

POLICE REPORT

The system we use to provide you with data is sadly still unavailable, however I would like to offer you an alternative; a list of the sorts of incidents occurring in your area and areas we are focussing in. Hopefully this will provide more useful data in the short term than facts and figures that are honestly more accessible via the Staffordshire Police Website. As before, this is separated into ward areas so some of these are related to other villages covered by the ward but this is no different to my other reports to be honest. I have elaborated on some but won't / can't on others. It is worth noting that the things in brackets are my own understanding of the incidents to give you an overview and are not official Police subheadings.

Figures are directly related to incidents reported, taken from STORM between 01/05/2023 – 29/06/2023.

- 9 Abandoned Phone Calls
- 12 Administration (various)
- 1 Alarm Generated
- 7 ASB (5 Community Nuisance, 2 Personal Nuisance)
- 6 Burglary (4 Business, 2 Residential)
- 6 Concern for Safety (2 for adults, 4 for children)
- 2 Criminal Damage
- 6 Domestic Incidents
- 7 Duplicates (not to be counted, but to evidence we link incidents together when multiple callers report the same incident)
- 1 Domestic Violence (Concern for)
- 1 Firearms Involved/Intel (pest control)
- 2 Malicious Communications
- 1 Owned by Other Force (complete enquiries)
- 2 Public Order
- 2 Received from Other Force (1 address check, 1 concern for safety)
- 14 RTCs
- 3 RTC – Non Reportable
- 1 Sexual Offence – not rape
- 2 Sudden Death
- 14 Suspicious Incidents (1 alarms going off, 2 concern for safety, 2 poaching, 3 drugs related, 1 suspicious vehicle, 4 suspicious person, 1 drink drive)
- 8 Theft Other
- 32 Transport Related
- 7 Vehicle Crime (4 damage to vehicle, 3 theft of vehicle)
- 7 Violence (3 against the person, 1 juvenile by adult, 3 juvenile by child)
- 1 Wildlife (birds nesting)

Visible patrols are still being carried out in regular hot spot areas. Barton still, and will always, see the lions share of my visible patrols given its size and the number of reports in the local area. Collinson Park, Oak Road, Holland Sports Club and all the roads in between, as well as those going towards Mill Lane, out to the Marina, and back along Dunstall Road, up to the Co-Op, wales lane, top of the village. These are all areas I am regularly patrolling although depending on reports I change this route massively. I like to go through the parks a few times when on patrol to cover the area and provide a presence where possible. Other than that, nothing of particular interest to the Parish Council. Oak Road seems to be the new hot spot location for ASB and other such behaviour after

22.00 so I have asked other PCs to keep in view when I am off duty to alleviate the concerns of residents.

Dunstall, sadly the only reports I regularly get from residents is the concerns raised about a vehicle using their horn on the roads twice per day. It is very annoying, so I am told (including video footage). Sadly this actually constitutes one of the few actual uses of the horn and so there is nothing I can realistically do. I could go for antisocial behaviour but it is unlikely we would be successful, and given that it will be used for a grand total of about 2 seconds every day they have the rest of the day to enjoy without it causing an issue.

Tatenhill/Rangemore, nothing of particular interest. I am still keeping in regular contact with the school and pass through often, although limited pathways mean I am rarely on foot through the village.

If you have any questions relating to this, or other issues affecting the local area, please don't hesitate to get in contact with me.

