



TUTBURY PARISH COUNCIL

Minutes of a meeting of Tutbury Parish Council in Tutbury Village Hall held on Monday 18th March 2024 at 7.30 p.m.

Present Chair Cllr F Crossley
 Vice Chair Cllr. D.
 Morris
 Cllr. K. England
 Cllr D Bull
 Cllr A Hall
 Cllr. M. Upton
 Cllr L Crossley
 Cllr T Adams

Also present: Mrs K. Duffill – Parish Clerk

Late Arrival None

03/2024 1.0 Apologies for absence.

Cllr. P Steadman
Cllr C Dodds
Cllr. C. Smedley Borough Council Meeting
(Borough Cllr and
Parish Cllr)
Borough Cllr R Lock Borough Council Meeting

03/2024 2.0 Minutes.

RESOLVED

Members confirmed the minutes of the Meeting.

Tutbury Parish Full Council, 19th February 2024
Planning committee 6th March
Open Space committee 6th March 2024

Were accurate and approved.

03/2024 3.0 Declarations of Interest.

None declared.

03/2024 4.0 Public Participation.

4.1 A resident from Ferrers Avenue addressed concerns regarding the flooding in his property and neighbours due to excess of water from the playing field and farmland. Water is flowing down the road and is flooding the rear gardens of the properties that run behind the playing field. The farmland and playing field are higher than the properties next to it and the houses in that area are suffering from flooding in their gardens.

Following a meeting with Highways it had been agreed to write to landowners to address the problems of drainage from their land. Areas affected are Belmot Road, Redhill Lane, Ferrers Avenue and Cornmill Lane.

03/2024 5.0 To adjourn the meeting for the Borough and County Councillor report.

5.1 No Borough Councillors present

5.2 No report had been received regarding the flooding. Initial investigations had been completed. This information would now be assessed by the flood agency.

5.3 Following a meeting with County Highways, representatives agreed to

- To consider installing 2 additional disabled parking spaces on the High Street near number 10, chemist, and bus stop.
- Work collaboratively to match fund a traffic regulation order to reduce the speed limit through Fauld. The offer would be held until the 2025-2026 financial year.

03/2024 6.0 To reopen the meeting to receive the Clerk's Report including correspondence.

6.1 The clerk provided an update regarding the proposed grant money from East Staffs Borough Council grant for outside gym equipment. Cllr England had received updated quotations for the project and the costs were like the original ones received. The recent survey had highlighted that this was a favourable requirement for our parks. A member questioned if the existing grant offer could be utilised for the Mill area. However, the grant was awarded for the Heritage park site only. Members discussed if this should be reviewed by the Borough Council. Members agreed that the clerk could write to East Staffs Borough

council to find out the up-to-date status of the funding projects offered through the scheme and explore opportunities for Tutbury open spaces.

6.2. Community Speed watch.

A successful training event was held for the 4 volunteers and Cllr Bull. The equipment included high vis jackets and the speed device with relevant signs to make the group visible. Cllr Bull will co-ordinate the speed watch sessions when the streets have been assessed by Michelle the Staffordshire police co-ordinator.

6.3 Gas supply at Cornmill Lane

The clerk has agreed a two-year contract for gas with Yu energy a Nottingham firm, the rates have been reduced from Unit charge 9.25p for kwh Standing charge 60.0 per day to a Standing charge of (£/day): 0.2874

6.4 Correspondence has been received concerning the speed through Fauld and a request for a defibrillator.

6.5 An invitation had been made to the council to attend a traders meeting for Tutbury. The chair agreed to attend.

6.6 Disabled Access Cornmill Lane.

A grant application has been sent for an "Awards for All grant" through the National lottery. The process will take 16 weeks.

6.7 Social Media update.

The clerk has created a parish council profile on Facebook and created a Facebook page.

6.8 Thefts in Tutbury.

Cllr Bull has raised concern regarding the recent car thefts in Tutbury and Cllr White asked Crime Commissioner Ben Adams to attend a meeting to find out how this is being handled and what can be done. A meeting has been arranged Monday 25th April 2024.

03/2024 7.0 To receive the Chair's Report.

7.1 Enquiries had been made regarding the increase of the precept. An agreed response was sent to the parishioners.

7.2. Tutbury Parish Charities will be carrying out work to insulate the meeting room in Charity House.

7.3 National churches grant for amounts from £200 to £5000 were available until the end of March. The chair recommended this is something that the parish council may want to consider applying for next year.

03/2024 8.0 To consider and approve the agenda for the Annual meeting of the Parish 29th April.

8.1 Members voted to retain the usual agenda items of financial report and chairs report. In addition, a presentation to launch the village vision plan and questionnaire and offer an open forum with the public to answer any questions or receive suggestions for the future.

Refreshments would be provided. Previously the Tutbury and Hatton Volunteers had offered to inform the parish about their work. A flyer could be produced to advertise the meeting and be distributed with the village vision document.

Resolution

Members voted in favour to delegate the flyer to the clerk and approved expenditure to be included in the village vision limit of £500.

03/2024 9.0 To review and approve -

- Equality and Diversity Policy
- Dignity at Work
- Grievance policy
- Disciplinary Policy

9.1 No changes had been suggested to the policies.

Resolution

Members voted in favour of approval of the policies.

03/2024 10.0 To review and approve Ward enhancement application.

- To increase tourism through heritage enhancement of the conservation area.
- Improving footpaths and regenerate the village walks leaflet.
- Consider heritage signage and QR codes.
- Install a new bus shelter on Burton Road.
- Install a footpath linking Tutbury to Fauld.

