

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 25th June 2018. Those present were Cllrs C Smedley (Chairperson), K England (Vice Chair), T Spencer Smith, M Guest, W Crossley, F Crossley, M Powell, D Morris, G Raybould.

County Councillor P White, in attendance, Karen Duffill (Clerk)

06/18/1.0 APOLOGIES

Parish Cllrs L Beighton, P Steadman, Borough Cllr D Goodfellow, Cllr S Gaskin

06/18/2.0 MINUTES OF THE MEETING HELD ON 21st May 2018

Cllr Ken England was missed off the attendance. Cllr K England proposed the rest of the minutes as being a true record and Cllr M Guest seconded the proposal.

06/18/3.0 DECLARATION OF INTERESTS

No interests were declared.

06/18/4.0 PUBLIC PARTICIPATION

4.1 No residents attended.

06/18/5.0 CLERK'S REPORT

5.1 The clerk's report was distributed to the councillors. This was for information outlining the correspondence received. A letter had been received from the Village Hall Committee requesting a representative from the Parish Council to attend 4 meetings a year. Cllr M Guest volunteered to represent the parish council.

5.2 Cllr G Raybould agreed to attend the Councillor Training Course.

06/18/6.0 COMMUNITY BUILDING UPDATE

6.1 The clerk had received an update from Cllr D Goodfellow outlining that new plans were being finalised of an improved community building.

06/18/7.0 BOROUGH AND COUNTY COUNCILLOR REPORT

7.1 Cllr D Goodfellow sent an update regarding the issues that Cllr M Powell had raised from the residents of Heritage Park. Planning enforcement will follow up the issues raised.

Cllr M Powell reported that residents were upset about the missing guards on the drains/swails/balancing ponds due to safety concerns of children or animals climbing into the open pipes. Frustration over parking issues and lack of play area were also reported. The incident escalated to fighting on the green due to frustrations about the facilities that have not been provided by the developer. Parish Cllrs raised concern that no speed signs were erected, and the roads were not adopted by County Highway's, no play areas, Parish Cllrs raised frustrations that East Staffs Borough Council don't seem to be enforcing duties. Objections regarding the drains were raised at the time the plans were proposed. The primary school is over-subscribed, and the parish council is

still waiting on progress of the community building. Cllrs suggested contacting the Burton Mail to report on this.

Cllr M Powell has written to MP Andrew Griffiths who has sent a response to Ralph Jones from Peveril Homes, However, no response has been received.

RESOLUTION

The Clerk will write to the Chief Executive of East Staffs Borough Council. Recorded delivery and copy in Andrew Griffiths. Richard Grosvenor ESBC who would make budget decisions.

County Councillor report.

7.2 Report regarding the parking feasibility study has been sent to the Parish Council. A meeting will be held to formulate a response to highways Monday 9th July 7.30for the full council and public.

7.3 The Tosca lease is due for renewal in February, the decision for the lease will be made before the committee rather than a cabinet member. Cllr P white has registered his interest as he has given a grant for the sensory garden grant, However, he will recommend renewal at a peppercorn rent The Old School Association are not clear how long the lease will be for.

7.4 Cllr D Morris requested if the public highways contract with AMEY details could be ascertained due to concern that they were inefficient, and not cost effective. Cllr P White will obtain the information requested.

7.5 Cllr D Morris reported that Wakefield Avenue footpath is cracking up County Cllr P White will log this.

06/18/8.0 RECEIVE A REPORT FROM THE FINANCE COMMITTEE REGARDING A SCOUT GRANT APPLICATION

8.1 A Meeting was not called regarding the grant application, however Cllr W Crossley raised concern that personal background information regarding the grant application for two members of the scout group to attend the World Jamboree had been distributed which will have an impact on the decision made on the grant application. This item will be added to the next agenda for a full council decision.

06/18/9.0 REPORT FROM CHANGING ROOMS COMMITTEE

9.1 The changing room committee did not meet. However, there were several issues were noted that need addressing,

- The use and condition of the main and the second pitch.
- Hard standing concrete near the kissing gate needs replacing
- Changing rooms shower facilities don't block up now but could do with a deep clean.

Hatton united girls u15s used the pitch on Friday 22nd July played due to Hatton pitch being seeded.