Many thanks,

Tim

PCSO 27951 Timothy Leathers
Barton and Needwood PCSO
East Staffordshire Neighbourhood Policing Team – Shift 3
Uttoxeter
Tel 101



Barton under Needwood Parish Council - Receipts and Payments Monthly Summary

2023-24

Receipts	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Budget Balance
Rents	900.00	387.50	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,737.50		
Interest	55.49	64.21	74.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	194.61		
ESBC	40,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,500.00		
LA Other	932.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	932.50		
Burial Ground	1,330.00	1,830.00	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,060.00	12,000	7,940
Fishpond	275.00	1,125.00	0.00	382.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,782.00	3,000	1,218
VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Car Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
BVH Sal, Tax & NIC	979.88	936.90	1,118.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,035.69		
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Grants/donations	50.00	1,463.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,513.99		
Total Income	45,022.87	5,807.60	2,543.82	382.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53,756.29		

Payments	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Budget Balance
Bank Charges	0.00	11.97	44.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.09		
Salaries	3,117.11	3,116.83	3,403.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,637.49		
HMRC	1,310.06	1,218.80	1,217.80	1,431.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,177.94		
Nest Pensions	183.99	367.98	0.00	184.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	736.54		
Admin	1,215.39	1,857.42	1,241.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,314.17		
Burial Ground	1,821.58	16.67	848.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,686.52	2,250.00	-436.52
Allotments	310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	310.00	1,460.00	1,150.00
Fishpond	124.61	2,432.33	1,012.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,569.48	8,500.00	4,930.52
Donations	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00		
P&OS	145.60	2,086.63	3,340.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,572.89	17,500.00	11,927.11
Capital Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Maintenance	125.65	470.53	24.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	620.25		
Car Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Lengthsmen	208.40	104.20	260.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	573.10		
General payments	0.00	146.01	6.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	152.28		
Projects	0.00	1,270.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,270.00		
BVH Contra	395.96	395.96	404.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,196.11		
VEC	189.96	603.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	793.95	1,590.00	796.05
VAT	168.67	964.12	1,036.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,168.81		
Total Spend	9,316.98	15,088.44	12,839.35	1,615.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38,860.62		

Barton under Needwood Parish Council			Bank Reconciliation as per statements at:		06-Jul-23
Lloyds Current A/C			£	1,791.70	
Lloyds Deposit (Instant Access) A/C			£	108,539.81	
National Savings			£	73,922.73	
Petty Cash			£	150.00	
Total Bank Balances					£ 184,404.24
<u>Add Credits not on Statement</u>					
				382.00	
					£382.00 £ 184,786.24
<u>Less unrepresented payments:-</u>					
		3437		130.25	
		3442		752.78	
		3443		1,142.40	
		3444		2,682.80	
		3445		96.00	
		3446		28.88	
		3451		1,431.28	
					£6,264.39 £ 178,521.85
<u>Opening Balances :-</u>		<u>Bank Statements as at 31st March 2023</u>			
Lloyds Current A/C		£	2,001.00		
Lloyds Deposit A/C		£	87,522.39		
National Savings		£	73,922.73		
Petty Cash		£	150.00		
Parish Council -		Total	£ 163,596.12		
<i>Add Receipts to date</i>		£	55,056.29		
<i>Less Expenditure to date</i>		£	40,130.56		
Total Cash and Investments as at -				£ 178,521.85	
				Difference	£ -
RFO, S. Rumsby					

**Barton under Needwood Parish Council -
Scheduled Payments presented to Full Council**

06/07/2023

Payee	Description	£ Value Gross	£ VAT	£ NET
Salaries total		4,643.11		4,643.11 HR
Nest Pension Scheme		183.99		183.99 HR
HMRC		1,431.28		1,431.28 HR
Mitmark	Collinson park CCTV	96.00	16.00	80.00 P&OS
Lloyds	Bank charges	33.72		33.72 Admin
Country Services	Petrol and lubricant for equipment	35.48	5.91	29.57 Maintenance
ICO	Data protection renewal fee	35.00		35.00 Admin
Barton Village Hall	Rent 2nd Qtr	510.00		510.00 Admin
ESBC	Election contribution	121.30		121.30 Admin

