

MINUTES OF A MEETING OF SHOBNALL PARISH COUNCIL
HELD AT THE PRINCESS STREET TRAINING ENTERPRISE AND EDUCATION CENTRE, PRINCESS
STREET, BURTON UPON TRENT ON MONDAY 17 SEPTEMBER 2018 COMMENCING AT 7.00PM

PRESENT

Councillor Dennis (in the Chair)
Councillors Dittmer, Donlan, Hoare, Shilton and Yousaf

In attendance

Councillors McKiernan and Walker (ESBC)
Rebecca Elson, Governor at the Grange Community School

PUBLIC FORUM

No members of the public were present

GRANGE COMMUNITY SCHOOL: PROPOSED MULTI USE GAMES AREA (MUGA)

Rebecca Elson, Governor at the Grange Community School gave an update on the proposed MUGA:

- Two of three quotations have been secured (£42,813 and £36,580 – both exclusive of VAT)
- An outline planning application is being drafted
- BACT has agreed to act as lead applicant on the funding applications, the governing body of the Trust is aware of the collaboration and is supportive of it. BACT has the infrastructure in place within their team to undertake any ongoing monitoring/use of the MUGA once installed and take responsibility for the ongoing maintenance of it.
- An approach has been made to East Staffs to gauge the project's eligibility for Neighbourhood Funding, there appears to be support in principle although it is understood that the fund's budget may be limited this year. An expression of interest would be submitted over the next few weeks.
- Other funders have been identified – Sport England's Community Asset Fund, Burton Consolidated Charities and Garfield Weston Foundation.

Ms Elson said that they were keen to have the Parish Council's ongoing support/involvement given the potential benefits to residents and a letter of support would be very much appreciated and it will confirm to funders that they have engaged and consulted the Council as they have developed their plans. They will keep the Council updated they are able to consult on their firmed-up plans.

RESOLVED THAT:

- a) The Parish Council supports the proposed MUGA subject to there being no vehement objections to the proposal from residents.
- b) The Parish Council agrees to provide a letter of support for the above project.

2018-19/067 APOLOGIES

Councillor Lewis

2018-19/068 DECLARATIONS OF INTEREST

Councillor Shilton declared a disclosable non-pecuniary interest in Grange School: Proposed Multi Use Games Area as he is a Governor of the school.

2018-19/069 WRITTEN DISPENSATION UNDER THE LOCALISM ACT 2011

No applications for dispensation had been received.

2018-19/070 UPDATES TO COUNCILLORS' REGISTER OF INTEREST FORMS
No changes to members' registers of interest had been notified.

2018-19/071 MINUTES OF THE COUNCIL MEETING HELD ON 16 JULY 2018
RESOLVED That the Minutes of the Meeting held on 16 2018 be approved as a true record.

2018-19/072 MATTERS ARISING FROM THE COUNCIL MEETING HELD ON 16 JULY 2018
2018-19/037
The responses from NHS England and the CQC had been circulated to Members via email.

RESOLVED That the information be received and noted.

2018-19/041.01

Enquiries had been made regarding the tree areas near The Link Park to be transferred as part of a Community Asset Transfer package with the Park. Regrettably the Clerk had been unable to identify the landowner for the areas in question – both the County and Borough Councils have confirmed that the land is not in their ownership – and the only option would appear to be to lodge a query with Land Registry to identify the landowner. There would be a cost to access this service.

RESOLVED That the information be received and noted and that a query should not be lodged with Land Registry.

2018-19/047

SLCC Annual Conference: The Clerk did not consider that the agenda content would be beneficial to SPC and therefore did not book to attend the conference however an open invitation was received from the SLCC Cheshire Branch to attend their branch conference on 27 September (delegate fee £30 plus an overnight stay and subsistence due to the conference commencing at 9am). The Cheshire branch conference agenda was much more relevant to the parish council and the Clerk had booked overnight B&B accommodation (£68) and a delegate place (£30) plus mileage and subsistence – Members were requested to retrospectively approve the Clerk's attendance at the SLCC Cheshire Branch Conference.

RESOLVED That retrospective approval be given for the Clerk to attend the SLCC Cheshire Branch Conference, as set out above.

NALC Annual Conference: The Clerk confirmed that she had booked overnight B&B accommodation (£179) and a place on the conference (£170 + VAT), other costs incurred will be subsistence and mileage.

RESOLVED That the costs associated with the Clerk attending the NALC Annual Conference as set out above be approved.

2018-19/058

Blocked drains, etc: Following receipt of an email from County Councillor Clarke (forwarded to Members via email) the requested letter was not sent.

Fly tipping: The Clerk reported that an email had been sent to ESBC Enforcement on 06 August, this had been followed up on 10 September as no response had been received. No response had been received as at the date of the meeting.

