

**Minutes of a meeting of Shobnall Parish Council
held at Brook House, Shobnall Road on Monday 16 September 2024 commencing at 7pm**

Present

Councillor Shilton in the Chair
Councillors Dittmer, Donlon and Pennicott

Also present

ESBC Councillor McKiernan
Mary Danby, Clerk

Public Forum

No comments or questions were received.

55. Apologies

Councillor Hoare.

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

None were declared.

57. Minutes

Resolved That the Minutes of the meeting held on 15 July 2024 be approved as an accurate record.

58. Matters arising

Minute 3 re Minute No. 39.3 (Speed limiter road markings on Shobnall Road)

It was agreed that County Councillor Afsar's response had not addressed the query regarding the implementation of speed limiter markings on roads in the Parish.

Agreed that the query be put to Richard Rayson, Staffordshire Highways for response.

59. Borough Councillor's report

Councillor McKiernan said that a petition against the introduction of a charge for emptying brown wheelie bins was to be presented at the Full Council meeting on 23 September.

She said that the Cabinet Regeneration and Development portfolio had been split as follows:

Cllr Rob Hawkins, Cabinet Member (Regeneration)
Cllr Louise Walker, Cabinet Member (Planning Policy)

60. Financial matters

60.1 Schedule of payments made during the Summer recess

Payee	Payment Method	Gross £	VAT £	Transaction Detail
Clerk	BACS	119.90	19.98	Reimbursement: Printer toners
MW Cripwell Ltd	BACS	534.00	89.00	Defib inspections July & August; install defib signs
Clerk	BACS	810.63	0.00	Salary and expenses
Dynamic Transport Planning Ltd	BACS	1,912.80	318.80	Air Noise survey
Zurich Municipal	BACS	508.74	0.00	Insurance renewal
HSBC	DD	8.00	0.00	Bank charges
S McKiernan	BACS	120.00	0.00	Reimbursement: Face painting at the Unity Park fun day
Total		4,014.07	427.78	

Resolved That the above payments be approved.

60.2 Schedule of payments

Payee	Payment Method	Gross £	VAT £	Transaction Detail
Clerk	BACS	805.03	0.00	Salary and expenses
HMRC	BACS	671.50	0.00	NI/PAYE 2 nd qtr 2024/25
HSBC	DD	8.00	0.00	Bank charges
J Deacon	BACS	5,208.00	868.00	Install King's Coronation bench £3,420; Supply and install post for SID £1,788
Traffic Technology Ltd	BACS	3,454.80	575.80	Supply and install SID (Shobnall Road)
Viking Direct	BACS	184.33	4.89	Postage stamps and envelopes
Rialtas Business Solutions Ltd	BACS	180.00	30.00	RFO Training
Total		10,511.66	1,478.69	

Resolved That the above payments be approved.

60.3 Bank reconciliation as at 31 August 2024

	£
Current Account	69,959.42
HSBC Business Money Manager Account	30,971.08
	100,930.50

Resolved That the above was a true record.

60.4 Earmarked Reserves (EMRs)

Earmarked Reserves	Opening 01/04/2024 £	Movement In funds £	Balance 31/08/2024 £
Elections	9,592.20	0.00	9,592.20
Community projects	35,225.00	0.00	35,225.00
Dallow Lock mural refurbishments	7,675.00	0.00	7,675.00
Replacement IT equipment	5,000.00	0.00	5,000.00
Speed Indication Device	5,555.00	0.00	5,555.00
Benches	9,672.00	(1,882.00)	7,790.00
Shobnall Road surveys	7,525.00	(5,617.00)	1,908.00
	80,244.20	(7,499.00)	72,745.20

Resolved That the EMRs be agreed.

60.5 Receipts/payments to 31 August 2024

Agreed The report be noted.

61. Conclusion of the audit for the year ended 31 March 2024

The council was informed that Forvis Mazars had completed their audit for the year ended 31 March 2024.

There were no significant matters arising from the audit but a minor scope for improvement was recorded in that Box 11a in Section 2 of the AGAR had been left blank and this should have been completed as “No” or “N/A” – this had been corrected.

The council was requested to note the auditor’s comment on Email Management on page 2 of the completion letter.

The Completion Notice and pages 3-6 of the AGAR had been published on the council’s website on 16 August and copies had been displayed on the noticeboards.

Resolved That the report be noted.

62. Planning matters

62.1 Planning applications

Application No.	Location	Proposal
P/2024/00805	58 Waverley Lane	Single storey side extension including porch, demolition of garage for single storey rear extension and formation of dropped kerb
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> ▪ It is considered that the proposed development would be an overdevelopment of the site. ▪ The proposed development would be out of keeping with the character of the area where the housing is uniform in architectural style. 		
P/2024/00926	131 Wellington Street	Listed Building Consent for the replacement of the lower frame and casements to first floor bay window
No objection		

62.2 Planning decisions

Resolved That the report be noted.

63. Risk Assessment (Revised)

Resolved That the revised Risk Assessment be agreed.

64. Defibrillator: Oak & Ivy, Wellington Street

The council was advised that during the council's Summer recess the Lease had been signed with Marston's for the defibrillator and external heated cabinet to be installed on the front external wall of the Oak & Ivy and that MW Cripwells quotation had been accepted and they had supplied and installed the equipment on 09 September.

Resolved That the above actions be retrospectively approved.

65. Projects update

65.1 SID

The council was advised that the post had been installed. The Clerk had placed the order with Traffic Technology for the supply, installation and commissioning of the SID – this had been installed on 11 September.

Resolved That the above action be retrospectively approved.

65.2 King's Coronation bench

The council was advised that installation of the bench had been completed on 09 September.

Resolved That the report be noted.

66. Councillors questions/reports

Councillors reported:

- Brambles were encroaching across the Shobnall Road pavement from properties at the rear of Butler Court.
Agreed that this issue be reported to Staffordshire Highways.
- A post complete with its concrete base had been dumped into vegetation adjacent to the Parkway road island.
Agreed that contact details be given to the Councillor to enable this to be reported to Staffordshire Highways, with a photograph illustrating the problem.
- A homeless person was sleeping in the garden of St Aidan’s Church and was causing problems due to his behaviour.
Agreed that contact details be given to the Councillor to enable this to be reported to the correct agencies.

67. Correspondence and Circulars

67.1 Staffordshire Parish Councils’ Association (SPCA)

Information supplied by the SPCA had been circulated to all Councillors.

67.2 SPCA: Rural speed limits

The SPCA’s Executive Committee was seeking member councils’ thoughts on the development of a SPCA policy position in relation to rural speed limits.

Resolved That no comments be made as Shobnall is an urban parish, not rural and the council had previously decided not to engage in the “20’s plenty” campaign.

The meeting closed at 7.50pm

Date of next meeting

Monday 21 October commencing at 7.00pm at Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA

Signed

Date