

-TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 18th February 2019. Those present were Cllrs, C Smedley (Chairperson) K England (Vice Chair), P Steadman, W Crossley, F Crossley, D Morris, R Lock, L Evans, Borough Cllr D Goodfellow in attendance, Karen Duffill (Clerk)

01/19/1.0 APOLOGIES

Parish Councillors M Guest, T Spencer Smith Borough Cllr S Gaskin, County Councillor P White Church Meetings

Non-Attendance G Raybould

02/19/2.0 MINUTES OF THE MEETING HELD ON 21st January 2019 and 28th January 2019

The minutes were agreed as true record and signed by the chairperson.

02/19/3.0 DECLARATION OF INTERESTS

3.1 none declared.

02/19/4.0 PUBLIC PARTICIPATION

4.1 None Present

02/19/5.0 CLERK'S REPORT INCLUDING CORRESPONDENCE

5.1 The report received from the PCSO was very informative and well received. It was noted that slightly unclear in places.

5.2. No comments were received regarding the invitation to participate in the Great British Spring Clean.

5.3 Three Cllrs attended a meeting regarding the extension to the British Gypsum mine Cllr Evans raised traffic concerns of increase in contractor traffic coming through Tutbury. However, contractors will be instructed to use the A515 to Sudbury and use A50 for each direction. Induction advise will be given to all contractors to instruct them not to come through the Village and if spotted then Cllr may report it to prevent a problem. The clerk will email the details of the contractors to look out for to the councillors.

The mine extension will secure jobs for at least 15 years they will mine the south of Newchurch towards St Georges park. They will not mine under the football ground and hotel. Next extension would be the other side of the hotel.

5.4 The clerk has submitted the first part of the planning application for the proposed new noticeboard, however, further information including scale maps

and scale elevations of the front of Charity House is required. Cllrs suggested contacting the new architect resident in the office of the charity House to assist, due to the information already having been submitted for the planning permission of their new signs.

Resolution

The clerk will contact the Parish Charities clerk for assistance from their new architect tenants to assist with planning information.

5.5 Historic Sign, both grant applications for the sign have been authorised £2000 from the Borough Council and 2500 from the County Council. The conditions of the funding require that the money to be spent before the financial year end. The clerk will contact the Civic Society to make them aware and to progress with the project.

5.6 The clerk and two Cllrs attended the Boundary review meeting 15th February at the town hall. This is being carried out by an external agency who will be reviewing the ward boundaries. Currently there are around 2200 electors for one Borough Councillors. Parish Councils will be given the opportunity to consult with the public and submit a proposal for the ward boundary that is relevant for their Parish. Tutbury now has more electors so it may mean that Tutbury may be eligible to be in its own ward, rather than paired with Outwoods. The review can be advertised in August with a view to sending in a submission in Autumn.

02/19/18 6.0 BOROUGH AND COUNTY COUNCILLOR REPORT

6.1 No County Councillor present but further information has been requested regarding the proposed speed humps in Burton Street

6.2 Borough Cllr D Goodfellow was pleased to award the grant for the historic sign. Residents have contacted him regarding the frequency of the buses through the new housing estate. However, Cllrs confirmed that not every bus does the same route and stops at every stop, even though the amount of buses has increased. Cllrs suggested that feedback should be directed to the bus companies.

02/19/7.0 REVIEW TRAINING POLICY, STANDING ORDERS, FINANCIAL REGS, AND PENSION POLICY

7.1 Cllrs had reviewed the following policies the following change was agreed To the financial spending for the clerk from £100 to £150.

