

**Minutes of a meeting of Shobnall Parish Council  
held at Brook House, Shobnall Road  
on Monday 19 December 2022 commencing at 7pm**

**Present**

Councillors Dennis, Dittmer, Donlon, Pennicott and Shilton

**Also present**

PCSOs Baldwin and Fellows

ESBC Councillor McKiernan

Mary Danby, Clerk

**Public Forum**

No questions or comments were put for consideration.

**91. Apologies**

Councillor Asghar

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

None declared.

**93. Police**

PCSO Fellows reintroduced herself to the council as she had been on maternity leave and then working in another area during the previous two years. She also introduced PCSO Baldwin who had started working with the Force that day.

ESBC Councillor McKiernan said that she had recently introduced PCSO Worden to groups and people in the Parish. PCSO Fellows said that she shared duties with PCSO Worden, she also confirmed that PCSO Mighty had moved to the Town area.

In response to a query, PCSO Fellows said that they get involved in low level crime, building evidence in ongoing problem areas, traffic management, etc.

The PCSOs were asked to look at parking problems on Borough Road/Derby Street with vehicles being parked on double yellow lines and double-parked on the road whilst people visited the various fast food outlets.

The PCSOs were advised of an incident that had been reported to the council via Outwoods Parish Council regarding the footpath to the industrial estate from close to The Albion public house and they were asked if this area could be included on their patrols.

**94. Borough Councillor's report**

Councillor McKiernan:

- Gave an update to the PCSOs on ASB issues at Unity Park and measures being taken to encourage community involvement with the site.
- Advised the PCSOs that she was organising a Health and Wellbeing Fair and suggested that they might be interested in participating in the event.
- Gave a poster provided by the Samaritans to Councillor Dittmer for displaying on a council noticeboard.
- Reminded councillors that everyone was being encouraged to put a light in a window on 20 December which is the longest, darkest day of the year, to show solidarity with those who might be struggling.
- Advised councillors that she would be taking up a new part-time role in the New Year with BACT as a Social Prescriber.
- She had received an update (which had been previously circulated to all councillors) from Dan Poyner regarding the proposed skatepark at Shobnall Leisure Centre. **Agreed** that the council is interested in progressing the proposed skatepark and that the Earmarked Reserve be retained for this purpose.

**95. Minutes**

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

**96. Matters arising**

**Minute No. 60 – Traffic Calming: Forest Road area**

Staffordshire Highways had responded asking for clarification on which posts the council was referring to together with screen shots of the proposed locations.

**Agreed** That Councillor Pennicott will provide the information to the Clerk of the area between The Albion and Shobnall Community Centre for submission to Staffordshire Highways.

**Minute No. 84 – St Aidan’s Church**

The Archdeacon had responded saying that they would welcome any thoughts the council have about the future uses of the building which would benefit the community.

**Agreed** That the Archdeacon be advised that the council is considering various options and ask if there would be any objection to consultation with the wider community being undertaken by the council.

**Minute No. 86 – Noise levels on Forest Road**

Councillors received Staffordshire highways response. After considerable discussion it was **Agreed** that Palletforce be approached and asked to either (a) come to a council meeting to discuss the noise levels caused by HGV’s braking which significantly impact on residents late at night or (b) offer a solution to this problem.

**Minute No. 86 – Flooding outside Brook House, 18 Shobnall Road**

The County Councillor said that the drain had been cleaned out in October 2022 when it was reported as running, however he said that he would raise a report for an inspection and work as required. Councillors noted that the problem does not lie with the drain, rather the road surface is depressed below the level of the drain some 15 yards away from the drain.

**Agreed** that Councillor Afsar be given this additional information.

**Minute No. 86 – Entrance to Shobnall Leisure Centre**

County Councillor Afsar had responded that the road is ESBC's responsibility, not Staffordshire Highways.

**Agreed** that ESBC be advised that there is an issue for pedestrians at the entrance to Shobnall Leisure Centre.

**97. County Councillor**

Councillor Afsar was not present at the meeting and a report had not been provided.

