

**Minutes of a virtual meeting of Shobnall Parish Council
held on Tuesday 27 April 2021 commencing at 6.37pm**

Present

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

In attendance

County Councillor Clarke
Mary Danby, Clerk

Public Forum

No questions or comments were put to the council.

2020-21/183 Apologies

None, all councillors were present.

2020-21/184 Declarations of interest

Councillor Shilton declared an interest in 2020-21/194 (Grant Aid application) as he has a close association with the organisation.

2020-21/185 Written applications for dispensations under the Localism Act 2011

None were received.

2020-21/186 Updates to Councillors' Register of Interest Forms

None were received.

2020-21/187 Casual Vacancies

It was noted that there had been no applications for Co-option to fill the five vacancies on the council.

2020-21/188 Minutes

Resolved That the Minutes of the of the meeting held on 15 March 2021 be approved and signed as a true record.

2020-21/189 Matters arising from the previous meeting

2020-21/174 The Lawns Farm development roundabout

ESBC had responded as follows:

The requirements of the S106 attached to the outline requires a roundabout to be constructed after the completion of 1725 dwellings, and only then in the event that Staffordshire County Council require one. The landowner/applicants need to reserve and retain sufficient land to allow the construction of the roundabout should one be required and this has been done. From our monitoring there have been 46 housing completions on site (as at September 2020) so the 1725 figure is a considerable way off.

For reference, the roundabout is addressed in 2.7 of schedule 6 of the s106 which can be viewed from the link below:

http://www.eaststaffsbc.gov.uk/MVM.DMS/Planning%20Application/623000/623015/P_2012_01467%20S106%20%20Agreement%20Branston%20Locks.pdf

2020-21/190 County Councillor's report

Councillor Clarke reported that:

- The Shobnall Road consultation was ongoing; he would be attending a follow-up meeting on the proposals with Staffordshire Highways on 29 April and he undertook to provide an update to the council.
- Bridgewater Road:
Broadband: This had now been resolved and it is up to the residents to choose their preferred supplier.

Parking: He had learnt that the road is adopted, and it therefore forms part of the public highways and anyone can park there. He had given a resident the options available to them and she was going to consult with her neighbours. The options were: double yellow lines; regulated resident parking zone; regulated order on parking restrictions or do nothing.

A councillor asked whether the double yellow lines on the access road into Shobnall Fields, opposite the entrance to Marston's Brewery could be removed to enable people to park there. Councillor Clarke said he would take this suggestion to the Staffordshire Highways meeting and he would report back to the council.

- Councillor Shilton reported that the drain on Shobnall Street had been cleared that day and he thanked Councillor Clarke for his efforts in ensuring the work was done.
- He said that this would be the last meeting he would be attending as a County Councillor and that he had enjoyed the last 10 years working with the council and representing the Ward on the County Council. Councillors thanked him for providing information and following up on issues.

2020-21/191 Borough Councillors' reports

Councillors McKiernan and Walker had given their apologies and no reports had been provided.

2020-21/192 Financial matters

2020-21/192.1 Schedule of payments

Payments		Gross	VAT	Transaction Detail
Bloomin' Gardens	BACS	444.00	74.00	The Link Park: Litter picking £390.00 Remove noticeboard from Casey Lane £54.00
Viking	BACS	87.24	6.04	Postage stamps £51.00 Stationery £36.24
SPCA	BACS	621.00	0.00	Annual subscription
SLCC	BACS	89.14	0.00	Annual membership (pro rata with Rolleston on Dove PC)
Clerk	BACS	709.93	2.40	Clerk's salary and expenses
Total payments		£1,951.31	£82.44	

Resolved That the above payments be approved.

2020-21/192.2 Bank reconciliation as at 31 March 2021

Current Account	£43,121.86
Business Money Manager Account	£30,135.60
Total funds available as at 31 March 2021	£73,257.46

Resolved That the above was a true record.

2020-21/192.3 Earmarked Reserves (EMRs) as at 31 March 2021

	£
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	3,257.46
	73,257.46

2020-21/192.4 Potential projects to be funded from the Earmarked Reserves

Agreed That:

- Parish boundary signs be investigated for installation to the towpath.
- BACT be contacted to ask if they would consider providing youth activities which might be funded by the council.
- The local schools be contacted to inform them that they can apply to the Grant Aid Scheme for projects, etc.
- Quotations be sourced to replace the existing wooden noticeboards with metal ones.
- The council recognises the need to engage with the community in identifying projects to improve and/or which are beneficial to residents.