7,067.98

Scheduled Payments

Authorised Chairman

Barton under Needwood Parish Council		Receipts and Payments Account			
S. Rumsby, RFO - 31 March 2023					
Receipts		2022/23		2021/2022	
Local Authority Precept		£ 76,000.00		£ 63,875.98	
Local Authority Other		£ 1,865.00		£ 2,421.00	
Burial Ground		£ 15,480.90		£ 11,366.00	
Rents - Allotments, Fishing & Holland Sports		£ 3,821.89		£ 6,105.06	
Investment Income (Interest)		£ 243.94		£ 13.54	
VAT Reimbursement		£ 9,862.34		£ 8,246.65	
Other + Grants & Donations		£ 20,357.59		£ 18,365.50	
Car Park		£ 9,367.88		£ 8,682.00	
Village Hall Salary contra		£ 12,587.16		£ 9,235.38	
Credits not on statement		£ -		£ -	
		£ 149,586.70		£ 128,311.11	
Payments					
Salary / Wages		£ 49,947.87		£ 50,684.51	
Administration		£ 7,928.55		£ 9,176.60	
Burial Ground		£ 3,946.29		£ 1,915.75	
Allotments		£ 1,913.45		£ 1,879.77	
Fishpond		£ 5,500.00		£ 3,441.00	
Donations & S.137 payments		£ 385.50		£ 668.70	
Capital Expenditure		£ 237.50		£ 7,174.51	
General Payments inc Maintenance & Repairs		£ 1,570.25		£ 5,886.39	
P & OS Grasscutting/Grounds Maintenance		£ 12,120.33		£ 12,657.22	
Special Projects		£ 1,251.58		£ 27,914.40	
Lengthsman		£ 2,570.00		£ 1,818.96	
Car Park		£ 988.00		£ 1,383.95	
VAT Payable		£ 4,475.76		£ 9,497.59	
Village Hall Salary contra		£ 12,462.59		£ 7,008.76	
Vec		£ 244.73		183.63	
Unpresented cheques		£ -		£ -	
		£ 105,542.40		£ 141,291.74	
Net Income for the Year to date		£ 44,044.30		-£ 12,980.63	
Add Cash Balances B/Fwd 1st April		£ 119,551.82		£ 132,532.45	
		£ 163,596.12		£ 119,551.82	
Represented By Cash Balances					
Current Account		£ 2,001.00		£ 2,001.00	
High Interest A/C (Closed)					
Deposit Accounts		£ 87,522.39		£ 43,546.83	
Petty Cash		£ 150.00		£ 150.00	
National Savings Account		£ 73,922.73		£ 73,853.99	
Total Cash Balances		£ 163,596.12		£ 119,551.82	
	Reconcillation	-£ 0.00			

PLANNING – All matters have been referred to the Planning Committee and their comments appear in italics below, the Committee meet fortnightly 5pm, in the Douglas Room, Barton Village Hall. Please contact the clerk for dates should you wish to attend any Planning Meetings

Meeting of 22 May 2023 Committee Chairman appointed Cllr Ian Gilbey; Co-opted Member R. Bell; Terms of Reference reviewed with no changes.

1. 00475 - 34 Efflinch Lane : Erection of a first floor side extension including window in existing garage door opening – *no objections*
2. P/2022/01358 - Midlands Co-operative Society : Retention of 1 x externally illuminated fascia sign, 1 x halo illuminated fascia sign, 1 x externally illuminated projecting sign, and 2 x non illuminated fascia panel signs – Revised
We note the amendments made but are still unclear about what the applicant is trying to achieve. The size and scale of the sign above the main entrance is reduced and now a smaller rectangular version. The hanging sign is colour coordinated, lime green on a white background. We still do not believe that this proposal complies with the Shopfronts SPD. This states that it is key that businesses in conservation area should closely follow this guidance, in particular that any illumination should be discreet and low level and be kept to a minimum. It also states that high gloss finishes are to be avoided. The choice of lime green on a white background seems somewhat brash and accordingly inappropriate in the conservation area as it is hardly discreet. There therefore still seems no attempt to modify the corporate branding to the needs of the local environment.

The premises are in a prominent position in Main Street with no competition from similar stores within half a mile. As with other commercial premises within the conservation area the signage needs only to be informative rather than the attention grabbing appropriate for major shopping areas.

