

TUTBURY PARISH COUNCIL

Minutes of a meeting of Tutbury Parish Council in Tutbury Village Hall

held on Monday 12th December 2022 at 7.30 p.m.

Present: Cllr. P. Steadman – Chairman
Cllr. D. Bull
Cllr. F. Crossley
Cllr. Chris Dodds
Cllr. K. England
Cllr. C. Smedley

Also present: Anne Wilson Locum Clerk
Two members of the public

12/ 2022 1.0 Apologies for absence

RESOLVED to receive apologies of absence for this meeting from:

- Cllr. L. Anderson – alternative commitment
- Cllr. W. Crossley – unwell
- Cllr. M. Upton – train delays
- Cllr. R. Locke – alternative commitment
- Cllr. S. Gaskin – alternative commitment

Cllr. F. Crossley questioned why the notice of the meeting was not put onto the noticeboard until Friday. The Chairman said that everything had been circulated on time.

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12/2022 2.0 Declarations of Interest

RESOLVED to note that there were no declarations of interest under consideration on this agenda in accordance with Part III of the Local Government Act 2000 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

12 /2022 3.0 Public Question Time and Participation

There was a representative of Tutbury Market present, and he gave the Council details about the running of the Tutbury Market and the future plans.

A second resident raised another question.

12 /2022 4.0 Chairman’s Announcements

The Chairman gave announcements in relation to parish matters or the agenda.

Chair

Signature.....Date.....

12/2022 5.0

RESOLVED to confirm the minutes of the:

- Tutbury Parish Council held on Monday 21st November 2022 noting that Cllr. B. Crossley should be written as Cllr. W. Crossley

12 /2022 6.0 Report from East Staffordshire Councillors and Staffordshire County Councillors

There were no representatives of East Staffordshire and Staffordshire County Councillor to report on the work of their Councils and especially matters relevant to Tutbury Parish Council.

12/2022 7.0 Matters

RESOLVED that Members noted items for discussion from Planning committee meeting including:-

- Update on the relocation of High Street bus stop, and next steps from the Planning Committee meeting – it was a Derby bus stop. It was suggested that it be moved almost opposite to the Burton bus stop which avoids lower floor property window. There was a mixed view about relocation. Cllr. F. Crossley suggested that the council consult the residents but he felt that the bus stop should stay in situ. Cllr. Dodds had suggested that a public meeting be held but it was agreed that he would go and talk with the residents
- There was 21 days to respond to the proposed changes to the hours at The Hour Glass but Members felt that the proposals went against the original noise management plan noting that there were still noise issues at the venue

8.

12 /2022 8.0 Tree Matters

Members were asked to receive a report on a concern about a tree on Church Street but the tree survey had confirmed that there were no issues. The Chairman would go back to the concerned neighbour.

12/2022 9.0 Closed Churchyard Wall

Discussion took place about the next steps for permanent repair. The Locum Clerk had done some investigating and Clerk colleagues had suggested that the first port of call was the Conservation Officer who may have a list of approved contractors to get tenders for the repair.

12202210.0 Elm Lane Footpath

- Report and Concerns from the Working Group, Friends of Elm Lane – a new leaf blower was needed. **RESOLVED** that the item be deferred.

Chair

Signature.....Date.....

12 /2022 11.0 Update from the Playing Fields committee

RESOLVED that Members discussed and noted the following update on the current situation at Cornmill Lane Playing Fields.

- New keys had been cut and each person with a key ad signed for it. Cllr. Upton has a full set of keys but Cllr. Dodds asked for another Councillor to have a set too in case of emergency
- Cllr. Upton had been through the Grounds Maintenance information and behind the pavilion is on the contract
- Update on User Agreements – the Locum Clerk had sent the Chairman details of user agreements she worked with in another parish
- Members are asked to discuss the following matters, review quotes received, and agree a way forward.
 1. Ridge tiles repairing
 2. Roof and guttering needs de-mossing and cleaning
 3. Anti-vandal painting the guttering

This would be brought back to the meeting in January 2023 as each quote was slightly different so further work was required to move this forward

- Ferrers Avenue Playing Field – **RESOLVED** that Members agreed that the informal hole in the hedge be repaired and noted that there is a duty of care to maintain the boundary as it is a health and safety issue and further **RESOLVED** that three quotes be obtained to put in fencing all the way along

12202212.0 Tutbury Market

RESOLVED that Standing Orders be suspended.

Members were asked to consider a paper and motion from Cllr. Anderson with regard to the available options for the revival of the Tutbury Market, however Members listened to Ian Watson, Chairman of the Tutbury Market Committee. The Market Committee is still standing, has some funding and equipment. The market has never had a fair chance because of COVID but has a problem getting volunteers. Members agreed that the market is a good thing for the parish and that it should have support going forward.

RESOLVED that having heard from the Chairman of the Market that no further action is taken on the document produced by Cllr. Lewis.

122022 13.0 Finance

i) Payments to be made

RESOLVED to confirm the payments as per the presented report summary are to be made.

Chair

Signature.....Date.....

ii) Bank Accounts

RESOLVED that Members noted that no bank statements had been received – latest status to be advised at the January 2023 meeting.

iii) AGAR

RESOLVED to note that the correct the paperwork to the External Auditors for the 2021/2022 financial year although they had asked for an additional sheet to be sent.

