

## **CLERKS Report 17<sup>th</sup> Feb 2020**

### **02/20/5.0 CLERK'S REPORT INCLUDING CORRESPONDENCE**

#### **5.1 Planning training is available through the SPCA for councillors**

The training event is on Saturday 28<sup>th</sup> March, from 9:15am to 1:30pm at Yarnfield Park, Yarnfield, Stone, Staffordshire, ST15. Any councillor interested should inform the clerk.

5.2. The police report provided by PCSO Adam Evans reports an overall decrease in crime compared to last year. There have been incidents reported of arson and personal robbery compared to last year. There has recently been an increase in Theft of Motor Vehicle and Theft from Motor Vehicle offences in the Tutbury, Rolleston & Anslow area. Local officers are aware of this issue and are currently engaged in targeted, uniformed and plain clothes patrols. Any suspicious activity is to be reported via 101 or 999 in an emergency.

5.3 The bank mandate has been completed and sent to the bank to add new councillors and remove previous councillors. Online banking access will need to be set up by each councillor once the mandate has been completed by the bank.

5.4 Scribe have been instructed to assist in the setup of the accounts package under the authorisation of the employment committee and the chair's financial limit. This will cost the council £229 ex vat but will ensure that the setup is done before year end, thus saving clerk's hours.

5.5 Five a side football goals have been delivered to the clerk's house and are awaiting assembly at the tennis courts. A contractor has been appointed to do this.

5.6 A notice of a Tree Preservation Order has been received from ESBC relating to the trees on the area off Norman road that is on the Junction of Belmont Road next to the property High View Formerly the Pleasance. Any objections should be sent to the Borough Council in writing before March 12<sup>th</sup> 2020.

### **01220/ 6.0 BOROUGH AND COUNTY COUNCILLOR REPORT**

6.1 A copy of the outstanding actions have been distributed to all councillors.

### **02/20/ 7.0 A REVIEW OF THE RECYCLING BINS IN DUKE STREET CAR PARK**

**7.1** The bins have been monitored by Borough Councillor G Raybould but despite the bins being emptied the problem of fly tipping still persists. The cameras have

been in operation but have to be moved around the area and the situation has not improved. The council should consider what steps should be taken next.

**02/20/8.0 TO APPROVE THE RESPONSE TO THE BOROUGH COUNCIL REGARDING THE TULIP ROAD PLANNING APPLICATION**

8.1 The clerk has distributed a draft response to the planning application concerns over an application in Tulip Road and proposes that the parish council move to stage three of the complaints process.

**02/20/9.0 TO APPROVE ACCOUNTS FOR PAYMENT**

9.1

**Accounts for payment**

Date	To whom paid	Particulars of payment	Net Total	Vat	Total + Vat
17/02/2020	Karen Duffill	Clerks Salary	919.35	0	919.35
17/02/2020	Karen Duffill	Clerks Expenses	23.00	0.00	23.00
17/02/2020	Karen Duffill	Stationery and postage	19.05	0.00	19.05
17/02/2020	Karen Duffill	Two football goals (costco)	149.78	0.00	149.78
17/02/2020	Staffordshire County Pension Fund	Clerks Employer Pension	300.85	0	300.85
17/02/2020	Staffordshire County Pension Fund	Clerks Employee Pension contribution	162.21	0	162.21
17/02/2020	Starboard Systems Ltd	Scribe accounts package set up	229	45.8	274.80
17/02/2020	Sterilizing services	Legionella control Monthly check inv 417734	36	7.2	43.20
17/02/2020	Peter Steadman	Bulbs for Bus shelter	9.98		9.98
17/02/2020	RB Landscaping	erection of goal posts	30.00		30.00

**Following grant approval**

17/02/2020	Tutbury Twining Association	grant	1000.00		1000.00
------------	-----------------------------	-------	---------	--	---------

## **02/20/10.1 TO PROPOSE A TUTBURY WARD IN THE ELECTORAL BOUNDARY REVIEW**

10.1 The clerk has distributed a proposal written by Cllr W Crossley for the Councillors to approve. The electorate numbers are too high for Tutbury to be considered to be an independent ward. However due to the historical identity of the village and having its own amenities, Cllr Crossley proposes for a special case for Tutbury to be removed from the Outwoods and Anslow ward and be allocated one dedicated Borough councillor.

## **02/20/11.0 . TO APPROVE MODEL FINANCIAL REGULATIONS**

11.1 The clerk distributed a hard copy of the new proposed regulations and an electronic copy for review and approval.

## **01/20/12.0 TO APPROVE THE PARISH COUNCIL'S FINANCIAL RISK ASSESSMENT**

12.1 The clerk distributed an updated Financial risk assessment to approve.

## **02/20/13.0 Budget Update**

13.1 The clerk distributed a summary of the budget to date

## **02/20 14.0 GRANTS FOR LOCAL ORGANISATIONS**

14.1 A grant application has been received from Tutbury Twinning Association for financial assistance in hosting the Tutbury Twinning events with Ollainville, this year. The amount requested is £1000

## **01220 15.0 . TO CONSIDER THE ENTRY TO THE BEST KEPT VILLAGE COMPETITION AND THE BRITISH SPRING CLEAN CAMPAIGN.**

15.1 A letter were sent out to local organisations to ask if they were interested in entering the Best Kept Village competition, four organisations responded and three attend the meeting held Feb 10<sup>th</sup>.

15.2 The clerk has received details of the Great British Spring campaign inviting local council to join the campaign and organise a litter pick in their area between March 20<sup>th</sup> and April 13<sup>th</sup>. A social media and poster campaign will also run across the country to encourage participation.

15.3 The council will decide if there is enough interest within the council and outside to make the entry again this year, or if to propose an alternative in getting the village looking smarter.

15.4 It is worth the parish council considering the level of resources that the Borough and County Council have available to support this. Grass cutting and the play areas are currently under the Borough Council and county Councils remit.

## **02/20 16.0 REPORT FROM THE COMMUNITY FUND WORKING PARTY AND CONSIDERATION OF PLANNING ON THE COMMUNITY BUILDING SITE**

**16.1 A planning application has been received for 8 houses on the site. A formal planning response is required.**

P/2020/00045

Erection of 8 houses and garages and associated highway, drainage and landscape infrastructure.

16.2 a meeting has been held Feb 3<sup>rd</sup> with a working party to discuss the next steps in securing the community fund for the village and to review proposals for the community. Following this meeting, the chair, vice chair and clerk attend a meeting with Ashleigh Baldwin from ESBC Planning department regarding the conditions of the community fund and its distribution.

## **02/20 17.0 TO EXCLUDE THE PUBLIC AND APPOINT A STREET CLEANER**

17.1 Two applications have been received.

## **02/20 18.0 To review and appoint contractors**

18. 1 renewal contracts costs have been received from the existing contractors

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

## **02/20 19.1 ITEMS FOR THE NEXT AGENDA**

- Walking the footpaths
- Community Fund
- Additional stone on Elm Lane
- Bus shelter seats
- Ferrers Avenue improvements
- Review of policies and procedures

**02/20 20.0.DATE OF NEXT MEETING**

15.1

Planning Meeting TBC

.Full Council 16<sup>th</sup> March

Annual Parish meeting proposed date Tuesday 12<sup>th</sup> May 8pm