

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, Monday 20th January 2020. Those present were Cllrs, R Lock (Chair), Cllr K England (Vice Chair), C Smedley, P Steadman, Cllr T Spencer Smith, F Crossley, L Evans, W Crossley, Cllr M Upton, Borough Councillor G Raybould in attendance, Karen Duffill (Clerk)

01/20/1.0 APOLOGIES

Cllrs L Anderson, D Morris

01/1202.0 MINUTES OF THE MEETING held on 16th December

2.1 The attendance of Cllr M Upton and Cllr T Spencer Smith were added to the minutes and the parish council meeting minutes were approved as an accurate record and signed by the chair.

101/203.0 DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

3.1 None declared.

10/20/4.0 PUBLIC PARTICIPATION

4.1 No attendance

01/20/5.0 CLERK'S REPORT INCLUDING CORRESPONDENCE

5.1 The Duchy have advised that their policy is that they do not usually offer property from within their core estates for sale. So would not consider the sale at this time. The clerk suggests a response that we are offered this ,if the policy changes in the future.

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. Overall there is an increased trend across Staffordshire of theft of high-powered expensive cars and Staffordshire police are advising to Use car key signal blocker cases/sleeves, they cost less than £10, or an aluminium tin at home. Find a safe place for your keys at home and check to ensure they are out of range.

5.3 The Society of Local clerks has launched a series of webinars in collaboration with the Centre for Sustainable Energy (CSE),

The costs of these is £60 for the clerk and £70 for councillors. They run in the daytime

The clerks recommend that Climate emergency should be a future agenda item and if required the clerk will enrol for one of the webinars prior to the agenda item. Cllr T

Spencer Smith would be interested in attending the first one in the seminar series dares will be circulated.

- 5.4 A review of the Financial regulations, standing orders and other existing policies will need to be approved in the February meeting. A new model has been released for the Financial regulations which the clerk distributed to the councillors to read before the next meeting along with the request to review existing policies on the website.
- 5.5 Best Kept Village letters have been distributed to local organisations. A request to respond who is interested in meeting 10th February 7.30pm Tutbury Village Hall, has been set and the council will await responses.
- 5.6 The clerk has sourced a small plastic 5 a side goal that 8x5ft that can be erected in the MUGA. Two of these goals would be within the clerk;' financial regulation to purchase for Cornmill Lane. Cllrs agreed that these should be ordered by the clerk.

01/20/ 6.0 BOROUGH AND COUNTY COUNCILLOR REPORT

- 6.1 A list of questions regarding the Heritage Park Site were sent to the Borough Council prior to the meeting. Cllrs raised concern about the drainage surrounding the area of Heritage Park near Green Lane, Kerry Challoner agreed to send the details about logging flood concerns to the County Council. Parish Cllrs discussed the responses to the questions raised around the sum received in lieu of the Community Building. A plan of the green space was provided by the planners and more information regarding the new section 106 agreement online would be provided. A working party would collate relevant information and consult with the parish about utilising this community fund for the benefit of Tutbury Parishioners.
- 6.2 The parish council have noted that the response to the planning complaint needs to be submitted to a third stage. The Parish Council have requested additional information regarding minutes and legal guidance before this submission is made. We are awaiting further information.
- 6.3 Cllr L Evans wanted to thank Borough Councillor Garry Raybould for dealing with Fly tipping on Green lane very quickly.
- 6.4 The Recycling centre is being abused. Borough Cllr G Raybould reviews this daily but still this is not tackling the problem. The cameras will return on the bins in due course. Bins have a weekly collection assigned to them,
- 6.5 A Cllr requested that the silk mill sign be taken down.
- 6.6 A request was made to re-line the car park in Duke Street. The clerk suggested that the disabled parking spaces were moved closer to the doctors and to reduce the blocking of the car park exit for wheelchairs and pushchairs.

6.7 The Drain cover replacement is outstanding. in Duke Street car park.

6.8 The Library bus was unable to enter the car park ; access is required for the height barrier.

6.9 A Cllr reported that pavement outside the post office door has concrete covers that needs repairing. G Raybould agreed to log this in the absence of the parish councillor assigned to High Street.

6.10 G Raybould has secured 10 Litter pickers that can be made available to the Parish Council.

6.11 Reflective strips outstanding on the height barrier posts at Duke St Car park.

01/20/ 7.0 TO REVIEW AND ELECT ADDITIONAL MEMBERS TO THE COMMUNITY BUILDING WORKING PARTY.