Unity Park: ESBC responded as follows: "Thank you for your enquiry. The upgrade I believe that Cllr Walker is referring to is replacement of the overhead netting. Cllr Walker has spoken with residents who have experienced balls going into their gardens. Reinstating the net would appear to be the most practical solution. There has only been one piece of equipment removed and that was a seesaw that had been cut in half. In the past some equipment has been temporarily removed due to vandalism. These are re-installed once the vandalism has subsided. With regard to a more detailed or in depth "upgrade" of Unity Park we would look to do that in collaboration with Shobnall PC. Is this something the PC would like to discuss?"

RESOLVED That the above information be received and noted.

2018-19/063

S.106 Agreements: ESBC's response was forwarded to Members via email.

Bus Shelters: The Clerk had liaised with The de Ferrers Academy and a response was awaited.

RESOLVED That the above information be received and noted.

2018-19/073 REPORT FROM PCSO

No report tabled.

2018-19/074 REPORT FROM THE BOROUGH COUNCILLORS

Councillor Walker gave an update:

- The last Council meeting had been postponed due, it is believed, to work related to outsourcing the Leisure Centres and the Brewhouse.
- Problems had been reported by residents of Victoria Street with young people going over the top of the netting into Unity Park due to the netting being down. The net has been replaced by ESBC. ESBC are still interested in improving the play equipment and had earmarked £7,000 for this. ESBC are going to ask the parish council if it would be interested in helping by putting a questionnaire together for a residents' survey.
- The Washlands scheme was being looked at to redevelop the area, including boardwalks, trees, pedestrian/cycle crossing over the river at a cost of £2.2m. Funding would come from the Environment Agency, Heritage Lottery, etc.
- Fly tipping is an issue, as is dog fouling and these issues are being worked on by ESBC.
- Blocked drains in Shobnall Street were a problem but it was noted that the Grange Street drains were going to be done by the end of September.

Councillor McKiernan gave an update:

- Reports had been received of children getting onto the roofs at the Town Hall and onto the fire escapes – this problem seems to have quietened down.

- Borough Councillors had attended an information event hosted by the IMEX site developers. She reported that the developers were happy to come to speak to the parish council – Members were agreeable to this suggestion once the proposals get to the planning stage.

2018-19/075 REPORT FROM THE COUNTY COUNCILLOR

None tabled.

2018-19/076 FINANCIAL MATTERS

2018-19/076.1 Schedule of Payments

Payments	Cheque No.	Gross (incl VAT)	VAT
		£	£
WPS Ltd: Annual insurance premium	100976	433.80	0.00
Streetscape: Replacement caps and grips for gym equipment at The Link	100977	237.60	39.60
NALC: Delegate fee for Clerk's attendance at the NALC Annual Conference)	100978	204.00	34.00
SLCC Cheshire: Delegate fee for Clerk's attendance at SLCC Cheshire Branch Conference	100979	30.00	0.00
Bloomin' Gardens & Landscapes Ltd: Invoice Nos. INV-643663 (July) and INV-643811 (August)	100980	598.80	99.80
Ladywell Accountancy Services: Annual payroll service fee	100981	75.00	0.00
HMRC: PAYE / NI Months 4-6 inclusive	100982	458.56	0.00
Clerk's salary and expenses (August and September)	100983	1,450.36	21.84
Burton Athletics Club: S.137 Grant Aid	100984	500.00	0.00
Princess Street Training Centre: Room hire	100985	25.00	0.00
		4,013.12	195.24

RESOLVED That the payments be approved.

2018-19/076.2 Bank reconciliation

Bank reconciliation	£	£
Current Account b/fwd		30,367.99
Less: Unpresented cheques as at 16 August 2018		
100972	317.40	
100975	25.00	
Total unpresented cheques		(342.40)
Add: Receipts this month		0.00
Bank Statement as 16 August 2018		30,367.99

RESOLVED That the above was a true record.

2018-19/077 2019/20 BUDGET AND PRECEPT

Councillor Dennis reminded Members that the parish council will need to agree the 2019/20 budget and precept at the December 2018 meeting. She suggested that, if

Members were agreeable, consideration could be given to implementing a three-year project plan for items to be done or contributed to by the parish council, e.g. The Link, Grange School MUGA, Unity Park.

2018-19/078 THE LINK PARK

Members noted that the whole area is very tired, and the logs are half-eaten away by rot. The area was opened in 2009 and it was hoped that the equipment, etc would have lasted much longer.

Members suggested that publicity could be sought via the Burton Mail, Survey Monkey and/or in person contact survey asking people what they want for the area.

