



Outwoods Parish Council

MINUTES OF MEETING

Date of Meeting	11 September 2017 at 6.30pm
Venue	De Ferrers Academy, St Mary's Drive, Burton Upon Trent, DE13 0LL
Openness of Local Government Bodies Regulations 2014 has been adopted. Press and members of the public were cordially invited.	
Members Present	Councillors J. Anderson, Hall, R. Anderson, Walker, Booth, Elks, Barker
Also Present	Councillor Duncan Goodfellow, East Staffordshire Borough Council (ESBC) Councillor Philip White, Staffordshire County Council (SCC) 2 local residents
Clerk	Ellen Bird
Apologies for Absence	Councillor Thompson
Declarations of Interest	None

1.	Introductions/Chairman's Opening Comments
	<p>The Chairman reported that he and other Councillors had received a lot of questions over the summer holidays regarding building developments and possible sites of interest to developers.</p> <p>Resolved to monitor planning developments and to hold a special meeting in the future if necessary to address any planning concerns.</p> <p>Councillors noted the Hospital would be holding its Annual Members Meeting on 25 September 2017 at the Medical Development Centre.</p>
2.	Apologies
	Apologies were received from Councillor Thompson.
3.	Councillor June Thompson
	<p>The Chairman reported that he had been in contact with Councillor Thompson over the summer. Councillor Thompson had been unable to attend the Council for several months due to an extended hospital stay. It was hoped that she would be well enough to return to the Council in the near future.</p> <p>Resolved to extend Councillor Thompson's permitted leave until December. If necessary this would be reviewed at the December meeting.</p>
4.	Declarations of Interest
	None.

5.	Approval of 10 July 2017 Parish Council Minutes
	<p>It was proposed that the minutes of 10 July 2017 be approved. This was agreed unanimously and the minutes were signed by the Chair.</p> <p>Resolved to approve the minutes of 10 July 2017 as a correct and accurate record of the meeting.</p>
6.	Update on actions since the last meeting
a)	Tutbury Road Roundabout
	<p>Councillors were extremely disappointed there had been no further action on the weeds at Tutbury Road.</p> <p>Councillor White (SCC) reported that he had checked and the weeds on Tutbury Road Roundabout were on the work programme for action but he couldn't say when this would be done.</p> <p>Resolved to ask the clerk to write again about this issue and copy Councillor White into the correspondence.</p>
b)	Trees outside Upper Outwoods Farm entrance onto Beamhill Road
	<p>The Chairman agreed to contact the farmers again to see if they would be willing to cut the trees back to increase visibility at this dangerous spot.</p>
c)	St Modwen's School – Parking
	<p>It was noted that a letter had been submitted to the Headteacher regarding the parking at St Modwen's but that as the School had been closed there had been no response.</p> <p>Resolved to ask the clerk to chase this if no response received in the forthcoming weeks.</p>
d)	Pedestrian Refuge Tutbury Road
	<p>It was noted the pedestrian Refuge on Tutbury Road had now been repaired.</p>
e)	Overhanging Trees
	<p>Councillors agreed to go to look at the trees overhanging the pavement which were discussed at the last meeting. It was unclear who the trees belonged to.</p>
f)	Beamhill Park
	<p>The Chairman reported that following the review of Health and safety Issues at the Park he was trying to get a quote to replace the chains on the baby swing which were flagged as a potential cause for concern in the report.</p>
g)	Bank Account Signatures
	<p>Councillor R. Anderson had been unable to progress changing the signatures on the account.</p> <p>Resolved to ask the clerk to establish what was necessary to change the signatures.</p>

7.	Public Participation
	<p>Standing orders were suspended to allow the public to participate in this agenda item.</p> <p><u>Stile Top of Duckett's Farm</u></p> <p>A Local Resident expressed concern about the stile at the top of Duckett's Farm as it was in poor repair and the holly bush next to it was making it difficult to access.</p> <p>Resolved that Councillor Walker would raise this with the rights of way officer.</p> <p><u>Waste bin near hospital</u></p> <p>It was suggested that the bin on the lamppost T24 near the hospital should be moved to a different spot nearby as it was difficult to access.</p> <p>Resolved to ask Councillor Goodfellow (ESBC) to pick this up as the bin fell under Horninglow Parish Council's jurisdiction.</p> <p><u>Outwoods Parish Council Neighbourhood Plan</u></p> <p>A resident noted there were a number of issues that had been raised in previous minutes with regard to the Neighbourhood Plan. He asked what these issues were.</p> <p>The chairman outlined the issues that had been raised and informed him that meetings had been arranged with ESBC to address these concerns.</p>
8.	Clerk's report, Correspondence and enquiries
	<p>Councillors noted the correspondence received and sent since the last meeting</p> <p>Resolved</p> <p>a) to note the update;</p> <p>b) to ask the Clerk to arrange a meeting between the Chairman and the Chairman of Burton Soup Kitchen. Councillor R. Anderson also wished to attend.</p>
9.	Committee Reports and Updates
	<p>Councillors discussed Planning application P/2017/01136 Outwoods Reservoir but had no comments.</p>
10	County Councillor and Borough Councillor Reports
	<p><u>Councillor White (SCC)</u></p> <p>Councillor White noted the frustrations regarding Tutbury Road Roundabout and agreed to help where he could with this.</p> <p>He reported that the kerbstones reported at a previous meeting on St George's Road had been added to the Capital Programme but were not regarded as a high priority so no timescales for when any work would be done had been given.</p> <p>He reported that he had met with traffic engineers and the Police regarding the dangers previously discussed on Harehedge Lane. They met twice over the summer to discuss the problems and options to address the issues were now being explored.</p> <p>Resolved to ask Councillor White to arrange a meeting to include Parish councilors and also to arrange for Highways officers to meet with the Parish Councillors to discuss the</p>