02/19/8.0 TO APPROVE ACCOUNTS FOR PAYMENT

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

Name	Details	Sub total	VAT	TOTAL
Accounts for payment				
HM revenue and customs	National Insurance	102.58		<u>102.58</u>
Karen Duffill	Clerks Salary	891.44		<u>891.44</u>
Karen Duffill	Clerks Expenses	25.92		<u>25.92</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>
Aucuba Landscapes	Church Mowing inv 4117	198.87	39.77	<u>238.64</u>
Sterilizing services	Legionella control Sept Monthly, check inv 39484	36.00	7.20	<u>43.20</u>

02/19/9.0 To RECEIVE A REPORT FROM THE TRIANGLE ON CASTLE STREET WORKING PARTY

9.1 The chair had confirmed that she would be part of the working party and the following areas would be considered;

- New Bench
- Clearance of ivy and elder
- Repair to the steps
- Flag Pole
- Reinstating the electricity supply
- A resolution has been made to purchase a growing Christmas tree
- To consider erecting a save the peacocks sign
- The frequency of mowing and the collection of the grass, cutting of the hedge.
- Should the contract be part of the closed churchyard contract or a separate gardening contractor should be appointed

01/19/10.1 TO REVIEW AND APPROVE CONTRACTS FOR 2019 /2020 TENDERS.

- Closed Churchyard
- Ferrers avenue playing field and hedge, Cornmill Lane Pitch, open space and hedges
- Triangle
- Close bank and Wakefield Avenue Footpaths

Resolution

Chairperson Signature

Date

Page 3 of 7

Cllrs reviewed the contracts proposed by two members. Cllrs agreed to stipulate that paths should be treated twice a year in the Closed Churchyard, no further changes were required. The clerk will advertise the contracts.

02/19/11.0 TO SET THE DATE BETWEEN 1ST MARCH AND 1ST JUNE FOR THE ANNUAL MEETING OF THE PARISH AND CONSIDER AGENDA ITEMS.

11.1 Cllrs agreed that the Annual Meeting of the Parish should be held April 9th.

02/19/12.0 TO REVIEW CORNMILL LANE PITCH USAGE AND APPROVE INCOME AND EXPENDITURE REQUIRED.

12.1 Gas Contract

The clerk investigated a more economical contract for the gas supply and has found that only one company offered no standing charge, which will considerably reduce the cost by the existing electric supplier by OPUS energy. The cost per KWH would be reduced from 4.05p to 3.50p KWH

12.2 Electricity Contract not due for annual review until October.

12.3 Usage charge

12.4 The clerk advised that the charge for the exclusive junior team use would normally be £250. However, it would be more beneficial to claim the VAT on the expenditure of the changing rooms and pitch.

12.5 Pitch repairs

The manager of the junior team has requested that due to the usage of the pitch by the public and junior team, the goal mouths are worn on the new pitch. He has requested that the goal posts are moved again to use the previous pitch. A Cllr member suggested that the previous pitch has not yet recovered and that not all the grass seed has grown. He suggested that grass seed is purchased and set by himself and members of the Football team. Reseeding and rolling of the pitch and moving the goal posts will be reviewed at the end of the season.

02/19/13.0 TO REVIEW CHURCH GRILL REPAIR

13.1 Following a meeting with the church council and complaints received from parishioners, the repair to the church grill needs replacing with a new grid. The concrete is breaking up and the repair will only act as a temporary measure. Cllrs agreed that a new specification will need to be drawn up for a more permanent solution that is more in keeping with the Churchyard setting. The new grill will need to be vehicle proof and heel proof, to cope with the usage in the churchyard.

A member had investigated different drains, gullies and materials and a more detailed assessment of the measurements, position and draining is required.

Three members will visit the churchyard and will produce a drawing and a detailed specification that can be submitted to appropriate contractors.

02/19/14.0 PLANNING MATTERS -TO RECEIVE COMMENTS ON RECENT APPLICATIONS

Application No: P/2018/01475

DECISION NOTICE THE APPLICATION

The application is for a certificate of the lawfulness on 19/11/2018 for the use of outbuilding as a separate dwelling at Water House, Lodge Hill, Tutbury shown on the plan attached to the application, a copy of --which is attached to this decision notice.

THE DECISION

East Staffordshire Borough Council hereby refuses the application for the following reasons:

Insufficient information has been submitted to demonstrate that the outbuilding (annexe) is used as a separate and independent planning unit (from that of Water House) for 4 years in the case of a dwelling.

The outbuilding is considered of an "Annexe" form and relationship to the host property (Water House) and dependant on it for services and amenities and as such is not considered to function as a separate dwelling.