RESOLUTION

The Changing room committee will meet at the changing rooms to ascertain maintenance requirements then a meeting will be arranged with the football team.

Due to no invoice being issued in the financial year of 2017/2018 the VAT charges can be reclaimed on changing room expenses

06/18/10.0 REPLACEMENT OF GRID IN THE CLOSED CHURCHYARD AND TO RECEIVE AN UPDATE FROM THE CHURCH WORKING PARTY.

10.1 Two quotes have been received to replace the grid over the gulley on the church path. One was considerably higher than the other, therefore the company will be asked to clarify the work they have quoted for and ask for an alternative quote. The item will be added to the next agenda.

10.2 Cllr K England attend the dedication ceremony of the wreath holders lead by the Bishop of Stafford, on the council;s behalf.

06/18/11.0 REPORT FROM THE OPEN SPACE WORKING PARTY REGARDING STREET CLEANER VACANCY.

11.1 The open space committee did not meet. However, Cllr F Crossley had re written the job specification for the street cleaner and this was distributed. See APPENDIX A. Cllrs agreed that the new spec should be used to advertise the position. Cllr F Crossley recommended that the new specification should be sent to any interested person along with a Risk Assessment.

RESOLUTION

The clerk will send the job specification to Tutbury Village News to advertise the position.

06/18/12.0 12. TO RECEIVE A REPORT FROM THE TWINNING COMMITTEE

12.1 Thirty-two visitors from Ollainville will stay with Tutbury hosts from 7th to 9th July. Cllr T Spencer Smith asked if one remaining family could be accommodated by a parish councillor. Cllr W Crossley agreed.

Parish councillors were invited to attend the Twinning programme of events. The evening reception dinner subsidised by the twinning committee will be held Saturday 7th to include a roast meal at a cost of £10 at the Village hall.

A visit to Calke Abbey on Sunday

Host would provide entertainment for guests Saturday afternoon. A welcome coffee morning would be held at the church Saturday morning,

Various events were on locally over the weekend to attend with the French guests.

06/18/13.0 APPROVE ACCOUNTS FOR PAYMENT

Cllr M Guest proposed that the accounts were approves and seconded by Cllr T Spencer Smith.

DETAILS		SUB	VAT	TOTAL
Sterilizing services	Legionella control Monthly check inv 38000	64.00	12.80	76.80
Aucuba Landscapes	Churchyard contract inv 3998	198.87	39.77	238.64
Aucuba Landscapes	Park Pale strim	46.09	9.22	55.31
Karen Duffill	Clerks Salary	873.66		873.66
Karen Duffill	Clerks Expenses	25.92		25.92
HM revenue and customs	National Insurance	97.03		97.03
Staffordshire County Pension Fund	Clerks Employer Pension contribution	252.27		252.27
Staffordshire County Pension Fund	Clerks Employer Pension arrears	25.87		25.87
Staffordshire County Pension Fund	Clerks Employee Pension contribution	159.29		159.29
RB Landscaping	Bus shelter repair inv 1254	180.00		180.00
RB Landscaping	inv 1232 removal of tree stumps	170.00		170.00
Firs Farm Nursery	Inv 20180018 High st Planters planting	650.32	130.06	780.38

**06/18/14.0 PLANNING MATTERS -TO RECEIVE COMMENTS ON RECENT APPLICATIONS.
Decisions are outlined in the clerk's report**

14.1

P/2018/00640

Proposal: Erection of a single storey rear extension.

Location: 45 Cornmill Lane, Tutbury, Staffordshire, DE13 9HA

No Objection

Building regulations concerns, if there were a fire the escape route would be onto a fragile glass roof.

In addition, the windows are right on the boundary

14.2 Cllr W Crossley raised concern regarding 1000 houses proposed at Outwoods and Stretton after reading an article in the Burton Mail. The number of new houses planned in the local plan was 615 a year and affordable houses set at 30.%. He was concerned that the houses proposed

at the Beam hill development were capitalising on the target of affordable houses that were not met by existing developments and if this development was agreed it would impact on the boundary levels of the parish

Cllr Crossley proposed that Tutbury Parish Council raise an objection to this planning application.

14.2 Cllr Crossley raised concern that the Duchy land could be a proposed site in the future. The clerk suggested that this could be excluded in a neighbourhood plan.