Our objection to the original application therefore remains as the principle of our continued objection.

Within this is a mention of the poster sized advert in a noticeboard between two of the fake windows on the Crowberry Lane wall. The advert poster has now been removed but the noticeboard remains. We are surprised to see no mention of this in the revised application and seek reassurance that the matter is being pursued.

For your convenience we attach a copy of this original objection

3. 00524 - Land to the rear and adj to Forest Barn Cottages , Scotch Hills Lane : Erection of a pair of semi-detached and 1 detached dwelling, detached garage and annexe building and installation of septic tank
This application proposes a pair of three storey, three bed semi-detached dwellings on the Scotch Hills Lane frontage immediately to the south of the existing properties. Associated parking is provided immediately in front of the properties. Longish rear gardens follow the similar alignment of the adjoining properties. A third property, a bungalow, is also proposed on a triangular shaped piece of land to the rear and immediately behind the existing Forest Barn Cottages. Access to this property appears to use an existing driveway between existing properties on the road frontage.

Outline permission (P/2017/00981) was given for the erection of three log cabins for tourist accommodation. Subsequent applications related to revisions to this scheme and reserved matters with the final application (P/2020/00834) being approved in February 2021.

From what we can gather work on foundations and a footprint outline had started on the site but then went quiet. This present application provides no explanation as to why the tourist lodges have been apparently abandoned or at least are not now in favour.

Parish Council Comments

Policy SP 2 Settlement Hierarchy

1.1 Due to its location on Scotch Hills Lane, outside existing settlement boundaries and, therefore, in the open countryside the key issue associated with this proposal is the principle of development.

1.2 Policy SP 2 of the East Staffordshire Local Plan sets out a development hierarchy which directs approximately three quarters of the Borough's allocated growth to Burton and Uttoxeter. Outside of these two towns then the development strategy makes provision for the remaining quarter to be distributed in a settlement hierarchy with four Strategic Villages, and in addition a number of named Local Service Villages and identified small villages and other settlements where some development might take place. Outside of this hierarchy of settlements is regarded as open countryside where development will only be permitted in exceptional circumstances.

1.3 *There is no additional information to accompany the planning application to justify why three properties should be entertained in this isolated and unsustainable location where access would only be available by private transport and with no nearby facilities. Such a proposal would have the effect of extending a small ribbon of development southwards on the road frontage and westwards, at the rear, in both directions into the open countryside. We must, therefore, conclude that that proposal is contrary to Policy SP 2.*

Policy SP 8 Development outside settlement boundaries

1.4 *Policy SP 8 states that proposals outside settlement boundaries will only be permitted where amongst other things, it is essential to support the viability of an existing business, it is providing facilities for the general public, and it is development necessary to secure a significant improvement in the landscape. If any proposals meet these criteria, then the planning policy lists further hoops to be passed. These include not introducing a considerable urban form, the need for any environmental impact to be compatible with the character of the surrounding area and the need to maintain land of high agricultural value.*

1.5 *Again, there is no accompanying evidence to support development under this policy. We must conclude, therefore, that development is not needed to support a local business. As private residences then they cannot be facilities for the general public. Whilst planning permission has been granted for tourist lodges and the foundations for at least one of these appears to have been established we do not feel that this meets the criteria of an appropriate use for a rural building, especially one that has not yet been constructed and, therefore, not yet in use.*

1.6 *We also feel that the form and type of proposed residential development, especially the two 3 bed style townhouse introduces an urban form which is incompatible with the surrounding rural area.*

1.7 *Being located at the rear of the property on the frontage the detached bungalow would be prominent in the landscape, and we believe visually intrusive and harmful to the general amenity of the area and local landscape character. The contrast of a bungalow in this location as set against the small scale generally brick built properties would be quite stark.*

