



Outwoods Parish Council

Minutes of Meetings

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13 January 2014

MINUTES OF THE MEETING, OUTWOODS PARISH COUNCIL, DE FERRRS ACADEMY, TRENT CAMPUS, 7PM

Present: Cllr M Green (Acting Chairman), Cllr J Elkes, Cllr Mrs J Thompson, Cllr B Hyder, Cllr T Booth,
Cllr P Barker, Kay Lear

In attendance: Borough councillor S Smith, Borough Councillor Mrs L Staples, Cheryl Maxim,
Neighbourhood Co ordinator

Three member of the public were present

Public participation – 7.00 – 7.15 - No questions raised.

A resident informed those present that there was a meeting last week with residents. The decision was to drop the JR. Cllr P Barker informed those present that Country File was discussing planning. Whatever way it went it would have gone to Eric Pickles, we have cut out the middle man.

- 6327 Apologies for absence were acceptance and received for Cllr A Foy and County Cllr B Fraser. It was noted that Mr T Foster had resigned from his role of parish councillor with immediate effect. The full council extended thanks for Mr Fosters input over the years. Clerk to inform ESBC.
- 6328 Declarations of interest/written dispensatons – all received and accepted by the clerk
- 6329 Minutes of the last meeting was approved as a true record. Proposed: Cllr P Barker and seconded by Cllr J Elkes.
- 6330 Lisa Turner – ESBC – Lisa gave a thorough explanation to the full council on how the precept is calculated with regards to tax base/local government grant.
- 6331 Treasurers report –
- Bank rec for December - £8677.42
- Expenditure for January 2014 – approved by full council.
- Bank mandate – Cllr Barker had been unable to attend the bank to add his signature of the mandate. He will progress this in readiness for the next meeting. Clerk to investigate if Cllr Foy would sign cheques for the expenditure approved at this meeting.
- Budget review - approved by full council.
- Proposed budget for 2014/15 for Parish and neighbourhood plan costs were approved by full council.
- Precept proposal 2014/15 – the clerk gave an explanation of potential cost risks for the parish. It was noted that costs are saved due to David Browning inspecting the parks weekly and also collecting litter. Should he decide not to continue with this, the council would

need to employ someone to do this. The fencing around the park was also becoming worn and could be a financial risk. Cllr S Smith suggested that a Wasp application be submitted by the council to get parts of the fencing repaired. It was resolved that the clerk explored this on behalf of the parish council. The clerk did inform council that a reserve of £5K must be kept in the event of a bye election; this financial year a resident did make enquiries regarding this and as such the council need to manage the financial risk accordingly.

Precept was proposed and seconded for no increase this next financial year. The clerk on behalf of the council to submit the following to the billing authority.

Precept: £8419.55 ESBC grant: £181

6332 **Planning applications/matters:-**

- **Planning applications – electronic planning applications** – ESBC will not be sending out paper planning application documents. Cllr P Barker was interested in joining the planning committee. It was resolved that all planning applications be submitted to Cllr P Barker. The clerk will subsequently not receive these.
-
- **Update on Neighbourhood plan** meeting/launch event – 30th January 2014 – 6-8pm.
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- The clerk informed those present that an introductory meeting had taken place on the 11th December and was very successful. The launch event was planned for 30th January and everyone was invited.
- Arrangements are being made for local children to distribute flyers as part of their DoFE activities.
- Steering committee will be meeting 10th February – the same evening as the parish council; parish council meeting will last no more than 1 hour.

The clerk confirmed that planning training will be delivered that evening, so any questions the council would like answering as part of the training, please submit to the clerk.

6333 **Clerks/ Chairmans report**

Notice board Shobnall Road been vandalized – approx cost £50 max. It was resolved that the clerk progressed with the repair work required.

- **Neighbourhood priority setting project update** – small conservation area for Beamhill Play area was approved. Clerk to explore funding streams. It was suggested that initial tidy up work could be carried out by local volunteers. A resident present offered to supervise any volunteers if the parish council wished to proceed.

Beam hill footpath extention – Establishing ownership. The council are happy that the clerk proceeds with this project on their behalf.

Field Lane – Access to the farm land has been questioned. Some members of the council felt that the parish council should proceed with the project. Some members felt that it was important to meet up with the farm land owner to discuss the project.
Clerk to obtain dates for meeting up with the land owner with a parish councillor present.

- **Standing orders** – appendix 4 – the clerk explained that standing orders are the rules which the parish council is bound by. She proposed that these did need reviewing particularly now

that the parish council are a fairly new team. It was resolved that the item would be looked at later on in the year when the council were more stable.

- **Code of conduct** – appendix 5 – proposed code of conduct set by ESBC. The clerk explained that the parish council whilst having a code of conduct could expand the code. Prior to the meeting the clerk had circulated the code which ESBC have adopted. Councillors present wanted to read the proposed code of conduct in more detail before adopting. It was requested that the item be discussed at another meeting.

Update on double yellow line /Lower Outwoods Road request – consultations with residents should be taking place in the next few weeks. Providing there are no objections, work should be complete by August 2014.

Correspondence from resident – complaint untidy land – Beamhill/Tutbury Road junction and Outwoods cross. The clerk explained that the parish council had maintained this land for years but due to the junction work to take place it was decided that no further planting would take place, work will commence at the latest April ready for when the school opens. The land is not owned by the parish council. The clerk had met up with a contractor on site to review tidy up work required. Cost would be approximately £30.

The council resolved that it would be pointless tidying up the area. The council felt it would be a waste of money. Clerk to make the resident aware.

- **Annual park inspection** – will be taking place February 2014
- **Allotments** – Forest Road allotments, the land is leased from ESBC. These are not statutory allotments.
- **Vandalism on the play area** – do not drop litter signage destroyed. Handyman proposed that it is not replaced.
- **Marstons untidy land** – Clerk has subsequently contacted Rushton Hickman following complaints regarding untidy land/garages. Marstons have confirmed via their agent that they will not be carrying out any maintenance work. Their intention is to develop the land.
- **Grass verges damaged by contractors/Tutbury Road** – Following discussions, the parish council agreed that Mr M Willington from SCC should be contacted requesting a stricter policy to deal with these situations. Cllr Staples had made county aware of this.

Micro chipping event appendix 8 – Parish council with the agreement of Trent and Dove to use land near to the garages would like to host the event, Beamhill play area. Clerk to speak to housing officer and Dogs Trust to arrange the event. A resident present offered to advertise the event on behalf of the parish council

Annual insurance renewal – Renewal due in February. Fencing around the play area is currently being explored as an addition to the insurance policy which could increase the annual fee.

- **World war one centenary** – Mike Green volunteered to be the lead for Outwoods for this initiative. Clerk to inform Malcolm Gould who wishes to lead the project.

