

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Village Hall, Monk Street, Tutbury, 21st March 2022. Those present were, Cllr K England (Vice Chair, chaired the meeting), Cllr C Smedley, Cllr W Crossley, Cllr F Crossley, Cllr L Anderson, Cllr P Steadman, Cllr D Morris, Cllr C Dodds.

In attendance Karen Duffill Clerk

10 Members of the public

03/22. 1.0 Apologies

Cllr R Lock (Chairperson/ Borough Councillor), Cllr T Spencer Smith. Cllr M Upton, Borough Cllr S Gaskin

03/22 2.0 Minutes of the meeting held on 17th February 2022 and 21st February 2022 17th February Meeting with Borough Cllr G Allen meeting.

A member raised concern that the detail of verbatim recorded at this meeting with no resolutions, was not appropriate and not a good use of clerk time. The chair advised that the verbatim was recorded due to the level of public interest and involvement in the meeting. The clerk advised that the minutes should be approved based on their accuracy and this meeting was recorded so the verbatim was accurate and the meeting should not be open for discussion. The clerk advised it was not appropriate to change the minutes on that basis.

Against clerk advice, Cllrs proposed, and four Cllrs voted in favour, two against with one abstention, that the minutes should be rewritten by Cllr L Anderson and the approval deferred to the next meeting.

21st February Minutes were proposed, seconded, and approved as accurate.

03/22 3.0 Declarations of Interest & Dispensation

Item 7.0 Cllr F Crossley declared an interest and requested dispensation to remain in the room and not vote, related to the allotment grant application and he was also a member of the Charities that owned the land related to the grant.

Cllr W Crossley queried if he had to declare an interest, because he was related to Cllr F Crossley in every case. The clerk confirmed he did. The member made a comment if that's the case "the law as it said in Dickens is an ass that cannot be correct because I have not got an allotment and I'm not a member of the charities" "This was government by guesswork" The clerk confirmed that the council should vote on the dispensation request. A member did not want to waste anymore meeting time discussing it ,as they wanted to apply common sense.

Cllr C Smedley requested dispensation based on being a Charity trustee member.

Four Cllrs voted in favour of granting dispensations and four abstained. Dispensation requests were approved by the council. A member stated he would not vote on dispensations due to complaints being made against him.

03/22 4.0 Public Participation

4.1 A member of the public objected to minute reference 02/22 XM 4.4 in meeting of 17th February stating "member from Tutbury market made a number of points on the grants process these were submitted in writing to the clerk and detailed below." the report was made as a member of the public not as a representative of Tutbury Market. This was a supposition, not recorded at the meeting. These minutes should be marked as draft minutes.

4.2 Minute ref 01/22 18.0 related to a written request to Borough Cllr G Allen for written response to questions raised. The member of public requested to read these responses. The clerk advised that these were available on the parish council website.

4.3 A member of public stated that it should be noted that the Borough Cllrs R Lock and S Gaskin had not attended the parish council meeting due to them being at an alternate Borough Council meeting that took precedence over Tutbury Parish Council.

4.4 With regard to the £35k awarded for an outdoor gym to Tutbury parish council, a member of the public asked for Tutbury Parish Council to put in a recommendation to ESBC that this grant money was returned so that unsuccessful applicants can reapply for these funds. Speaking as the chair of Outwoods Parish Council, they were purchasing 18 items of gym equipment across two sites at a cost of £40k he felt that 9 pieces of equipment was adequate for one park and that £35k would be overspending on one site. The chair clarified that the original bid was for equipment across three sites. However, the funds were granted for one site, and it was anticipated that the full amount of the bid will not be spent and could potentially be returned as too many items of equipment would not be required.

4.5 Several members from Tutbury Cricket club repeated previous objections that Tutbury Parish council receiving the grant for outdoor gym equipment and requested that the funds were returned, 9 emails had been received by the parish council also requesting this. Members of the public asked for this to be on the following agenda. The chair clarified that the parish council were seeking further clarification from the Borough Council and that previous information could be reviewed on the parish council website by the public.

4.6 Members of the public and council members repeated previous discussion about the parish council bids submitted, and the process of unspent funds. A member requested that a written request be made to the Borough Council regarding how unspent funds would be allocated.