7.1 Cllrs R Lock, C Smedley, K England, F Crossley and P Steadman agreed to form a working party for the new community Fund project with regard to the money in lieu of a community building and would meet to agree the next steps.

01/20/8.0 TO APPROVE ACCOUNTS FOR PAYMENT

8.1 accounts were approved for payment.

Date	To whom paid	Particulars of payment	Net Total	Vat	Total + Vat
20/01/2020	Karen Duffill	Clerks Salary	919.35	0	919.35
20/01/2020	Karen Duffill	Clerks Expenses	23.00	0.00	23.00
	Staffordshire County				
20/01/2020	Pension Fund	Clerks Employer Pension	300.85	0	300.85
	Staffordshire County	Clerks Employee Pension			
20/01/2020	Pension Fund	contribution	162.21	0	162.21
20/01/2020	Starboard Systems Ltd	Scribe accounts package	198.1	39.62	237.72
		Legionella control Monthly check			
20/01/2020	Sterilizing services	inv 41002	36	7.2	43.20
20/01/2020	HM revenue and customs	National Insurance	106.3	106.3	

01/20/9.0 TO RECEIVE A REPORT FROM THE CHURCH WORKING PARTY

9.1 The meeting reviewed the remembrance service. The seating was suitable for the councillors this year. The church council will be requesting an external risk assessment to be carried out for next year in relation to the increased in numbers for this service.

Chairperson Signature

Date

Page 3 of 5

9.2 The forthcoming tree works were considered, and a suggestion was made to replace the two felled trees with two small ornamental June berry trees. Planning permission was in progress and the neighbours to the trees were consultees to the planning permission so would have received a letter informing them of the proposed works.

9.3 The Church council agreed that smaller replacement trees for the remembrance trees would assist root growth and reduce the risk of falling on the gravel bank.

9.4 The new reverent Phyllis will endeavour to attend the next meeting with the council.

9.5 the clerk will email the Best Kept Village letter to the church council.

9.6 The Church council agreed to accommodate suggestions in the London Bridge policy adopted by the parish council.

01/20/10.0 TO CONSIDER AND APPROVE REPLACEMENT OF WW1 MEMORIAL TREES

10.1 The supplier has advised that to replace these with smaller specimens 175cm to 2M it would cost £42 plus Vat. per tree £84 Smaller trees will be less dependent on watering/ otherwise they can offer a direct replacement. For £120 per tree. These would be a girth of a meter and around height approximately 300 to 325cm. Planting, labour would be offered free of charge from the existing supplier.

The original costs of the trees were £415 ex vat

Propose the smaller trees replacement.

RESOLUTION

All Cllrs voted in favour of purchasing two small replacement Liquid amber trees.

01/20/11.0 . TO CONSIDER THE RENEWAL OF CURRENT CONTRACTS

11.1 The council agreed to request renewal prices for a two- and three-year contract for the following contracts. and what contracts.

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

11.2 A request was made to get the hedge cut on the triangle. The clerk will contact the relevant contractor.

01/20/12.0 TO FORM A WORKING PARTY FOR IMPLEMENTATION OF FERRERS AVENUE PLAYING FIELDS IMPROVEMENTS

The working party should consider.

- The type of boundary repair fence, hedge relaying other
- Write a specification for the boundary repair
- Consider signage
- Funding available grant application
- Replacement goal posts
- Other improvements amenities that can be implemented to widen the appeal of the facility for tween age children

Cllrs R Lock, L Evans, C Smedley and M Upton agreed to be part of this party.

01/20/13.0 TO RECEIVE AN UPDATE ON THE ELECTORAL BOUNDARY REVIEW WORKING PARTY

13.1 Updated figures from the Borough Council have been received. The confirmed electorate for Tutbury as at 2 January 2020 is 2989.

Deadline for the consultation period is Feb 23rd

In Cllr L Anderson's absence Cllr F Crossley agreed to finalise a proposal before the next meeting with clerk assistance.

01/12014.0 ITEMS FOR THE NEXT AGENDA

- Walking the footpaths
- Community Fund Working party report
- Additional stone on Elm Lane
- Bus shelter seats
- Closed churchyard trees
- Ferrers Avenue working party update
- Review of policies and procedures
- Risk Assessment

01/20 15.0 . DATE OF NEXT MEETING

15.1

Planning Meeting TBC

Best Kept Village meeting 10th February.

.Full Council 17th February

Meeting ends 9.32