

**Minutes of a meeting of Shobnall Parish Council
held at Brook House, Shobnall Road on Monday 17 June 2024 commencing at 7pm**

Present

Councillors Dittmer, Hoare, Pennicott and Shilton

Also present

ESBC Councillor McKiernan

Connor Shingler, Nexus Planning

One member of the public

Mary Danby, Clerk

Public Forum

No comments or questions were received.

Presentation by Nexus Planning

Connor Shingler, Senior Planner from Nexus Planning here on behalf of Waldley Ltd. Thank you to Shobnall Parish Council for allowing us to introduce emerging proposals for Land north of Shobnall Road, known locally as Hodges Brickyard.

We are seeking to engage with the parish council and residents in attendance regarding Waldley Ltd's emerging proposals to develop Hodges Brickyard for up to 12 houses. The project is at an early stage and we are keen involve the local community in the process.

For context, Hodges brickyard is located north of Shobnall Road, to the rear of 191 and the TNS convenience store. Hodges Brickyard consists of a hardstanding area which is the part of the site identified for development, with the remainder of the site comprising trees and local fauna that will be retained. It is currently accessed via a private track situated between 190 and 191 Shobnall Road.

The site is located within Flood Zone 1 and therefore presents a low risk of flooding. There are also no nearby heritage assets that would be impacted by the proposals.

Hodges Brickyard has been identified as a Local Green Space within the Shobnall Neighbourhood Plan. We intend to comply with the provisions of the Local Green Space policy by preserving and enhancing Hodges Brickyard. This will be achieved by focusing residential development on the existing hardstanding area and in the process creating connections with adjacent development for existing and future residents through footways, as well as improving the habitat and allowing for public access to the woodland area which is currently inaccessible. We therefore believe that the area of Local Green Space will be both protected and enhanced benefiting the local community.

It is also intended to provide a service road that will serve existing properties 188 Shobnall Road to 9 Forest Road. This will be similar to the existing service road to the south east of Hodges Brickyard currently serving a number of existing properties on Shobnall Road. It is considered that this service road will help alleviate current car parking pressures on Forest and Shobnall Road with residents parking to the rear and also increase the value of the properties it would serve.

Additionally, the proposals are also considered to carry the following benefits:

- Provision of market and policy compliant affordable housing in a sustainable location;
- Increased spending through purchase of goods and services in the local community by future residents.
- Deliverable use for previously developed land which is presently vacant.

As previously mentioned, the project is at a very early stage, we are currently engaging with a project team who will undertake technical work that will inform the design. Following this, we will engage with East Staffordshire Borough Council via the pre-application process to understand their position.

To reiterate, we are very keen to involve the local community in this process, hence why we have sought to introduce the proposals at the earliest opportunity and advise on what we believe to be significant benefits to residents. I will leave my contact details should anyone have any feedback or would like to discuss anything further. Your feedback is very much welcome to Waldley Ltd.

Again, thank you to Shobnall Parish Council for allowing me to introduce proposals for Hodges Brickyard. I look forward to engaging with you again in the future.

21. Apologies

Councillor Donlon.

22. Declarations of Interest and receive written applications for dispensations under the Localism Act 2011

None were declared.

23. Minutes

Resolved That the Minutes of the meeting held on 20 May 2024 be approved as an accurate record.

24. Matters arising

Minute No. 7: Traffic Survey Report (Draft)

Agreed that Dynamic Transport Planning:

- Be requested to provide a report in bullet-form outlining the main points of the draft traffic survey report.
- Be asked if they had contacted Strawberries Nursery, Shobnall Road regarding the installation of the noise survey equipment.

25. Borough Councillor's report

Councillor McKiernan said that it was a quiet period at the moment due to purdah during the pre-election period.

She gave an insight to the events and visits she had undertaken since being elected Mayor and said that groups and individuals could request a visit to the Town Hall

where they would learn about the Office of the Mayor, it's history and the Civic Insignia.

26. Financial matters

26.1 Schedule of payments

Payee	Payment Method	Gross £	VAT £	Transaction Detail
MW Cripwell Ltd	BACS	144.00	24.00	Defib inspections
SPCA	BACS	60.00	10.00	Planning training (2 No. delegates)
SLCC Enterprises	BACS	144.00	24.00	Training fee (Clerk)
HMRC	BACS	671.50	0.00	NI/PAYE 1 st qtr 2024/25
Clerk	BACS	847.25	0.00	Salary and expenses
HSBC	DD	8.00	0.00	Bank charges
Clive Baker	BACS	50.00	0.00	Design new PC logo
Clerk	BACS	69.24	11.54	Reimbursement: Health & Safety equipment (home office)
Computer Lifeline	BACS	342.00	0.00	Email and domain services – annual subscription
Total		2,335.99	69.54	

Resolved That the above payments be approved.