RESOLUTION

The clerk will forward details of the supplementary Planning document regarding affordable housing and details of the recent planning application to Cllr W Crossley.

Neighbourhood plan would be added to the next agenda.

06/18/15.0 FOOTPATH MAINTENANCE

15.1 The clerk queried who was responsible for the Close bank footpath that she had instructed a contractor to cut back. Cllrs confirmed that it was owned by the charities, so it was the parish council's responsibility. However the footpath off Ludgate Street was the County Council, the clerk had logged a fault to get this cut back.

The Ancient monument near the park on Ferrers Avenue is overgrown and that was thought to be ESBC responsibility.

The clerk has requested clarification from the County Council and the Borough Council to confirm their areas of responsibility so that areas can be cut. The clerk has logged a fault to get Belmont Road cut back as it is too overgrown to walk on the pavement and Ironwalls junction is still dangerous exiting the junction on Burton Rd.

15.2 Parishioners' and the civic society had raised concern regarding the increase in litter on the overgrown footpaths. The clerk suggested requesting some voluntary hours by Duke of Edinburgh students to litter pick provided a thorough risk assessment was carried out, like neighbouring parishes do, Cllrs did not think this was appropriate.

15.3 Cllr M Guest suggested the parish council provide a new stile for the footpath on Park Lane as the farmer will place stone on the boggy area and move the access point further down the road to make access easier. This may require grant funding and information from the County Footpaths to advise on how this could be done.

RESOLUTION

Councillors would walk round village footpaths to ascertain where other problem areas were, and this item will be added to the next agenda

06/18/16.0 16. ANNUAL CLERK SALARY AND PENSION CONTRIBUTION INCREASE

16.1 The Staffordshire Pension Fund had written to the clerk stating that the Employer contribution had increase to 23.4% in April and that arrears were due to be paid in June.

16.2 A recommendation for the new salary increase had been received from the National Association of Local clerks that the clerk's salary should increase 28p per hour. Cllr T Spencer Smith proposed that the increase was accepted by the council and Cllr M guest seconded the proposal. The increase will be paid in July and backdated to April.

06/18/17.0.0 ITEMS FOR THE NEXT AGENDA

Footpaths and litter

Grant for local organisations

To approve repairs to the Church grate

Neighbourhood plan

Report from Cornmill Lane playing field committee

Community Building

Accounts for payment and planning for August Agenda

DATE OF NEXT MEETING

9th July 7.30 Full Parish Hig'hways Meeting

16th July Full Parish Meeting

Meeting ended 21.40

APPENDIX A

Street/Cleaning Maintenance Contractor

CONTRACT DURATION: 12 months

Tutbury Parish Council seek a street cleaner/maintenance contractor to improve the appearance of the village. This will include sweeping affected areas, litter picking, occasional clearing of scrub or trimming back of vegetation and other maintenance tasks. It is expected that the tasks will take approximately six hours per week.

Designated areas.

Bus shelters in Holts lane, Burton street, High street, Park lane and Duke street. The highways known as Duke Street, Lower high street, High street and Monk street.

Job responsibilities are to: -

Maintain clear access to footpaths.

Weed and disinfect bus shelters.

Weed pavements.

Report any problems of fly tipping, unacceptable waste and monitor the litter bins that need to be dealt with by ESBC.

Report any faults on Tutbury highways to Staffordshire County Council and notify the clerk.

Clean and keep weed free the telephone box on the Duke street/ High street corner.

NOTE: Additional duties of the street cleaner may involve occasional light maintenance work paid at a rate agreed as part of the quote submission.

Health and Safety.

A high visibility jacket must be worn for highway operations. Work must be carried out in a manner that avoids risks as set out in the Parish Councils risk assessment. The street cleaner must provide their own tools, equipment and insurance necessary to carry out the role.

Disposal of rubbish.

The collected and bagged rubbish is to be stored at an agreed location for later collection by ESBC refuse collectors.

Name	
Address	
Phone Number	
Email Address	
Quote for 12 monthly work	
Quote per hour for additional work	

Chairperson Signature

Date

Certificates/Licences held	
Additional Comments	
Relevant Experience	

Letter of Suitability.

Risk assessment enclosed

