

**Minutes of a virtual meeting of Shobnall Parish Council  
held on Monday 15 February 2021 commencing at 7.00pm**

**Present**

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

**In attendance**

County Councillor Clarke  
ESBC Councillor Walker  
Mary Danby, Clerk

**Public Forum**

No members of the public were present at the meeting.

**Councillor Mahboob Yousaf**

The council observed a minute's silence in memory of Councillor Yousaf who had recently died.

**2020-21/148 Apologies**

None, all councillors were present.

**2020-21/149 Declarations of interest**

None declared.

**2020-21/150 Written applications for dispensations under the Localism Act 2011**

None were received.

**2020-21/151 Updates to Councillors' Register of Interest Forms**

Councillors Asghar, Dittmer and Shilton were reminded that they had not yet returned their forms to ESBC. The Clerk was requested to post a paper version for Councillors Asghar and Dittmer to complete.

**2020-21/152 Minutes**

**Resolved** That the Minutes of the meeting held on 18 January 2021 be approved and signed as a true record.

**2020-21/153 Matters arising from the previous meeting**

None raised.

**2020-21/154 Borough Councillor's report**

Councillor Walker reported that:

- He had been shocked to hear of Councillor Yousaf's passing. He had been invited to the Cemetery for the burial where he had spoken with Mrs Yousaf, she and the children were understandably very distressed.
- **Anti-Social behaviour** had been reported in Gordon Street, Grange Street and Byrkley Street. He said he had been disappointed with the response from ESBC, adding that the Police had been extremely helpful.
- **Rangemore Street:** He, ESBC Councillor McKiernan and the Parish Council had been thanked by residents for their support regarding the recent planning application to split a property into several units. The property had now been sold and would remain as a single residential dwelling.

- **2021/22 Budget and Council Tax:** It was budget time for ESBC and the maximum increase permissible was likely to be agreed.

**2020-21/155 County Councillor’s report**

Councillor Clarke reported that:

- **2021/22 Budget and Council Tax:** The County Council had recently agreed its 2021/22 budget and the Council Tax would be increased by 4.99%. He said that the Labour Group had voted against the budget as 3.1% of the increase is for adult social care and it was felt that the funding for this should come from Government and not be a financial burden on residents.
- **Shobnall Road resurfacing:** A letter had been sent to residents advising that the existing proposals had been withdrawn. It had been agreed with the three County Councillors who represent the areas affected to focus on developing the proposals on Shobnall Road and Forest Road sections of the B5017, as it is felt that this is where most of the issues are centred. Works to improve safety at the top of Henhurst Hill at the junction with Postern Road and Hopley Road will also be considered.
- **Drains**
  - Shobnall Road: A resident had reported that the concrete had broken around a drain – this issue has been passed on to Staffordshire Highways.
  - Shobnall Street: The drain outside No. 222 had been jetted and appeared to be working well.
  - 21 Grange Street: Staffordshire Highways had been informed of a big pool of water at this location.
- **Climate Change Fund:** Shobnall School had been granted £1000 towards LED lighting.
- **Washlands Club:** He had no further news other than that the gym had been demolished.

**2020-21/156 Financial matters**

**2020-21/156.1 Schedule of payments**

Payments		Gross	VAT	Transaction Detail
Bloomin’ Gardens	BACS	£360.00	£60.00	The Link Park: Litter picking
SPCA	BACS	£60.00	-	Training: 2 delegates – Effective Planning Representations
SLCC Enterprises Ltd	BACS	£58.80	£9.80	Training: Cyber Awareness e-Course
Clerk	BACS	£692.63	£2.40	Clerk’s salary and expenses
<b>Total payments</b>		<b>£1,171.43</b>	<b>£72.20</b>	

**Resolved** That the above payments be approved.

**2020-21/156.2 Bank reconciliation as at 31 January 2021**

Current Account	£45,775.16
Business Money Manager Account	£30,134.86
<b>Total funds available as at 31 January 2021</b>	<b>£75,910.02</b>

**Resolved** That the above was a true record.  
2020-21/156.3 **Earmarked Reserves (EMRs) as at 31 January 2021**

	<b>£</b>
Elections	10,000.00
Bus shelter project	10,000.00
Link Park: New fitness and play equipment	37,000.00
Parish boundary signs	5,000.00
Replacement IT equipment	5,000.00
Writing competition	3,000.00
General Reserve	5,910.02
	<b>75,910.02</b>

**Resolved** That the information be noted.

**2020-21/157 Actual income and expenditure as at 31 January 2021**

**Resolved** That the report be noted.

**2020-21/158 Bank Mandate**

Councillors were reminded that the Financial Regulations state that four councillors will be signatories to the council's bank accounts. Currently there were only two signatories.

**Resolved** That this item be deferred until after the Year End.

**2020-21/159 Payroll Service**

**Resolved** That the council accept Bradleys Tax & Accountancy Services quotation to provide the council's payroll service with effect from 01 April 2021 at a cost of £90 plus VAT per annum.