Policy SP 24 High Quality design

1.8 *Policy SP 24 promotes high quality design by stating that all development proposals must contribute positively to the area in which they are located. They must help to create a sense of place and respect local patterns of development and reinforce character and identity through local distinctiveness. Developers will also be required to demonstrate how they have responded to the criteria in this policy in their application. As there is no accompanying information then the applicants have certainly not met this latter criterion.*

1.9 *We feel that the pair of what look like townhouses are more commonly found in urban areas such as Burton or Lichfield and, therefore, do not reflect their rural setting. The townhouses, in particular, through their scale and height will contrast strongly with the prevailing lower profile character of the adjoining rural buildings. The footprint of these properties, however, is quite small and, therefore, is at a higher density than their neighbours. The bungalow is similarly out of place in this rural setting and as it juts out westward beyond the existing Forest Barns complex would be very prominent in the landscape.*

1.10 *We cannot see how this proposal either contributes positively to its surroundings or represents a benefit to the character of the area under the terms of Policy SP 24. Accordingly, we object to this proposal.*

1.11 *During the course of the various iterations for the proposed tourist lodges, which solicited a number of planning applications, ESBC, as Local Planning Authority, were always at pains to point out that permission was being given for tourism use only. Indeed, they imposed planning conditions that restricted occupation to short stay holiday accommodation only, and sought removal if they remained vacant for a continuous period of 6 months.*

1.12 *Various officer reports stated quite clearly that although any permanent residential use would need to be subject to a separate planning application such a use should be considered unacceptable and should be prevented due to its unsustainable location.*

1.13 *You determine planning applications in accordance with the Local Plan unless material considerations indicate otherwise. As there is no accompanying information then we must assume that there are no material considerations for this proposal and it must be dealt with in accordance with the relevant policies of the LP.*

1.14 *We object to this proposal as being contrary to Policies SP 2, SP 8 and SP 24.*

Drainage considerations

1.15 Satisfactory provision of drainage and avoidance of flooding is a material consideration under requirements of the National Planning Policy Framework and is addressed in **Strategic Policies 21, 23 and 27**.

1.16 Strategic Policy 21 East Staffordshire Approach to Sustainable Development states that the Council will apply the following principles depending on the type of application or development proposed :

The site to be “developed without incurring unacceptable flood risk or drainage problems and uses Sustainable Drainage Systems (SuDS) where appropriate;”

1.17 Strategic Policy 23 Green Infrastructure states that:

“All developments should be served by Sustainable Urban Drainage Systems where feasible. The component features of these systems should be designed and managed to deliver additional green infrastructure benefits, such as wildlife habitat improvement and provision, landscape enhancement and informal recreation”

1.18 Strategic Policy 27 Climate Change, Water Body Management and Flooding states that:

All new development should address surface water run-off and Sustainable Drainage Systems (SuDS) should be used.

There is sufficient water and foul drainage infrastructure capacity to meet the additional requirements arising from a development should be in place.

1.19 Limited information on drainage for the proposed development is provided. Drawing NA/NP/4.a. provides a general layout which includes indicative drainage. A specification document for a Klargest Septic Tank is also provided. From these documents it is noted that surface water runoff from paved areas and roofs is proposed to discharge via a piped network to soakaways structures where flow is intended to infiltrate to ground. Foul water flows are proposed to discharge to the septic tank. Solids will be contained within the tank and liquids will pass forward to a field drain network from which they will infiltrate to ground.

1.20 Following review of the surface water proposals, it is noted that no evidence has been provided to demonstrate the required size of the soakaway chambers and more critically any evidence that the strata within the property is sufficiently permeable to make infiltration. Unless this evidence is provided it is not possible to demonstrate compliance with Strategic Policies 21, 23 and 27. There is a risk of surface water flooding of the site and adjacent fields that are at lower elevation.

1.21 Following review of the foul water proposals, it is noted that in accordance with manufacturers recommendations the Klargest Septic Tank which collects solids requires to be emptied at least once every 12 months. The location of the tanks as shown on drawing NA/NP/4.a. is such that it is landlocked. It does not appear possible for a tanker to get close enough from either the public highway or the existing drive. If the tank is not emptied it will fill up and foul water flooding will result.