26.2 Bank reconciliation as at 31 May 2024

	£
Current Account	75,478.99
HSBC Business Money Manager Account	30,822.00
	106,300.99

Resolved That the above was a true record.

26.3 Earmarked Reserves (EMRs)

Earmarked Reserves	Opening 01/04/2024 £	Movement In funds £	Balance 31/05/2024 £
Elections	9,592.20	0.00	9,592.20
Community projects	35,225.00	0.00	35,225.00
Dallow Lock mural refurbishments	7,675.00	0.00	7,675.00
Replacement IT equipment	5,000.00	0.00	5,000.00
Speed Indication Device	5,555.00	0.00	5,555.00
Benches	9,672.00	(1,882.00)	7,790.00
Shobnall Road surveys	7,525.00	(4,023.00)	3,502.00
	80,244.20	(5,905.00)	74,339.20

Resolved That the EMRs be agreed.

27. Receipts/payments to 31 May 2024

Agreed The report be noted.

28. Banking arrangements

Councillors were advised that the council would not be covered by the Financial Services Compensation Scheme (FSCS) if financial firms fail as the combined funds held exceed £85,000.

The Clerk, who is also the council's Responsible Financial Officer, recommended that the council should spread its financial risk by opening an account another bank with instant access to enable funds to be transferred to one of the HSBC accounts as and when necessary.

Agreed That the Clerk report on the council's options at the July meeting.

29. Financial Regulations (Revised)

Resolved That the revised Financial Regulations be approved and implemented with immediate effect.

30. Defibrillator request

The landlord of the Oak & Ivy public house, Wellington Street had advised that they have been considering installing a defibrillator as they have a lot of older clientele. They had requested that they be considered as a location for an automatic external defibrillator and heated cabinet under the Parish Council's planned programme for this financial year.

They felt that they are a worthy location for the defibrillator as they are situated in the middle of Wellington Street, an ideal location for the Almshouses, and there is a lot of footfall for the shops over the road and the businesses on Wellington Street Extension, as well as their many customers.

They had confirmed that they would not recharge the Parish Council for the energy costs associated with running the heated cabinet.

Resolved That:

- The request be approved
- Marstons be approached for a Licence to install the equipment on the external wall of the premises
- MW Cripwell be asked to quote to supply and install the equipment
- Once installed, the equipment be included on the council's insurance policy and added to the monthly inspections undertaken by MW Cripwell

31. Noticeboard – Shobnall Community Centre

Councillors were advised that the window cleaner had reported that the header board on the above noticeboard has begun to rust.

Resolved That DSK Engineering be asked for advice on dealing with the rust and if necessary that a replacement header board be supplied and installed.

32. Proposed installation of a bench on the canal towpath (Minute No. 105.2 (15 April 2024) refers)

The Canal & River Trust had provided information on the process for requesting the installation of a bench on the towpath, adding that this is done through a standard process where benches are requested, purchased and installed through them.

They ask for a donation of £4000 per bench, this covers the cost of the bench and plaque from their approved supplier, delivery, build and installation, any planning applications needed and maintenance of the bench for the initial period of 4 years.

Agreed That, to enable a decision to be made, the Canal & River Trust be requested to provide images of the type of benches that can be supplied.

33. Dallow Lock mural

The council received an update from the mural artist, Matt Reeves, which included development images. He apologised for the considerable delay in completing the project saying that other scheduled commitments divert his focus from time to time. He said that he wanted to resist putting an exact date on final delivery but was determined to get the whole project delivered as soon as possible – he offered to return the 50% deposit if this would allay any fears the council may have regarding the project.

Resolved That the update be received; the artist be advised that the council were happy with the development images and that there was no need to return the deposit.

34. ESBC: Separation Distance and Amenity Supplementary Planning Document (SPD) – Consultation

Resolved That the consultation document be received without comment.

