

## **TUTBURY PARISH COUNCIL (TPC)**

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 15<sup>th</sup> October 2018. Those present were Cllrs C Smedley (Chairperson, M Guest, K England (Vice Chair), P Steadman, W Crossley, F Crossley, D Morris, Borough Councillor S Gaskin, in attendance, Karen Duffill (Clerk)

### **10/18/1.0 APOLOGIES**

T Spencer Smith,  
County Councillor P White, Borough Cllr D Goodfellow

### **Non-Attendance**

Cllr G Raybould

### **10/18/2.0 MINUTES OF THE MEETING HELD ON 17<sup>th</sup> September 2018.**

The minutes were proposed by Cllr M Guest as being a true record and signed by the chairperson.

### **10/18/3.0 DECLARATION OF INTERESTS**

3.1 Cllr P Steadman for his connection with Scouts in relation to agenda items the community building and grants.

### **10/18/4.0 PUBLIC PARTICIPATION**

4.1 A member of the public attended

A member of the public expressed an interest in the casual vacancy of the council. He was a youth councillor at Outwoods. Rolleston Parish Council have 2 youth councillors, Horninglow' are interested. He would be keen to implement this into Tutbury Parish Council. however, He is now eighteen so would be eligible to apply for the vacancy. Youth councillors have been co-opted on to the neighbouring Parish Councils.

### **09/18/5.0 CLERK'S REPORT**

5.1 Rolleston Neighbourhood plan, Tutbury Parish Council are statutory consultees and comments are requested by November 5th. Cllrs agreed that the plan was very professional, these comments will be sent to the Rolleston clerk.

5.2 The clerk outlines the corresponded received.

5.3 The costs of a buoyancy aid £357 .has been obtained by the Thistly Meadow committee at Hatton. Advice was received regarding land ownership details and the permissions required. Once these have been investigated the council can decide if the cost can be allocated in the budget.

5.4 The hard standing at the entrance of the changing has been repaired. A council member suggested that loose stone should be added and secured to avoid the risk of slipping. The clerk will inform the contractor.

Brambles have been cut Cllrs agreed that the contractor should address the ivy on the roof tiles and repair the goal mouths as agreed in the maintenance budget.

5.5. Cllr Guest brought an image of the proposed Historic Tutbury Village sign. The signs will depict the castle, the Dog and Partridge pub, the church and another image pertinent to Tutbury. The signs are proposed to be placed at the entrance of the village from Hatton, and from Burton Road entrance to the village. The Civic Society have requested £5k contribution from the parish council. This will be added to the next agenda and the civic society invited to attend.

### **10/18/6.0 TO DECIDE IF THE COUNCIL NEEDS TO ADVERTISE THE CASUAL VACANCY.**

6.1 The Borough Council have confirmed that a vacancy can now be filled by Co-option. The chair questioned if those who have previously expressed an interest in future vacancies should be approached before the vacancy is advertised to the wider parish. The council had four candidates for three vacancies last time co-option took place. Further interest had been received before the vacancy had been confirmed.

#### **Resolution**

Cllrs voted in favour of advertising the casual vacancy so that all interested candidates can apply. The council will await confirmation that they are able to co-opt for a second vacancy after the completion of the notice period advertised by the Borough Council.

### **10/18/7.0 GRANTS FOR LOCAL ORGANISATIONS AND GRANTS POLICY**

7.1 A grant request had been received from Tutbury and Hatton Scout group for £500 to support fundraising in the community. Cllrs had previously resolved to grant this application as it was resubmitted from a previous application.

#### **Resolution**

Cllrs voted in favour to award the grant.

7.2 The clerk distributed a new grant award Policy. Cllrs voted in favour of adopting the policy enabling the grant scheme to be more transparent

#### **Resolution**

The Grant Awarding Policy was adopted and will be implemented.

7.3 A grant was received to reimburse the costs of flags for the High Street erected by the scout group. The grant for £54.46 was awarded all Cllrs voted in favour. The Clerk clarified that flag reimbursement should be awarded through reimbursement of a cllr expense on production of a receipt, rather than a grant going forward. The remembrance costs will also be reimbursed in this way.