On the evidence submitted by the Applicant or otherwise available to the Council, the use of the building as a dwelling has not been demonstrated.

Signed
(Council's

P/2018/01274

Installation of replacement windows and doors
38 B Cornmill Lane, Tutbury, DE13 9HA
in accordance with the submitted documents and plans and subject to the condition(s) specified hereunder:
The development hereby permitted.

P/2019/00084

Proposal: Erection of a single storey rear extension

86 Green Lane, Tutbury, Staffordshire, DE13 9NN

No objection

P/2019/00114

Proposal: Erection of a single storey front extension

Location: 43 Ironwalls Lane, Tutbury, Staffordshire, DE13 9NH

No Objection

P/2018/01586

Proposal: Alterations to existing rear elevation

No objections.

02/19/15.0. ELECTIONS PREPARATIONS

15.1 Cllrs agreed that the election needs promoting and a drive to attract more new councillors. The clerk will utilise the NALC the standard publication material for new councillors. The election takes place May 2nd and nomination forms will be received in March for councillors to complete.

02/19/16.0 COMMEMORATIVE TREE PLAQUES UPDATE AND APPROVE FUNDS TO PURCHASE

16.1 No update to report. Cllr F Crossley will investigate further.

02/19 17.0 FINANCE REPORT

17.1 The clerk distributed an updated bank reconciliation and expenditure summary. See Appendix A

02/19 18.0 TO CONSIDER AND APPROVE A QUOTE TO REPLACE THE STILE ON PARK LANE

18.1 The stile on Park Lane has broken the step plate was rotten and needs replacing. There are two slits in the slabs for a new bar on posts to be inserted to allow walkers to cross the fence more easily. A quote has been received for £85 to replace the wood bar that has broken. This is not a public footpath. However, the Civic Society have erected a sign about the ancient monument regarding the line of the Park Pale, therefore this footpath has been created in line with significant feature on the landscape. A member agreed to investigate this further.

02/19 19.0 TO FORM A WORKING PARTY TO COMPLETE THE ENTRY PROCESS AND ORGANISE THE BEST KEPT VILLAGE COMPETITION.

19.1 Resolution

The clerk will call a meeting for interested Cllrs to complete the entry form.

02/19/20.0 TEMS FOR THE NEXT AGENDA

- To receive an update from the triangle on Castle Street working party.
- Historic Sign update
- Contact renewals
- Risk Assessment and to approve insurance
- Best Kept Village

DATE OF THE NEXT MEETING

Monday 18th March 2019

Meeting closed at 9.50pm

Appendix A

Jan 31st summary expenditure against budget

Bank Reconciliation 2018 - 2019

Jan-19

Brought Forward	38169.11	Current account	32420.76	Undrawn	
Receipts	46548.51	IA account	19058.78	cheques No	amount
		BA account	2625.07	3009	925.40
	<u>84717.62</u>		<u>54104.61</u>		
Less Payments	<u>31538.41</u>	Less undrawn cheques	<u>925.40</u>		
	<u><u>53179.21</u></u>		<u><u>53179.21</u></u>		<u><u>925.40</u></u>

	<u>2018/19</u> <u>Expenditure</u>	<u>Jan 19</u> <u>Monitoring</u>
ADMINISTRATION		
Clerks salary expenses and pension	18100	14381.69
Admin, insurance and printing	8500	1231.91
Training and IT sub total	2900	559.69
Highways, footpaths and bus shelters	7500	2051.62
Parks & open spaces	12400	9044.75
Section 137 Charities and grants	6750	4268.75
Capital	0	
EXP Total	56150	31538.41
Contingency		
Admin contingency	3000	
Tosca	1000	
Election	5000	
Burial	10000	
Community B	5000	
Noticeboard	600	
Contingency Total	24600	
Budget Total	80750	

Carried forward amount	38169.11
Precept ESBC grant	42024.98
	80,194.09

Local Government Act 1972 (the 1972 Act) s137 allowance for Parish and Town Councils for 2018-19 is £7.86 per elector.

Chairperson Signature

Date

Page 7 of 7