

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

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 16<sup>th</sup> September 2019. Those present were Cllrs, R Lock (Chair), Cllr K England (Vice Chair) Cllr T Spencer Smith, C Smedley, P Steadman, F Crossley, D Morris, L Evans, W Crossley, Cllr L Anderson, Cllr M Upton, County Councillor P White  
in attendance, Karen Duffill (Clerk)

Late arrival, due to Borough council meeting Borough Councillor G Raybould

### **09/19/1.0 APOLOGIES**

Borough Councillor S Gaskin

**09/19/2.0 MINUTES OF THE MEETING** held on Church Meeting 22nd July 2019, Planning Meetings 12<sup>th</sup> August, and 9<sup>th</sup> September

2.1 Cllr F Crossley was present at 9<sup>th</sup> September meeting and Cllr D Morris had given his apologies. The parish council meeting minutes were approved as an accurate record and signed by the chair.

### **09/19/3.0 DECLARATIONS OF INTEREST & DISPENSATION REQUESTS**

3.1 Cllr T Spencer smith and Lesley Evans declared they were members of the Charities trustees.

### **09/19/4.0 PUBLIC PARTICIPATION**

4.1 No public present, Cllr L Anderson raised on behalf of the market committee that the bus shelter had been hit by a stall holder. Cllrs urged that this should be dealt with as soon as possible to avoid risk of further injury. The invoice will be sent to the stall holder. A quote had been requested.

### **Resolution**

Cllrs proposed and a majority voted that an emergency repair should be carried out as soon as possible. This falls under the financial regulations and should be authorised under the remit of the chair within the £500 limit.

4.2 A member of the market committee had declared that the previous invoice raised for the parish council has been withdrawn and payment is not required.

### **09/19/5.0 CLERKS REPORT INCLUDING CORRESPONDENCE AND PLANNING DECISIONS**

5.1 Details of correspondence and planning decisions were outlined in the clerk's report.

### **Freedom of information request for parking fines in Tutbury response**

Cllrs appreciated the lack of parking and disappointed at the amount of parking tickets that were issued, on average three a day. It was not clear what time of

day enforcement occurred or if there was a more prevalent problem at different times of the day.

### **09/19/6.0 BOROUGH AND COUNTY COUNCILLOR REPORT**

6.1 County Cllr P White informed the council that the correspondence for the Traffic Regulation order for parking changes were in the post to parishioners on the streets that will be impacted by the changes. The public will then be able to respond to the proposed changes during the informal consultation period.

6.2 Cllr White had been to inspect the outstanding pothole in Redhill Lane, he was disappointed that this had not been resolved, this is now larger and he has escalated that this should be repaired.

6.3 Residents have contacted Cllr P White regarding the regularity of the bus service on the route through Heritage park. Investigation with the bus company will look at the usage of the buses and the frequency requirement. It may not be representative as the site is not fully occupied. However, Cllr White will report his findings at the next meeting. Cllrs noted that not every service is directed through the Heritage Park development and some stops are request only and others do not follow that route. The regular bus service is a requirement for some residents. Cllr White will await the details of the investigation before considering a request to change the Section 106 agreement that determines the bus service for that area. No changes will be made in the interim.

6.4 A member raised concern of the financial statistics distributed through a Nalc bulletin relating to the reduced level of funding from the government for statutory services. He questioned what action would be taken to remedy this going forward. County councillor P White informed the parish council that a 3 year financial settlement arrangement had been secured for schools and special needs and the County Council will be campaigning the Government for a five year budget plan to allow the County Council to implement a budget plan, but currently there was no solution to this.

6.5 Two members raised concern regarding the crossroads that borders two other parishes Hanbury and Anslow. The councillors are aware that there is currently an inquest into this accident spot but requested a more immediate improvements to road safety in the area, possibly increased signage. County Cllr P White assured Cllrs that signage was improved when the last concern was raised by parish councils and any further changes would more likely to require hard landscaping changes. Following the inquest report this will be addressed again and anything that can be done will be done at that time.

### **Monitoring and enforcement of the bins in Duke street**

6.6. Borough CllrG Raybould reported that CCTV camera and signage had been installed to assist enforcement on the usage of the bins in Duke Street. Over spilling individuals have been caught.

6.7 New bins have been ordered for High Street. Asbestos has been removed from Bridge St

6.8 Cllrs raised concern regarding parking on the access to Dufe Street car park and requested that this space could be hatched out for no parking as well as the space for the bus.