## **10/18/8.0 TO APPROVE THE DIGNITY AT WORK AND GRIEVANCE PROCEDURE**

**8.1** The clerk distributed a Dignity at Work policy for the Cllrs to sign and approve. Cllrs voted in favour of adopting the policy A member suggested that the policy was a valid requirement but suggested that additional policies could be required to address more serious behaviours and the clerk agreed that this was a start  
**Resolution** The Dignity at Work and Grievance policy was adopted and further policies can be added.

## **09/18/9.0 BOROUGH AND COUNTY COUNCILLOR REPORT**

9.1 Borough Cllrs have pledged to donate £500 each towards the proposed historic signs for Tutbury to total £1000

9.2 Borough Cllr Gaskin reported that the New Inn licensing restrictions implemented after the hearing are not being adhered to and will be taken to the licensing committee. CCTV recordings will be reviewed after 31 days, any evidence to impose sanctions can then be enforced. Incidents of fights and anti-social behaviour have been reported.

9.3 A council member enquired about a charity organisation being relocated from a borough council office. Cllr Gaskin confirmed that the Borough Council are relocating the charity to alternative office space, possibly at the Brewhouse.

## **09/18/10.0 PLANNING MATTERS -TO RECEIVE COMMENTS ON RECENT APPLICATIONS**

### **P/2018/01046**

**10.1** The clerk requested an Extension for community building application P/201601046. the application includes 16 additional houses 10 are on the proposed allotments area and 6 social houses on the proposed day nursery area of the original plan.

### **Resolution**

Cllrs agreed to visit the planning officer before deciding and bring the information back to full council as the council wanted clarification regarding the extra proposed houses.

10.2 Application under Section 73 of the Town and Country Planning Act 1990 for the erection of five dwellings with associated garaging without complying with Condition 2 of planning permission P/2017/00748 dated 01/12/17 relating to the orientation of the garage on plot 2  
Land off, Burton Road, Tutbury, Staffordshire. **PERMITTED**

## 10/18/11.0 TO APPROVE ACCOUNTS FOR PAYMENT

11.1 Council members proposed and seconded the accounts were authorised for payment.

Name	Details	Sub total	VAT	TOTAL
Aucuba Landscapes	Church Mowing inv 4066	198.87	39.77	<u>238.64</u>
Aucuba Landscapes	Park Pale strim inv 4066	46.09	9.22	<u>55.31</u>
Sterilizing services	Legionella control Sept Monthly check inv 38800	36.00	7.20	<u>43.20</u>
Cripwell Building Services	Gas certificate check for the changing rooms	175.00	35.00	<u>210.00</u>
Tutbury Village hall Hire from May to October 8th		347.00		<u>347.00</u>
National Association of Local Clerks	Local Councils explained books	37.48		<u>37.48</u>
Staffordshire Playing Fields Association	Annual Subscription	15.00		<u>15.00</u>
Karen Duffill	Clerks Salary	891.44		<u>891.44</u>
Karen Duffill	Clerks Expenses	32.07		<u>32.07</u>
Staffordshire County Pension Fund	Clerks Employer Pension arrears	257.31		<u>257.31</u>
Staffordshire County Pension Fund	Clerks Employee Pension contribution	160.48		<u>160.48</u>
HM revenue and customs	National Insurance	102.58		<u>102.58</u>

## 10/18/12.0 TO DISCUSS AND APPROVE FUNDING TOWARDS A SCHOOL CROSSING PATROL

12.1 Following on from the previous budget meeting the council discussed the proposal to fund the crossing patrol. A member proposed that with the darker nights approaching, and no school crossing provision, it was currently a dangerous situation. Parking has increased in that area making it more dangerous to cross safely and the parish council should fund the provision.

12.2 A member raised concern that the shortfall in Tutbury, was not a budgetary decision. The current County Council budget would have included school crossing patrol provision and council tax bills would have reflected this provision. The decision to remove the crossing patrols across the county will not affect neighbouring parishes until the following school year, if the county council decide to cut this provision. Tutbury has no school crossing patrol. This is a recruitment decision. A member proposed that the parish council request more information regarding this decision and where the money has been allocated for this temporary provision until the end of the school year.