AGREED That the Clerk source samples of survey questions used by other local councils for Members consideration at the next meeting.

2018-19/079 STANDING ORDERS

Members were advised that the National Association of Local Councils (NALC) had issued minor amendments in respect of the model standing orders.

RESOLVED That the minor amendments issued by NALC be implemented with immediate effect.

2018-19/080 MEMBERS AND OFFICERS SUBSISTENCE/MILEAGE POLICY 2018/19

RESOLVED That the above policy be adopted and implemented with immediate effect.

2018-19/081 ARNOLD-BAKER ON LOCAL COUNCIL ADMINISTRATION – ELEVENTH EDITION

RESOLVED That the Clerk be authorised to purchase the above publication from the SLCC at a cost of £103.99 plus postage.

2018-19/082 COMPUTERISED ACCOUNTS SOFTWARE

The Clerk requested the parish council to consider implementing computerised accounts using the RBS Rialtas Suite Alpha Financial Management Software.

RESOLVED That the parish council agree to the request to implement the RBS Rialtas Suite Alpha Financial Management Software at a cost of £639 plus VAT plus trainer's mileage for the first year and ongoing annual support and maintenance single user licence at a cost of £119pa plus VAT.

2018-19/083 PLANNING MATTERS

P/2018/00709

Avro Business Park, Wellington Road, Burton upon Trent DE14 2DE

Erection of two storey building to form Offices (Class B1) with associated parking and access

No objection

P/2018/01016

1 Victoria Street, Burton upon Trent DE14 2LP

Outline application for the erection of a block of 7 flats including details of access, appearance, layout and scale

Members express concern with regard to parking and ask that the Local Planning Authority ensure that sufficient on-site parking is provide.

2018-19/084 COUNCILLORS QUESTIONS

Proposed residential development at Henhurst Hill (Branston Parish)

It was noted that the developer intended to submit the planning application in October. It was also noted that traffic issues could impinge on the Shobnall Ward and it was agreed that the parish council would wish to comment on the planning application as an adjacent parish.

Town Hall Square

Members noted that the Square was looking unkempt with beer cans, etc littering the area and that this was detrimental to the appearance of the area. PCSO's to be asked to move people on as this was a "No Alcohol" area and more litter bins were to be requested from ESBC for the area.

Samaritans plaques on A38 bridge

It was noted that the plaques are still in good order and further reports will only be made when there is a problem in the future.

Unity Park netting

It was noted that only the inner fence netting had been replaced at Unity Park and that this could easily be damaged in the future.

Dog fouling

It was noted that there is a problem with dog fouling in the Ward and that Community and Civil Enforcement Officer's need to be proactive on this issue in Shobnall.

2018-19/085 CORRESPONDENCE AND CIRCULARS

- **Staffordshire County Council:**
 - Application for a Footpath between Public Footpath No 11 Outwoods Parish and Public Footpath No 3 Shobnall Parish – approved, an Order will be made to add the route to the Definitive Map of Public Rights of Way as a Public Footpath.
 - Application for a Public Footpath No 7 Shobnall Parish and Shobnall Road - approved, an Order will be made to add the route to the Definitive Map of Public Rights of Way as a Public Footpath.
- **East Staffordshire Borough Council:**

Provision of copies of a booklet entitled "Floods Happen. Be prepared...". The Clerk arranged for a supply of the booklets to be made available at the Princess Street Training Centre.
- **SPCA Bulletins** weekly Bulletins had been received. Items of note were:
 - **Revised National Planning Policy Framework:** Published by the Government on 25 July 2018.
 - **Updated GDPR Toolkit:** The Clerk had downloaded a copy of the Toolkit for reference purposes when reviewing SPC's GDPR documentation.
 - **Budgets, Precepts and Annual Returns:** The Clerk and Councillor Shilton were booked to attend this training session on 01 November 2018.

Councillor Dennis asked to be added to the delegate list (delegate fees total £45).

- **VAT for Local Councils:** The Clerk and Councillors Dennis and Shilton were booked to attend this training session on 08 November 2018 (delegate fees total £45).
- **Nominations for SPCA Executive and AGM arrangements**
 - Nominations were now being accepted for election of representations to the SPCA Executive at the Association's AGM on 03 December 2018. Nominations must be received no later than 19 October.
 - Member councils were also now invited to put forward motions for debate at the AGM (please note that the councils must be represented at the AGM to speak to and move the motion, they must find another member council to second the motion).

RESOLVED That the above information be received and noted.

2018-19/086 **Items for next meeting**
None notified.

DATE OF NEXT MEETING

Monday 15 October 2018 at the Princess Street Training Enterprise and Education Centre.

The Meeting closed at 9.05pm

Signed

Date