6.9 Cllrs raised concern regarding the overgrowth of tress in the carpark obscuring pedestrian access and also shielding drug taking on the bench under the trees where gas cannisters have been found. Borough Councillor G Raybould agreed that a longer-term plan should be investigate for car park improvements. it was thought that the car park had been cutback recently Cllr G Raybould will follow this up.

6.10 A member questioned when food recycling would be reintroduced for domestic collection. Cllr G Raybould could not confirm that it would be at the present time.

#### **09/19/7.0 TO CONSIDER A NEW BARRIER FOR FERRERS AVENUE**

7.1 An indicative cost of a new barrier was circulated in the clerk's report. The existing barrier does not line up as it has been hit by a vehicle. The gateway for pedestrian access is also not wide enough for wheelchair access.

7.2 A member suggested that the barrier could be straightened and realigned the grease build up needs removing to allow the barrier to function.

7.3 A member suggested investigating removable bollards. This item would be discussed further at the next meeting.

#### **RESOLUTION**

An alternative repair approach was suggested and quotes will be sought to support this.

#### **09/19/8.0 TO CONSIDER A HEIGHT RESTRICTION BARRIER FOR DUKE STREET CAR PARK**

8.1 A resident suggested a height restriction barrier on Duke Street car park and ESBC agreed to consider it following the feedback from the Parish Council. A proposal was made, seconded all voted in favour to request ESBC to install a height barrier for the carpark

#### **Resolution**

Cllrs voted in favour to request that East Staffs Borough Council install a height restriction barrier for the car park at Duke Street.

#### **09/19/9.0 TO CONSIDER FLAG BRACKET OWNERSHIP AND MAINTENANCE**

9.1. the original flags and brackets were erected by a trade committee of shop keepers around twenty years ago. The flag poles and brackets are worn and

need replacing. A member proposed that the parish council replace the poles and brackets with alloy rather than wood. This was seconded and all Cllrs voted in favour.

### **Resolution**

New flag brackets and poles will be purchased by the parish council following a survey of quantity and positions required, compared to the budget available. Once purchased they will be added to the asset register for insurance purposes.

### **09/19/10.0 TO APPROVE THE PLANNING COMMITTEE TERMS OF REFERENCE**

11.1 Cllrs discussed how they thought the planning committee should operate. It was suggested that the clerk should clerk the meeting. However, the clerk informed the council that this is not a requirement and other parish councils have planning committees that the chair records the decisions. These are sent to the clerk in a timely manner to allow the clerk to report the decisions to the Borough Council. There is not enough paid clerk time available to clerk the meetings.

11.2 It was suggested that all Cllrs should be members of the planning committee. A proposal was made to accept the Terms of Reference with some amendments;

2. "All members of the Parish Council are appointed members of the Planning Committee by election or co-option until they resign from the Parish Council.

Three members requested that point four should be removed

4. Members of the Planning Committee should ideally have attended a Planning Training session.

### **Resolution**

A proposal was seconded, and Cllrs voted in favour to adopt the Terms of Reference with the proposed changes.

### **09/19/11.0 TO NOMINATE A PARISH CHARITIES TRUSTEE**

11.1 Cllr Smedley was nominated to continue as a Parish Charities Trustee and all Cllrs voted in favour.

### **09/19/12.0 12.0 TO APPROVE ACCOUNTS FOR PAYMENT**

12.1 Cllr proposed and seconded to approve the accounts  
An additional reimbursement of an expense was authorised for the printing of scripts from the event that commemorated the end of the ww1. Each Cllr was given a copy.