## **Resolution**

**The clerk will write to the County Cllr P White for more information regarding recruitment and budget provision of school crossing patrol for Tutbury.**

## **10/18/13.0 TO DECIDE ON TREE PLANTING AND CHANGES TO THE TRIANGLE ON CASTLE STREET**

**13.1** Residents have raised concern regarding the proposed position of two commemorative Liquidamber Slender Silhouette trees on the triangle on Castle Street. A member proposed an alternative location could be the churchyard. Cllrs voted in favour at this proposal.

## **Resolution**

Two council members will ascertain suitable positions and raise it with the Parochial Church Council at the next meeting 22<sup>nd</sup> October.

**13.2** It was resolved at the previous meeting to purchase a cut Christmas Tree. A member proposed planting a growing tree as well that can be growing until large enough to not have a cut tree.

## **Resolution**

Cllrs voted in favour of purchasing a growing tree in addition to the cut Christmas tree.

## **10/18/14.0 TO DISCUSS AND APPROVE FUNDING TOWARDS AN HISTORIC SIGN FOR TUTBURY**

**14.1** The Civic Society have estimated that for two bespoke historic signs at the entrances to the village will cost £5k each and they have requested a donation from the parish council towards this. The Borough Council have pledged £1000.

## **Resolution**

Cllrs resolved to invite a member of the civic society to the next meeting to discuss this.

## **10/18/15.0 TO CONSIDER THE BOROUGH COUNCIL'S PROPOSAL OF TAKING OVER THE RUNNING OF THE PUBLIC TOILETS.**

**15.1** The clerk has requested information regarding the costs of the public conveniences in Duke Street, estimated to be around £8500 annually. The Borough Councillor updated the council informing them that usage surveys are due to be completed. The Borough council will review the usage across the borough before any decisions are made to close them. Tutbury Parish Council will await this information and review this at the next meeting.

## **10/18/16.0 PARKING REVIEW UPDATE**

*Chairperson Signature*

*Date*

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**16.1** Cllr D Morris raised concern regarding the proposed double yellow lines on Wakefield Avenue, he believed that several residents would not agree that this was a good solution to the problem of the buses getting through this road. The bus was stuck and had to turn around and go an alternative way, the clerk referred to a report in the Burton Mail. Cllr Morris will contact Cllr P White to address the concerns.

### **10/18/17.0/WW1 COMMEMORATION UPDATE AND APPROVE EVENT COSTINGS**

17.1 A Councillor member will be purchasing a wreath for the remembrance parade ceremony. The piper, drummer and wreath will be paid for by councillors and claimed back through expenses out of the allocated budget. Eight council seats reservations will be requested in church. The parade will commence at 10am and councillors can meet at the village hall at 9.45 if they are to join the parade.

16.2 The scout group have received the 200 lamp post poppies which they will resell to those who have expressed an interest all funds will go to the British Legion. If permission is granted by Eon the parish council will purchase some for the lamp posts. A council member will claim back the costs of £3 per poppy.

16.3 The arts group with the support of the parish council event posters and flyers were not ready for distribution but will be delivered around the village before 9<sup>th</sup> Nov the evening of the event. £5 per ticket including refreshments.

16.4 Cllr W Crosley suggested that a further celebration could be organised on 19<sup>th</sup> July which was when the end of the war was celebrated in 1919.

16.5 The scout group are organising the construction of a net that will be covered with around 1000 poppies made from plastic bottles that will cascade from a pillar in the church.

### **10/18/18.0 TO CONSIDER A QUOTE FOR THE CLEARANCE OF BELMOT ROAD VERGE SIDE**

**18.1** The clerk has obtained a quote to clear the verge side on Belmot Road.

**Resolution** Cllrs have requested a land registry search to be carried out before this work can be considered.

### **10/18/19.0 TEMS FOR THE NEXT AGENDA**

**19.1** Historic signs for Tutbury  
Budget considerations  
School patrol crossings and public toilets  
triangle  
Meeting closed at 9.40pm