



## Outwoods Parish Council

### MINUTES OF MEETING

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| <b>Date of Meeting</b>  | 9 October 2017 at 6.30pm   |
| <b>Venue</b>  | De Ferrers Academy, St Mary's Drive, Burton Upon Trent, DE13 0LL   |
| <b>Openness of Local Government Bodies Regulations 2014 has been adopted.<br/>Press and members of the public were cordially invited.</b> |  |
| <b>Members Present</b>  | Councillors J. Anderson, Hall, R. Anderson, Walker, Booth, Elks, Thompson                                      |
| <b>Also Present</b>   | Police and Community Support Officers (PCSO) Cunningham and Weavers (for part of meeting)<br>3 local residents |
| <b>Clerk</b>  | Ellen Bird   |
| <b>Apologies for Absence</b>  | Councillor Barker  |
| <b>Declarations of Interest</b>   | Councillor Elks – Member of Shobnall Traffic Action Group (STAG)   |

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| <b>1.</b> | <b>Introductions/Chairman's Opening Comments</b>   |
|           | The Chair welcomed everyone to the meeting.  |
| <b>2.</b> | <b>Apologies</b>   |
|           | Apologies were received from Councillor Barker.  |
| <b>3.</b> | <b>Declarations of Interest</b>  |
|           | Councillor Elks declared he was a member of the Shobnall Traffic Action Group.   |
| <b>4.</b> | <b>Approval of 11 September 2017 Parish Council Minutes</b>  |
|           | It was proposed that the minutes of 11 September 2017 be approved. This was agreed unanimously and the minutes were signed by the Chair.<br><br><b>Resolved to approve the minutes of 11 September 2017 as a correct and accurate record of the meeting.</b> |
| <b>5.</b> | <b>Update on actions since the last meeting</b>  |
|           | <b>Tutbury Road Roundabout</b>   |
|           | The emailed update from Councillor White (Staffordshire County Council) was noted.<br><br>It was agreed that Councillor Elks would contact a local gardener to request a quote to complete further works. This would be an item on the next agenda.          |

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|           | <b>Trees Outwoods Farm</b>   |
|           | The Chairman agreed to speak again to the Farmer and Householder regarding cutting back the trees.   |
|           | <b>St Modwen's School Parking Issues</b>   |
|           | The Clerk agreed to chase the Chair of Governors about the letter sent in August regarding parking issues.   |
|           | <b>Duckett's Farm Stile</b>  |
|           | It was agreed the Clerk should write to Mr Duckett to request permission for Rights of Way England to access his land and replace a stile in need of repair with a kissing gate. |
|           | <b>Burton Soup Kitchen</b>   |
|           | It was agreed to ask the Clerk to write to Burton Soup Kitchen to arrange a meeting with the Chair and Councillor R. Anderson.   |
|           | <b>Trees Wilson Way</b>  |
|           | No action had been taken by officers at East Staffordshire Borough Council, (ESBC). Councillor Walker agreed to chase the officer.   |
|           | <b>St George's Road Kerbstones</b>   |
|           | Councillor Walker agreed to contact the Burton Mail and try to get a piece in the newspaper regarding this issue. A date would be circulated if successful.                      |
|           | <b>Redhouse Farm Bollard</b>   |
|           | Noted that Councillor Walker had emailed as requested about this.  |
|           | <b>Beamhill Park</b>   |
|           | Noted the swing should be installed imminently.  |
| <b>6.</b> | <b>Public Participation</b>  |
|           | There were no comments.  |
| <b>7.</b> | <b>Clerk's report, Correspondence and enquiries</b>  |
|           | Councillors noted the correspondence received and sent since the last meeting<br><b>Resolved to note the update</b>  |
| <b>8.</b> | <b>Committee Reports and Updates</b>   |
|           | No concerns were raised regarding any planning applications.   |
| <b>9.</b> | <b>County Councillor and Borough Councillor Reports</b>  |
|           | Both Councillors had submitted apologies.<br>Councillor White's (SCC) written update was noted.  |

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|           | <b>Resolved to note the written update.</b>  |
| <b>10</b> | <b>Items for Discussion</b>  |
| <b>a)</b> | <b>Forest Road</b>   |
|           | <p>It was noted that the closure of St Peter's Bridge had helped. It was agreed that the Parish Council needed to be involved in any freight strategy that was developed.</p> <p><b>Resolved to return to this item as necessary.</b></p>  |
| <b>b)</b> | <b>Outwoods 11 Footpath</b>  |
|           | <p>Councillor Walker outlined the anti-social behavior problems on the footpath to the PCSOs in attendance.</p> <p>They noted it was on private land so their powers were limited.</p> <p>They agreed to raise the issue with local officers and asked that Councillors encourage local residents to call 101 or crimestoppers every time there was a problem. Call volume would help the police to monitor the situation and direct resources accordingly.</p> <p>The Chairman reported anti-social behavior at the garages at Beamhill playground and speeding on Tutbury Road. PCSO's agreed to pass this on to local police officers.</p> <p>PCSOs agreed to report back at the next meeting regarding the issues raised.</p> <p><b>Resolved to request the PCSOs attendance at the next meeting to report back on the agreed actions.</b></p> |
| <b>c)</b> | <b>Trees on Tutbury Road</b>   |
|           | <p>Local residents were in attendance but were not sure if the tree was on their land or not. If the deeds were unclear they would contact the clerk who would contact officers at ESBC to establish who the land belonged to.</p> <p><b>Noted</b></p>   |
| <b>d)</b> | <b>Wilson Way Sign</b>   |
|           | <p>It was noted that a date for a photograph with the Burton Mail had been arranged.</p> <p><b>Noted</b></p>   |
| <b>e)</b> | <b>Letter to residents Forest Road</b>   |
|           | <b>Resolved to ask Councillor Elks to deliver the letter regarding parking issues (previously approved on email) to residents on Forest Road.</b>  |
| <b>f)</b> | <b>Little Forest Update</b>  |
|           | <p>The Chairman gave a brief update regarding the ongoing work at Little Forest</p> <p><b>Noted</b></p>  |
| <b>g)</b> | <b>Harehedge Lane</b>  |
|           | It was noted that Councillor White had begun to arrange a meeting to discuss the traffic issues  |