03/22 5.0 Borough and County Council Report

5.1 A report was provided and outlined in the clerk's report by Borough Cllr R Lock.

During the previous meeting it was reported that repairs to the Duke street toilet roof may not have taken place after being reported. Having inspected the site Cllr Lock confirmed the repairs were made, but it wasn't easy to tell from a distance as the new roof tiles are the same colour as the holes in the roof were...

5.2 A road safety improvement scheme for Fauld, which was mentioned briefly some months back, which encompasses new road signage, and a road speed reduction to 40mph through the residential and industrial entrance section of Fauld Lane; this is planned for installation by County Highways in the next financial year. It now encompasses a slightly wider scope, taking in roads around Hanbury as well. Hanbury PC have been asked to make a financial contribution to the scheme. Tutbury PC are likely to be asked to place one of the four previously discussed speed indicator sign pole positions on Fauld Lane as Tutbury's contribution to reinforce the scheme being designed (Cllr Lock recommend that this is a better proposition for Tutbury Parish Council (TPC) than being asked for a direct financial contribution. However, this required further discussion by TPC). TPC were also asked by Highways to consider improved gateway signage for Fauld in the longer term.

5.3 In response to the request made by the parish council about the issues of antisocial behaviour outside Tutbury Club. Cllr Lock has spoken to Nicola Bills, enforcement officer for the ESBC in relation to the situation at Tutbury Club. The enforcement team, and a group of residents from High Street have been working with the Tutbury Club to resolve issues of anti-social behaviour following the recent fracas on site. While the matter of more effective crowd dispersal at the end of events is still ongoing (staggered exit, taxis on standby etc) a great many changes have already been affected. These include:

- Better staff training
- More staff at major events
- CCTV installation, with additional CCTV being installed later this month
- Changes to smoking area location
- Running events by ticket only
- Preventing late admissions, where customer front-loading was seen as a cause of issues/

A member queried if Cllr Lock should have declared an interest before submitting this report. He commented that there were so many rules that you would not be able to leave the house without declaring an interest. Members felt that this would not be common sense to declare an interest in this matter Cllr Lock was acting as a Borough Councillor responding to a request made by the parish council

5.4 A member noted that the borough Cllrs were not present at this meeting due to a Borough council meeting relating to a project with Burton Library. He suggested that the parish council write to the Borough Councillors requesting them to comment on their votes on this matter.

03/22 6.0 To re-open the meeting to receive the Clerk's Report including correspondence.

6.1 The clerk had distributed the Clerk's Report

Following a social media post by Cllr L Anderson requesting parishioners to write to the parish council regarding the redistribution of the Tutbury Community fund grant. He has suggested that funds from the Parish council grant scheme of £35k bid for the outdoor gym equipment fund could be returned and redistributed to the 5 organisations that were unsuccessful in the grant process.

The parish council have received a grant fund of £35k to install outdoor gym equipment at Heritage Park open space to improve facilities for parishioners of all ages and abilities. The decision to award the grant to the Parish council was made by the Borough Council who will also make the decision to redistribute any unspent funds. It is not within the parish council's remit to redistribute funds from the Tutbury Community Fund. The parish council have noted that twelve emails have been received, including 9 from Tutbury cricket club requesting that the parish council do not accept the grant money and do not install outdoor gym equipment at Heritage Park. This matter requires further consideration from the parish council and more information from the Borough Council. This will be included on a future agenda when more information and clerk resource is available to consider the proposal in detail.

Cllr George All from East Staffs Borough Council responses to questions regarding the distribution of the community fund can be viewed on the parish council website. He has set out the criteria for distribution of remaining funds and is willing to consider further suggestions,

Unspent and returned funds

The organisations have until 1st September 2023 to spend the money awarded to them.

After this period, any funds which are unspent or returned will remain with the Borough Council. As stipulated in the S106 Agreement the Borough Council will seek to apply this towards community-based projects within a 2-mile radius of Tutbury.

At this point we shall review and consider if there are sufficient funds to fund or part fund any of the remaining applications

Misspent

All organisations will be required to sign a grant agreement. This will hopefully avoid funds being misspent but of course if in the case of this occurring the relevant legal course of action would be taken. This would have to be dealt with on a case-by-case basis. The organisations can only spend the money as stipulated in their application and they will have to complete monitoring forms as to how the money is being spent. The monitoring forms will then be scrutinised against their

Chair Signature.....Date

application to ensure they are compiling with the terms of their agreement. Any concerns of money not being spent as per the application can be dealt with during this stage.

