

**Minutes of a virtual meeting of Shobnall Parish Council
held on Monday 19 October 2020 commencing at 7.05pm**

Present

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

In attendance

County Councillor Clarke
Mary Danby, Clerk

Public Forum

No members of the public were present at the meeting.

2020-21/80 Apologies
Councillor Donlon

2020-21/81 Declarations of interest
None declared.

2020-21/82 Written applications for dispensations under the Localism Act 2011
None were received.

2020-21/83 Updates to Councillors' Register of Interest Forms
No updates were notified.

2020-21/84 Minutes
Resolved That the Minutes of the meeting held on 21 September 2020 be approved and signed as a true record.

2020-21/85 Matters arising from the previous meeting

2020-21/75.1 Covid-19

The County Council's response to the concerns expressed at the previous meeting had been circulated to Parish Councillors, ESBC Councillors McKiernan and Walker and County Councillor Clarke. County Councillor Clarke reported that he had asked questions of the Cabinet Member at the recent County Council meeting and he had raised concerns that ESBC Councillors were not involved in the briefing meetings, they are only receiving reports from those meetings. He asked for them to be readmitted to those meetings but SCC stood by its response in its letter which was *"We are establishing a community leaders' network that should give an opportunity for a range of people, including ESBC councillors to receive information and offer feedback about the Covid-19 situation."*

Resolved That the council notes the County Council's response and expresses its disappointment with the decision.

2020-21/86 County Councillor's report
Councillor Clarke reported that:

§ A PTTRO Notice had been issued by the County Council regarding Cadent works on Waterloo Street on 14 November 2020 (the Clerk had previously circulated the information to Councillors).

- § The consultation process is ongoing to remove double yellow lines on Edward Street.
- § Shobnall Road resurfacing: He and County Councillor White had attended a meeting regarding residents concerns about HGVs using the road and people had asked for a 7.5 ton weight restriction, but this cannot happen. Rubber cushions are proposed by SCC to slow down the HGVs. He said that 106 responses had been received to the written consultation with a 50/50 vote in favour of this proposal. SCC will now write again to those residents who had voted against the rubber cushions to explain the reasons for the proposal. SCC will send another letter to answer some of the concerns raised. This matter is still under consideration.
- § He was waiting for the collated drains list to be provided to him by the County Council. Councillors asked that the drain outside 269 Shobnall Street be added to the list.
- § SCC had said that the Bridgewater Road properties do not qualify for the rural broadband grant because they are not classed as rural, however a resident had pursued this and could prove that 56 of the 94 properties do come into the rural setting classification and this is now being taken further.

2020-21/87 Borough Councillors reports

No reports were available as Councillors McKiernan and Walker were attending an Extraordinary ESBC Council Meeting.

2020-21/88 Financial matters

2020-21/88.1 Schedule of payments

| Payee | Payment Method | Gross £ | VAT £ | Transaction Detail |
|-----------------------|----------------|-----------------|---------------|---|
| Bloomin' Gardens | BACS | 426.00 | 71.00 | The Link: Litter picking, grass cutting £426.00 |
| Viking | BACS | 81.60 | 0.58 | Postage stamps |
| RBS Ltd | BACS | 148.80 | 24.80 | Alpha software annual support & maintenance licence |
| Clerk | BACS | 61.90 | 10.32 | Reimbursement: Printer toner |
| Clerk | BACS | 22.97 | 3.83 | Reimbursement: Replacement iPad charger plug & lead |
| Clerk | BACS | 675.78 | 2.40 | Clerk's salary and expenses |
| EON Highway Lighting | BACS | 33.20 | 5.53 | Street lighting maintenance 2020/21 |
| SPCA | BACS | 25.00 | 0.00 | Training fee – 1 x Delegate |
| Total Payments | | 1,475.25 | 118.46 | |

Resolved That the above payments be approved and that the documents be signed at the next face to face meeting of the council.

2020-21/88.2 Bank reconciliation

| Bank Reconciliation | £ |
|--|------------------|
| Current Account | 51,648.37 |
| HSBC Business Money Manager Account | 30,134.10 |
| Total Funds Available as at 30 September 2020 | 81,782.47 |

Resolved That the above was a true record.

2020-21/88.3 Earmarked Reserves (EMRs) as at 30 September 2020

| Earmarked Reserves | £ |
|---|------------------|
| Elections | 10,000.00 |
| Bus shelter project | 15,000.00 |
| Link Park: New fitness and play equipment | 37,000.00 |
| Parish boundary signs | 5,000.00 |
| Replacement IT | 1,000.00 |
| Writing competition | 3,000.00 |
| General Reserve | 10,782.47 |
| | 81,782.47 |

Resolved That the information be noted.

2020-21/89 2020/21 Budget as at 30 September 2020

Resolved That the Budget report showing receipts and payments as at 30 September 2020 be received and noted.

2020-21/90 Shobnall Parish Council website

It was noted that there had been 173 visits to the website in the 30 days to 12 October 2020.

Councillors asked if it was possible to purchase a temporary upgrade to the background data collection on the website to confirm which pages people visited.

Agreed That the request be put to SCC's Digital Team.