Councillor	Item for discussion	Decision
Cllr Green	Conservation project. Council to consider proposed actions – appendix 6	As per earlier discussions, the council felt that .
Cllr Green	Council to appoint planning sub committee and agree terms of reference.	It was resolved that a planning sub committee be set up. All planning applications for Outwoods would be sent to Paul Barker. The planning committee it was agreed did not have any delegated powers, decisions regarding planning would come to the full council.
Cllr Barker	Party Wall Act . ESBC do not consider it their job to inform applicants of their obligation under the Act. appendix 7	Cllr Barker informed those present that whilst he had a declared interest, he did feel that ESBC should be informing residents of this act. It was resolved that the clerk write to Mr Somerfield to seek his views. Cllr Smith felt that it would be an unrealistic activity for ESBC to get involved with.
Cllr Barker	Additional grant funding to Friends of Outwoods JR project	Item not discussed. No longer required. Cllr Barker made residents aware that there are costs which need be settled.
Cllr B Hyder/ Cllr M Green/ Cllr Booth	Update on meeting with residents and Ali Chaudry regarding history of planning policy within ESBC	It was an interesting meeting. Nothing to report.

6335 County/Borough councillor reports/updates

Items discussed earlier in the meeting.

6336 Date/time/venue for next meeting – De ferrers Academy, Trent campus,
10th February at 6pm –
7-8pm Planning training for steering committee and parish council
8-9pm Steering committee meeting

MINUTES OF THE MEETING OUTWOODS PARISH COUNCIL, MONDAY, 10TH FEBRUARY, 2014, 6.00 P.M. DE FERRERS ACADEMY, TRENT CAMPUS

PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED

Public participation – 6.00 – 6.15

Present: Cllr B Hyder, Cllr P Barker, Cllr Cllr J Elkes, Cllr T Booth

6337 Apologies for absence were received and accepted for Cllr A Foy, Cllr M Green, Borough Cllr S Smith, Borough Cllr Mrs L Staples, County Cllr B Fraser

6338 Declarations of interest - none

6339 Minutes of the last meeting for approval. Meeting 13th January, 2014. It was resolved that the chair sign the minutes accordingly.

6340 Treasurers report - Expenditure was approved; Bank rec January 2014 presented
Grass cutting contract 2014/15 approved - £800 – Beamhill play area only
Precept submission 2014/15 - Submitted on behalf of the council. 1st payment 30th April 2014.

6341 Clerks report

Attendance to Appeal hearing – 18th February – council to attend should time permit

Dog micro chipping activity – Clerk to organise sometime in March and advertise

Annual assembly plans April – council to consider guest speaker – to discuss at the next meeting

Wasp application – application submitted for repair of fencing as per Cllr Smiths recommendations at the January meeting.

Neighbourhood plan projects - Beamhill play area project – Grant application submitted. Decision to be made 11th February: Field Lane project – Council resolved to no longer pursue.

Invitation to 50-60's evening – 14th February – de ferrers - Complimentary table for Outwoods parish council to be reserved.

Response to Anslow Neighbourhood plan - Bpud will advise the council on any possible issues that could affect Outwoods neighbourhood plan at the meeting later on in the evening.

WW1 meeting – Malcolm Gould - Mike Green to attend to represent the council.

Seddons - The parish council have been invited to visit the new school. It was resolved that the council would like to visit once the work is almost complete.

SCC Youth services - Council were advised that a consultation is currently taking place to ensure that SCC youth services continues.

Neighbourhood plan - Very successful launch event. More members joined the steering committee. Meetings are being co ordinated for Jo Samuels and Bob Philips to consult with primary and secondary school students to widden the consultation. Demographics for Outwoods has been forwarded to Bpud.

Minutes of the meeting – Outwoods parish council
Monday, 10th February, 2014 – Initial

Steering committee meetings are proposed for 5th March – Learning centre de ferrers 6.30 -8.30 pm Issues and Options, 12th March – Learning centre de ferrers 6.30 -8.30 pm Discuss the three big planning applications , 19th March – Learning centre de ferrers – 6-8pm Look at development strategy

Annual park inspection - Scheduled for week commencing 24th February

Post box removal/junction of Beamhill/Harehedge Lane - Royal Mail are likely to be removing the post box May 2014 due to scheduled highway Improvements. Grey pouch box is also being reviewed. New location for the post box has not yet been decided.

National forest funding support – Beamhill play area - Unfortunately funding cannot be sourced

Speedwatch training - Additional training sessions have been planned. Steve Bird has unfortunately now left the role. No one has been appointed yet. Residents at Outwoods south are still keen to carry out speed watch activities and hope to commence this in the next few months. Speed watch equipment is being sourced. Funding application will be submitted shortly for reimbursement. This grant was approved last year.

Party Wall Act - Mr Somerfield has forwarded to the parish council the Party Wall Booklet. ESBC do not get involved in these matters – they are civil matters. Building regulations, ESBC, have stated the same.

Alliance – Agents for Red House Farm - Agent is happy to come and speak to the parish council regarding any concerns. Bpud have been given details also.

Lengthsman agreement – the clerk made the council aware of the agreement which she has set up with SCC which allows the clerk to deal with low level maintenance issues within the parish. Councillors present were happy that she continued as previously. The clerk offered to tidy up the junction Harehedge Lane using this fund. Councillors present still felt that it would not be best use of the grant funds due to work commencing May 2014.

6342 Councillor items discussed.

Councillor	Items discussed
Cllr B Hyder	Council approved response to outline planning application, P/2013/01406/ 500 houses Tutbury Road. Clerk to send on behalf of the parish council.
Cllr P Barker	Council approved correspondence to Andrew Griffiths regarding Planning application Upper Outwoods Farm. Clerk to send on behalf of the parish council.
Cllr P Barker	Party wall act – Following further discussions it was resolved that ESBC should be contacted recognizing that the parish council understands that it is a civil matter , residents should still be made aware of the Act. There was discussion that possibly going forward the parish council may make residents aware of this act when they submit planning applications.
Cllr B Hyder	Anslow neighbourhood plan – It was resolved that Cllr Hyder would circulate the proposed response for all councillors to read and approve prior to submission.

Date for next meeting: 10th March – 7pm, De Ferrers Academy, Trent Campus

**CLLR BARRY HYDER
ACTING CHAIRMAN**

Minutes of the meeting – Outwoods parish council
Monday, 10th February, 2014 – Initial

**MINUTES OF THE MEETING OUTWOODS PARISH COUNCIL MONDAY, 10TH MARCH 2014
AT DE FERRERS SCHOOL, TRENT CAMPUS - 7PM**

PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED

Public participation – 7.00 – 7.15 PM

Several concerns were raised by a resident – additional notice boards should be considered and possible changed locations in due course. Play area Green Valley Drive.

Present: Cllr M Green, Cllr P Barker, Cllr B Hyder, Cllr T Booth, Cllr Mrs J Thompson, Kay Lear, Borough councillor S Smith, County Cllr B Frazer

6343 Apologies for absence – Cllr A Foy, Cllr J Elkes, Borough Cllr L Staples

6344 Declarations of interest - none

6345 Minutes of the last meeting. It was resolved that the minutes were a true record. It was resolved that they be signed as a true record.

6346 Treasurers report - Expenditure for approval/Bank rec February 2014

6347 Clerks report

Annual assembly plans – 7.30 de ferrers – World War One focus. Clerk to invite residents and any local historians.

Wasp application – signage successful, submitted repair of fencing awaiting decision
Park inspection – Entrance gate needs adjusting, also matting at the base of one of the climbing frames – clerk to proceed with work as soon as possible
Neighbourhood forum grant application – Beam hill play area – pathway approval, work completed
Post box Tutbury Road – proposed location not satisfactory, clerk to obtain alternative.