A member suggested that the parish council write to Cllr G Allen for further clarification on how unspent funds would be allocated. Members supported this request.

A member highlighted a typo in the clerk's report it stated prisoners instead of the word parishioners.

6.2 Conservation area- An email has been received from Barton Parish Council that has been sent to East Staffs Borough Council (ESBC) regarding the issues that have been raised regarding the conservation area and some suggestions made to the Borough Council going forward. This is now being considered by (ESBC)

6.3 A Police Report has been received for TPC for Tutbury and Outwoods parishes outline recent crime data.

6.4 Cllr Anderson has written a Staffing committee Terms of reference to be considered at a future meeting for a staffing committee.

6.5 Email and newsletter from Trent Valley Staffordshire wildlife regarding future events had been received.

6.6 The clerk asked members for their feedback in the public orders for Tutbury, the relevant order was at the Mill Site to keep dogs on a lead the majority of members voted to jeep the public orders as they were

6.7 In relation to a previous resolution to write a letter regarding the closure of Tutbury Lloyds bank. A member had submitted a draft letter to be sent to MPs, Borough Councillors, neighbouring parishes to be used as a template to support the campaign against the closure. The bank had now closed. This letter should also be sent to the chief executive of Lloyds bank. The chair read out the proposed letter and Cllrs were in favour for this to be sent.

6.8 A member was aware that a private company were approaching local businesses to install an ATM into their businesses. The member passed this information to clerk for further investigation.

6.9 Planning applications received but no comments were made

Application

Chair Signature.....Date

Number Site Address Development Description

56 Belmot Road

Tutbury Staffordshire

DE13 9NL End weight reduction by 2 metres from off 4 limbs on 3

Corsican Pine trees (A1 of TPO 5)

P/2022/00002 Manor

Farm

Cottage 34

Monk

Street

Tutbury

DE13 9NA Felling of three Ash trees (T5, T6 and T11), three Lawson Cypress trees (T7, T8 and T10), cut back suckers and crown lift to 3 m to one Sweet Chestnut (T3), cut back basal suckers, reduce main stem (non-drive side) to a height of around 5m and reduce side growth to around 2m from truck, reduce drive side stem to around 4.2m and

selectively reduce side growth to one Sweet Chestnut tree (T9)

PLANNING DECISIONS

Change of use of land from agricultural land to equestrian (sui generis), alterations to an existing office/store building to convert into a stable block, installation of canter track and menage with associated lighting for private use

Hoblands Farm, Cornmill Lane, Tutbury, Staffordshire, DE13 9HA

PERMITTED

Felling of three Ash trees (T5, T6 and T11), three Lawson Cypress trees (T7, T8 and T10), cut back suckers and crown lift to 3 m to one Sweet Chestnut (T3), cut back basal suckers, reduce main stem (non-drive side) to a height of around 5m and reduce side growth to around 2m from truck, reduce drive side stem to around 4.2m and selectively reduce side growth to one Sweet Chestnut tree (T9)

Location: Manor Farm Cottage

Chair Signature.....Date

34 Monk Street

Tutbury DE13 9NA

PERMITTED

03/22 10 To review and approve the Employer Pension Policy

10.1 Following a majority vote, Cllrs voted in favour to approve the Employer Pension Policy no changes or updates were made since the previous year.

03/22 11.0 To receive an update on Jubilee plans

11.1 Cllr Steadman updated the council on the progress of the planned events and said that a programme is being prepared that could be emailed to Cllrs for further details. Events included bands, choirs and stalls. The beacon lighting has been confirmed at the Castle for Thursday night, Programmes and posters will be produced.

11.2 A charge of £2200 is proposed by ESBC for the temporary traffic order to close High Street had been made, Cllr Steadman suggested that this is raised with the Borough and County Cllrs to see if this could be waived or funded by them to enable the planned events to go ahead.

11.3 A member of public asked if a tree could be planted on behalf of the Women's Institute on the Triangle. Details were requested to be sent to the clerk for consideration at a future meeting.

03/ 12.0 To discuss and approve Bus shelter repairs

12.1 Two members queried if they had to declare an interest and leave the room, due to a complaint made by the parish council at a previous meeting, regarding an interest and if it should be declared on an agenda item to install a seat in the bus shelter on Burton Road. The bus shelter is on the boundary of a member's property. This has not been resolved the member reported a second complaint has been made against him. Two members questioned the level of interests that should be declared in meeting/ A discussion between members took place about the how interests should be handled and how common sense should be applied at the meeting. Two members questioned the consistency. The chair stated that the agenda was about repairs to existing bus shelters, and time was being wasted discussing interests. The two-members refused to declare an interest in the bus shelter agenda item.