1.22 The liquid is to be disposed by infiltration to ground via the field drainage network. As with surface water, no evidence has been provided that infiltration is viable. If the field drainage network is not adequately sized or the strata is relatively impermeable then the liquid will not be removed by infiltration and foul water flooding will occur.

1.23 It is apparent from the long section shown on drawing NA/NP/4.a that the field drain is below land at a higher elevation than the tank. Since the field drain pipes have to be lower than the tank outlet, in order to have gravity flow, they will be located at a greater depth than normal and there is a risk that infiltration rate will be reduced or groundwater levels will be higher than the pipe thus preventing infiltration.

1.24 Due to the limited information accompanying the planning application, we also object to the proposal as being contrary to Policies SP 21, 23 and 27.

3. 00642 - The White House, 1 Fullbrook Avenue : demolition of existing forward projecting single garage and erection of a part two, part single storey front extension, installation of first floor side window and rear garden access in existing garden boundary wall, alterations to existing front door and ground floor wrap around corner window and replacement of all remaining existing windows – *no objections*

4. 00676 - 101 Main Street : Remodelling of existing dwelling including render, part first floor part two storey part single storey front, side and rear extensions, alterations to existing boundary wall and installation of new entrance gates
5. 00772 - 50 Causer Road : All over reduction of 1-1.5m to prune back from neighbouring properties and to allow dappled light through the canopy and crown raise up to 1m to clear pergola and fences of two Oak trees (TPO 388)

ESBC Decisions – Permissions Granted

6. 00422 - 14 Holland Park : Erection of a two storey rear extension and Juliet balcony
7. 00445 - 47 Westmead Road : Erection of a single storey side and rear extension, front canopy, rear dormer extension, window and door alterations and rendered finish to existing brickwork
8. 00539 - Utterhill House, 8 Main Street : Felling of one Yew tree
9. 00323 - Forest Barn, Scotch Hills Lane : Application under Section 73 to vary Condition 2 (Plans) attached to the planning permission P/2020/00451 for the demolition of existing agricultural buildings and conversion of barn, including installation of roof lights, to form 3 dwellings including erection of a detached garage and installation of a septic tank to amend the parking layout and to retain portal framed barn
10. 00465 - Barn at Forest Thorn Farm, Scotch Hills Lane : Prior Approval for the conversion of an agricultural building to form a dwelling
11. P/2022/01358 - Midlands Co-operative Society : Retention of 1 x externally illuminated fascia sign, 1 x halo illuminated fascia sign, 1 x externally illuminated projecting sign, and 2 x non illuminated fascia panel signs

Correspondence

BARTON UNDER NEEDWOOD PARISH COUNCIL – Burial Ground Committee

7pm Douglas Room, Barton Village Hall, 21 June 2023

Present: Cllrs Charley Walker, Ed Sharkey, Steve Naylor, Ian Gilbey
Siobhan Rumsby (parish clerk)

