

MINUTES OF THE ANNUAL MEETING OF BARTON UNDER NEEDWOOD PARISH COUNCIL held 1 June 2023 – 7.15 pm, Robert Douglas Room, Barton Village Hall

Present: -

Cllr E Sharkey	Cllr J Taylor	Cllr J Brookes
Cllr D Lord	Cllr I Gilbey	Cllr C Walker
Cllr S Naylor	Cllr K McInerney (appointed item6)	

In attendance: -

Clerk, Mrs S Rumsby; 5 members of the public. PCSO Tim Leathers
Meeting recorded to assist in the minutes (announced)

1. Chairman's Welcome and Record of Apologies for Absence

Cllr E Sharkey welcomed all to the meeting and asked all members to show patience and give due consideration in discussions to the several new Councillors getting used to how the Council operates.

Apologies were accepted from Cllrs Harley and Young; Ward Cllrs B Ashcroft, J Jones, V Gould, County Cllr J Jessel, and Co-option nominee C Allcock

A Certificate of Recognition was presented to Lorraine Brant in appreciation of her help in organising the Village Coronation event. 3 members of public then left the meeting following the presentation.

2. Declarations of Interest in items on the Agenda

Cllr Lord declared a non-pecuniary interest on the proposal regarding parking on Wales Lane as the area is in close proximity to his daughter's house who parks on the road.

3. Minutes of the Parish Council Meeting of 11 May 2023.

An amendment suggested by Cllr Brookes to item 9.3 had been circulated. It was **resolved** that the Minutes were accepted to be signed as a true record by the Chairman.

4. Parishioners Forum

A resident chose to observe the meeting but had no issues to bring forward.

5. Police, County and Borough Council Reports

1. Police

PCSO Tim Leathers – no monthly report had been produced and Tim asked for feedback on whether the current format in relation to percentage-based stats was relevant or desired. Cllr Brookes felt that data does provide an indication of where problems are; he felt there was a need to ascertain a base line to observe changes across time. Tim advised that the 'Brain' system gives a snapshot of what has been reported not everything that has come in. It does show ASB but not data that wouldn't be available elsewhere through Staffs Police website. Tim has to prepare the reports for 12 councils and the reporting with figures takes time to produce. He can still highlight where reporting is down but incidents are up. Cllr Sharkey felt it was more useful to have Tim's presence at meetings and it was understandable that not having to

prepare the reports would free up time to get out and about. East Staffordshire Chief Inspector Dan Ison operates from Burton but does cover Uttoxeter. There will be Neighbourhood Police Inspectors and Response Inspectors available to enable a line of direct communication other than via a sergeant. Tim advised he can generate stats if requested to look at a specific area where issues are arising, we can look back and compare against the previous year. Traffic data is not available on the Brain only certain offences, RTCs or traffic related incidents. Tim can provide more accurate numbers on how many related incidents have occurred. Cllr Sharkey would like feedback on what has happened with previously reported incidents. Tim advised that only limited data can be given to a victim or suspect; there are restrictions on saying anything to anyone else. Trends and patterns can be communicated. Another PCSO, Chris Edwards, will be soon be joining the patch. Cllrs overall felt it was preferable to see police presence. Tim will produce a more targeted report detailing what crime is going up and what they are doing to counter this. Tim updated on the 4 victims who were intimidated with forks, he advised the incident was blown out of proportion but has been responded to. JTHS have helped identify who was involved. Wales Lane - there have been reports of youngsters throwing stones at cars and kicking cars and one case of criminal damage. This was a different age group to the usual known suspects. The activity seems to have tailed off with police presence. Police gather CCTV from various sources - shops, houses, council owned devices. Ring door bells have helped. Loose dog – the police have an image of the dog and will identify next steps as the owner is in breach of a community protection warning issued following a previous incident. A resident present asked if contact details could be provided on community noticeboard – Tim is happy for his email address to go up. Police will be delivering lessons to different year groups in the school classroom from September as part of their PSHE. Tim was thanked for his attendance and left the meeting.

2. **County Council –:**

Cllr J Jessel had sent a copy of the SCC's response to Walton PC on the Walton Bridge matter, circulate to all Cllrs.

3. **Borough Council –** no report available. Cllr J Jones suggested contact with Yoxall Councillor Bob Keys re Housing Needs Survey. We are awaiting a date for the forum for the new Ward.

6. **Co-option of members resulting from vacancies following Uncontested Election**

Two applicants nominated - Chris Allcock had given apologies. Kevin McNerney introduced himself and gave a brief background on his situation. Works from home mainly as a project manager on off shore windfarm installations. He would like to give back to the community. Cllr Sharkey briefly spoke about Chris Allcock's application in his absence.