	<p>issues.</p> <p><u>Councillor Goodfellow (ESBC)</u></p> <p>Councillor Goodfellow said he was pleased that Outwoods had worked with ESBC on the Supplementary Planning documents.</p>
11	Items for Discussion
a)	Vehicles on Lower Outwoods Road
	<p>Councillor Walker reported that lorries and delivery trucks were heading down Lower Outwoods Road and causing problems but were actually heading for the hospital site. He had raised it at the Hospital Parking meeting and they had promised to speak with contractors and ensure the correct post code was given. Councillor Walker said he would monitor this.</p> <p>Noted.</p>
b)	Dog Waste Collection Enforcement
	<p>Councillor Walker asked if a note could go on the Website informing local residents about the changes to enforcement regarding dog waste collection.</p> <p>Resolved to ask Councillor Walker to write an information sheet to go on the Website.</p>
c)	Wilson Way shrubs/trees
	<p>Councillor Walker had previously contacted the relevant officer regarding planting trees on Wilson Way. He had asked him to contact him again during autumn so he would do this shortly.</p> <p>Noted</p>
d)	Burton Hospital Residents Forum meeting
	<p>Councillor Walker updated Councillors on what had happened at the resident's forum meeting.</p> <p>Noted.</p>
e)	Harehedge Lane Traffic
	<p>Councillors noted the update from Councillor White regarding actions to address traffic problems at Harehedge Lane</p> <p>Resolved to note the update and wait for an invitation to meet with Highways Officers.</p>
f)	Photo Shoot Wilson Way Signs
	<p>The Chairman asked Councillor Booth to contact the relatives of those commemorated at Wilson Way to invite them to attend a photo shoot.</p> <p>Resolved to ask Councillor Booth to arrange a suitable date for photos at Wilson Way.</p>
g)	St George's Road Kerbstones
	<p>It was agreed that this would be looked at again at a future meeting.</p>
h)	Redhouse Farm Phases 1 and 2

	<p>It was noted that the proposed bollard to control traffic was under threat. It was noted that the deadline had now past for comments on Red House farm Stage 2 – a letter had been sent on behalf of the Parish Council.</p> <p>Resolved to ask Councillor Walker to contact the Planning Officer to express the Parish Council’s concerns at the removal of the proposed bollard from the scheme.</p>																				
i)	Groundworks behind Beamhill Road and Tutbury Road																				
	<p>Residents had raised concerns about groundworks being conducted at the above sites. The Chairman had made several enquiries but could not establish what and why these were happening.</p> <p>Noted.</p>																				
j)	Complaint from resident regarding Reservoir Road Track																				
	<p>It was noted that the track was not the responsibility of the Parish Council. Councillors agreed to monitor this.</p> <p>Noted</p>																				
k)	Beamhill Park																				
	<p>Councillors noted that the swing had now been ordered and should be fitted in early October.</p>																				
l)	Speeding Traffic on Rolleston Road																				
	<p>Councillor Walker agreed to contact local police to request the speed van visit Rolleston Road and other speeding hotspots in the Parish.</p>																				
m)	Shobnall Development Plan																				
	<p>It was suggested that Councillors have a look at Shobnall’s Neighbourhood development plan which had recently been published.</p>																				
12	Financial Issues																				
a)	Approval of Accounts for Payment																				
	<p>The Parish Council were asked to approve the following payments</p> <table border="1"> <thead> <tr> <th></th> <th>Cost</th> <th>Invoice No</th> <th>Cheque Number</th> </tr> </thead> <tbody> <tr> <td>J. Anderson travel expenses</td> <td>£30.38</td> <td>-</td> <td>100481</td> </tr> <tr> <td>R. Hall expenses</td> <td>£9.18</td> <td>-</td> <td>100482</td> </tr> <tr> <td>HAGS-SMP Ltd (Basket swing too be reimbursed by insurance - excess)</td> <td>£1749.60</td> <td>258503</td> <td>100483</td> </tr> <tr> <td>Clerk's Wages August 2017</td> <td>£350</td> <td>EB8/17/18</td> <td>100484h</td> </tr> </tbody> </table> <p>There was no income to report</p> <p>Resolved to approve the accounts for payment.</p>		Cost	Invoice No	Cheque Number	J. Anderson travel expenses	£30.38	-	100481	R. Hall expenses	£9.18	-	100482	HAGS-SMP Ltd (Basket swing too be reimbursed by insurance - excess)	£1749.60	258503	100483	Clerk's Wages August 2017	£350	EB8/17/18	100484h
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b)	Annual Accounts																				

	<p>Councillors noted the recent correspondence from Grant Thornton regarding the notice of conclusion of the 15/16 Audit.</p> <p>They discussed the need to develop an action plan together to address the issues raised and asked the clerk to bring this to the next meeting. They requested the report should also address issues raised by the internal auditor for 16/17.</p> <p>The Clerk highlighted that some of the issues raised had been rectified already for the 16/17 audit but that there was further work to be done.</p> <p>It was noted that there had been no correspondence with Grant Thornton regarding the 16/17 audit.</p> <p>Resolved to ask the Clerk to bring an action plan to the next meeting to address the issues raised in internal and external auditor's reports.</p>
13.	Items for next meeting's agenda
	<p>The following items were requested:</p> <ul style="list-style-type: none"> - Pot Holes on field Lane - Youth Council - Christmas Tree at the Beacon
14.	Date/Time/Place of the next meeting
	<p>It was noted that the next meeting would be held on 9 October 2017 at 6.30pm at de Ferrers Academy (Trent Campus).</p>

The meeting ended at 20.25 pm