Planning application – Brickmakers Arms – No comments to make

6348 Items discussed

Councillor	Items discussed	Decision
Cllr M Green	World War One Centenary – update on meeting. Next meeting 8 th April with the network. Invite all parish councils chairs to plan a long term strategy to get the community involved.	It was resolved that the clerk speaks to a local historian and invite to the annual assembly for further discussion.
Cllr M Green	Plans for annual assembly 7.30 – 8.30 – invitees and guest speaker	As above
Cllr P Barker	Speedwatch – Training of more volunteers	Barry Hyder and Bill Holmes to be booked on training to take place on 12 th April.

6349 County/borough councillor reports

Minutes of the meeting – Outwoods parish council
Monday, 10th March, 2014 Initial

Borough councillor S Smith informed the council that there had been a change in leadership and communication at ESBC.

County Cllr B Frazer informed the council that employment opportunities were increasing for the area.

Date for next meeting: 7th April – 7.30 pm, De Ferrers Academy, Annual Assembly Trent Campus

CLLR MIKE GREEN
ACTING CHAIRMAN – OUTWOODS PARISH COUNCIL

MINUTES FO THE MEETING – OUTWOODS PARISH COUNCIL –

MONDAY 7TH APRIL 6.30 – 7.30 P.M.

DE FERRERS ACADEMY, TRENT CAMPUS

Present: Cllr M Green, Cllr J Elkes, Cllr T Booth, Cllr J Thompson, Cllr P Barker , Kay Lear

In attendance: Cllr L Staples

- 6350 Apologies- Apologies were received and accepted for Cllr A Foy.
- 6351 Declarations of interest – Cllr P Barker declared an interest with
- 6352 Minutes of the last meeting for approval. Any factual changes. Minutes were approved as a true record. Cllr Hyder made the council aware that the Speedwatch training had been cancelled and is due to be rescheduled.
- 6353 Treasurers report - Expenditure for approval/Income expected/Bank rec March 2014/ End of year accounts
- 6354 Items discussed

Councillor	
Cllr P Barker	Land adjacent to properties/Beam hill – one or two residents had had a letter from a company called Vinters from Cambridge. There is a parcel of land which joins the development site. This land was purchase by the Burton consolidated chairities. The land has never been managed or maintained. The resident are concerned . Action: the parish council writes to consolidated charity.
Cllr J Elkes	Highways meeting 10 th March – Very informative meeting explaining how highways tasks are prioritized.
Cllr M Green	Update on the world war one meeting with several parish councils. Dairy date dove campus, 12 th June 5-9pm. Table we can have our list of names and memorabilia. The school will be heavily involved. The Burton mail are very interested in what we are doing.

Date for next meeting: 12th May – 7pm, De Ferrers Academy, Annual General Meeting

Date for next meeting: Steering committee – 30th April time and venue TBC, who owns the land at the end of the playing field.

MIKE GREEN
ACTING CHAIRMAN – OUTWOODS PARISH COUNCIL

ACCORDANCE WITH SECTION (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960, THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE FOLLOWING ITEMS TO BE DUSCUSSED, HAVING REGARD TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

6355 Website service contract - It was resolved that the payment would be made for work carried out. An understanding of the contract terms is required before annual renewal takes place. It was resolved that the Clerk makes this request.

**MIKE GREEN
ACTING CHAIRMAN – OUTWOODS PARISH COUNCIL**



**MINUTES OF THE ANNUAL GENERAL MEETING - OUTWOOD PARISH COUNCIL
AT DE FERRERS ACADEMY, TRENT CAMPUS , 7.00 P.M.**

**MONDAY, 12TH MAY 2014
PUBLIC PARTICIPATION – 7.00 – 7.15 P.M.
PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED**

4 members of the public were present.

Top of Field Lane there is a very bad S bend. No chevrons/Mirror in the corner. Resident asked if the parish council would investigate this. Action: Write to Bob Fraser and request a date for response .
Concern over play area Green Valley Drive. Action: Add to agenda for the next meeting. Cllr S Smith to be invited to the next meeting requesting that the park be upgraded for the older children in the parish. It was also suggested that local children be involved in the planning.

**Present: Cllr A Foy, Cllr Mrs J Thompson, Cllr P Barker, Cllr T Booth, Cllr B Hyder,
Cllr J Elkes, Kay Lear**

6357 Apologies for absence were received and accepted for Cllr M Green

6358 Declarations of interest - none reported

6359 Election of chairman – Cllr A Foy made the council aware that he would be happy to take on the role providing there were some changes. He would like to meet with all parish councillors to explore how communication with residents could be improved collectively.
Vice chairman – Cllr M Green was nominated as vice chairman.
Planning Sub committee – Cllr P Barker, Cllr T Booth, Cllr B Hyder.
Cllr Foy requested that it be minuted that formal thanks were given to Friends of Outwoods for all their hard work during the past 12 months.

6360 Minutes of the last meeting for approval. Any factual changes. The minutes were approved as a true record. Chairman signed them accordingly.

6361 Treasurers report – Expenditure was approved by the full council/Bank rec £4041.88 April 2014/It was resolved that the bank mandate would be amended to include Terry Booth.

6362 Clerks report – update on matters since last meeting

Resident complaint - Clerk asked to write to SCC and St Modwens and St Marys Church for their assistance.

Communities sustainable act – Council resolved that they would support any opportunity for a percentage of business rates to be given to the parish council. Clerk to action where appropriate.

Invitation to public consultation- Barwoods – additional planning for Lower Outwoods

Road/Redhouse Farm – councillors will be attending if possible this drop in event.

No response from Consolidated Charity Trustees yet – clerk to chase.

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Maintenance work for green space/junction of Harehedge Lane/Tutbury Road – It was resolved that the clerk proceeds with the maintenance work May – August 2014.

6363 Items discussed

Councillor	Items for discussion	Decision
Cllr T Booth	Council to discuss and consider introduction of planter and lighting scheme for Christmas tree.	Action: Outwoods cross planter to be introduced. Action: Lee Norton to speak to re electricity supply for Christmas tree. Clerk to investigate any possible funding for planter.
Cllr M Green	Plans for 12 th June De ferrers academy	Action: Terry Booth, Jez Elkes, will man the stand along with local residents. Clerk to organise some material for the event.
Cllr P Barker	Update on Highways meeting/Beam hill junction	Representatives from the parish council met Highways/Amey to obtain an update on planned works. Utilities are currently being reconnected. Two mature silver birch trees near to Beacon Hotel need to be felled. Lighting scheme was also discussed and the parish council asked for confirmation of lighting schemes. The notice board has been relocated at the moment. The parish council to confirm exact location at a later date.
Steering committee representatives	Update on Neighbourhood development plan	No discussion took place regarding the project update. Meeting to be called to give everyone an update on activities.

6364 County councillor/borough councillor

Cllr B Frazer suggested that the parish council spoke to Stuart Lane, at Staffordshire County Council regarding the residents concern/St Modwens lighting system.