Resolved - both applicants co-opted onto the 2 vacant seats. Cllr McNerney joined the table and signed his Declaration of Acceptance of office. Committees will be redistributed in due course.

7. **Committee Reports as circulated.**

1. **Finance**

Committee Report and Terms of Reference received. Cllr Naylor had been elected Chairman.

- 1.1. Summary of Assets reviewed and accepted. Depreciating values of certain items to be queried with internal auditor.
- 1.2. Explanation of Significant Variances reviewed and accepted.
- 1.3. Year End Bank Reconciliation and Receipts and Payments account, reviewed and accepted. All in good order.
- 1.4. Annual Internal Audit Report 2021-2022 (page 3 of the AGAR) and the accompanying Internal Auditors report letter reviewed and accepted. A related issue with burial ground and necessity to earmark reserves against future maintenance costs once it is closed will be researched further.
- 1.5. Council's response to the Annual Governance Statement (page 4 of the AGAR), all checked and accepted.
- 1.6. Accounting Statements (page 5 of the AGAR) approved as presented.
- 1.7. Notice of Appointment of the Date for the Exercise of Public Rights, approved as circulated.
- 1.8. The committee aims to manage the process of incorporating projects into the budget. Cllrs to be encouraged to bring forward ideas in August/September to incorporate into the finance plan for next year, especially for any which may have a contract value in excess of £25,000 and would therefore require to be advertised under the Public Contracts Regulations 2015. It was noted our internal auditor had remarked on the level of reserves so it would be it was a matter of determining best use of some reserves for the benefit of the community.
- 1.9. Bank mandate to be processed and online banking signatories had been agreed, to be implemented following the change in the six main signatories.
- 1.10. Cllr Naylor apologised for an administrative error in setting up the meeting date which resulted in the non-attendance of Cllr Taylor through no fault of her own.
- 1.11. Cllr Taylor advised a bill would soon be presented to the Parish Council for the replacement fire door to the office – circa £460.
- 1.12. Burial Ground – committee discussed earmarking funds as the burial ground fills up. This will require further discussion and research and also liaison with Yoxall PC regarding their burial space.
- 1.13. Receipts and Payments Summary, bank reconciliation and scheduled payments all reviewed.

It was **resolved** to approve the circulated financial report, documentation and committee recommendations.

2. Planning

Co-op illuminated sign - Cllr Gilbey reminded all that a lot of trouble had been taken to ensure the Co-op building fitted into its environment within the conservation area. There is no competition for this outlet so the sign should be informative rather than attention grabbing. Cllrs have repeated their original submission which included reference to the new noticeboard which had not been mentioned in this application. Cllrs continue to hold ESBC to their own policy.

We have asked for responses to 5 outstanding communications sent to Naomi Perry questioning decisions made by ESBC Planning Department. Flat roof extension 10-12 Main Street had been passed whilst similar application No. 7 opposite was only permitted when amended plans were submitted showing that planning agreed with our comments. Borough Cllrs have been copied in with the communication.

Off-road motorbike track off A38 – this was flagged up to planning officer and enforcement. There is an issue with change of use of land which is no longer a smallholding.

3. Parks & Open Spaces

Report from recent meeting had been circulated. Cllr Harley appointed Chair of committee and Terms of Reference Revised. Green Spaces strategy is to be developed from the village survey. Grounds Maintenance contract – Cllr Sharkey to continue to monitor the contract with a view to handing over liaison to another Councillor at some point.

The repaired Space Walker is back in situ.

Toddler Play area refurbishment – Cllr Harley will run this project.

Land Drains – Lanes Group have been chased again for their solution and quotation.

CCTV – the purchase of Council tablet device to view footage had been discussed for ease of viewing access – requires further research and discussion required.

Fishpond:

Sluice gate – the design and quotation had been agreed and ordered; work to be carried out w/c 19 June. Bailiffs will operate and they will have access. The installation will not involve digging up Potters Way.

Cllr Walker asked what the abstraction licence was for. At some point due to flooding solutions, Barton Brook bypassed the fishpond and therefore there was no feed of fresh water. It was re-connected to the brook via a pump and a certain amount of water per day/year is licensed to be abstracted to feed fresh water into the pond.

Cllr Taylor reported that a bench near Potters Way had collapsed, our groundsman had looked at it and unfortunately it had to be removed as the uprights were rotten. Cllr Taylor will take over replacement of four new benches required for Collinson Park and will include replacing this one by the Fishpond.

Complaint received about the delay in getting a sluice gate fitted. Clerk will be responding. Installation will be due to be completed week commencing 19 June.

Signage on Potters Way was discussed – the 'No Coaches' sign had been vandalised and the Rugby Club have replaced it. Cllr Brookes asked if more speed signs would be beneficial.