12.2 A member suggested that Holts Lane Bus shelter required a new roof. The work specification should be to replace damaged Staffordshire tiles on Park Lane High Street and Burton Road bus shelters and to make good.

03/22 13 .0 To receive and approve TPC Training policy

13.1 The clerk had distributed the training Policy for approval. A member objected to the policy. He queried the effectiveness of the parish council He made a comment “what had been achieved?” The member suggested that a training policy should not be adopted. A member disagreed and stated “it was wrong to say that training was not necessary, but a little knowledge was a dangerous thing”. He suggested with the elections in 2023, new Cllrs and the clerk required training and therefore a policy should be adopted.

Resolution

Six members voted in favour and two abstained. The training policy was adopted.

03/22 14.0 To Receive an update regarding Road Safety.

14.1 Cllr England had attended the twenty is plenty presentation on Zoom and the following points were discussed

Various issues were raised in discussion.

1. Cost of a TRO doesn't vary much whether it's a small or large project.
2. Need to establish community support off a 20-mph scheme in a Parish.
3. Finding information on existing traffic speeds. Kinver Parish purchased traffic speed information from Ordnance Survey also a separate plan of a traffic speed map for Kinver able to highlight roads with excessive speed issues.
4. Making Staffordshire CC more aware of Parish Council concerns about traffic speeds.
5. Community speed checks.

14.2 Cllr England also attended Barton Parish Council meeting and spoke to Cllrs who were operating a speed watch campaign. It was noted that after operating in an area for 2-4 weeks this had an impact on reducing speed on those streets.

14.3 Cllr England suggested that the scope for the working party was too large and a committee structure with designated areas of road safety allocating to them would be more effective for covering issues of Road safety.

14.4 A Member repeated his previous objections to the speed humps installed on Burton Street stating they had achieved nothing.

14.5 A member suggested that cyclist should be better protected as speeding was a problem and that members of the public should be involved in these issues going forward.

14.6 A member suggested that HGVs going through the village had also increased, especially on Redhill Lane and these were damaging the roads.

03/2215. 0 To review and approve equal opportunities policy

Resolution

Cllrs voted in favour to adopt the equal opportunity policy

03/22 16. 0 To discuss what should be done to help Ukrainian families made homeless by invasion of their country.

16.1 A member suggested forming a working party to raise fund for the war victims in Ukraine, Tutbury Arts group and Tutbury band were willing to participate in fund raising events. He suggested that the silver cups owned by the parish council could be used for relevant sporting events. Anslow parish council had co-ordinating donations of items for the families suffering the effects of war, However, transport costs for these items are required and it was felt that fundraising would be more effective.

16.2 The clerk had distributed guidance from Nalc on ways parish council could show their solidarity by a minute silence , a statement on their website and flying a Ukraine flag. Members agreed that this could be done with Tutbury Charities permission to fly the flag from Charity House.

Resolution

Members voted in favour to purchase a Ukraine flag. Hold a minute silence and add a supporting statement on the website.

16.3 A member asked if Tutbury Parish Council could use the General Power of Competence to make a donation to the disaster fund abroad. The clerk confirmed that the parish council does have the GPC. However, section 137 suggests that donations should be used for the benefit of the community and should consider how many people in the parish were from Ukraine and how it would affect Tutbury by doing so. This would need further consideration and allocated from the budget and would therefore require a further agenda item to resolve this.

16.4 A member suggested if the parish council could set up a just giving page. A member of the public informed the council that his grandson had done this.

16.5 Members of the cricket club said that there were holding a nursing cup cricket match and events to commemorate the 150-year anniversary of the cricket club between August 1st and 7th the nurses cup match would be the last afternoon of that week. The cricket club would be happy to get involved in holding a Ukraine event at the cricket club.

The chair stated that the following items to discuss grants and contracts the public would need to be excluded . A member questioned why they needed to be excluded.

The clerk clarified that due to sensitive information it would not be appropriate to discuss contract tenders and grant bids due to sensitive information included in them.

Cllr W Crossley left the meeting at 9.30pm.