Date for next meeting: 9th June 2014, 7pm De Ferrers Academy, St Marys Drive

Other dates for diary:-

21st June, De ferrers academy – 10-12 noon

15th May Outwoods primary school – Eco Club

2nd June de ferrers – details yet to be confirmed (possibility of the steering committee members doing a tour of the parish with students from de ferrers)

6th June pm – stand at Shobnall primary school summer fayre from 3.30 onwards – plans yet to be finalised

Cllr P Barker wished it to be noted that he sends his apologies for the next meeting

**CLLR AMBROSE FOY
CHAIRMAN – OUTWOODS PARISH COUNCIL**

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**MINUTES OF THE MEETING OUTWOODS PARISH COUNCIL -
MONDAY, 9th JUNE 2014 - DE FERRERS ACADEMY, TRENT CAMPUS
PUBLIC PARTICIPATION – 7.00 – 7.15 P.M.**

5 members of the public were present

Beam hill play area – Strimming required around once piece of equipment. Residents are also asking if it is possible to have the fencing near to the road side expanded to stop the balls going over the fencing into the road. The gate still needs repairing

Newsletter – a local resident was not happy with the recent published newsletter. He felt that it should list all the councillors names/addresses as well.

Present: Cllr A Foy, Cllr M Green, Cllr Mrs J Thompson, Cllr J Elkes, Kay Lear, Cllr T Booth, Cllr B Hyder
In attendance: Cllr Mrs L Staples, Cllr S Smith

- 1 Apologies for absence – Cllr P Barker, County Cllr B Fraser
- 2 Declarations of interest – none recorded
- 3 Minutes of the last meeting for approval. Any factual changes. It was resolved that the minutes be signed as a true record.
- 4 Treasurers report - Expenditure was approved. It was resolved that cheques be signed by two councillors.
- 5 Items for discussion

Councillor	Items discussed	Decision
Cllr A Foy	Discuss and consider refurbishment of Green Valley Play Area/ESBC own the land /play area	Cllr Staples informed the council that the play area had not been adopted yet. Until it is formally adopted by the borough council no work will take place. The chairman asked if confirmation could be obtained as to when the play area is going to be adopted.
Cllr A Foy	Confirm attendance and plans for 12 th June De ferrers academy	Materials to be produced ready for the event. Clerk to organize.
Cllr A Foy	Discuss and propose improvement proposals to enhance communication in the parish	Action: Jez Elkes will do press releases going forward regarding any key initiatives/issues. Paul Barker to look at the website. Notice boards to be relocated where appropriate. The notice board outside the community centre/Forest Road is in the wrong location. Drop in events to also be explored.
Cllr M Smith	Discuss and consider parish council meetings to be changed to a Thursday evening for a trial period	Members of the public felt that Mondays were attended by a few residents. No vote was taken.
Cllr J Elkes/Cllr B Hyder/	Update councillors on Neighbourhood development plan activities - Plans for 21 st	Plans for event were discussed. Clerk to finalise arrangements.

Steering committee	June - Plans for 28 th June – councillors to confirm attendance to this event	
Cllr A Foy	Update council on Barwood presentation event – phase 2 of Red House Farm	No further actions at this stage. Some councillors will try and attend.

6 Clerks report – plus update on matters since last meeting

- Dangerous bend – Field Lane leading to Outwoods Road. No response received from Cllr B Fraser. The clerk had also approached highways . It was confirmed that any issued needed to be discussed with the local county council. Cllr Staples informed the council that she would do where possible
- Response from consolidated charity received– more information is required, clerk to speak to Cllr Barker when he returns from annual leave.
- Costs for notice board – Large size £700 – council to consider any additional locations or whether to relocate any existing locations.
- Introduction of electrical supply/Nr to Outwoods cross - £1.2K to install the electrical supply. It was resolved that solar lighting would be used for Christmas tree lights.
- Speedwatch training completed – Paul Barker will be coordinating a few checks with Barry Hyder and Bill Holmes when he returns
- Welcome sign /Outwoods cross – Bob Frazer approached informally regarding funding. No response received yet.
- Council to consider adding analytics code to enable the pc to see who is visiting the site. Cost for installing the software is £50. No contract proposal received yet. System amendment £50. It was resolved that Cllr Barker would look at website changes first before any further decision are made. Joanne Roebuck has invited representatives to a meeting – 17 June re Red House Farm approved application. It was resolved that Cllr J Elkes, Cllr A Foy and Kay Lear would attend the meeting.

7 Correspondence

- St Modwens School lighting system – item now resolved – resident very happy with the outcome.

8 County councillor/borough councillor reports

Cllr L Staples -William Davies Home appeal was upheld –

Inside market has been closed – official re opening event 21st June

Cllr S Smith - £7000 to help rural committees to Staffordshire

Home improvement agency – to distribute

19th June – 6pm – Significant changes to the health provision – Pirelli stadium

Cllr Smith informed the council that William Read was interested in an update on Emergency planning initiative. The clerk explained that a previous parish councillor was interested in this initiative. The clerk suggested that Mr Read came to the next parish council meeting to give a presentation on what emergency planning is.

Date for next meeting: Monday, 14th July, 7pm De ferrers , Trent campus.

CLLR AMBROSE FOY

CHAIRMAN – OUTWOODS PARISH COUNCIL



**MINUTES OF THE MEETING OF OUTWOOD PARISH COUNCIL MEETING AT DE
FERRERS ACADEMY, TRENT CAMPUS , MONDAY, 14th JULY 2014
PUBLIC PARTICIPATION – 7.00 – 7.15 P.M.
MEETING CLOSED AT 9.00 P.M.**

PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED

Present: Cllr A Foy, Cllr P Barker, Cllr T Booth, Cllr B Holmes

In attendance: Burton mail, Mr W Read

- 6373 Apologies for absence were received by Cllr J Elkes, Cllr Mrs J Thompson, Cllr B Hyder and Cllr S Smith
- 6374 Resignation of Mike Green/vice chairman – It was resolved that a formal thank you be submitted to Mike Green. It was resolved that Bill Holmes be co opted to the parish council. There was a discussion regarding the appointment of a vice chairman. It was resolved that the item would be discussed at the meeting in September
- 6375 Declarations of interest – none reported
- 6376 Minutes of the last meeting for approval. Any factual changes. Smith to be changed to Green. The chairman signed the minutes as a true record.
- 6377 Treasurers report - Expenditure was approved/Bank rec June 2014 balanced with cash book.
- 6378 Emergency Planning Presentation – William Read

Mr Read gave an overview to the council regarding what emergency planning was at local level. A training event is being hosted at the Town Hall on 22nd July. Cllr B Holmes confirmed that he would like to attend to represent the council. The purpose of the training is to look at various emergency scenarios and how to deal with them. Emergency no 517111

- 6379 The following items were discussed;-

Councillor	Items for discussion	Decision
Cllr T Booth	Village centre	Glenholme was agreed would be village centre. Middle of upper outwoods farm development.
Cllr P Barker	Revamp of website	It was resolved that the website be changed with immediate effect. For risk management login in details to be given to clerk and members. Clerk /council to approve information before it is uploaded onto the website.
Cllr P Barker	Planning applications to date	There are no significant planning applications submitted this month.
Cllr B Hyder	Further consultations with	1) Banner to be displayed in different

	residents	<p>locations</p> <p>2) Display boards in other locations</p> <p>3) 4th September has been proposed for the next steering committee meeting – only provisional at the moment.</p> <p>4) Bpud have also been approached by Mr Skipper and Mr Turner requesting a meeting.</p> <p>It was resolved that a newsletter be produced for circulation to residents as soon as possible.</p>
Cllr P Barker	Speedwatch update	<p>4 speedwatch sessions on Beamhill Road now taken place.</p> <p>It was requested that enquiries be made to the introduction of double yellow lines near to T10 and T20 lamp post. Clerk to make enquiries with Highways.</p>
Cllr P Barker	Road works report/Beacon Roundabout	Works on schedule. No major issues. No water interruption.
Cllr A Foy	Feedback following partnership meeting with parish councils and Agents – Red House Farm	No information received from developers. Joanne Roebuck will be setting up another meeting.

