

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

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 17<sup>th</sup> February 2020. Those present were Cllrs, R Locke (Chairperson) K England (Vice Chair), C Smedley, P Steadman, W Crossley, F Crossley, D Morris, L Evans, , Borough Cllrs G Raybould, S Gaskin, County Councillor P White, in attendance, Karen Duffill (Clerk)

### **02/20/1.0 APOLOGIES**

Cllrs M Upton, T Spencer Smith

Nonattendance L Anderson

### **02/20/2.0 MINUTES OF THE MEETING HELD ON 20<sup>th</sup> January 2020**

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

### **02/20/3.0 DECLARATION OF INTERESTS**

3.1 Cllr W Crossley expressed an interest in Tutbury Twinning Association.

### **02/1204.0 PUBLIC PARTICIPATION**

4.1 The chair of Tutbury cricket club attended and gave the council an update about the planning permission that the parish council contributed towards. The bat and tree surveys that were done have now expired and these are now necessary to complete the planning application. The cricket club would like some assistance in further funding to complete the planning process from the proposed community fund. They would like to be kept updated in the process of grants available.

### **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 erected by one of the council's contractor. These are being used regularly . A member suggested that the goals are chained up to the basketball post so that they could be moved out of the way when the basketball court is being used, and to avoid theft.
- 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 Ludgate Street 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. No objections were raised.

## **02/220/ 6.0 BOROUGH AND COUNTY COUNCILLOR REPORT**

- 6.1 A copy of the outstanding actions have been distributed to all councillors.
- 6.2 County Cllr P White is assisting in the flooding issues in Burton, the Trent has been issued with a red alert and danger to life warning.
- 6.3 Cllr P White has been working with the transport team who are reluctant to make changes to heritage park bus routes ,when other areas are striving to maintain them. Cllr White has been informed that no one is using the bus stops in Heritage park. Cllr White and residents were concerned that if the service is not used there is unnecessary pollution. He has requested passenger numbers; this will be the evidence base for an informed decision. Members raised consideration in maintaining the new bus routes. Temporary bus stops are blown over and it is not clear that the service is available. Nearest bus stop is a ten-minute walk away and for those with disabilities it would not be an option to go to an alternative stop. The distance will be longer from the furthest house on the estate. The users who do use it see it as valuable. Members suggested that the bus routes connect people across the village and that was a positive change to integrate new residents with existing residents. The school children who live on Heritage park are not entitled to catch the school bus so a bus route through the estate is useful for them.

Cllrs suggested that the residents should be consulted when the usage figures are available. The bus company could also be invited to a public meeting. Parishioners need to be made aware that it may be removed.

A member asked if a bus route could be directed through Ferrers Avenue

- 6.4 Parking consultation, extra feedback has delayed getting this work to public consultation, this has been delayed until the spring then following the public consultation the work can commence.
- 6.5 A member raised concern regarding potholes and if additional funding can be allocated to them. However, Cllr P White confirmed that there are no additional funds in the budget to improve this and accepts that this is a problem.
- 6.6 Member raised concern about the manhole covers outside the post office. Cllr P White asked for the log number to enable him to follow this up.

Cllr P White left the meeting.

6.7 It has been reported that the Library bus cannot enter the carpark due to the height Barrier. The library bus has now got the key and padlock, but access is limited due to the height of the lock and the difficulty in accessing it. The Borough Council are looking at a solution. It was noted the library bus parking outside the bus shelter, causing problem for the bus service. A member noted there are no marking on the road for the bus stop and often car park in that area,

6.7 Fluorescent stickers for the height barrier in Duke Street are imminent.

6.8 A Member asked that a hole in the carpark near were the library bus parks needs filling.

6.9 Borough Cllr Garry Raybould has been keeping an eye on the flood levels and fire station are keeping monitoring the water levels near the bridge at Hatton.

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

### **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, due to scarcity and risk of theft. The situation has not improved. Cllr G Raybould has evidence the recycling facility is being abused.

Cllr W Crossley proposed that the static bin recycling facility be kept as it is valued, however the Borough Council should empty them more often. This was seconded by Cllr F Crossley. Three members W Crossley, F Crossley and D Morris voted to support this proposal; 4 voted against, L Evans, R Lock, C Smedley, K England. 1 abstained, P Steadman. The majority of members therefore voted against retaining the existing static recycling facility.

Cllr L Evans Proposed that a refuse lorry should visit periodically at set times to replace the recycling provided by the static recycling bins. This was the recycling scheme in place before the static bins were installed, and it was felt that this would discourage fly tipping. The majority of members voted for this.