The public were excluded.

Member voted to extend the meeting to consider the remaining agenda items.

03.22 7.0 To consider and approve a grant request from local organisations

Tutbury Pre School

Tutbury Allotment Association

.7.1 Tutbury preschool requested financial assistance of £250 to improve the garden at the Old school building.

Resolution

Cllrs voted in favour to award the grant of £250 to Tutbury Preschool.

7.2 Tutbury Allotment Association had requested financial assistance for £1450 to install a new hedge on closed bank allotment boundary. The clerk informed members that they had received no notification from the land owner Tutbury Charities that this was permitted. A member proposed that the grant was awarded subject to receiving confirmation of permission from the land owner.

Resolution

Cllrs voted in favour with one abstention to award the grant of £1450 to Tutbury allotment association.

03/22 9.0 To consider and approve tenders for the mowing contracts of the playing fields for 2022_2023

9.1 The clerk had obtained five quotes based on the work specification agreed for the mowing contract for the playing fields at Cornmill Lane and Ferrers Avenue playing fields. The work specification was for 16 cuts and maintenance of the boundary hedges and hard standing areas. This did not include removal of brambles from the changing rooms. Contractors had provided quotes for additional cuts and pitch maintenance and herbicide treatments that may be requested as additional work.

9.2 A member proposed to select contractor B who offered the most additional services at reasonable costs, However, members suggested that contractor A was more competitive for the mowing element of the contract.

Chair Signature.....Date

9.3 Members discussed the additional requirements of pitch maintenance, rotation and the level of responsibility required from the football team to address this. The clerk agreed to send Cllr Dodds a copy of a previous user agreement adopted by the football team; he would address these concerns whilst updating this agreement.

Resolution

It was proposed, seconded and Cllrs voted in favour that contractor A was awarded the contract for the mowing but not the maintenance of the boundaries and hardstanding. Contractor B will be offered the additional maintenance works of the contract including the boundaries and hard standing areas.

03/22 7.0. 0 To approve Accounts for Payment

7.1 Acceptance of the accounts was proposed, seconded, and approved.

Date	Description	Supplier	Net	VAT	Total
21/03/202					
2	Legionella Control	Sterilizing Services Ltd	45.00	9.00	54.00
21/03/202					
2	Street cleaning and maintenance	M Guest	338.00	0.00	338.00
21/03/202					
2	Cllr Training	Staffordshire Parish Council			
Association	75.00	0.00	75.00		
21/03/202					
2	Subscription	Staffordshire Parish Council			
Association	279.00	0.00	279.00		
21/03/202					
2	Insurance	Gallagher	1,466.29	0.00	1,466.29
21/03/202					
2	Changing room service maintenance	Cripwell Building Services		93.00	18.60
	111.60				
21/03/202					
2	Changing room service maintenance	Cripwell Building Services		281.68	56.34
	338.02				
21/03/202					
2	Clerks Employer				
Pension		Staffordshire County			

Chair Signature.....Date

Pension Fund 360.22 0.00 360.22

21/03/202

2 Employee Pension

Contribution Staffordshire County

Pension Fund 177.40 0.00 177.40

21/03/202 National Insurance HMRC 197.61 0.00 197.61

2

21/03/202

2 Clerks Expenses Karen Duffill 31.00 0.00 31.00

21/03/202

2 Clerks' salary Karen Duffill 1,136.67 0.00 1,136.67

21/03/202

2 Clerks Overtime Karen Duffill 75.80 0.00

75.80

21/03/202

2 Grant Tutbury allotment association 1,450.00 1,450.00

21/03/202

2

Grant

Tutbury Pre School

250.00

250.00

6,340.6

1

Direct Debits

21/03/202 Changing Room Gas

2 Supply Opus Energy 17.22 0.86 18.08

Chair Signature.....Date

21/03/202	Changing Room 2	Electricity Supply	Opus Energy	16.03	0.80
	16.83				
22/02/202	Changing Rooms				
2	Water Supply	Pennon Water	21.50	0.00	21.50

03/22 20. Items for the Next Agenda

- Annual meeting of the Parish
- Proposed Tree planting on the Triangle
- Tutbury community Grant fund acceptance for the outdoor Gym funding
- Ukraine war financial assistance
- Formation of a staffing meeting
- Bank update

02/22 21.0 Date of Next Meeting

Not discussed.

Meeting was closed at 10.05pm