6380 Clerks report – plus update on matters since last meeting – 10 minutes

- Green Valley Drive adopted by ESBC – it is still not owned by ESBC yet. Residents have raised a concern regarding local residents using the play area for their dogs to run around in. Enforcement officer – Simon Bowering has been requested to display a no dogs allowed in this area.
- WW1 event and future proposals – Christmas Truce is the next event.
- Signage/bend Field Lane – clerk to make further enquiries.
- Beamhill Play Area – works completed.
- Projects for Neighbourhood forum team – Meeting November – projects to be considered.
- Speedwatch – Forest Road – if possible support will be given.

6381 County councillor/borough councillor reports - no reports received.

6382 Date for next meeting: 8th September – De ferrers academy Trent Campus. Cllr P Barker submitted his apologies for the September meeting due to a planned event.

**CLLR AMBROSE FOY
CHAIRMAN – OUTWOODS PARISH COUNCIL**

**MINUTES OF THE MEETING, OUTWOODS PARISH COUNCIL,
MONDAY, 8TH SEPTEMBER 2014, DE FERRERS ACADEMY, TRENT CAMPUS, 6.30 P.M.**

Press and members of the public were invited to attend.

Public participation – Green Valley Drive play area. Rusty areas. Sharpe edges which children could cut themselves on.

- 6383 Apologies for absence – Cllr P Barker apologies were received and accepted by the full council
- 6384 Declarations of interest – none submitted
- 6385 Minutes of the last meeting for approval. Any factual changes. The minutes were approved as true record. It was resolved that the chairman sign them accordingly.
- 6386 Treasurers report –
External audit approved by Audit commission
The following expenditure was approved ;-

Cheque no	Payee	Amount	Brief explanation
100090/100091/100092/100093	Various	£1629.21	Items for Neighbourhood development project Processed during July/August under delegated powers
100094	BSC	£50.00	Donation to charity swimming gala – processed during July (Chairmans allowance)
100095	K Lear	£525.11	Items for Neighbourhood plan project/clerks salary/telephone/reimbursements following neighbourhood plan meetings/banners
100096	P Gould	£60.00	Strimming highway, adjacent to Beamhill Play Area
100097	HMRC	£100	Tax payment
100098	I Page	£50.00	Payment for website support – Webb2

Bank recon: income/expenditure – balance effective August 31st 2014 was presented

The accounts for the neighbourhood plan project to be distributed on the website

6387 Items discussed at the meeting

Councillor	Items for discussion	Decision
Cllr A Foy	Draft Outwoods parish team responsibilities	The chairman proposed that members present reviewed the proposed areas of responsibilities. To be discussed at the next meeting.
Cllr A Foy	Vice chairman	It was agreed that the item would be discussed at the next meeting.
Cllr B Holmes	Emergency planning - Feedback following training 22 nd July. Update on meeting 12 th August 2014. Further actions required	Cllr Holmes attended a meeting to discuss emergency planning. Several actions are still required. Cllr Holmes to confirm actions at the next meeting. Co ordinators proposed are:- 3 parish councillors

		<p>Cllr A Foy Cllr B Hyder Cllr B Holmes and a member of the public: Mr J Anderson</p> <p>Some actions to take place before the next meeting:- Cllr A Foy to write to local farmers. Someone to approach the Beacon Hotel to see if they wish to give any support. Within the plan, there is a section regarding vulnerable people – it was suggested that something be put on the website – wording yet to be agreed. There was also discussion regarding contacting voluntary organizations locally to see what involvement they could make. There was also discussion regarding residents who may not have their medication, how the emergency team would obtain them for them. The final document will be issued to William Read for his approval. Cllr Holmes list outstanding actions in readiness for the next meeting.</p>
Cllr B Hyder	Update on Neighbourhood development plan/Steering committee meeting 1 st September	52 responses were received following the consultation. ESBC only received 400 responses. Bpud are assembling all the feedback and formulating the final plan. Referendum planned for March 2015.
Cllr B Hyder	Homes Bonus/S106 contributions – developments In Outwoods	<p>The council were made aware of the importance of discussions taking place for S106 agreements. There was also a discussion on whether a Homes Bonus was applicable to Outwoods parish.</p> <p>New Homes Bonus is only on completed properties.</p> <p>Borough Councillor Staples informed the council that ESBC and SCC have had a decrease financially from central government.</p> <p>The parish council should draw up a wish list. List to be discussed at the October meeting.</p> <p>Cllr Smith asked if the parish council had set up another meeting with Hallam Land. It was agreed that the clerk contacts Joanne Roebuck to explore a meeting with Hallam Land to get an update.</p>
Cllr B Hyder	Parking – Trent and Dove Housing garages - Beamhill	There are parking issues around the car park Beam Hill Play area.

		There is no signage to say there is no parking restriction. Action clerk to write to Trent and Dove asking them to introduce some signage.
Cllr R Booth/ B Hyder	Planning applications to date	Glenville Farm was objected. There was a discussion regarding the 5 year land supply. Planning applications submitted since the last meeting were discussed. No objections to applications received.
Cllr J Elks	Parking Forest Road	Northern Part of Forest Road. Rear access for some residents. Some have off street parking. Stretch was missed out when other development improvements were introduced. It was proposed that a public meeting be called to speak to residents about Forest Road. Access to the back of the houses needs to be explored. There were some residents who were against this. Action: Get opinions off the residents. Drop in event to be organized.

6388 Clerks /Items outstanding from last meeting/Correspondence Appendix 1, 2, 3, 4

Repair of wetmore Beam Hill Play Area –It was resolved that the clerk proceeds with the repair work. Cost £120.

Village Planter – Amey has confirmed that they would be willing to pay for a village planter. Cllr T Booth to discuss with Amey/SCC the design.

Extension of fencing – Beam Hill Play area – Clerk informed the council that she has obtained some extensive funding. The council confirmed that they were happy that the clerk proceeded with the work.

Outwoods cross – The council wanted to retain this. Location yet to be agreed.

Drainage Forest Edge Way – ESBC have now confirmed that they are responsible for this area. Clerk to meet with Open Spaces Manager to clarify work to be completed.

Projects for next year – Clerk asked the council if members could please consider projects for the next financial year in readiness for budget planning.

New legislation changes –clerk distributed changes in legislation todate (Appendices – filming of meetings, delegation rules) and reminded council that standing orders still needed to be reviewed. The chairman requested that the item be deferred until later on in the year.

Flood management strategy document – Clerk reminded councillors that she had circulated the documentation and that it would be advisable that a response be submitted – Cllr Elks to review the documentation.

Dates for councillors –

25th September 10 am

25th Sepember 7pm

17th September – Training

Field Lane – There was a discussion regarding the 60 mph signage, Field Lane. Clerk to speak to Highways.