35. Planning matters

35.1 Planning applications

Application No.	Location	Proposal
P/2024/00489	Russell Roof Tiles Ltd Nicolson Way	Application under Section 73 to vary condition 2 (Plans) attached to the planning permission P/2022/01365 for the erection of extensions to tile manufacturing plant and siting of sand and cement silos to amend the design to construct a uniform portal frame extension in lieu of a step down to the roof
No objection		
P/2024/00510	1 Bass Cottages Shobnall Road	Change of use from residential (Class C3) to a House in Multiple Occupation (HMO) (Class C4) (4 bedrooms)
Objection on the following grounds:		

- Insufficient parking capacity exists for the current occupants of Bass Cottages, it is considered that the proposed change of use will not ease this situation. (Shobnall Neighbourhood Plan, Policy T5 – Parking)
- The proposed change of use does not meet Shobnall’s particular housing needs (Shobnall Neighbourhood Plan, Policy HD3 – Housing mix)

P/2024/00512	12 Bass Cottages Shobnall Road	Change of use from residential (Class C3) to a House in Multiple Occupation (HMO) (Class C4) (4 bedrooms)
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Objection on the following grounds:

- Insufficient parking capacity exists for the current occupants of Bass Cottages, it is considered that the proposed change of use will not ease this situation. (Shobnall Neighbourhood Plan, Policy T5 – Parking)
- The proposed change of use does not meet Shobnall’s particular housing needs (Shobnall Neighbourhood Plan, Policy HD3 – Housing mix)

P/2024/00544	40 Edward Street	Retention of two flats (Revised)
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Objection on the following grounds:

- Insufficient parking capacity exists on Edward Street, it is considered that the proposed change of use will not ease this situation. (Shobnall Neighbourhood Plan, Policy T5 – Parking)
- Lack of amenity space

Query: Should a fire escape be provided for use in an emergency?

35.2 Planning appeal decision: P/2022/01325

Resolved That the Planning Inspector’s decision to dismiss the appeal be noted.

36. Councillors questions/reports

36.1 Councillor Hoare asked for advice regarding a neighbour’s planning query. She was advised to contact ESBC Councillor Walker for assistance in taking the resident’s concerns to ESBC.

36.2 Councillor Hoare asked when the fence on Shobnall Road (rear of Butler Court, where a vehicle had left the road) would be repaired.

Post meeting note: Councillor Shilton confirmed that he had been advised that ESBC are responsible for the railings, the Clerk agreed to approach ESBC for an update.

36.3 Councillor Hoare reported that she had seen a teenager using a mobility scooter at speed on the canal towpath.

37. Correspondence and Circulars

37.1 Staffordshire Parish Councils’ Association (SPCA)

The SPCA’s Bulletins had been circulated to all Councillors.

37.2 Highways England

The A38 Traffic Management Bulletins had been circulated to all Councillors. **Agreed** that future bulletins cease to be circulated as the work area no longer impacted on the Parish.

37.3 Staffordshire County Council (Legal Services):

File closure - Claimed public footpath between PF11 Outwoods Parish and PF3 Shobnall Parish

Councillors were advised that the Report regarding this application was delegated to the Director for Strategy, Governance and Change as set out in the County Council's Constitution for a decision. On 16 July 2018 the Director gave his decision that there was sufficient evidence on the basis of reasonable allegation that the route existed.

An Order was drafted and sealed on 20 September 2022 and published on 10 October 2022 in the Burton Mail. The landowner raised an objection, and the matter was referred to the Planning Inspectorate on 17 March 2023.

On 08 February 2024 the Planning Inspectorate on behalf of the Secretary of State forwarded its decision. Whilst based on the evidence, Staffordshire County Council was obliged under S53(2)(b)(i) to make an Order which was based on reasonable allegation, for an Order to be confirmed the standard of proof is higher and the evidence required that a right of way exists needs to be on the balance of probabilities. The Inspectorate concluded on the balance of probabilities that there was insufficient evidence and that the Order should not be confirmed.

The Planning Inspectorate have not confirmed the Order and therefore this application to add a public footpath between PF11 Outwoods Parish and PF11 Shobnall Parish to the Definitive Map and statement will not proceed.

The deadline for any appeal has now ended and there is no further right of appeal and this matter is now concluded, and the file would be closed.

Resolved That the information be noted.

38. Exclusion of the Press and public

Resolved That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as amended by Section 100 of the Local Government Act 1972), the Press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

39. Quotations

39.1 Equipment signage

Resolved That Hardy Signs quotation in the sum of £216.00 plus VAT to supply 20 No. equipment signs be accepted. **It was further resolved** that MW Cripwell be asked to install the signs.

39.2 SID Post signage

Resolved That Staffordshire Signs quotation in the sum of £40.00 plus VAT to supply 2 No. self-adhesive decals be accepted.

39.3 **Wheelie bin stickers**

Resolved That the quotation obtained from www.smartwheelie.co.uk not be progressed and that Staffordshire Highways be asked if it would be possible to put speed limiter road markings on Shobnall Road instead as it is felt that these would be more effective than the bin stickers.

The meeting closed at 8.35pm

Date of next meeting

Monday 15 July 2024 commencing at 7.00pm at Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA

Signed

Date