There is a fine balance of providing information versus too much street clutter. Road markings will be refreshed including priority arrows. Previous speed signs had disappeared. Situation to be reviewed following works planned. Speeding on Potters Way has considerably slowed down since the introduction of the bollards.

It was clarified that the Fishpond has been a sub-committee of Parks & Open Spaces for a number of years. The area is a green open space and has a wider value in the community as well as being used for fishing.

Cllr Brookes queried who had authorised the communication about the fishpond closure for spawning and mentioned the reference to having a 'proven track record of closure and positives outweighing negatives.' – this communication was not from the Parish Council but from an independent Facebook page. The Chairman reiterated that closure for spawning will not be reviewed again until the 1st quarter of next year. Cllr Brookes was encouraged to bring forward any evidence in support of keeping the fishpond open during spawning.

4. [Burial Ground](#) - No report, meeting to be scheduled.
5. [Human Resources](#) – Meeting date scheduled for 19 June.
6. [Allotments](#) - Cllr Lord had informally spoken to Graham Hughes to establish his continuation as secretary. Formal meeting to be called.
7. [VEC](#) – nothing to report. Cllr Young to call meeting in July.

8. [Correspondence](#)

Correspondence was duly noted.

Meeting on Queen's Copse to take place as ESBC contractors had mown over several young sapling trees. Cllr Taylor to attend. Cllr Brookes to attend Outwoods Parish Council to meet Ben Adams Police & Crime Commission. No other Councillors were available to attend. Cllr Brookes to view Staffordshire police website which will provide information on police plans. If anyone has any key points to raise, they should advise Cllr Brookes.

9. [Outside Bodies & Special Responsibilities](#)

1. [Communications](#) – nothing to report, meeting to be scheduled.
Cllr Lord's daughter in law who has Comms experience had offered to assist with principles and direction.
Cllrs appointed to the general Communications Special Responsibilities –
Housing Needs Survey: Cllr Sharkey, Cllr Brookes, R. Bell
Green Spaces: Cllrs Sharkey, Brookes
General Comms: Cllrs Walker, McInerney, Brookes.
Terms of Reference to be drafted.
2. [Speedwatch](#) – nothing to report
3. [Flood Risk Group](#) - nothing to report
4. [New Bridge](#) – nothing further to update
5. [Quarries Liaison](#) – nothing to update, meeting in July to be scheduled.

10. [Councillors & Clerk Reports](#)

1. Certificate of Recognition – It was proposed that Julie Skinner should be awarded Certificate in appreciate for her services to the Barton Scout Troup, she is retiring her position after 35 years.
Resolved All in favour.
2. Cllr Walker had received reports about the poor state of pavements on Captains Lane which are in need of repair. Clerk advised this had been reported via our lengthsman; County had deemed low priority. Speeding on The Green was also highlighted as a problem.
3. Cllr Taylor reported that the Garages on Oak Road are ESBC responsibility and are very overgrown. Although our groundsman had kept it clear on occasion, it was agreed to highlight this to our Ward Cllrs to flag up with their contractors.
4. Cllr Brookes proposal for parking restrictions on Wales Lane/Brookside Road junction as circulated was discussed to ascertain parish level support before approaching County. TROs are exceedingly complicated and long winded and is evidence based. If we approach them, they would check if this is an accident black spot and the knock-on effect. There would be a danger of deflecting the problem from one area to another area. Cllr Naylor thought parking opposite a t-junction was enforceable by police. Tim Leathers had advised Cllr Brookes that he cannot report it via 101. Cllr Lord said is enforceable – there is no right to park anywhere on

highway and if parking causes obstruction or danger, police can take enforcement action. Cllrs Walker and Gilbey never felt this is a dangerous spot and vision not obscured. Cllr Brookes felt visibility from Brookside is poor particularly to the left and felt that near misses do occur. Cllr Naylor suggested getting police to knock on doors. The Chairman suggested talking to Tim to ascertain police approach. Decide at next meeting if we formally adopt a position for the Parish Council approach. In the meantime, stats could be gathered to back up evidence of any issue. Cllr Naylor said we need to decide our approach following professional opinion rather than personal opinion – and this would need police input. If unenforceable, we can lobby highways. It was agreed to defer to next month's Agenda following Police input.

5. Gilvar re-marking quote for Carpark and Potters Way – **Resolved** all in favour to accept quote. Cllr Taylor to arrange closure of car park one Sunday.

11. [Dates of Future Meetings:](#)

Next meeting 6 July; 3 August; 7 September (preceded by Trustee Barton Village Hall meeting); 5 October; 2 November; 7 December (preceded by Trustee Barton Village Hall meeting).

The meeting closed at 21:13pm