Cllr W Crossley proposed that the chair was acting improperly, and was out of order, as the agenda item did not state that proposals would be made. The agenda item stated “**A REVIEW OF THE RECYCLING BINS IN DUKE STREET CAR PARK** “ This proposal was seconded, Cllrs did not vote in favour of the proposal, therefore the motion was not carried.

**Resolution**

The parish council suggest that the Borough Council remove the static bin recycling facility from Duke St car park and request extra parking spaces to the car park, when the lines are redrawn (currently planned). Members request that a refuse lorry should visit periodically to support the recycling of items not suitable for the domestic recycling bins.

7.2 Borough Cllr S Gaskin has requested that the car park is relined. The clerk requested that a disabled space could be marked out near the pedestrian access close to the doctors to prevent this exit being blocked. Cllr Gaskin said that the parish council would be consulted when the work is due to be done to confirm change requests.

**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.

Councillors do not believe that the angle of the two-storey extension has been measured the steeper angle would result in more overlooked and will affect the privacy of the properties behind it.

**Resolution**

Cllrs voted in favour to send off a letter to progress this complaint to stage three.

**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
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**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.

Currently there are 5480 total electors in the ward which is predicted to grow rapidly due to the amount of proposed houses in Outwoods. A single representative from and for Tutbury would be better to represent the unique and historically distinctive parish of Tutbury.

A majority vote supported the proposal to submit a case for one councillor.

**Resolution**

Cllr W Crossley would write a submission statement and the clerk will submit this online before the deadline 23<sup>rd</sup> February.

**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. Cllrs voted in favour to approve them.

**Resolution**

**The Model Financial Regulations were approved.**

**02/20/12.0 TO APPROVE THE PARISH COUNCIL'S FINANCIAL RISK ASSESSMENT**

12.1 The clerk distributed an updated Financial risk assessment to approve. Cllrs voted in favour to accept it.

**Resolution**

**The Financial Risk Assessment was approved.**

**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 visitors from Ollainville, this year. The amount requested was £1000.

Cllr W Crossley is the chair of the Twinning Association and declared an interest.

**Resolution**

Cllrs voted in favour to award the grant of £1000 to the Tutbury Twinning Association

**02/20 15.0 TO CONSIDER THE ENTRY TO THE BEST KEPT VILLAGE COMPETITION AND THE BRITISH SPRING CLEAN CAMPAIGN.**

15.1 Letters 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 council decided even though there was not much interest within the council or the community, there was still value in entering the competition and getting the children involved. The council have entered the competition for over fifty years and will continue to support it.

**Resolution**

The majority voted to enter the Best Kept Village competition.

15.3 The clerk has received details of the Great British Spring campaign inviting local councils 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. No councillors wanted to join this campaign.

## **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.

Member proposed that the houses were three storey and will not be appropriate with adjacent houses. The Open space will be lost. Members thought the loss of the community building was disgraceful. There was a democratic vote to request the community building, open space for a cricket pitch and community facilities has been lost.

16.2 A member suggested that the council request to speak at the planning committee.

16.2 A working party meeting was held Feb 3<sup>rd</sup> with a working 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 Ashley Baldwin from ESBC Planning department regarding the conditions of the community fund and its distribution.

Public interest has forced the matter to a higher agenda than expect with the Borough Council,

Cllr S Gaskin updated the parish council with information about how the community fund is likely to be distributed. The clinical commissioning group for the Tutbury Health centre and Tutbury Parish council will be invited to apply and given an application form. Ward councillors will also be informing groups how to apply. There will be a transparent scoring point system to assess the decision-making process in awarding this money. It was thought that this process has gone through the Borough Council cabinet and more information will be distributed when the process has been confirmed. Monies will be awarded to local organisations not individuals

16.3 Members were disappointed that the parish council are not part of the decision-making process for their community. Cllr Lock proposed that a complaint was raised as to why the parish council were not involved in the decision-making process, following the meeting that was held the previous week to request that they were involved.

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

**17.1** Two applications were received. A tender received a majority vote and the clerk will notify the individual.

## **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**
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### **RESOLUTION**

**Cllrs voted to accept the renewal quotes for two and three year contracts. The clerk will appoint the contractors.**

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

- Walking the footpaths
- Community Fund
- VE day Street Party
- Bus shelter seats
- Ferrers Avenue improvements
- Review of policies and procedures
- Tutbury twinning
- Annual Parish Meeting

## **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 agreed