**2020-21/160 Councillor Yousaf**

**RESOLVED That:**

- a) The council retrospectively agree to the donation of Councillor Yousaf's Apple iPad to his family for the children to use in support of their online learning.
- b) The council took the decision not to install a seat in Councillor Yousaf's memory as this would set a precedent as the council had not done so for previous long-serving councillors who had died.

**2020-21/161 Website**

**Resolved** That the reports be noted.

**2020-21/162 Planning matters**

2020-21/162.1 **Planning applications**

**Resolved** That the following observations be submitted to ESBC:

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2020/01513	Duke of York	Change of Use of microbar to form a 1-bedroom apartment
Objection on the following grounds:		
<ul style="list-style-type: none"> <li>▪ The application is for a 1 bedroom apartment measuring 40 sq. metres. ESBC's Separation and Distances SPD Para. 6.3 states that 46 sq. metres is the minimum space for 1 bedroom 1 person accommodation</li> </ul>		

and that 47 sq. metres is the minimum required for 1 bedroom 2 people accommodation. The application does not meet the minimum criteria.

- Lack of parking provision (Shobnall Neighbourhood Plan Policy T5 refers).

It is also noted that the Planning Statement refers to the “emerging Shobnall Neighbourhood Plan” whereas the NP was made (adopted) on 14<sup>th</sup> June 2018.

P/2021/00013	146 and 147 Victoria Street	Erection of one single storey rear extension and one single storey rear/side extension
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ This is a retrospective application and work has already started – it is not referred to as such on the Notification of Application.</li> <li>▪ Concern that the building work already started is of sub-standard construction and that Building Regulations had not been involved.</li> </ul>		
P/2021/00084 No objection	7 Highcroft Drive	Erection of a single storey side extension
P/2021/00126 No objection	Wellington Street Almshouses Wellington Street	Overall crown reduction 30% of 6 London Plain trees (G1 of TPO 366)
P/2021/00128	32 Derby Street	Erection of a part two storey part single storey side extension, first floor extension, single storey rear extension and repairs to existing shopfronts to form three new retail units and one apartment (Revised Scheme)
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ Access from Derby Street is dangerous to the public and road users and is too close to the junction.</li> </ul>		
P/2021/00146 No objection	51 Grange Close	Raise canopy to give 5m clearance over highway and reduce canopy away from building to give 1m clearance to one London Plain tree (T1) (TPO 290)

**2020-21/163 The Link Park**

**2020-21/163.1 Surrendering of lease (Minute No. 2020-21/141 refers)**

The council was advised that the County Council had responded saying that there are no provisions within the lease for an early termination. Officers would liaise with ESBC regarding the s106 funds arising from the development of the former Imex Centre to see if a more sustainable play area could be created from a maintenance point of view. Once this information is available, the council’s request to surrender the lease will be reported to a future meeting to the Property Committee for decision.

**2020-21/163.2 Alleged rough sleeper**

Bloomin’ Gardens had reported that a gentleman was allegedly rough sleeping on the grass bank near the Shobnall Road flyover and that there was a lot of litter, bottles and human faeces. They had advised their staff not to clear the area due to health and safety concerns.

Subsequent investigations by the Burton YMCA Outreach Team had confirmed that he was not rough sleeping, he was using the area to watch the nearby trains. ESBC had

informed the Police who had said they would visit the site to ensure that the gentleman was not breaching Covid-19 restrictions. Neither ESBC nor the Police regarded this issue as reaching the level of anti-social behaviour.

**Resolved** That, whilst appreciating the health and safety concerns expressed, Bloomin' Gardens be requested to clear the area, and to ensure that it is maintained in a clean and tidy state thereafter.

**2020-21/164 Councillors questions**

2020-21/164.1 Councillor Donlon referred to a problem with drains on Waterloo Street. She was advised to contact County Councillor Clarke to report this issue.

2020-21/164.2 Councillor Dennis referred to the noticeboard on the exterior wall of the BACT Hub and suggested that BACT, who hold a key to the board, could be asked if they would display notices on behalf of the council. The Clerk was asked to approach BACT with the above request.

2020-21/164.3 Councillor Dennis referred to graffiti which she had removed from the Dallow Lock noticeboard and mural. She noted that the council had previously agreed that the murals on both sides of the canal should be cleaned on a regularly basis. Councillor Hoare agreed to ask a local window cleaner for a quotation to clean the murals in the Spring and Autumn annually and that the quotation be considered at the next meeting of the council.

**2020-21/165 Correspondence and Circulars**

**2020-21/165.1 Staffordshire Parish Councils' Association (SPCA)**

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

It was noted that the Government were currently looking to reintroduce face to face council meetings after 07 May 2021, it was also noted this would only be possible if the community venues were permitted to open at that time. The Clerk was asked to contact the Princess Street Training Centre to provisionally book the large meeting room for the council's scheduled May meeting.

**2020-21/165.2 Highways England**

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

**2020-21/165.3 Vice Lord Lieutenant's letter to parish councils**

**Agreed** That the letter be noted.

**2020-21/165.4 Police report**

**Agreed** That the report be noted.

**2020-21/166 Items for next meeting**

No items were raised.

**Date of next meeting**

Monday 15 March 2021 commencing at 7.00pm via Zoom.

The meeting closed at 8.42pm

Signed .....

Date .....