6389 Green Valley Drive Play Area - Cheryl Maxim – The transfer of the land has now taken place. No 106 agreement funds were transferred with this site.
Andy mason has confirmed that there is approximately £6K. Unfortunately the wet pore needs to be replaced. There will only be enough money for 1 piece of equipment. Local residents and the parish council will be consulted. Andy is going through a procurement process to get one contractor to refurbish all the play areas. Decision by October.

6390 County councillor/borough councillor reports

Borough Cllr S Smith

Glenville rejected – infrastructure was the main issue

Cllr Smith recommended that S106 agreement s need to be proposed by the parish council– sports facility or village hall.

Parking consultation regarding parking around local schools in the parish – Matt Ellis

Solar panels have been given the go ahead. Borough Cllr L Staples, Staffordshire police emergency plan

Wasp applications will be considered for projects/neighbourhood forum money

A resident informed the council that a group of young people will be attending the forum to discuss the play area.

Date of next meeting – Monday, 13th October, 6.30 p.m.

CLLR AMBROSE FOY
CHAIRMAN – OUTWOODS PARISH COUNCIL



MINUTES OF THE MEETING OUTWOOD PARISH COUNCIL MEETING

AT DE FERRERS ACADEMY, TRENT CAMPUS, 6.30 PM MONDAY 13TH OCTOBER 2014

OPENNESS OF LOCAL GOVERNMENT BODIES REGULATION 2014 HAS BEEN ADOPTED

PUBLIC PARTICIPATION – 6.30 – 7.00 P.M. PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED

Members of the public attended the parish council with several other residents to raise their concern regarding the 209 Beamhill Road planning application.

A member of the public asked if the parish council would consider the support of the Tutbury Market. It was confirmed that this item would be included on the agenda for the next meeting.

Andy Mason attended to formally invite the parish council to the Neighbourhood forum event on the 25th November, more information to follow.

All the projects nominated will be debated by the relevant ward.

Andy was asked about the play equipment for the Green Valley Drive small play area. Andy confirmed that the amount of money is set in stone, but not the actual play equipment.

Present: Cllr A Foy, Cllr B Hyder, Cllr P Barker, Cllr J Elks, Cllr T Booth, Cllr B Holmes, Kay Lear

In attendance: Andy Mason, ESBC Neighbourhood Forum Co ordinator

- 6391 Apologies for absence : Cllr L Staples, Cllr S Smith
6392 Declarations of interest – none submitted
6393 Minutes of the last meeting for approval. Any factual changes. Minutes were approved as a true record. The Cllr B Holmes asked for clarification on the S106 agreement. The clerk confirmed that Cllr Smith gave the items as examples only of what S106 agreements could include.
- 6394 Finance report
Bank reconciliation September 29th - £8994.28, final precept payment for 2014/15 to be paid into the account end of September.
Budget review: Neighbourhood development plan grant £20,000 grant

Expenditure	Budget	Actual expenditure
Professional services	£12900.00	£7800.00
Administration support	£1500.00	£1410.00
Resources – includes tablets/lap top/scanner	£5190.00	£3528.00
Contingency	£410.00	0

Committed expenditure: £2100

Remaining income = £4752.00

For clarity, unspent grant – DCLG will confirm whether it goes back to central pot, or where ESBC can offer the unspent grant to other parish councils.

Outwoods parish council Minutes of the meeting, 13th October, 2014, Initial Page 1

The following expenditure was approved by the committee: -

Cheque no	Amount	Explanation
100099	£24.15	W Holmes – travelling expenses for meeting at Stafford
100100	£31.50	J Elks – travelling expenses for meetings at Stafford
100101	£347.32	Kay Lear – salary, telephone, refreshments for NDP
100102	£82.00	HMRC
100103	£800.00	Grass cutting for the 2013/2014
100104	£25.00	Poppy Appeal donation

6395 Parish councillor/clerk updates/reports/items discussed.

Website – Cllr Barker informed residents that the website exists to keep residents up to date of important issues within the parish. The chairman encouraged residents present to sign up via the contact process.

Planning issues/matters:

The White House, Lount Lane – no objection

6 Dwellings, 209 Beamhill – proposal to object. Response needs to be drafted and agreed by full council. Objection needs to be submitted before 30th October.

Residents asked if they could receive a copy of the proposed draft letter. It was confirmed that the clerk would send the letter to residents once it had been agreed by full council.

Emergency plan – Cllr Holmes proposed that the a letter be sent to local farmers regarding the emergency plan. It was resolved that the clerk receive the draft letter and contact details for letters to be sent to local farmers.

Secondary schools – Cllr Elks informed the council that 5 sites had been proposed as possible secondary school locations. 5 sites as possible secondary schools. One site which affects us the area north of Henhurst. 2015 is when the shortages will commence and schools like John Taylor will need to be expanded.

Highways – Cllr Elkes informed the council that Amey are now responsible for running the highways department. He explained that items reported via the hotline would be given a work category of 1-3. There were some concerns raised that some parishes may have lots of low priority concerns which would never be addressed.

Neighbourhood plan – Cllr Hyder informed the council that the Neighbourhood plan project is almost ready for submission. There were discussions regarding a few minor changes. It was resolved that the green space adjacent to Forest Road would be protected and added into the plan. It was resolved that the plan subject to a few minor changes was approved and Bpud Ltd to be instructed to forward to ESBC for the next stage. It was resolved that Bpud would be appointed to support the parish council at the local examination. Position papers will be submitted to the examiner. Cost for the additional services will be taken from the Neighbourhood plan budget.

Developer updates – The council were concerned that Hallam Land were no longer possibly interested in engaging with the community. The clerk was asked to speak to Joanne

Roebuck to set up a meeting to get an update on the current situation and proposals going forward.

Parish councillor responsibilities – Cllr Foy informed residents that the parish councillors had met to discuss their areas of responsibility. Cllr Foy thanked the parish councilors for all their hard work to date. As the clerk had not been included in the discussions and proposals, Cllr Foy asked the clerk to make representation to himself regarding any legal proposed changes to fall in line with the corporate responsibilities. Cllr Foy asked that all correspondence be copied to each other so that everyone is aware of activities taking place within the parish.

Additional members – The parish council resolved that any local residents who are interested in becoming a parish councillor should attend meetings for the next few months with a view to standing for election next May.

Vice chairman – Cllr Foy proposed that Cllr Booth be appointed as vice chairman. Cllr Booth accepted the role and it was resolved with immediate effect that this would take place.

Village Planter – Cllr Booth agreed to look at an appropriate design for the village planter and discuss it at the next meeting.

Beam Hill play area – Wet pore repair has been requested. Quotes are being obtained for the grass matting. The handyman felt that this should be explored going forward. The handyman requested that the parish council reserves £500 for minor repairs for 2015/16. Fencing extension had also been ordered.

Barwood developers – The proposed response was agreed by full council. Clerk to send to Sam Dorrain.

Member allowances – The parish council requested that they wished to consider an allowance for all councilors. Clerk to advise David Duckitt to establish the next steps.

Donations – The parish council discussed the possibility of introducing a budget for donations to local group causes. It was suggested that a grant application form be drafted. John Anderson offered to send a link to some grant applications which may be helpful.

Cllr Holmes asked Mr Anderson if funds from the recent Quiz nights could be considered to be donated to the parish council donation fund. Mr Anderson informed the council that he would need to discuss this further with Mr Wright.

