

**Minutes of a meeting of Shobnall Parish Council  
held at Brook House, Shobnall Road  
on Tuesday 10 October 2023 commencing at 7pm**

**Present**

Councillor Pennicott, Chair  
Councillors Dittmer, Donlon and Shilton

**Also present**

Neil Brown, General Manager, Shobnall Leisure Complex  
Mrs M Hoare  
Mary Danby, Clerk

**Public Forum**

**Neil Brown** said that he had spoken with ESBC Councillor McKiernan on a couple of projects they were working on at the Leisure Centre:

- Potential upgrade of the paddling pool area as the Astro turf is at the end of its life. They had thought about replacing the pool with a Splash Pad but this was cost prohibitive and alternative solutions were being explored to upgrade the existing pool area.
- Upgrade flood lighting around the athletic track. He said that the Centre holds TrackMark accreditation, which costs c£2500 per annum and the track and its facilities are inspected annually and any remedial works required are identified and have to be completed. The current bulbs are sodium and almost impossible to replace and they only hold a small stock of replacement bulbs. Quotations had been sourced to:
  - Replace every column and lamp: c£100,000
  - Replace the lamps only to LED, 10 year guarantee given by the supplier: £47,200 (this is currently the preferred option)

Mr Brown gave an update on the proposed skatepark project and he said that this appeared to have ceased to be an option as there had been no communication with Dan Poyner since July 2021. He was aware that the council was holding £44,100 in an Earmarked Reserve for the skatepark project and he asked that the council consider reallocating funds from that Reserve and contribute to the flooding project instead. He said that Everyone Active would apply to the Greater Birmingham and Solihull Enterprise Partnership for funding and if need be Everyone Active would meet any shortfall in funding.

Mr Brown said that the timescale to supply and replace the lamps had been quoted as having an 8 weeks lead time and Everyone Active are ready to go ahead as soon as the funding is in place.

**Margaret Hoare**

- Advised that the Samaritan plaques are all in place and not vandalised on the bridges over the A38.
- Asked why the Dallow Lock murals were not in situ. Councillors informed Mrs Hoare of the restoration works currently being done on the murals.
- Bushes are covering divided cycle/pedestrian path at Parkway and need to be cut back. Councillors asked that the Clerk report this issue to ESBC.

**16. Co-option**

**Resolved** That Margaret Hoare be co-opted onto the Parish Council.

**17. Apologies for absence**

None, all Parish Councillors were present.

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

None had been received.

**19. Minutes**

**Resolved** That the Minutes of the meeting held on 14 August 2023 be approved as an accurate record.

**20. Matters arising**

**Speed Indicator Device (SID):** The Clerk reported that the County Council had now confirmed that a Section 50 Licence was not required for the SID as it would be solar powered. The Clerk said that she had contacted the County Council officers and requested that a current quotation be provided by Amey to install the post, the SID would be ordered as soon as the post was in situ.

**Bench:** The Clerk reported that, as the County Councillor had not responded to the request that he chase the SCC Officers regarding the application for a licence to install a bench on Staffordshire Highways land, she had contacted the Cabinet Member for Highways and Transport on 28 August. The Cabinet Member had initially responded saying that he had asked officers to look into this issue and he will respond to you as soon as he was able. The Clerk had sent a follow-up email to him on 19 September but no response had yet been received. Councillors asked that the Clerk escalate this issue to the County Council's Chief Executive.

**21. County Councillor and Borough Councillor reports**

No reports had been received.

**22. Financial matters**

**22.1 Schedule of payments up to 04 August 2023**

Payee		Gross £	VAT £	Description
<b>August 2023</b>				
Mazars LLP	BACS	252.00	42.00	2022/23 Audit fee
Clerk	BACS	14.39	2.40	Reimbursement: Map to accompany S50 application (SID)
<b>September 2023</b>				
Clerk	BACS	26.75	4.46	Reimbursement: Copy paper
HMRC	BACS	605.59	0.00	NI/PAYE 2 <sup>nd</sup> qtr 2023/24
Clerk	BACS	762.45	0.17	Salary and expenses
HSBC	DD	8.00	0.00	Bank charges
MW Cripwell Ltd	BACS	120.00	20.00	Defib inspections August 2023
<b>Total</b>		<b>1,522.79</b>	<b>24.63</b>	

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

## 22.2 Schedule of payments

Payee		Gross £	VAT £	Description
Clerk	BACS	746.57	0.00	Salary and expenses
HSBC	DD	8.00	0.00	Bank charges
MW Cripwell Ltd	BACS	120.00	20.00	Defib inspections September 2023
<b>Totals</b>		<b>874.57</b>	<b>20.00</b>	

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

## 22.3 Bank reconciliation at 30 September 2023

Bank Reconciliation	£
Current Account	90,653.12
Business Money Manager Account	30,524.38
	<b>121,177.50</b>