Resolution.

Members would discuss the options of a joint bid with the Civic Society for heritage signage and QR codes. The chair would attend their forthcoming meeting and report back at the next meeting.

03/2024 11.0 To receive a report from the Village Vision working party.

11.1

- Questions for the village vision had been created.
- A document to accompany the questionnaire had been finalised.
- Photos of the parish had been taken for the Tutbury market stall.
- Equipment had been arranged for attending the Tutbury market.
- A QR code would be used on posters and flyers to complete the questionnaire.
- 2500 copies were proposed for printing.
- Cllr Adams agreed to a return box for the questionnaire to be held at Willows tearoom.
- The council phone number would be added to the document to assist the public in returning the document.
- The first parish council surgery will be held at St Marys church on Saturday 11th May at 10.30am.
- A deadline for the questionnaire was proposed to be the middle of May.

Resolution

A unanimous vote was taken to accept the proposals from the working party.

03/2024 12.0 To consider and approve Village Vision Document for parish wide distribution and delegate authority of expenditures up to £500 for the clerk and chair for advertising costs associated with promoting the village vision.

Resolution

- Members voted in favour and a meeting was arranged to finalise the documents for printing up to the value of £500 to include a flyer advertising the Annual meeting.

03/2024 13.0 To approve Accounts for Payment.

13. The clerk distributed payments due. Cllrs voted in favour to authorise the payments.

See Appendix

03/2024 14.0 To receive a report from the Open Space Committee and ratify the decisions.

- To appoint mowing contracts for footpaths, closed churchyard and Playing fields.
- To obtain a tree survey for 2 sycamore trees on Chatsworth Drive.
- To approve user agreement for Cornmill Lane Playing fields and Tutbury Tigers.
- To waiver fees for usage of the football pitch and changing rooms.

14.1 The open space committee was not quorate but members discussed the agenda items and made recommendations to the full council for approval.

Following the outcome the committee will meet with Tutbury Tigers to discuss the user agreement.

Resolution

Members voted in favour to adopt the proposals given by the committee.

03/2024 15.0 To consider and approve a grant from a local organisation.

15.1 A grant request for financial assistance had been received from Tutbury Pre School group towards the costs of IT equipment to assist in moving over to digital practices at the Pre School.

Resolution

Members voted in favour to award £200 to Tutbury Pre-School.

03/2024 16.0 To consider and Approve Insurance renewal.

16.1 The clerk had completed a renewal questionnaire and based on the requirements the broker had recommended a renewal with Hiscox at a price of £1907.06 and offered to fix the renewal price for three years. Members had received the renewal documentation.

Resolution

Members voted to accept the three-year proposal from the broker and approve payment.

03/2024. 17.0 To consider and approve a red planting scheme for the planters in the High Street.

Members discussed the potential planting scheme proposed by the open gardens committee. Local business and homeowners would be adhering to the red planting scheme.

Resolution

Members voted in favour to adopt a red planting scheme for the High Street planters and the clerk would inform the contractor.

03/2024 18.0 Items for the Next Agenda

18.1

- Reduction of the speed limit through Fauld.
- End of year financial accounts
- Ward enhancement scheme
- Church wall

03/2024. 19.0 Dates of Next Meetings

- Open space Committee 8th April Charity House, Duke St
- Planning Committee 8th April Charity House, Duke Street.
- Full Parish Council 15th April Village Hall.
- Village Vision Working Party Tuesday 26th March.

Meeting concluded 9.25pm

Tutbury Parish Council

14 March 2024 (2023-2024)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
209	Changing Room Power & Wate	22/02/2024		Current Account		Changing Rooms Water Supply	Source for Business (Penn	Z	30.00		30.00
215	Changing Room Power & Wate	29/02/2024		Current Account		Changing Room Gas Supply	Opus Energy	L	62.73	3.14	65.87
210	Changing Room Power & Wate	04/03/2024		Current Account		Changing Room Electricity Supj	Octopus Energy	L	33.45	1.67	35.12
201	Street & Bus Shelter Cleaning	12/03/2024	PO 32	Current Account		Street cleaning and maintenanc	Art Quality Cleaning Servic	S	440.00	88.00	528.00
216	Changing Room Maintenance	14/03/2024		Current Account		Changing room service mainter	Cripwell Building Services	S			
202	Clerk's Salary	18/03/2024		Current Account		Clerks Salary	Karen Duffill	X	1,135.81		1,135.81
203	Pension	18/03/2024		Current Account		Clerks Employer Pension	Staffordshire County Pensio	Z	329.27		329.27
204	Clerk's Expenses	18/03/2024		Current Account		Clerks Expenses	Karen Duffill	X	26.00		26.00
205	Employees Pension	18/03/2024		Current Account		Employee Pension Contribution	Staffordshire County Pensio	E	173.62		173.62
206	Employer's National Insurance	18/03/2024		Current Account		National Insurance	HMRC	Z	109.16		109.16
212	Hire of Premises	18/03/2024		Current Account		Room hire	Tutbury Village Hall	E	22.00		22.00
211	Changing Room Maintenance	18/03/2024		Current Account		Legionella Control	Sterilizing Services Ltd	S	45.00	9.00	54.00
214	Changing Room Maintenance	18/03/2024		Current Account		changing room maintenance	Cripwell Building Services	S	438.90	87.78	526.68
200	Election	18/03/2024		Current Account		Election costs	East Staffs Borough Council	E	5,032.24		5,032.24
Total									7,878.18	189.59	8,067.77