12/2022 14.0 Matters relating to the Parish

RESOLVED that Members noted and considered the following which will be verbally reported on at the meeting

- St Marys Church headstone issue – the family were writing to the Bishop about the issues that they have encountered
- Marigold restaurant building – Further investigation had been made into this and a letter had been sent to the owner by ESBC giving the owner 14 days to inspect/reply and 28 days to carry out any work
- Church Services – the Chairman gave an update on the services over Christmas
- PCC Meeting – the proposed meeting did not take place and it was now expected to be after Christmas
- The W.I. have planted a tree in an areas they should not and they do not have permission to do so. They are to be contacted.
- Lancaster Drive signage – there was no update from Philip White
- The bin on the car park on Duke Street had been moved
- The Head of Planning had been contacted about the maintenance responsibilities at Mill Stream and a response was awaited
- The fact that the toilets were still closed with ESBC siting COVID as the reason was being reviewed
- A picture of the bin at the Mill site had been taken when it was overflowing with dog poo bags – the schedule of emptying was being checked
- The loose leaves on Bridge Street had been resolved for the time being as the leaves have been cleared
- The Chairman would write to Cllr. Locke about the bin on the reservoir parking bay in Belmont Road

12/2022 15.0 Items for future agendas

Members are asked to note that the following items will be included on future agendas and are asked to consider any additions to this list.

- Bus shelter seat – top of Burton Street – agreed at previous meeting following walkabout by Members of TPC – to action

Chair

Signature.....Date.....

- Parish Council Social Media Presence
- Parish Council Aim and Forward Plan
- Planters across the corner of the car park in Duke Street and Monk Street

New/faster equipment for the Parish Clerk

- Tutbury Cricket Club
- Elm Lane

12/202216.0 Date of the next Parish Council meeting.

RESOLVED to note that the next meeting of Tutbury Parish Council is due to be held on Monday 9th January 2023.

12 /2022 17.0 Exclusion of Public and Press

RESOLVED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest

COMMITTEE IN PRIVATE SESSION

12/202218.0 Update on staffing matters

Members noted the update on staffing matters and agreed the way forward.

Tutbury Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
145	Changing Room Mainte	02/12/2022		Current Account		Keys	Cllr Chris Dodds	E	33.50		33.50
136	IT Maintenance/Websit	02/12/2022		Current Account		Scribe Accounts Package	Starboard Systems Limite	S	288.00	57.60	345.60
137	Playing Fields Rents	02/12/2022		Current Account		Playing Fields rent	Duchy of Lancaster	S	735.00	147.00	882.00
143	Changing Room Mainte	02/12/2022		Current Account		Legionella Control	Sterilizing Services Ltd	S	36.00	7.20	43.20
144	Closed Church Yard Mc	02/12/2022		Current Account		Mowing contract	RB Landscaping	S	155.00	31.00	186.00
144	Rights of Way Mainten	02/12/2022		Current Account		Mowing contract	RB Landscaping	S	55.00	11.00	66.00
49	Street & Bus Shelter Cl	02/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
138	Street & Bus Shelter Cl	02/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
139	Street & Bus Shelter Cl	02/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
140	Street & Bus Shelter Cl	02/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
141	Street & Bus Shelter Cl	02/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
142	Street & Bus Shelter Cl	02/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
162	Subscriptions	02/12/2022		Current Account		subscription	Staffordshire Wildlife Tru	Z	3.50		3.50
146	Remembrance Day	05/12/2022		Current Account		ReRemembrance Piper ai	Peter Steadman	E	400.00		400.00
148	Remembrance Day	05/12/2022		Current Account		Royal British Legion Wreat	Pete Steadman	E	20.00		20.00
149	Remembrance Day	05/12/2022		Current Account		event sundries	Pete Steadman	E	3.95		3.95
149	Remembrance Day	05/12/2022		Current Account		event sundries	Pete Steadman	E	18.06		18.06
147	Remembrance Day	05/12/2022		Current Account		remembrance poppies	Peter Steadman	E	30.00		30.00
149	Remembrance Day	05/12/2022		Current Account		event sundries	Pete Steadman	E			
157	Changing Room Power	19/12/2022		Current Account		Changing Room Electricity	Opus Energy	L			
155	Changing Room Power	19/12/2022		Current Account		Changing Room Electricity	Opus Energy	L	40.86	2.04	42.90
160	Churchyard Maintenanc	19/12/2022		Current Account		churchyard maintenance	Fauld Property Maintenai	E	80.00		80.00
158	Changing Room Mainte	19/12/2022		Current Account		key case	Cllr Chris Dodds	E	47.80		47.80
154	Employer's National In	19/12/2022		Current Account		National Insurance	HMRC	Z	94.84		94.84
153	Employees Pension	19/12/2022		Current Account		Employee Pension Contribu	Staffordshire County Pen	Z	169.33		169.33
151	Pension	19/12/2022		Current Account		Clerks Employer Pension	Staffordshire County Pen	Z	322.68		322.68
161	Changing Room Mainte	19/12/2022		Current Account		Legionella Control	Sterilizing Services Ltd	S	219.00	43.80	262.80
152	Clerk's Expenses	19/12/2022		Current Account		Clerks Expenses	Karen Duffill	X			
150	Clerk's Salary	19/12/2022		Current Account		Clerks Salary	Karen Duffill	X	1,065.65		1,065.65
159	Street & Bus Shelter Cl	19/12/2022		Current Account		Street cleaning and maint	M Guest	Z	359.84		359.84
156	Changing Room Power	29/12/2022		Current Account		Changing Room Gas Supp	Opus Energy	L	67.82	3.39	71.21
163	Changing Room Power	29/12/2022		Current Account		Changing Rooms Water St	Source for Business (Pen	Z	28.00		28.00
Total									6,432.87	303.03	6,735.90