2020-21/193 Actual income and expenditure as at 31 March 2021

Resolved That the report be noted.

2020-21/194 Bank Mandate

Resolved That:

- Councillor Asghar be nominated as a signatory on the council's Bank accounts.
- The Financial Regulations be amended from four signatories to three signatories.

2020-21/195 Grant Aid application

The Brook House Management Committee had applied for a grant towards the cost of replacing their mower. Brook House, Shobnall Road is the Division Guide HQ.

Resolved That a grant in the sum of £500 be agreed towards the cost of replacing the mower, as set out in the application.

2020-21/196 Let's Beat Loneliness Together

Resolved That the information be noted.

2020-21/197 Arrangements for meetings in May and June 2021

Resolved That:

- The Annual Council Meeting be moved from 17 May to 04 May and that the meeting be held via Zoom.
- The scheduled meeting on 21 June be confirmed as a face to face meeting – venue to be confirmed.

2020-21/198 The Link Park

The County Council’s Assistant Director for Commercial and Assets responded regarding the council’s request to surrender the Link Park lease, saying:

“Good news I hope, it was raised at an informal session with the members, and they were understanding of the problems faced by this site for the Parish Council. If you can now make a formal request to surrender the lease. It will be formally ratified at the June meeting – sorry there isn’t one in May due to elections. Can the request please say you want to surrender it as early as possible, please mention the play equipment has already been removed and the date when that was done?”

Re the bins – if they are Borough Council ones then they can remain, otherwise they will need to be removed please.

As a condition of the early surrender, we would also like a commitment that any public comments about site are agreed between the two councils prior to release. So please can agreement to that be included in any request.”

Resolved That:

- The council write to the County Council to formally request to surrender the lease.
- ESBC be offered the bins on the proviso that they are fully responsible for maintaining and emptying them. If the offer is not accepted, Bloomin’ Gardens to be instructed to remove and dispose of them.

2020-21/199 Website

Resolved That the report be noted.

2020-21/200 Planning matters

2020-21/200.1 Planning applications

Resolved That the following observations be submitted to ESBC:

Application No.	Location	Proposal
P/2021/00295	310 Shobnall Street	Change of Use of dwelling (Class C3) to a 7 bed House of Multiple Occupation (Sui Generis), erection of a single storey rear extension, erection of a rear dormer to facilitate second floor accommodation and installation of a rooflight to the front roof slope
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> ▪ Overdevelopment of the property, which will see insufficient open space for a garden. (Shobnall NP Policy HD2) ▪ Insufficient parking provision for occupants. (Shobnall NP Policy T5) ▪ The proposed room sizes are too small. The plan shows the larger rooms with a double bed and the smaller rooms with a single bed which could potentially see up to 13 occupants in the property. ▪ The Shobnall Neighbourhood Plan states that there is a lack of family homes in the parish. The council would prefer to see the property remain as a family home. (Shobnall NP Policy HD3) 		

P/2021/00430	35 Halcyon Way	Demolition of existing garage and erection of a single storey rear and side extension
Comment: The council seek assurance that, as the garage is to be demolished, off-road parking will be available for more than one vehicle.		
P/2021/00442	38 Bridgewater Road	Erection of a two storey rear extension
Comment: It was noted that the conversion of the garage to an office and storage area is shown on the plan, but this is not referred to on the application form where it is stated that there will be no reduction in parking.		

2020-21/200.2 Planning decisions

Resolved That the notified planning decisions be received and noted.

2020-21/201 Councillors questions

2020-21/201.1 Councillor Shilton asked if it would be appropriate to ask County Councillor Clarke if he would like to be co-opted onto the council as his term of office at the County will end on 06 May.

AGREED That the Clerk investigate whether Councillor Clarke resides within three miles of the parish boundary, and if in the affirmative ask him if he wished to seek co-option to the council.

2020-21/202 Correspondence and Circulars

2020-21/202.1 **Staffordshire Parish Councils' Association (SPCA)**

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

2020-21/202.2 **Highways England**

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

2020-21/203 Items for next meeting

No items were raised.

Date of next meeting

Monday 21 June 2021 commencing at 7.00pm – venue to be confirmed.

The meeting closed at 8.30pm

Signed

Date