

TUTBURY PARISH COUNCIL

A meeting of the Parish Council was held in the Charity Office, Duke Street, Tutbury Monday 18th May 2015.

Those present were Cllrs F Crossley (Chairman), Mrs S Adams, W Crossley, D Morris, P Faulks, T Spencer-Smith, C Smedley. In attendance, Karen Duffill (Clerk)

1/1.0 APOLOGIES

- 1.1 Apologies were received from Parish Councillor A Allen and Borough Cllr Mr Duncan Goodfellow, PC Julia Wells

2/2.0 ELECTION OF CHAIRMAN

- 2.1 Nominations for chairman were invited. It was felt due to maintaining continuity for the newly appointed clerk, Cllr F Crossley was proposed by Cllr P Faulks and seconded by Cllr C Smedley, Cllr F Crossley was elected.

3/3.0 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

- 3.1 The declaration of acceptance of office was signed by the chairman.

4/4.0 ELECTION OF VICE CHAIRMAN

- 4.1 Nominations for vice chairman were invited. However, due to the absence of Cllr Allen current vice chair, it was proposed to defer this until he was contacted by Cllr F Crossley.

5/5.0 VICE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

- 5.1 To be carried forward to 15th June Meeting.

6/6.0 FORMATION OF COUNCIL COMMITTEES

- 6.1 It was agreed that the following committees be formed:

Footpaths Committee: The whole council with power to co-opt others.

Playing Fields Committee: The whole council with power to co-opt others.

Emergency Committee: Chairman, vice chairman, Cllr P Faulks.

Twinning Association- Has been founded by the council who will continue to support it.

Best Kept Village has been founded by the council who will continue to support it.

Friends of Elm Lane have been founded by the council who will continue to support it.

7/7.0 APPOINTMENT OF STREET REPRESENTATIVES

- 7.1 Street representatives were elected based on the existing responsibilities of continuing councillors. Cllr C Smedley was nominated to represent Park Pale, Norman Road, Queens Rise and Hillcrest. See Appendix 1

8/8.0 MINUTES OF THE MEETING HELD ON 20 APRIL 2015

- 8.1 The minutes were approved subject to minor amendment and signed by the chairman.

9/9.0 MATTERS ARISING

- 9.1 The castle curator had contacted the council regarding some stocks retrieve from the dungeon. These belonged to the church and needed to be stored in a dry place due to their fragile condition. Cllr W Crossley stated that the stocks could be restored with a contribution from the Parish Council. The museum has stated that there is not enough room to store them there. The Cllrs agreed that the church should be contacted about this matter.
- 9.2 The clerk reported that work had been completed on Elm lane following the meeting held 27th April. Western Power has laid stone to repair the dip in the lane that became water logged in wet weather. No update had been received from the Friends of Elm lane regarding strimmer training.
- 9.3 Local authority Governor Vacancy. The council has submitted a nomination for this position for the deadline of 8th May.
- 9.4 The council had received a response regarding the issues raised of speeding and parking on Ludgate Street, and the impact this has on the mini island, causing safety concerns. Mr Rayson from the County Council reported that a speeding review will take place on Ludgate Street and the results would be sent to the Parish Council. He suggested that parking on yellow lines would be a matter for the police to issue parking tickets. However, the council did not feel that this was appropriate. The council would like a wider review of the traffic flow within Tutbury, with a view to addressing the one way access on key roads. It was felt that parking tickets would not resolve the problem at Ludgate Street but would cause a problem elsewhere.
- 9.5 A parishioner in Bridge Street had drawn the attention of Cllr P Steadman to the poor condition of the painted fence at the top of Bridge Street. Cllrs agreed that this was an eyesore at the entrance to the village along with the condition of the land along the mill fleam. ESBC had been contacted to improve it. However, due to the departure of Cllr Staples no further action had been taken. The clerk would contact the newly appointed Cllrs.
- 9.6 Cllr S Adams raised concern about the condition of some of the chairs in the meeting room of Charities Office; the leg of the 'pew' was also broken. Mrs

Minchin Secretary to the Parish Charities had responded, at the present time there was no budget available to replace these items.