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|           | <p>on Harehedge Lane. A date was being arranged for this.</p> <p>The Chairman reported that caretakers were logging incidents/near misses. Councillor Elks suggested these should also be reported to police.</p> <p><b>Noted</b></p>  |
| <b>h)</b> | <b>Redhouse Farm Phase 1 and 2</b>   |
|           | <p>Phase 2 was still to be determined and it may be passed on a technicality by the planning inspector</p> <p><b>Resolved to monitor this and have as an agenda item when further news was available.</b></p>  |
| <b>i)</b> | <b>Cameras and Traffic Counters on Beamhill</b>  |
|           | <p>It was noted that there had been traffic Counters and cameras on Beamhill but no one knew why they were there.</p> <p><b>Noted</b></p>  |
| <b>j)</b> | <b>Meeting with Head of Planning ESBC to discuss Neighbourhood Plan</b>  |
|           | <p>The Chairman reported the meeting had taken place and that ESBC were going to review Outwoods Parish Neighbourhood Plan against their own to ensure consistency and establish whether there were any loop holes planners would exploit.</p> <p><b>Noted</b></p>   |
| <b>k)</b> | <b>Beamhill Playground Repairs</b>   |
|           | <p><b>Resolved to ask the Clerk to try to find a contractor who could deal with 'wet pour' to complete repair work at Beamhill playground.</b></p>   |
| <b>l)</b> | <b>Christmas Tree</b>  |
|           | <p>Councillors discussed the Christmas Tree.</p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li><b>a) To ask Councillor Booth to ask Councillor White (SCC) to try to get a permanent power source in the middle of the roundabout as suggested in his update report, and;</b></li> <li><b>b) To ask Councillor Booth to source a tree for a maximum budget of £300 (to include erection and lights)</b></li> </ul> |
| <b>m)</b> | <b>Youth Council</b>   |
|           | <p>The Chairman suggested he speak to Y10 upwards at De Ferrers School regarding membership of a Youth Council.</p> <p><b>Resolved to ask the Chairman to action this.</b></p>   |
| <b>n)</b> | <b>Potholes</b>  |
|           | <p>The Chairman reported complaints from mobility scooter users on Field Lane and Outwoods Lane</p> <p><b>Resolved to ask the clerk to contact Councillor White (SCC) regarding the issues raised.</b></p>   |

| <b>11</b>                  | <b>Financial Issues</b>  |            |               |            |               |                            |      |           |        |
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| <b>a)</b>                  | <b>Approval of Accounts for Payment</b>  |            |               |            |               |                            |      |           |        |
|                            | <p>The bank statements were in the process of being transferred to the clerk's address. This process was ongoing as there was a problem which the clerk and signatories were trying to rectify. The bank balances and any income received would be reported to Councillors as soon as possible.</p> <p>The Parish Council were asked to approve the following payments at their meeting on 09 October 2017:</p> <table border="1"> <thead> <tr> <th></th> <th>Cost</th> <th>Invoice No</th> <th>Cheque Number</th> </tr> </thead> <tbody> <tr> <td>Clerk's Wages October 2017</td> <td>£350</td> <td>EB9/17/18</td> <td>100486</td> </tr> </tbody> </table> <p>No income to report</p> |            | Cost          | Invoice No | Cheque Number | Clerk's Wages October 2017 | £350 | EB9/17/18 | 100486 |
|                            | Cost   | Invoice No | Cheque Number |            |               |                            |      |           |        |
| Clerk's Wages October 2017 | £350   | EB9/17/18  | 100486        |            |               |                            |      |           |        |
| <b>b)</b>                  | <b>External Auditor Response 2016/17 and plan to meet the issues raised by External and internal Auditors over the last year.</b>  |            |               |            |               |                            |      |           |        |
|                            | <p>The Clerk gave a verbal report on the issues raised by the auditors and set out plans to address those issues.</p> <p><b>Resolved to note the actions required to address the issues raised by the auditors.</b></p>  |            |               |            |               |                            |      |           |        |
| <b>c)</b>                  | <b>Internet Banking – Clerk Access</b>   |            |               |            |               |                            |      |           |        |
|                            | <p>The Clerk requested permission to complete the forms to enable access to internet banking. No transactional powers would be available to the clerk other than to view statements online.</p> <p><b>Resolved to approve the application for the Clerk to access internet banking. The form was signed by 2 bank signatories.</b></p>   |            |               |            |               |                            |      |           |        |
| <b>12.</b>                 | <b>Items for next meeting's agenda</b>   |            |               |            |               |                            |      |           |        |
|                            | <ul style="list-style-type: none"> <li>• Permission for the Clerk to have access to the Website.</li> <li>• Tutbury Road roundabout</li> </ul>   |            |               |            |               |                            |      |           |        |
| <b>13.</b>                 | <b>Date/Time/Place of the next meeting</b>   |            |               |            |               |                            |      |           |        |
|                            | <p><b>It was noted that the next meeting would be held on 13 November 2017 at 6.30pm at de Ferrers Academy (Trent Campus).</b></p>   |            |               |            |               |                            |      |           |        |

The meeting ended at 20.32 pm