Street **some** residents did show support for a one-way system on Monk St no vote was requested. However, there were concerns how this would impact on the speed of the traffic on Monk Street, already noted as a problem. Tim Buxton from County Highways in the past has suggested that parking can be used to slow down traffic by using a chicane effect. Residents requested that the restrictions were more of a priority than a one-way system if this has an impact on the budget and the implementation of the other parking restrictions
There needs to be clarification on a one-way system as some interpret this to mean Monk Street and others Monk St High St and Duke St.

High St – possibility of using D&P car park –

Brewery or owners of the Dog and Partridge could be approached regarding their car park being used by shop workers and others on High Street 8am - 6pm to free up on road spaces for High Street customers/visitors.

Also, large car park at the rear of the tea rooms – although from experience this can be difficult to exit safely from at times

One-way system – to relief problems from vehicles overhanging on the left – hand side (going up) and the problems buses have in negotiating

No issues appeared to be raised in respect of existing parking restrictions – if it was removed vehicles and shop owners would tend to park there all day – exasperating the problem further.

Implement restricted parking on the residents' side if residents could have permits and shop workers could park elsewhere.

Cornmill Lane/ Lower High St – discussions in respect of outside the Bank -vehicles abusing the 20 minutes waiting – could the yellow lines be removed along from the Bank – or create chicane effect to increase parking ability.

There was a safety concern raised regarding parking that blocks the visibility of the access side roads off Cornmill Lane should there be access lines down to prevent accidents here?

The County Council could investigate the possibility of a parking area where the grassed area of the Old School at Cornmill Lane to alleviate parking issues on Cornmill Lane. We realise of course that this will depend also on changes of users of the building and what happens when the lease here is up in 2 year's time and the impact this would have on the preschool.

Burton Street

Review the yellow lines at the bottom part of Burton Street to see if they can be reduced to alleviate parking issues for residents here outside the forthcoming Indian restaurant.

Extend the yellow lines from Webb Corbett house to the top of Burton Street to the, or past the school to Ironwalls lane-

The County Council approach the Cross Keys regarding usage of their car park by families for school drop off and collections to alleviate on road parking outside the school which will be safer for all and keep the bus route clear

during these times. Problems with cars parking on both sides off the road make it difficult for the bus to come through and reduces visibility on the brow of the hill. Made dangerous when the sun is low in the winter time.

Ludgate St – yellow lines extended on the right-hand side to the entrance to the Vine Car Park – this would then allow delivery vehicles to park to unload – avoiding having to mount the pavements in front of Webb Corbett House. Alternatively restrict parking for max 2 hours or unloading only between the Vine inn and New Inn on Ludgate Street. However, this would not remove the safety concerns of vehicles blocking the road and causing drivers to reverse back onto the island. Restrictions would need to allow the trade to continue for the pet shop, charity shop and post office.

Duke Street

Restrict parking for max 2 hours from the Post Office to end of Silk Mill Lane.

Investigate removing the bins to create extra spaces in the car park.

Silk Mill Lane /Holts Lane – remove bollards from pavement opposite the old silk mill

Wakefield Ave – could the corner leading to Holts Lane be altered to assist with bus turning (where the small white bollards have been placed)

Issues raised about having restrictions on the right-hand side – however, there is a disabled parking space marked on the road already

On parts of the pavements should be sufficient room to mark out space for car parking.

Bridge Street

Review the yellow lines on Bridge Street to see if they can be reduced to alleviate parking issues for residents here.

GENERAL -potential weight restrictions for roads through Tutbury leading to Fauld (lorries should then use A50/515)
Castle events Should have marshalling or a Park and Ride from Castle to remove issues from Park Lane and Castle St

Draft Proposal Subject to a Highways appraisal of safety concerns and councillor approval.

To assess the safety and highways impact of removing double yellow lines in Bridget Street, Burton Street and Cornmill Lane.

Implementing Double yellow lines in Wakefield Ave on the bend where the bollards are to meet the exiting restrictions.

Investigate the impact of extending the yellow lines in Ludgate street from the Post Office and on Burton Street from Webb Corbett House.

For the County/Borough Council to liaise with businesses regarding shop workers parking and utilising the Dog and Partridge or other business premises. To alleviate High street parking and school parking at the Cross Keys.

Monk streets restrictions look at changing or removing

High St implement restrictions on Tutbury institute side

To implement extra restriction on Duke Street and High Street depending on the Feasibility of residents parking permits.

Review the restrictions in place should it be Mon to Fri 2 hours, 20 mins or 3 hours? And to assess the long stay provision.

To investigate the costs and implications of Residents Parking permits.

To investigate the costs and implications of a one-way system.

Review permissible parking on pavements with marking out parking spaces on Wakefield Avenue and Fishpond Lane.

Review weight limits.

Safer parking on pavements.

APPENDIX B

COMMUNITY BUILDING UPDATE

A meeting of the sub-committee was held on the 18th December prior to the parish meeting, in attendance: M Powell, K England, F Crossley, C Smedley and K Duffill

A revised layout has been discussed – copies are available for review by the council

Many questions were raised following our meeting with ESBC and Paul Stone – we have received a response from ESBC –

The borough confirmed that they would not assist with legal fees incurred by the parish

No boundary fence to be erected by the developer on the open space – although Sachin states he will try and negotiate something (Sachin email has been distributed to councillors)

No further responses have been received to date

Legal advice is being sort from the SPCA if legally the Borough can sign an agreement that impacts **financially** on another party (parish) with the other party not having being part of the original signing? As a sec106 should be fair to all parties involved.

In respect of the issue of the fencing of the open space the question is how will this effect users?

Next steps? Further negotiation regarding legal fees and the impact of the new planning applications on the site with the playground and additional houses requested will have on the building are required.