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

## 22.4 Earmarked Reserves (EMRs) as at 30 September 2023

Earmarked Reserves	£
Elections	10,000.00
Proposed skatepark extension	44,100.00
Dallow Lock mural refurbishment	6,325.00
Speed Indicator Device	5,555.00
Replacement IT equipment	5,000.00

Benches	2,000.00
General Reserves	48,197.50
	<b>121,177.50</b>

**Resolved** That the EMRs be agreed.

**22.5 Receipts/payments to 30 September 2023**

**Agreed** The report be noted.

**23. Shobnall Neighbourhood Plan: Annual review**

**Resolved** That no amendments are required.

**24. Planning matters**

**24.1 Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2023/00324	Land to the rear 1 Grange Street	Conversion of existing garage to form gym and single storey extensions to form new garage and wc/shower (Revised)
<p>Original objection reiterated: Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ Potential loss of off street parking as it was felt that the parking spaces shown on the plans are inadequate for the number of residents living at the property.</li> <li>▪ Reduction in space available for outdoor amenity facilities for residents living at the property.</li> <li>▪ Concern was expressed on the potential future use of the extended garage.</li> </ul> <p>If the Local Planning Authority is minded to approve the application, Shobnall Parish Council asks that a condition be applied that the extended garage cannot be used for residential accommodation in the future.</p> <p>Councillor Paul Walker has been requested to call in the application for consideration and decision by the Planning Committee.</p>		
P/2023/00855	1 George Orton Court	Erection of a two storey side extension and alterations to form additional parking
No objection		
P/2023/00950	Cascade Works Wellington Road	Installation of Battery Energy Storage Unit at Constructed Back-Up Electricity Facility and 2.4m high mesh fencing
No objection		

P/2023/00997	63 Edward Street	Erection of a single storey rear extension and loft conversion with dormers to the rear
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ Overdevelopment of the site</li> <li>▪ Query the need for two kitchens to be provided within the property</li> </ul>		
P/2023/01044	39 Lordswell Road	Erection of a single storey, part two storey part first floor side extensions and internal alterations
No objection		

#### 24.2 Comments submitted to ESBC retrospectively approved

Application No.	Location	Proposal
<p>The Clerk liaised with all Parish Councillors regarding the following planning application as ESBC required the Parish Council's comments before the council were next due to meet. The following submitted was made to ESBC:</p>		
P/2023/00892	25 Grange Street	Change of Use from residential (Class C3) to a 5 bed House in Multiple Occupation (HMO)
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ The proposed bicycle shed is too small and will not accommodate five bicycles (as indicated on the Application Form).</li> <li>▪ The proposed increase in occupancy would worsen parking issues in an area which already has inadequate on-road and off-road parking provision (Shobnall Neighbourhood Plan Policy T5 – Parking).</li> <li>▪ The Parish Council struggles to understand how the proposed development will be positive for the community.</li> </ul> <p>Councillor Paul Walker has been requested to call in the application for consideration and decision by the Planning Committee.</p>		

#### 24.2 Planning Decisions

**Resolved** That the report be noted.

#### 25. Councillors' questions

Councillor Pennicott reported that a member of the public had contacted him asking how they could petition Staffordshire Highways for improvements at the B&Q roundabout following the fatality of a young boy. The Clerk said that the member of public should be advised to contact Staffordshire Highways Officers in the first instance.

#### 26. Correspondence and circulars

##### 26.1 SPCA

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

##### 26.2 Highways England

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

**26.3 SPCA Annual General Meeting**

The AGM arrangements be noted and confirmation given that the council will not be represented at the meeting.

**26.4 The Local Government Boundary Commission for England:  
Consultation on draft recommendations for division boundaries in Staffordshire  
Resolved** That the information be noted without comment.

**26.5 ESBC: Ward Enhancement Programme (WEP)  
Resolved** That the information be noted without comment.

**26.5 Burton Athletic Club**

Councillors were advised that an email requesting that the council support the Club in its application to ESBC for funding to upgrade the floodlighting at the Shobnall Leisure Complex and the provision of additional seating. Councillors noted that the request also tied in with the request for funding from the Shobnall Leisure Complex (see Public Forum, page 6) for upgrading the floodlights.

**Resolved** That consideration of the above requests be deferred to the next meeting of the council.

**26.6 ESBC: Polling District Review 2023  
Resolved** That the information be noted without comment.

**27. Items for the next meeting**

Cllr Pennicott asked that all councillors give thought to how the council can fund community groups in the Parish (part of the 2024/25 budget considerations).

**28. Date of next meeting**

Monday 20 November 2023 commencing at 7pm at Brook House, 18 Shobnall Road, Burton upon Trent DE14 2BA

The meeting closed at 8.55pm

Signed .....

Date .....