Items not discussed for council to consider discussing at the next meeting:-

- 1) Christmas tree lights 2014/15
- 2) Complaint regarding overgrowth, The Brook, Kitling Greaves Lane
- 3) WW1 future events in partnership with other parish councils
- 4) Additional projects for 2015/16 subject to budget constraints

6396 Guest speaker – Claire Teeling,

It was resolved that Cllr Elks would explore any pockets of land around the Forest Road Allotments to introduce a community garden. Jez Elks to investigate via local allotment committee and feedback at the next meeting.

6397 Neighbourhood forum meeting – 25th November. It was resolved that Cllr Holmes would attend the event to present the topics agreed by the parish council. Venue and time of event not yet established.

Date of next meeting: 10th November, 2014, 6.30 p.m., De ferrers academy, Trent campus,

**CLLR AMBROSE FOY
CHAIRMAN – OUTWOODS PARISH COUNCIL**



**MINUTES OF THE MEETING OUTWOOD PARISH COUNCIL AT DE
FERRERS ACADEMY TRENT CAMPUS**

MONDAY, 10th NOVEMBER 2014, 6.30. P.M.

PUBLIC PARTICIPATION – 6.30 – 6.45 P.M.

PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED

Present: Cllr A Foy, Cllr T Booth, Cllr B Hyder, Cllr P Barker, Cllr T Holmes, K Lear

In attendance:

Cllr B Fraser, Cllr L Staples, Cllr S Smith, Mr M Cobb, Shelagh McKiernan

Public participation – Residents attended the meeting very concerned regarding the outline planning application for Forest Road. The parish council offered to set up a meeting with ESBC/SCC to explore infrastructure improvements should the application due to 5 year housing supply not being met and subsequently being approved. The parish council informed residents that it was important that objections were forwarded to ESBC.

6398/10-11-14 Apologies for absence – Apologies were received and accepted for Cllr J Elks

6399/10-11-14 Declarations of interest submitted – none submitted

6400/10-11-14 Welcome – County councilor Cllr Sheilagh McKiernan
Cllr S McKiernan attended the council meeting to make residents and parish councilors aware of the possible proposed controlled parking zones. Nothing is fixed and there will be full consultation
Next parking residence meeting is planned for 10th December

6401/10-11-14 Planning applications/matters,

App 861: Erection of detached dwelling and formation of vehicular access Longhedge Lane – PERMISSION GRANTED

App 1224 – Erection of 2 storey side and single storey front and rear extensions – 119 Beam Hill Road – PERMISSION GRANTED

App 983 – Outline planning application for up to 6 dwellings at 209 Beam Hill Road – On the basis that the application contained factual inaccuracies – OBJECTION TO BE PROCESSED.

App 1304 – Proposed residential development, Forest Road. Demolition of existing garages to facilitate the erection of 83 dwellings including access, associated infrastructure and attenuation pond. access route is narrow, visibility along Forest Road is limited, Design of house types are too small. OBJECTION TO BE PROCESSED

Minutes of the meeting: 10th November, 2014, 6.30 p.m. Initial:

- 6402/10-11-14 Minutes of the last meeting for approval. There was one amendment that Cllr Holmes requested. Item 6395 'never' to be excluded. It was resolved that the chairman sign the minutes accordingly as a true record.
- 6403/10-11-14 Neighbourhood development plan update - The neighbourhood plan has now been submitted. Bob Philips has confirmed that the additional items will be added to the report.
It was resolved that the clerk emailed Bob Philips to establish the time frame before the plan was ready for referendum.
- 6404/10-11-14 Operational review update , "Lead councillor" chart update. The chairman made the council aware of the roles / responsibilities of the council/clerk. Chairman to circulate to all members.

It was resolved that no further notice boards would be purchased at this stage. Members were happy to update the notice boards. Clerk to email material to each councillor. Councillors who were not able to update the notice board to delegate accordingly.
- 6405/10-11-14 Council to consider Guest Speaker for December meeting . It was resolved that Cllr Foy would make enquiries with the Salvation Army to see if they would like to attend a parish council meeting. It was resolved that a small donation of £50 would be given to the charity. Clerk to process.
- 6406/10-11-14 Clerks report; - Clerk confirmed that a proposed grant application form had been drafted and distributed to members for approval.
Clerk confirmed that legality information regarding the reasoning why AOB is not usual practice to add to parish council agendas has been circulated to all members.
Residence Freedom of Information request for Neighbourhood plan expenditure was discussed. Clerk to circulate proposed response for council to approve.
Clerk confirmed that complaints procedure, Publication procedures have been circulated to all members.
Membership – the parish council requested that the clerk made enquiries regarding the procedure for reducing membership to 8 in readiness for the May 2015 elections.
Clerk made the council aware that in the event of a contested election next year, cost to the parish would be £2000 and needs to be budgeted for accordingly.
Member allowances – the clerk explained to the council the costs for an independent report. It was resolved that no further enquiries would be made regarding allowances. Members were made aware that they could be reimbursed for out of pocket expenses.
Wet pore has now been repaired at Beamhill play area.
Trent and Dove parking signage – No response received to date.
- 6407/10-11-14 Finance - Treasurers report –
The following expenditure was approved by full council.
Bank reconciliation: £12040.23p

Cheque no	Payee	Amount	Brief explanation
100105	HMRC	£70.00	Tax payment
100106	K Lear	£297.32	Telephone /salary/refreshments
100107	SMP	£132.00	Repair of wet pore – play area
100108	Viking direct	£122.68	Resources for Neighbourhood plan
100109	Royal mail	£69.93	PO Box annual fee
100110	Salvation Army	£50.00	Donation

Income: - Last precept payment received: £4300.27

- 6408/10-11-14 Ethics Training – It was resolved that the clerk confirmed that ethics training will be required by members May 2015. Members to confirm which code of conduct they wish to adopt. Currently ESBC’s model is used.
- 6409/10-11-14 Tutbury market Support - It was resolved that the parish council writes to Sal Khan to confirm their support.
- 6410/10-11-14 Village sign/including design, Beamhill – The design was approved by full council. Cllr Barker and Cllr Booth to meet up with SCC to confirm brick design. A light feature was also agreed to be explored subject to costings.
- 6411/10-11-14 Street furniture/bin installation, Beamhill – It was proposed that the designs be forwarded to SCC for their approval in line with their budget.
- 6412/10-11-14 Update on leaflet distribution to residents Forest Road – Item not discussed.
- 6413/10-11-14 Clearing of Brook, Kitling Greaves Lane – Clerk explained that several residents were concerned over the overgrowth around the Brook, Kitling Greaves Lane. The parish council were concerned that they could be faced with costs going forward. It was resolved that the clerk explored other avenues to get the issue resolved.
- 6414/10-11-14 Defibrillator – The council felt that a defibrillator would be useful for the local area. It was resolved that the clerk made enquiries as to whether the local school required this type of equipment.
- 6415/10-11-14 Council to consider additional information for the website - Item not discussed.
- 6416/10-11-14 County and borough councillor reports
Cllr Fraser confirmed that a link road is still being discussed but no exact location had been agreed yet.
- Borough Cllr S Smith – Wasp fund panel will be open early December if the parish council would like to make any grant submissions.
25th November/Neighbourhood forum . Local examination
Borough Cllr L Staples confirmed that cabinet would be reviewing the introduction of Tutbury Market in December. Any support from the parish council should be addressed to Sal Khan.
Liz and Stephen have been liaising with relevant parties.
Cllr Staples confirmed that it was important that residents recorded any dog fouling issues to enforcement direct.