- 9.7 The council have received an email from a parishioner regarding the speed limit on the A511. The part of the road affected was the approach from Burton past the new housing development; the current limit was 60 MPH. The matter had already been raised with the County Council's Highways Dept. Cllrs were in agreement with the comments and also expressed concern of the lack of a footpath on the side of the new development. Pedestrians were required to cross over a 60 MPH road to access the footpath on the other side.

A response had been received from Mr Rayson confirming that the 30 MPH speed limit would be extended from Ironwalls lane to the junction of the island. However, it would not be extended past the Heritage Park development it was not deemed appropriate given the good visibility on the A511. This will be monitored in the future, through the Casualty Reduction team.

In terms of providing a footway between the entrance on the A511 and the entrance on Burton Street, Mr Rayson felt that appropriate footways are provided within the development to allow pedestrians access from this development into Tutbury. For those wishing to cross the A511 from the entrance on the A511 to the footway on the other side, then there is good visibility on the A511. Once the development is fully occupied this will be reviewed again. The parishioner will be updated on this outcome.

10/10.0 BOROUGH AND COUNTY COUNCILLORS' REPORTS

- 10.1 There was no report from the Borough & County Councillors.

11/11.0 ACCOUNTS FOR PAYMENT

- 11.1 The following accounts were passed for payment:

Tutbury Civic Society	Tutbury Village News	£28.80
Local World	Annual Meeting advert	£143.40
Aucaba Landscapes	Churchyard & Triangle mowing contract	£201.24
CW Tree Services	Elm Lane Clearance	£645.00
Tutbury Twinning	Grant payment	£1035.00
Tutbury and Hatton Scout Group	Grant for Flag reimbursement	£160.27
Kerry Jones	Internal Audit	£120.00
James Hollis	Caretaker, Bus Shelter and street cleaning	£465.00
Staffordshire County Council	High Street Planter Licence fee	£100

12/12.0 PARISH COUNCIL ACCOUNTS AND ANNUAL RETURN 2014-2015

12.1 Feedback had been received from the internal auditor Kerry Jones.

- It was noted that the clerk should receive a consolidated payment of £114 in December, but this was not paid until April and was included in April 2015 accounts payable.
- There was no record in the minutes for the chq number 002512 for £300 issued for Tutbury Christmas Festival.
- Entries on the asset register for a filing cabinet and Newton Silver cup are to correct earlier omissions. Office equipment in Notes and Supporting Statement, the Assets should amount to £1008 and Trophies should be £2375.

12.2 The annual return to Grant Thornton Auditors had been completed and has been returned from the internal auditor Kerry Jones. There was a minor amendment to box 6 to increase the figure due to rounding up of the number to £28719 from £28718, this change was made and witnessed at the meeting. This document will now be sent to Grant Thornton to be completed.

13/13.0 PLANNING MATTERS

13.1 The following applications were considered by the Parish Council:

P/2015/00544- Formation of two new windows and two roof lights on the front elevation (Amended Plan) The Vicarage Castle Street, Tutbury

Comment: No objection

P2015/00612- Erection of a two storey side extension. 24 Lancaster Drive Tutbury

Comment: No objection; however it is noted that this large extension has a very narrow rear access to the property through the dwelling. It is very close to the boundary.

P/2014/01587- Replacement windows and boundary Wall. Removal of a lean to construction. 60 Monk Street, Tutbury.

Comment: No objection

P/2015/00588- Conversion of ground floor flat, amendment to windows and doors. Georgian Glass Silk Mill Tutbury

Comment: No objection. However it is noted that the glass in the doors does not seem as substantial as a solid door.

P/2015/00654- Installation of chimney stack, external; alterations to detached double garage.

Comment: No Objection to the chimney stack, however, due to the garage being visible from the road, it was felt that the roof should be pitched. The cladding was not in keeping with the traditional property due to it being in the conservation area.