To whom paid			Vat	Total + Vat
Karen Duffill	Clerks Salary	919.35	0.00	919.35
HM revenue and customs			0.00	106.30
Staffordshire County Pension Fund	Clerks Employer Pension	273.73	0	264.65
Staffordshire County Pension Fund	Clerks Employee Pension contribution	162.21	0	162.21
Karen Duffill	Clerks Expenses	37.62		37.62
Karen Duffill	1st class stamps	8.4		8.4
Karen Duffill (livens)	security chain for goal posts	47.25		47.25
Karen Duffill (livens)	multi lock padlock for goal posts	80.95		80.95
	replacement padlock for changing room gate			
Karen Duffill (livens)	gate	11.95		11.95
Karen Duffill (livens)	new keys for changing rooms padlock gate	9.95		9.95
MH Goals Ltd	Moveable football goals Cornmill	1942.5	388.5	2331.00
Tutbury Charities	Room hire charity house 31.03.19-30.09.19	150		150.00
	Cornmill Lane playing fields Lease 31.03.19-30.09.19			
Tutbury Charities		250		250.00
RB Landscaping	elm lane footpath post removal inv 0114	50		50
RB Landscaping	church Mowing inv 00109	150	0	150
	Chatsworth drive footpath maintenance inv 0109			
RB Landscaping		50		50
Sterilizing services	Legionella control Monthly check inv 40804	45	9	54
Rolleston Parish Council	SPCA planning training	64.2		64.2
SLCC Cheshire	SLCC clerk conference 09.10.19	30		30
Fauld Property maintenance Owen Dyke	Triangle maintenance	445		445
Fauld Property maintenance Owen Dyke	church drain maintenance	150		150
Cllr Crossley (Reflex printing)	ww1 event scripts	52.5		52.5

## 09/19/13.0 TO CONSIDER PREPARATIONS FOR THE ELECTORAL REVIEW CONSULTATION

13.1 The clerk had outlined the information regarding the forthcoming consultation in the clerk's report. Members suggested that due to the increase in size of Tutbury and that it has own historical identity that it should justify becoming its own ward.

13.2 Cllrs L Anderson, Cllr D Morris and Cllr W Crossley agreed to form a working party to explore this option. Public consultation should also be carried out.

### Resolution

Three Cllrs agreed to form a working party to prepare a proposal that Tutbury should become its own ward.

#### **09/19/14.0. TO RECEIVE A REPORT FROM THE PLAYING FIELDS COMMITTEE.**

##### **14.1 To consider and approve the decompaction of the football pitch in October**

###### **RESOLUTION**

Cllrs voted in favour of instructing the existing contractor to carry out pitch decompaction using a verti drain

##### **14.2 To consider and approve invoice costs for the Tutbury Tiger usage of the pitch**

###### **Resolution**

**A proposal was seconded, and a majority voted to charge £350 for the senior team to use the facilities at Cornmill lane and £150 for the junior team**

##### **14.3 To consider and approve the electricity supply to the changing rooms**

###### **Resolution**

Cllrs voted in favour of choosing the four-year fixed deal with the supplier with the lowest standing charge OPUS energy.

#### **09/19/15.0 TO RECEIVE A REPORT FROM THE CHURCH WORKING PARTY**

- To consider and approve a tree survey for the overhanging tree on the boundary of the closed churchyard.

15.1 The clerk is awaiting a quote regarding a tree survey of overgrown trees in the closed churchyard behind the war memorial on the church boundary.

15.2 To approve costs and appoint a contractor for the church drain.

Cllrs reviewed the quotes for a new church grill and were happy to appoint one of the recommended contractors if the specification was changed to finish off the installation of the church grill with tarmac.

###### **Resolution**

The clerk will request an update to the quote and will appoint the contractor subject to the costs being reasonable and falling within the chair's financial limit.

15.3 To consider and approve a work requirement for relevant gully maintenance and replacement drain covers

The drains have been cleared out following a complaint that the water was not draining effectively from the closed churchyard into a property on Church Street. A quote had been received to replace concave drain covers and to add additional gullies to cope with heavy rain.

###### **Resolution**

Cllrs agreed that the drainage is monitored after the installation of the new church grill at the top of the path.

15.4 To consider and approve cutting back the path leading up to the churchyard.

**Resolution**

Cllrs voted in favour to appoint the existing contractor to cut back the overgrown path.

**09/19/16.0 TO APPOINT A SAFEGUARDING COUNCILLOR TO BE DBS CHECKED FOR THE YOUTH COUNCILLORS.**

**16.1 Resolution**

Cllr T Spencer Smith agreed to be the designated Cllr to safeguard the youth Cllr's. Cllr L Anderson will register and implement this.

**09/19 17.0**

**ITEMS FOR THE NEXT AGENDA**

- To consider Ferrers Ave barrier
- Boundary Review.
- To consider installation of a seat in the High Street bus shelter
- Installation of new Flagpole brackets and purchasing of new flag pole
- To consider a tree survey in the closed churchyard

**09/19/18.0 Date of Next Meeting**

**18.1** Church meeting 30<sup>th</sup> September

Planning meeting to be confirmed

21<sup>st</sup> October Full Parish meeting.

Meeting closed at 9.55pm