

**Minutes of a meeting of Shobnall Parish Council  
held at Brook House, Shobnall Road  
on Monday 18 March 2024 commencing at 7pm**

**Present**

Councillor Pennicott, Chair  
Councillors Dittmer, Donlon, Hoare and Shilton

**Also present**

Mary Danby, Clerk

**Public Forum**

No members of the public were present at the meeting.

**82. Apologies for absence**

None, all Councillors were present at the meeting.

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

None were received.

**84. Minutes**

**Resolved** That the Minutes of the meeting held on 19 February 2024 be approved as an accurate record.

**85. Matters arising**

None raised.

**86. County Councillor and Borough Councillor reports**

None received.

**87. Financial matters**

**87.1 Schedule of payments**

<b>Payee</b>	<b>Description</b>	<b>Payment Method</b>	<b>Gross £</b>	<b>VAT £</b>
Sports & Leisure Management Ltd (Everyone Active)	Contribution to replacement Astroturf project	BACS	10,800.00	1,800.00
Bradleys Tax & Accountancy Services	Payroll service 2023/24	BACS	132.00	22.00
MW Cripwell Ltd	Defib inspections (February)	BACS	144.00	24.00
Clerk	Salary and expenses	BACS	835.84	0.00
HMRC	NI/PAYE 4 <sup>th</sup> qtr 2023/24	BACS	671.70	0.00
HSBC	Bank charges	DD	8.00	0.00
Information Commissioner's Office	Data protection renewal fee	DD	35.00	0.00

David Ogilvie Engineering Ltd	2 No. KC Seats c/w plaques and bolt down kits	BACS	2,793.60	465.60
<b>TOTAL</b>			<b>15,420.14</b>	<b>2,311.60</b>

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

**87.2 Bank reconciliation at 29 February 2024**

<b>Bank Reconciliation</b>	<b>£</b>
Current Account	83,629.31
Business Money Manager Account	30,673.64
	<b>114,302.95</b>

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

**87.3 Earmarked Reserves (EMRs) at 29 February 2024**

<b>Earmarked Reserves</b>	<b>£</b>
Elections	9,592.20
Contributions to community projects	44,100.00
Dallow Lock mural refurbishment	6,325.00
Replacement IT equipment	5,000.00
Speed Indicator Device	5,555.00
Benches	12,000.00
	<b>82,572.20</b>

**Resolved** That the EMRs be agreed.

**88. Receipts and payments to 29 February 2024**

**Resolved** That the report be noted

**89. Planning matters**

**89.1 Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2023/01327	Carlton Court Shobnall Road	Reduce back to previous points and sever lvy at base of one multi-stemmed Sycamore tree (T1), crown lift by up to 2.5 metres of one Chilean Pine tree (T2) (TPO 380)
No objection		
P/2024/00148	3 Jennings Way	Erection of a single storey front extension
No objection		

P/2024/00222	Rear of 7-8 Grange Street	Change of use from residential annex to apartment/flat as an independent detached dwelling
<b>Objection:</b> There would be insufficient amenity space to provide for use of the annexe as a separate new dwelling having regard to residential amenities and in respect of highway safety having regard to East Staffordshire Local Plan Policies SP24, SP35 and DP3, the Separation Distances and Amenity Supplementary Planning Document and the National Planning Policy Framework (P2020/00158, Condition 4 refers).		

## 89.2 **Planning decisions**

**Resolved** That the report be noted.

## 90. **Defibrillators**

### 90.1 **Shobnall Stores, Shobnall Street**

Councillors were advised that the owner of Shobnall Stores had agreed to the installation of a defibrillator in a heated, lockable outdoor cabinet on the external wall of his premises. The owner had confirmed that he would not seek recompense for energy costs in running the heated cabinet.

MW Cripwell had quoted as follows:

- Supply and install 1no. external lockable heated cabinet
- Supply and install 1no. HeartSine defibrillator
- Supply and install electrical power supply
- Test and certify **£1,998.43 plus VAT**

**Resolved** That MW Cripwell's quotation be accepted.

### 90.2 **The Albion, Shobnall Road**

The Clerk reported that she had met with Marstons Estates Manager to discuss the proposal for the Parish Council to install a defibrillator in a heated, lockable outdoor cabinet on an external wall at The Albion.

Marstons are happy for the defibrillator to be installed subject to a Licence being entered into by the Parish Council. The Clerk had received the draft Licence and had sought minor amendments to be made prior to this being signed.

**Resolved That:**

- The Clerk be authorised to sign the Licence on behalf of the Parish Council.
- MW Cripwell be requested to quote to supply and install a defibrillator and cabinet.

## 91. **Projects**

The Clerk reported that JT & RA Deacon, a Contractor who is registered with the County Council and holds the required certification to be able to apply for a Permit to Dig, had quoted as follows:

**Speed Indicator Device (SID), Shobnall Road**

Supply metal post for speed indicator and install,  
including Permit to Dig, tarmac and concrete

**£1,490.00 plus VAT**

**King’s Coronation bench, walkway between Moor Street / Shobnall Road**

- Dig out for concrete base for seat and remove waste
- Lay MOT type one
- Re-enforcing weld mesh
- Concrete base to 150 mm deep
- Take delivery of seat and install
- Including Permit to Dig

**£2,850.00 plus VAT**

**Resolved** That the above quotations be accepted.

**92. Burton Market Hall Traders Association: Community Fun Day 22 June 2024**

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

**93. Councillor’s questions/reports**

Councillor Hoare noted that the Daffodils on Shobnall Fields had disappeared and asked what had happened to them. Councillors were of the opinion that these had probably been cut down during grounds maintenance works.

**94. Correspondence and circulars**

**94.1 SPCA**

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

**94.2 Highways England**

A38 Traffic Management Bulletins have been circulated to all Councillors.

**Date of next meetings**

Monday 15 April 2024:

Annual Parish Meeting commencing at 6.30 pm at Brook House, 18 Shobnall Road,  
Burton upon Trent DE14 2BA.

The Parish Council meeting will follow immediately after the conclusion of the Annual  
Parish Meeting

The meeting closed at 7.55pm

Signed.....

Date .....