

TUTBURY PARISH COUNCIL

A meeting of the Parish Council was held in the Charity Office, Duke Street, Tutbury on Monday 16 March 2015.

Those present were Cllrs F Crossley (Chairman), G Wright, Mrs S Adams, Ms M Guest, W Crossley, P Steadman, D Morris, A Allen and two parishioners. In attendance, Mr S Powell (Clerk)

194/1.0 APOLOGIES

- 1.1 Apologies were received from Parish Councillors G Wright, P Faulks, T Spencer-Smith and Borough Cllrs S Smith and Ms E Staples.

195/2.0 VISIT BY BEN WILLISCROFT FROM ESBC ON THE REVIEW OF THE CONSERVATION AREA

- 2.1 Mr Williscroft gave a presentation on the background to the conservation area review and some proposed changes to the current documentation (see appendix A). Responses to the consultation were needed by Easter.
- 2.2 Mr Williscroft was given a draft of the parish council's provisional comments on the review which had been carried out by the borough council's consultants.
- 2.3 Cllr W Crossley enquired if the parish council's comments would be given serious consideration. Mr Williscroft said they would but ESBC manpower and budgets were very restricted.
- 2.4 When asked how often the conservation area was reviewed Mr Williscroft stated that it was last undertaken in 1970.
- 2.5 Cllr Allen and Cllr Mrs Adams raised the question of the suitability of the recently installed street lights in High Street which were of a modern design. Mr Williscroft stated that older styles were available at extra cost which would have to be borne by the parish council.
- 2.6 It was felt that certain types of development in the conservation area which were out of character i.e. alterations to houses, were not picked up by the borough council. The absence of information to householders in the conservation area was in part the cause of this. Mr Williscroft felt that an advisory leaflet for householders was a good idea and could improve the situation.
- 2.7 The view was expressed that the lack of a conservation officer and a landscape officer reduced the effort that the borough council could devote to the function. The possibility of enhancing Tutbury Mill Mews car park was raised but Mr Williscroft stated there was no budget for it.
- 2.8 It was agreed to endorse the parish council's provisional comments on the conservation area review and formally respond to the borough council.
- 2.9 The chairman thanked Mr Williscroft for attending the meeting.
- 2.10 Cllrs took the opportunity to raise concerns about the condition of footpaths at Owens Bank and The Baulk; the poor condition of the surface of part of Elm Lane was also raised. It was agreed to take action to remedy the situation on the each path.

196/3.0 MINUTES OF THE MEETING HELD ON 16 FEB 2015

- 3.1 The minutes were approved as a true record and signed by the chairman.

197/4.0 MATTERS ARISING

- 4.1 No reply had been received from the county council concerning the parish council's request for a 30mph speed limit between Burton Road Island and Ironwalls Lane.
- 4.2 A scheduled meeting with the football teams had been cancelled.
- 4.3 The council's entry in the 'Best Kept Village' competition had been sent to the Community Council of Staffs.
- 4.4 The opportunity to apply for WASP funding to provide two new planters in the High Street had passed. A further application could be made in June this year. Licences for the planters in High Street from the county council had been applied for.
- 4.5 No response had been received from Eon concerning the re-connection of the electrical supply for the Christmas lights on the Triangle.

198/5.0 BOROUGH AND COUNTY COUNCILLORS' REPORTS

- 5.1 There was no report from the county councillors.
- 5.2 Cllr Staples had emailed to say that the refurbishment of the play are in Cromwell Close would be completed at the end of March.
- 5.3 A plan for an improvement scheme at the Mill Site, Bridge Street by the Environment Agency (EA) had been supplied. The EA had also cleaned the inlet pipe into the Fleam from the Dove which had improved the flow of water through it.

199/6.0 ACCOUNT FOR PAYMENT

- 6.1 The following accounts were passed for payment:

James Hollis	Bus shelter/St cleaning & Caretaker contracts	£465.00
J L Powell	Secretarial Services	£45.00
Aucuba Landscapes	Churchyard & Triangle mowing contract	£197.48
Community Council of Staffs	Subscription	£25.00
Local World Ltd	Advertisement	£624.00
S Powell	Printing	£9.80
S Powell	Clerk's Salary & expenses	£2326.46
HMRC	Tax & NI payments	£635.23

- 6.2 The annual return from the council's external auditors Grant Thornton had been received.

200/7.0 RISK ASSESSMENT AND APPOINTMENT OF INTERNAL AUDITORS

- 7.1 The annual report on risks to council operations and property had been updated and reported to members. It was agreed to request that when the car park on Cornmill Lane playing fields was used by the Castle and other organisations that the car park area should be cordoned off from the playing fields. Other measures to mitigate risks were considered adequate.
- 7.2 No alterations were made to the internal audit arrangements and Kerry Jones was re-appointed as internal auditor for the end of year accounts.

201/8.0 PLANNING MATTERS

- 8.1 The following applications have been considered by the parish council.