13.2 Local Plan Enquiry Interim report.

Cllr W Crossley, K Duffill (clerk) Mr S Powell (retired clerk) attended the local plan enquiry at the town Hall Tuesday 12th May. The enquiry was to assess the impact of the predicted house supply figure of 630 houses per year, to be built in the borough of East Staffordshire. This is a requirement set out in the Local Plan. Tutbury Parish Council believes that this figure is too high, as only 222 were being built up to this point. The new development in Tutbury was not complete and not all houses were occupied. Although recent measures of developing properties were more accurate, it was clear from the enquiry that ambiguity was still apparent in assessing accurate statistics from a number of developments within the borough. Cllr Crossley reported that the council confirmed that due to the 5 year supply legislation within the National Planning Framework. Tutbury's status of a tier 1 village, which should only require 250 houses to be built and a windfall of 25, will not exempt Tutbury from future developments on Greenfield sites. This is due to Tutbury having to contribute towards the high target of houses that are required and set out in the five year plan across the borough.

Cllr Crossley has suggested that this matter should be pursued with members of parliament, as the planning framework is not protecting villages. Current planning was not thought to be sustainable or viable. This will be brought forward to the next meeting to work with members of neighbouring parishes.

14/14 PARISH COUNCIL VACANCIES

- 14.1 It was noted at the meeting 20th April that Mrs S Adams had expressed interest to be co-opted back onto the council. The council agreed and a declaration of office was signed by Mrs Adams and current councillors. It was agreed that the clerk should write to Mr P Steadman and Ms M Guest to invite them to be co-opted if they accept in writing and declare their interests. A notice for the remaining vacancies will be placed on the notice board. This will be reviewed at the next meeting. The clerk will write to any other parishioners that express interest if they live within the 3 mile radius to qualify.

15/15.0 PARISH COUNCILLOR REGISTER OF INTERESTS REVIEW.

- 15.1 Councillors completed and signed their Register of Interests declarations. A code of conduct was issued to Cllr C Smedley as a new Councillor.

16/16.0 APPOINTMENT OF NOMINATIVE TRUSTEE TO THE PARISH CHARITIES

- 16.1 Mrs Minchin the clerk to the parish charities has been in contact to inform the council, Heather Hunter Harris had resigned and therefore the council were

invited to nominate a new member. Cllr Chrys Smedley was nominated and the clerk will inform the secretary accordingly.

17/17.0 TUTBURY TWINNING

17.1 Cllr W Crossley requested parishioners or councillors to accommodate French guests during the forthcoming twinning visit in July.

18/ 18.0 BEST KEPT VILLAGE

18.1 Cllr W Crossley agreed to distribute posters to Jan Harrison to be placed on the Village hall notice board and the notice board opposite the post office.

19/19.0 HIGH STREET PLANTERS

19.1 Draft licences had been received from Staffordshire County Council. These licences were duly signed by the clerk and the chairman to be returned with a cheque of £100.

20/20.0 CONDITION OF WALLS AT THE EDGE OF THE TRIANGLE AT CASTLE STREET

20.1 To be discussed at the next meeting 15th June

21/21.0 MOBILE PHONE FOR THE COUNCIL CLERK

21.1 It was agreed to purchase a mobile phone for the use of council matters by the clerk. A pay as you go tariff was agreed with a review of usage to consider a relevant contract for the future. The clerk will arrange this.

22/22.0 OPERATION OF THE CHANGING ROOMS AT CORNMILL LANE

22.1 To be discussed at the next meeting 15th June

23/23.0 CORRESPONDENCE

23.1 Julia Wells PC had written to inform the council of her drop in session to be held at the church Sat 23rd May 10am -11am

23.2 Councillor training opportunities were received from Staffordshire Parish Council Association, the clerk expressed an interest in training but stated that the recommended Introduction to Local Council Administration for new clerks would be more appropriate. The dates of the proposed courses were not suitable for Cllr Smedley.