Minutes of the meeting: 10th November, 2014, 6.30 p.m. Initial:

6417/10-11-14 Any other business (Note: item requested by members). No additional items were discussed.

6418/10-11-14 Date of next meeting – Tuesday 2nd December, 6.30 p.m. De Ferrers Academy, Trent Campus

**CLLR AMBROSE FOY
CHAIRMAN – OUTWOODS PARISH COUNCIL**

**MINUTES OF THE MEETING - OUTWOODS PARISH COUNCIL -
TUESDAY 2ND DECEMBER - DE FERRERS ACADEMY TRENT CAMPUS**

PUBLIC PARTICIPATION – 7.00 – 7.15 P.M.

PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED

Public participation; Parking zone: - Borough Cllr S McKiernan and Mike Castello attended the parish council to clarify some possible confusion for the last meeting. Press article attached.

Borough Cllr McKiernan confirmed that the action group had surveyed Lower Outwoods Road who were favourable towards the possible introduction.

Forest Road development – Residents attended the meeting to propose some possible improvements should the application be approved.

Suggestions were: Parking at the rear of property, creation of the proposed rear parking to have a dead end to prevent driving through. There were suggestions that a gate with pin number would be useful. Road scene improvement was also discussed ie widening of pavements.

NOTE: The meeting commenced at 6.30 for residents who live along Forest Road to give them an opportunity to discuss with ESBC/SCC their concerns and proposals should the development along Forest Road be approved.

Present: Cllr A Foy, Cllr J Elkes, Cllr P Barker, Cllr B Hyder, Cllr W Holmes, Cllr T Booth, Kay Lear

In attendance: Jim Malkin, (ESBC), Geoff Evenson (SCC), Shelagh McKiernan, Borough Cllr S Smith, Mike Castello, Chairman, Parking zone

6419/02-12-14 Apologies for absence – Cllr Mrs J Thompson, Borough Councillor Liz Staples

6420/02-12-14 Declarations of interest submitted – none submitted

6421/02-12-14 Geoff Evenson, SCC and Jim Malkin, ESBC
Geoff Evenson explained the reason for not diverting the traffic from Forest Road. Residents who attended the parish council Change the character of the road, we would want to look at the design of the road. There is a contribution for a wider network. Could we influence the layout and design. Natural surveillance. Dead end to prevent traffic driving through. Also review the road design. Create more pavement.
It was discussed that another benefit would be to introduce some forms of traffic calming to change the environment.

We need to do something to the road.
SCC have recommended approval.
Pot holes need to reported via hotline.

The application will be considered at the planning committee in January 2015.

- 6422/02-12-14 Borough Councillor reports – Cllr S Smith – Junction closure. 8pm and 5am – 28th February 2015.
Wasp application for a defrillator – Cllr Smith to submit an application to the main fund which will be open in January. Cllr Smith informed the clerk that some of the emails went into the junk mail. There was some discussion between members and guests. Clerk reminded council of standing orders in particular public participation and dignity at work policies.
- 6423/02-12-14 Community Engagement Meeting – 3rd December – Beamhill
Clarification on who will be attending
It was resolved that the attendees would focus on the neighbourhood plan priorities.
Cllr A Foy felt it was also important to meet with Joanne Roebuck to have a chat about the representations the parish council would like.
- 6424/02-12-14 Community Engagement Meeting – Barwoods – Cllr A Foy
Mr Sam Dorrian contacted advising him that Joanne Roebuck would be contacting him. Mr Fenwick has subsequently contacted Joanne Roebuck asking for dates/times to meet with parish council representatives.
The clerk advised the council had not been given any proposed dates for meeting.

It was resolved that the clerk chases Joanne Roebuck for some proposed dates.
- 6425/02-12-14 Council to consider whether resident individual achievements should be included on parish council website – Cllr A Foy

There was a lot of discussion on what should be included on the website. It was suggested that 4 councillors would approve items before they are uploaded onto the website.

It was suggested that a separate section/link on the website would be created for individual achievements. Individuals would be invited to submit them to the parish council.
- 6426/02-12-14 Council to consider leading the Green Valley Drive Play Area project – Cllr A Foy
It was agreed that Cllr W Holmes would support Lewis Anderson with the project. Update at the next meeting.
- 6427/02-12-14 Planning applications/matters –

Forest Road Planning application letter to be drafted by Cllr Hyder/Barker for submission in January.
 209 Beamhill Road – refused.
 Party wall act - It was resolved that the party wall information be introduced on the website.

- 6428/02-12-14 Minutes of the last meeting for approval. Any factual changes. Cllr W Holmes to be added. Any other business; Cllr W Holmes noted that it was not documented that he had requested that information was obtained for training for existing councillors within any other business.
- 6429/02-12-14 Neighbourhood development plan update/local plan examination – Cllr B Hyder gave an update to the parish council on the health check. It was resolved that the neighbourhood plan be submitted to ESBC subject to some minor changes as soon as possible.
- 6430/02-12-14 Council to consider Guest Speaker January 2015 meeting . Cllr A Foy confirmed that Phil Dukes would be attending the parish council meeting on the 12th January. It was requested that an article be put on the website.
- 6431/02-12-14 Clerks report – Freedom of information request – additional information required by local resident. – clerk to discuss with chairman and then circulate for approval by all members.

Reduction of members – Clerk prior to the meeting distributed to members the reasons why the monitoring officer could not approve a reduction in members.

Neighbourhood watch – Staffs police are currently recruiting a neighbourhood co ordinator. In the first instances residents could enrol to Owl which will keep residents up to date. It was suggested that this information be put on the parish council website.

- 6432/02-12-14 Finance –

The following expenditure was approved for payment.

Cheque no	Payee	Amount	Brief explanation
100111	HMRC	£72.00	Tax payment
100112	K Lear	£313.32	Telephone /salary/refreshments
100113	DSK Engineering	£2580	Fencing extension – Beamhill Play Area
100114	BPud	£2916.00	Neighbourhood development consultancy fee
100115	SPCA	£20.00	Councillor training – J Elks

Bank reconciliation: £11230 (approx as bank statement not received)
(this will not include income to be reimbursed)

- 6433/02-12-14 Council to consider whether the Outwoods Cross will be required –
The clerk gave the parish council some background information which a resident had made her aware of.
The council confirmed that the clerk liaised with Chris Challinor and the resident to agree a location.
- 6434/02-12-14 Council to consider financial contribution towards the purchase of a Defibrillator – It was resolved that the Wasp application be sent again to Cllr L Staples and Cllr S Smith ready for January . Parish council not to make any financial contribution.
- 6435/02-12-14 Any other business (item requested by members)
It was resolved that the clerk organizing a key for the notice board for Cllr Hyder. Cllr Foy agreed to introduce some green felt backing on all the notice boards when he returned from his vacation in February 2015.
- 6436/02-12-14 Date of next meeting – 12th January 2015, 6.30 pm.
De ferrers, Trent campus.

AMBROSE FOY
CHAIRMAN – OUTWOODS PARISH COUNCIL