

**Minutes of a virtual meeting of Shobnall Parish Council
held on Monday 21 December 2020 commencing at 7.07pm**

Present

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

In attendance

County Councillor Clarke
Mary Danby, Clerk

Public Forum

No members of the public were present at the meeting.

- 2020-21/114 Apologies**
Councillors Asghar and Hoare.
- 2020-21/115 Declarations of interest**
None declared.
- 2020-21/116 Written applications for dispensations under the Localism Act 2011**
None were received.
- 2020-21/117 Updates to Councillors' Register of Interest Forms**
No updates were notified.
- 2020-21/118 Minutes**
Resolved That the Minutes of the meeting held on 16 November 2020 be approved and signed as a true record.
- 2020-21/119 Matters arising from the previous meeting**
None raised.
- 2020-21/120 County Councillor's report**
Councillor Clarke reported that:
- **Drains**
The remaining drains were jetted on 26 November. The drain outside 222 Shobnall Street may need further work; the drain outside 269 Shobnall Street and one other in the street will be reported as not having been jetted. Staffordshire Highways have said that they were unable to get to some drains and there are some others where the pots may need to be replaced – these will be done at a later date.
 - **Bridgewater Road properties internet connection**
He has taken this as far as he can with Virgin Media, and it is now up to the residents to get the best deal they can. Some of the residents will be able to claim the £150 grant.
 - **Shobnall Road resurfacing**
SCC will be writing to residents answering some of the concerns raised and the responses to that letter will be considered with a view to decision being made in January 2021. If it is decided that the work will go ahead it will be done before the end of March 2021.

- **Burton Fields School**
Measures had been implemented to resolve the social distancing problems: double yellow lines had been installed at the access to the school and the faded lines outside the school had been repainted and further improvements were being investigated.
- **Shobnall School**
He was looking to arrange a meeting with the Headteacher, Staffordshire Highways and the developer to discuss securing a developer contribution to improve the parking area.
- **Outwood Street – Railings**
He will be meeting with the County Council in the New Year to look at how the area can be improved as the railings are often hit by vehicles.

2020-21/121 Borough Councillors reports

Councillors McKiernan and Walker were unable to attend the meeting as they were attending an ESBC Full Council meeting. Councillor Walker had provided the following report:

- He had submitted two call-in notices regarding the Rangemore Street and Outwood Street planning applications.
- The matter concerning the overflowing bin in Grange Street appears to be resolved for now.
- Concerns had been raised around anti-social behaviour (ASB) in Waterloo Street and Grange Street areas and he was currently liaising with ESBC Officers over both locations.
- Shobnall Fields had been raised again with reports of large gatherings of young people, wheel spinning, fireworks being let off and laughing gas being inhaled - he was currently liaising with ESBC Officer's regarding this issue.

2020-21/12 Financial matters
2020-21/122.1 Schedule of payments

Payee	Gross	VAT	Transaction details
PC Specialist Ltd	1,046.00	174.33	New laptop (paid 24/11/2020)
Mazars LLP	240.00	40.00	2019/20 Audit fee
Clerk	148.32	24.71	Microsoft 365 Personal software for new laptop £51.98 Norton 360 AV software for new laptop £24.99 Case for new laptop £9.99 Printer toner £61.36
Viking	36.52	6.09	Stationery
Bloomin' Gardens	390.00	65.00	Link Park: Litter picking
Viking	8.39	1.40	Stationery
Clerk	696.23	2.40	Clerk's salary and expenses
HMRC	558.97	-	NI/PAYE: 3rd quarter
	£3,124.43	£313.93	

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

2020-21/122.2 **Bank reconciliation**

Bank Reconciliation	£
Current Account	49,000.02
HSBC Business Money Manager Account	30,134.10
Total Funds Available as at 30 November 2020	79,134.12

Resolved That the above was a true record.

2020-21/122.3 **Earmarked Reserves (EMRs) as at 30 November 2020**

Earmarked Reserves	£
Elections	10,000.00
Bus Shelter Project	15,000.00
The Link: 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	8,134.12
As at 30 November 2020	79,134.12

Resolved That the information be noted.

