

**Minutes of a meeting of Shobnall Parish Council  
held at Brook House, Shobnall Road  
on Monday 21 March 2022 commencing at 7pm**

**Present**

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

Mary Danby, Clerk

**Public Forum**

No members of the public were present.

**173. Apologies**

Councillor Asghar

**174. Councillor resignation**

Councillor Hoare announced that, with regret, she was resigning from the Parish Council for personal reasons with effect from the end of meeting.

Councillors said that Councillor Hoare's experience and input would be missed at future meetings and they thanked her for her many years of service to the local community.

**Resolved** That the Clerk notify ESBC of Councillor Hoare's resignation and that a Casual Vacancy be declared.

**175. Declarations of Interest and written applications for dispensations under the Localism Act 2011**

None received.

**176. Update to Councillors' Register of Interest**

None received.

**177. Minutes**

**Resolved** That the Minutes of the meeting held 21 February 2022 be approved as an accurate record.

**178. Matters arising from the previous meeting**

**Minute No. 168 Defibrillators**

The Clerk reported that Jannel Cruisers had advised that they installed a defibrillator on the Marina side of their building in 2021. They said that would have no objection if the Parish Council wanted to install another defibrillator on the towpath side of their building for public use.

Despite a follow-up letter, there has been no response to date from The Albion Taphouse.

**Resolved** That a defibrillator be installed on the towpath side of Jannel Cruisers building.

**179. Borough Councillors' reports**

No reports were available as Councillors McKiernan and Walker had given their apologies as they were attending an ESBC meeting.

**180. County Councillor's report**

A report was unavailable as Councillor Afsar was not present at the meeting.

**181. Financial matters**

**181.1 Schedule of payments**

Payee	Payment method	Gross £	VAT £	Description
Clerk	BACS (pd 28/02/22)	30.76	5.13	Reimbursement: magnets for noticeboards
HSBC Bank	DD	8.00	0.00	Bank charges (31 January – 27 February 2022)
Bradleys Tax & Accountancy Services	BACS	108.00	18.00	Payroll service 2021/22
HMRC	BACS	591.92	0.00	PAYE/NI 2021/22 4 <sup>th</sup> quarter
Clerk	BACS	825.74	0.00	Salary and expenses
<b>Total</b>		<b>1,564.42</b>	<b>23.13</b>	

**Resolved That:**

- a) The above payments be approved.
- b) This council takes note of the NJC National Salary Award and authorises its implementation.

**181.2 Bank reconciliation as at 28 February 2022**

Bank Reconciliation	£
Current Account	52,084.12
HSBC Business Money Manager Account	30,137.87
<b>Total Funds Available</b>	<b>82,221.99</b>

**Resolved** That the above was a true record.

**181.3 Earmarked Reserves (EMRs)**

	£
Elections	10,000.00
Bus shelter project	10,000.00
Community projects	34,100.00
Parish boundary signs	5,000.00
Replacement IT equipment	5,000.00
General Reserve	18,121.99
	<b>82,221.99</b>

**Resolved** That the information be noted.

**182. Actual income and expenditure to 31 December 2021**

**Resolved** That the report be noted.

**183. Website**

It was noted that there had been 39 visits to the website in the 30 days to 14 March 2022.

#### 184. Financial Regulations

**Resolved** That the Financial Regulation 11.8 be amended as recommended by the Internal Auditor to read (changes in **bold**):

When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk **will seek to obtain** 3 quotations (priced descriptions of the proposed supply); where the value is below **£1,000 and above £500** the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10.3 above shall apply.

#### 185. Planning matters

##### 185.1 Planning applications

Application No.	Address	Proposal
P/2022/00026 No objection	The Old Barn Shobnall Road	Single storey extension to existing timber frame garage to form additional garage/store
P/2022/00116 No objection	243 and 244 Waterloo Street	Erection of a two storey rear extension and installation of new shop fronts to Nos 243 and 244
P/2022/00166 No objection	25 Ravens Way	Demolition of existing conservatory and garage to facilitate the erection of a single storey side and rear extension
P/2022/00209 No objection	Factory Conder Structures Ltd Wellington Road	Erection of a high bay warehouse extension
P/2022/00305 No objection	96 Saw Mill Way	Erection of a first floor side extension and conversion of garage to form additional living accommodation

##### 185.2 Planning Decisions

**Resolved** That the report be noted.

#### 186. Staffordshire County Council:

##### **Application for footpath between Footpath 3 Shobnall and Shobnall Road**

**Resolved** That the Parish Council has no objection to the proposed footpath between Footpath 3 Shobnall and Shobnall Road. Councillors noted that the documentation had been displayed on the Parish Council's noticeboards as requested and these would remain on display until 11 April 2022.

#### 187. Councillors' questions

187.1 Councillor Shilton reported a pot hole on Shobnall Road, 50 yards before Marston's Brewery's gate. **Agreed** that this be reported to Staffordshire Highways.

- 187.2 Councillor Donlon reported that she had recently attended the virtual 20's Plenty meeting. Councillors noted that the council had previously agreed not to progress the initiative in the Parish.
- 187.3 Councillor Dennis noted that Tatenhill and Rangemore Parish Council recent Minutes had included the following:

*A resident had contacted the parish council following an incident on 17 November 2021. Members agreed that the village roads were not adequate for school buses, for both the safety of children attending the local schools and also residents living in the villages. It was noted that if the coaches were not stopping in Tatenhill there is no reason for them to drive through the village. The Clerk was asked to establish who set the bus routes to the schools. There was also a discussion about the spine road which will be introduced through the Lawns Farm development. Clerk was asked to establish the design of the new spine road along with time scales. Members felt it was important that the local MP, county and borough councillors should be approached to establish their support with this serious village issue. Members of the public were also encouraged to contact their local borough and county councillors and also their MP.*

**Agreed** That clarity be sought from Tatenhill and Rangemore Parish Council on the reference to the Lawns Farm spine road as this would have a potential detrimental impact on traffic flow in Shobnall.

**188. Correspondence and circulars**

**188.1 SPCA**

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

**188.2 Highway England**

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

**Date of next meeting:**

Tuesday 19 April 2022 immediately following the Annual Parish Meeting which will commence at 6.30pm at Brook House, 18 Shobnall Road, Burton upon Trent DE14 2BA.

The Meeting closed at 8.02pm

Signed .....

Date .....