23.3 Minutes were received from Network Rail regarding the Stoke on Trent to Derby Modular project. Controlled Barriers with obstacle detectors and CCTV will be

controlled by East Midland Control Centre at the Tutbury and Hatton crossing. These changes are planned for September 2016. Work will take place before then to minimise disruption.

- 23.4 A parishioner had emailed concern about the close proximity and being overlooked by the Peveril Homes Development, including photographs. These concerns will be passed onto East Staffordshire Borough Council by the clerk with an update to the parishioner on the planning steps that had been taken before the development was agreed.
- 23.5 Fighting crime posters had been received from Matthew Ellis, these will be displayed in the noticeboard if space allowed.
- 23.6 A complaint had been received regarding the Churchyard mowing and alleged damage to the war memorial, and scratched churchyard path. The clerk will pass these comments to the contractor and update Rev Whitehead of the actions taken.
- 23.7 An email regarding the War Memorial Preservation Scheme had been received, to inform the council that grants had been received for the preservation of the memorial, and changes to wreath holders will go ahead. Further updates regarding work to be completed and dates will follow. The council agreed to manage this by dealing directly with our churchyard mowing contractor rather than the contractor being involved in the Preservation plans. The clerk will update the contractor on all issues, and inform the War Memorial Scheme of this decision.
- 23.8 Dangerous parking on Bridge Street. An email from a parishioner had been received regarding the problems of access to their road, due to the parking on Bridge Street. In addition, the parish council have received a notice of a proposed prohibition of waiting at any time on Bridge Street, Tutbury from Staffordshire County Council. This will require a formal response from the Parish Council which will be considered at the next meeting. An update to the parishioner will be sent.
- 23.8 A request had been received for a gate key to the parking area of the Cornmill Lane Playing Fields, from the instructor of the outdoor fitness class operating on a Tuesday and Thursday evening. The response would be sent outlining that the key holder for the changing rooms is under review, and the council do not release keys due to the threat of travellers accessing the site if the gate is left open.

24/24.0 ITEMS FOR THE NEXT AGENDA

- 24.1 Election of Vice Chair
- 24.2 Vice Chairman's Declaration of Acceptance of Office
- 24.3 Parish council vacancies
- 24.4 Tutbury Twinning
- 24.5 Operation of the changing rooms at Cornmill Lane
- 24.6 Condition of walls at the edge of the Triangle at Castle Street
- 24.7 Burton Road Community Facilities

25/25.0 DATE OF THE NEXT MEETING

25.1 Monday 15TH June 2015 at 7.30pm.

The meeting closed at 10.35 pm

DRAFT

Appendix 1

Councillor	Street Responsibilities
W Crossley	Burton Road, Burton Street (Dove View), Chatsworth Drive, Green Lane, Ironwalls Lane, Lodge Hill, Tutbury Road, Rolleston Lane.
Phone	01283 812620
F Crossley	Church Street (Castle Court), Bridge Street, Lower High Street (Ashleigh House).
Phone	01283 812054
Vacancy	Fauld, (Fauld Lane, Laburnam Grove) Owens Bank, assisted by Cllr Ms Guest
Phone	01283
Cllr Faulks	Hillside, Duke Street, Fishpond Lane (Croft Terrace) Monk Street, Hawthorn Grove
Phone	01283 810169
Vacancy	Castle Hayes, Redhill Lane, Rolleston Park, Belmot Road, Pinfold Close.
Phone	01283
C Smedley	Norman Road, Queens Rise, The Park Pale, Hillcrest.
Phone	
VACANT	Ludgate Street, (Needwood Court) Cromwell Close, Babbington Close, Portway Drive.
Phone	
D Morris	Holts Lane (Bourne Close, Rushton Close), Wakefield Avenue, Silk Mill Lane.
Phone	01283 815020
S Adams	Cornmill Lane (Close Bank), High Street.
Phone	01283 815103
A Allen	Lancaster Drive, Priory Close, Ferrers Avenue.
Phone	07761 658254
T Spencer-Smith	Castle Street (Castle Hill House), Park Lane (The Close).
Phone	01283 814524