2020-21/123 **Draft 2021/22 budget and actual income and expenditure as at 30 November 2020**

Resolved That:

- a) The draft 2021/22 budget be approved.
- b) The receipts and payments as at 30 November 2020 be received.

2020-21/124 **2021/22 Precept**

A lengthy discussion took place on the 2021/22 Precept and Councillors took consideration of the financial position of residents in deciding a fair and equitable amount.

RESOLVED That a Precept of £33,862 be declared on East Staffordshire Borough Council (an increase of 3% on the previous year).

2020-21/125 **Shobnall Parish Council website**

It was noted that there had been 174 visits to the website in the 30 days to 11 December.

Councillors asked that some thought be given to making the website more informative and attractive to visitors. They also asked that the opportunity for people to seek to be Co-opted onto the council be advertised in the News section of the website.

2020-21/126 **Planning matters**

2020-21/126.1 **Planning applications**

Resolved That the following observations be submitted to ESBC:

Application No.	Location	Proposal
P/2020/01098	104-105 Wellington Street	Conversion of existing ground floor retail shop (Class E) to form a 4 bedroom HMO (Class C4) and alterations to the front and side elevations
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> ▪ Insufficient parking provision (Shobnall Neighbourhood Plan Policy T5 – Parking) ▪ Query the need for HMO's as more family homes are needed in the Parish (Shobnall Neighbourhood Plan Policy HD3 – Housing Mix) 		

2020-21/126.2 Planning decisions

Resolved That the notified planning decisions be received and noted.

**2020-21/127 The Local Government Boundary Commission for England (LGBCE):
A consultation on the further draft recommendations for ward boundaries in the south and west of East Staffordshire**

Resolved That:

- a) The information be noted.
- b) ESBC Councillor McKiernan be asked if she had received further information on the proposed split/naming of the Shobnall Parish ward.

2020-21/128 Bus Shelters (Minute No. 2020-21/110/2 refers)

Councillors received the responses from the bus company, Police and Staffordshire Highways on the proposed bus shelter locations.

Resolved That this matter be held in abeyance as it is not the right time to decide on bus shelter locations given that many people are not using the bus services currently due to the Covid-19 pandemic.

2020-21/129 Councillors questions

2020-21/129.1 146 Victoria Street

In response to a query from Councillor Yousaf, the Clerk confirmed that there had no further contact from ESBC regarding the building work.

Councillor Yousaf reported that ESBC had suggested that the external walls could be rendered to make them more acceptable to the neighbour; work had been stopped and a retrospective planning application should be submitted. He did not think that an ESBC Officer had visited the property.

Agreed That ESBC be informed of the council's concerns that the single wall building had been constructed without an inspection by a Building Control Surveyor.

2020-21/129.2 Unity Park

Councillor Yousaf said that ESBC had concluded that a seesaw was the only type of play equipment that could be installed in the empty space, but no indication had been given on when the seesaw would be installed.

2020-21/129.3 Anti-social behaviour (ASB)

Councillor Yousaf stated that residents had reported to ESBC and the Police that parties were happening in private homes, but no action had been taken and the residents had been asked to keep diaries of incidents as there was insufficient information to progress the complaints.

He also mentioned the ASB of large gatherings of young people on Shobnall Fields and all councillors expressed concern at the current lack of presence from the Police and ESBC's CCE Officers in the Parish.

2020-21/130 Correspondence and Circulars

2020-21/130.1 **Staffordshire Parish Councils' Association (SPCA)**

The SPCA's weekly newsletters have been circulated to all Councillors.

2020-21/130.2 **Highways England**

The weekly A38 Traffic Management Bulletins have been circulated to all Councillors.

2020-21/131 Items for next meeting

No items were raised.

Date of next meeting

Monday 18 January 2021 commencing at 7.00pm via Zoom.

The Meeting closed at 8.08pm

Signed

Date