2020-21/91 Planning matters

2020-21/91.1 Planning applications

Resolved That the following observations be submitted to ESBC:

| Application No. | Location | Proposal |
|--|---------------------------------------|---|
| P/2020/00936 | Avro Business Park Wellington Road | Erection of a two storey building to form Offices (Class B1) with associated parking and access |
| No objection | | |
| P/2020/00945 | 32-33 Derby Street | Erection of a part two storey part single storey side extension, first floor extension and single storey rear extension and repairs to existing shopfront to form three new retail units and two apartments |
| Objection: There is no parking provision for the proposed development meaning vehicles will have to be parked on Derby Street which is already heavily used for on-street parking and the application site is close to the road junction with Byrkley Street (Shobnall Neighbourhood Plan Policy T5 Parking) | | |
| P/2020/01000 | 51 Grange Close | Crown lift by up to 3 metres from ground level and cut back branches to give up to 2 metre clearance from the building of 1 London Plain tree (T1 of TPO 290) |
| No objection | | |

| Application No. | Location | Proposal |
|------------------------------|---------------------|---|
| P/2020/01019 No objection | 4 Casey Lane | Erection of a two storey side and front extension |
| P/2020/01028 No objection | 216 Waterloo Street | Erection of a two storey rear extension |

2020-21/91.2 Planning decisions

Resolved That the notified planning decisions be received and noted.

**2020-21/91.3 East Staffordshire Borough Council
Consultation - The Housing Strategy 2021-2025**

It was noted that the closing date for comments to be submitted on the above consultation was 28 October 2020.

Agreed That Councillors should email the Clerk no later than 26 October with any comments they have on the document to enable a collated response to be submitted on behalf of the council.

2020-21/92 Proposed children's writing competition (Minute Nos. 2019-20/181.2, 2020-21/006, 028, 047 and 74 refer)

Resolved That the proposed competition be left in abeyance until Spring 2021.

2020-21/93 Councillors' Apple iPads: Accessories

A request had been put for a smart keyboard and case to be purchased to accompany the iPads for those councillors who would find these useful. Three councillors expressed an interest subject to the smart keyboard not requiring a separate charger.

Resolved That the Clerk source suitable smart keyboard and case options that do not require a separate charger and that the Clerk be authorised to purchase the most suitable option.

2020-21/94 To receive questions from Councillors

2020-21/94.1 Gordon Street Surgery

Councillor Yousaf expressed concern that it is difficult to get a Doctors appointment at the Surgery and that the telephone is not always answered efficiently, he also noted that the Diabetes Clinic is no longer operating.

Agreed That ESB Councillor McKiernan be asked to provide an update to the next council meeting on how the Gordon Street Surgery is now coping.

2020-21/94.2 Walking Bus to Victoria Orchard Community School

Councillor Yousaf asked that the council contact the Head Teacher to ask (a) if the Walking Bus to the Orchard site was working safely during the COVID-19 restrictions as the children have to walk along a narrow, busy road and (b) if it is expected that the split site will be a long-term arrangement.

Agreed That a letter be sent as requested.

- 2020-21/94.3 **Unity Park**
Council Yousaf gave an update to the council saying that a partial clean-up had been done on Unity Park and that 3 or 4 metal gates had been installed around the football pitch area due to ASB at night. He referred to the play equipment which had been removed years ago due to vandalism which had not been replaced, he also said that litter bins had been removed and need to be replaced. He said that the contractor needs to regularly clean and maintain the whole of the Park.
- Agreed** That ESBC Councillor Walker be asked to provide an update to the next meeting of the council.
- 2020-21/94.4 **Planning Application No. P/2020/00857 Lawns Farm, Shobnall Road**
Councillor Hoare asked if the council's comments will be seen by the Planning Committee and whether the questions and concerns expressed in the comments will be responded to by ESBC.
- AGREED** That the queries be put to the Planning Officer for response.
- 2020-21/94.5 **Vacant properties**
Councillor Asghar asked what financial assistance is available to private landlords to bring their properties into use.
- Agreed** That the Clerk undertake a desk top search for potential funding opportunities and that the information be circulated to all councillors.
- 2020-21/94.6 **Planning Application No. P/2020/00857 Lawns Farm, Shobnall Road**
Councillor Dennis asked that the parish council's comments on the above Application be provided to Branston Parish Council for their information.
- 2020-21/94.7 **Access to comments on Planning Applications on ESBC's website**
Councillor Dennis referred to a previous comment by an ESBC Officer that it is possible to view comments on planning applications on ESBC's website but neither she nor the Clerk had been unable to do so.
- Agreed** That clarification be sought from ESBC on how comments can be viewed on its website.
- 2020-21/95 Correspondence and Circulars**
2020-21/95.1 **Staffordshire Parish Councils' Association (SPCA)**
The SPCA's weekly newsletters have been circulated to all Councillors.
- 2020-21/95.2 **Highways England**
The weekly A38 Traffic Management Bulletins have been circulated to all Councillors.

2020-21/96 **Items for next meeting**
No items were raised.

Date of next meeting
Monday 16 November 2020 commencing at 7.00pm via Zoom.

The Meeting closed at 8.30pm

Signed

Date