P/2015/00235 – Erection of an industrial unit to be used for B1, B2 and B8 purposes and provision of associated parking – Plot 1, Castle Point Business Park, Fauld.

Comment: No objection

P/2015/00267 – Installation of three Velux roof lights to the front elevation and two Velux roof lights to the rear elevation to facilitate a loft conversion at 10 Church Street.

Comment: No objection

P/2014/00136 – Felling of one Cherry tree (*Prunus Cerasus*) at land to the rear of 15 High Street.

Comment: No objection

P/2015/01211 – Revised description and plans for 15 dwellings at Burton Road

Comment: - The council reiterated their comments given on the original application which they were able to support, because the houses were for persons over 55 years of age which helped to fulfil a need recognised by the Borough Council in the local plan. Concern was also expressed about the impact of the proposal on the overall numbers of dwellings proposed for Tutbury in the local plan, as much of the windfall allowance for the parish would be used up.

- 8.2 Decisions taken by ESBC on a number of planning applications in the parish were reported to members.
- 8.3 A revised programme for the resumed local plan enquiry had been received and the council's attendance at various sessions had been confirmed. Cllr W Crossley informed members that ESBC had now produced an updated local plan including a housing trajectory chart. The number of houses envisaged per year would still prove difficult to achieve.

202/9.0 BURTON ROAD COMMUNITY PROJECT

- 9.1 Signet Planning acting on behalf of Peveril Homes wanted to meet with members of the council to discuss the community building and changing rooms planned for the Burton Road development. It was agreed to meet representatives from Signet Planning and ESBC in the week commencing 30 March 2015.

203/10.0 ELM LANE FOOTPATH PROJECT

- 10.1 The quotation from CW Services of £695.00 for the second sweep to remove unwanted vegetation along the path was accepted. The council's insurers had agreed that the terms of reference setting out responsibilities for local authorities and the friends group were satisfactory subject to a risk assessment being undertaken.
The dates for the training of the friends group in the use of strimming equipment had not been finalised, the costs for person trained £145.00. It was agreed to arrange a meeting with the Friends group to review progress so far and to discuss future operations.

204/11.0 REVIEW OF COUNCIL CONTRACTS

- 11.1 The Legionella control contract for the Cornmill Lane changing room was due for renewal in July.
11.2 A quote for a further 1 years contract for the mowing of the closed churchyard & Triangle had been received from the current contractor. The quote of £1996.56 + vat was accepted.
11.3 The quote from the current contractor of £2185.24 + vat for a 1 year playing fields mowing contract was accepted.
11.4 It was agreed to renew the bus shelter and street cleaning contract at the current rates with the existing contractor.
11.5 It was agreed to offer a 1 month caretaker contract at current rates to the existing contractor.
11.6 The Park Pale tree removal and strimming contract had been put in place for 1 year last November.
11.7 The council's insurance brokers had produced two quotes for insurance renewal due in April, from Aviva and Hiscox. A three year offer of £1,228.67 per annum from Hiscox was accepted.

205/12.0 OPERATION AND CHARGES FOR THE CHANGING ROOMS AT CORNMILL LANE

- 12.1 It was reported that there was an outstanding charge of £350.00 for the use of the facilities by the New Inn FC. Difficulties in gaining access to the playing fields and changing rooms had been reported. It was agreed to arrange a meeting with the football teams, to send a request for payment to the New Inn and to place the matter of the next agenda.

206/13.0 LUDGATE STREET – PARKING AND SPEEDING ISSUES

- 13.1 This item was referred to the next meeting.

207/14.0 CHURCHYARD BURIAL GROUND

- 14.1 Mrs Collison had written to advise the council that the PCC had explored options to increase burial space in the churchyard. It was suggested that the parish and church councils meet to discuss matters raised. A meeting was to be organised in the near future.

208/15.0 PARISH COUNCIL VACANCY

- 15.1 Two parishioners who had expressed an interest in being co-opted onto the parish council were present at the meeting at the invitation of the council in order to gain an appreciation of the work of the council. With the election of the entire council on 7 May, the co-option process had been overtaken by events as all councillors wish to stand again and others, would be shortly up for election. It was hoped that the visitors would continue their interest in parish council matters. The chairman thanked them attending the meeting.

209/16.0 REVIEW OF COUNCIL ESTABLISHMENT

- 16.1 It was resolved that in accordance with the Public Bodies Act 1960 and as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the press and public be excluded from the meeting during the following item:

Appointment of a new clerk to the council.

210/17.0 CORRESPONDENCE

- 17.1 The content of the following was noted:
A request for future council meeting dates from Staffordshire Police. It was agreed to notify them of likely future dates.
Amendments to the electoral roll from ESBC.

211/18.0 ITEMS FOR THE NEXT AGENDA

- 18.1 Appointment of a new clerk to the council and others recorded elsewhere.

212/19.0 DATE OF THE NEXT MEETING

- 19.1 20 April 2015 at 7.30pm.

The meeting closed at 10.30 pm