**98. Financial matters**

**98.1 Schedule of payments**

<b>Payee</b>	<b>Description</b>	<b>Payment Method</b>	<b>Gross £</b>	<b>VAT £</b>
Edwards Cleaning Co	Mural / noticeboards cleaning	BACS	125.00	0.00
Cripwell Building Services	Defibs check (November)	BACS	120.00	20.00
E.on Energy Solutions Ltd	Street light maintenance / energy 2022/23	BACS	37.96	6.33
HSBC UK	Bank charges	DD	8.00	0.00
HMRC	NI / PAYE: 3 <sup>rd</sup> quarter 2022/23	BACS	738.45	0.00
Clerk	Salary and expenses	BACS	1,173.39	0.00
Viking Direct	Postage stamps/printer paper	BACS	74.92	4.57
<b>TOTAL</b>			<b>2,277.72</b>	<b>30.90</b>

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

**98.2 Bank reconciliation at 30 November 2022**

<b>Bank Reconciliation</b>	<b>£</b>
Current Account	75,521.25
Business Money Manager Account	30,156.93
	<b>105,678.18</b>

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

### 98.3 Earmarked Reserves (EMRs)

Earmarked Reserves	£
Elections	10,000.00
Proposed skatepark extension	44,100.00
Parish boundary signs	5,000.00
Replacement IT equipment	5,000.00
General Reserve	41,578.18
	<b>105,678.18</b>

**Resolved** That the EMRs be agreed.

### 99. Receipts/payments to 30 November 2022 and draft 2023/24 budget

**Agreed That:**

- a) The report be noted.
- b) The draft budget be presented to the January 2023 meeting based on the following:
  - The precept be increased by 5%
  - The Parish boundary signs Earmarked Reserve be renamed “Dallow Lock Mural refurbishment”
  - The 2022/23 “Projects work” budget be added to the “Dallow Lock Mural” Earmarked Reserve
- c) The council will consider the above and agree the 2023/24 precept to be submitted to ESBC.

### 100. Planning matters

#### 100.1 Planning applications

Application No.	Location	Proposal	Observation
P/2022/01365	Russell Roof Tiles Ltd Nicolson Way	Erection of extensions to tile manufacturing plant and siting of sand and cement silos	No objection

#### 100.2 Planning Decisions

**Resolved** That the report be noted.

### 101. Emergency bleed control cabinet and kit package (Minute Nos. 69.1 and 83 refer)

Councillors were advised that the PCSOs had suggested that outside the Lidl store and the Shobnall Leisure Centre complex could be considered for the proposed emergency bleed control cabinets as both locations are high footfall areas and would be relatively spaced out for access by the public across the parish.

**Agreed** That Lidl and Shobnall Leisure Centre be approached and asked if they would permit the installation of an emergency bleed control cabinet on the exterior of their premises.

**102. Website**

It was noted that due to the website having been down from 15 November – 08 December inclusive there had only been 12 visits to the website in the 30 days to 12 December 2022.

**103. Councillors' questions**

- **Defibrillators:** Councillor Pennicott asked if a defibrillator had been considered at or near to The Albion. The Clerk advised that The Albion had been approached twice and no response had been received.
  
- **Proposed van permit scheme for Staffordshire Household Waste and Recycling Centres (HWRCs):** Councillor Dennis referred to a recent Press report on a County Council consultation regarding the proposed introduction of a permit scheme for the HWRCs. The scheme would see householders being issued with free permits to distinguish between them and traders pretending to be private residents as they use tips in the county. Councillors were of the opinion that the current scheme is not working, the introduction of a van permit scheme will not ease the situation and it will only encourage more fly tipping.

**104. Correspondence and circulars**

**104.1 SPCA**

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

**104.2 Highways England**

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

**104.3 Kate Kniveton MP: Update re Shobnall Footbridge**

**Resolved** That the update be received without comment.

**Date of next meeting**

Monday 16 January commencing at 7pm at Brook House, 18 Shobnall Road, Burton upon Trent DE14 2BA.

The meeting closed at 8.50pm

Signed .....

Date .....