- Appointment of Chairman - Proposal received for Charley Walker to stand as Chairman for the year 2023-24 - all agreed; Cllr Walker duly appointed for the ensuing year.
- Terms of Reference -
Circulated draft reviewed and amended as attached.
Consistency in applying the rules and regulations were discussed / any breaches to be brought suppliers' attention. Plot sizes were the subject of draft legislation and NALC are lobbying for consultation with local councils. Barton's issue with double plots (adjacent) and the rising water table were clarified.
Terms of Reference accepted.
- Future planning -
The Committee considered how to address long term planning/strategy for the burial ground pending space for interments becoming full.
Internal auditor had recommended ring-fencing costs each year to build up a fund for future maintenance once income from current burial ground diminishes.
New ground - Ed explained because of housing development pressures, no fields close to road access have been feasible. Good plots have developers interested and/or flagged up as a lodged interest in ESBC's local plan for housing development.
The bonfire field on the Radhurst land was the last offer, but only if a housing development had been allowed. This was ultimately rejected by ESBC and faced a lot of local opposition.
National Forest plots past Station Road towards the first lake were mentioned.
Our existing ground is a quarter hectare plot which is close to full after 60 years.
It may be possible for a woodland burial plot of say ½ hectare west of the Barton Park estate with service area for turning area and parking. Ed to talk to Bagshaws agricultural land auctioneers to estimate ball park figures for price of land acquisition.
Newbold Quarry restoration could have potential - whilst restoring the land they could engineer suitable plot. Ed to raise at next liaison meeting early July.
Charley felt the current memorial garden is rather meagre and would like to see another option explored in the future and taken into consideration when looking for a suitable burial ground.
- Any other items for report -
Cover discussed for clerk when absent in terms of burials administration – Charley to liaise with Clerk.
Memorial Garden - Groundsman to weed memorial garden and tidy up with a consistent look.
Charley to meet him on site to discuss.
PH balance of soil was queried, the ground needs time between scatterings. The tree is well developed so not at risk.
- The Committee ask that these minutes and recommendations be noted and approved by full Council.

Meeting finished at 8.15pm

Barton under Needwood Parish Council



Clerk to the Council / Responsible Financial Officer:

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Burial Ground Committee Terms of Reference

Updated July 2023

Introduction

This Terms of Reference sets out the purpose of the Burial Ground Committee and how it will operate.

Purpose of Committee

The Committee is responsible for overseeing the effective running and maintenance of the Parish Council burial ground off Bell Lane, Barton under Needwood.

Membership

The committee shall consist of up to five Councillors with a minimum membership of 3, as agreed and minuted in a full Barton under Needwood Parish Council meeting. The Clerk will attend all meetings where possible. The Committee will elect a chair annually by a simple majority who will be the main point of contact alongside the Clerk for matters relating to the Burial Ground. Non-Councillors may be invited to the Committee meetings as and when required.

WORKING PARTIES: May be set up for specific time-limited tasks as required.

Meetings

The committee shall meet as often as required, meetings to be decided by request of full Council, the Clerk or the committee. A quorum at each meeting shall be 3 members. It is expected, that where possible, that all members of the committee should attend all meetings. All meetings are open to the public.

Record of Meetings

The committee shall ensure that an agreed written record of each of their meetings is forwarded to all Councillors for acceptance at the next full Council meeting.

Functions

1. To monitor the appearance and condition of the Burial Ground, ensuring that it is:
 - a) Neat and tidy
 - b) Well-maintained with fixtures in a good state of repair
 - c) Free of any obvious and significant health & safety hazards
 - d) Maintained in accordance with Burial Ground rules and regulations
 - e) Subject to regular inspection of the headstones
2. To ensure that any perceived shortcomings are addressed and consider any improvements which could be made.
3. To investigate and endeavour to resolve any complaints from visitors and grave-owners as appropriate and to answer any general discretionary enquiries relating to the Burial Ground.
4. To review the Burial Ground fees annually.
5. To review the relevant Burial Ground rules and regulations periodically and to inform full Parish Council of any changes.
6. To consider the medium/long-term development of the Burial Ground keeping the Parish Council fully informed so that appropriate financial planning/budgeting can be put in place.
7. To ensure receipt of any quotations or estimates for any non-routine expenditure planned for the next financial year in time to be submitted to the Parish Council Finance Committee for approval in the budget.



BARTON UNDER NEEDWOOD PARISH COUNCIL – Human Resources Committee

7pm Small Meeting Room, Barton Village Hall, 19 June 2023

Present: Cllrs Charley Walker, Ed Sharkey, Steve Naylor, Derek Lord,
Siobhan Rumsby (parish clerk)

1. Appointment of Chairman - Proposal received for Charley Walker to stand as Chairman for the year 2023-24 - all agreed; Cllr Walker duly appointed for the ensuing year.
2. Terms of Reference -
Circulated draft reviewed and amended as attached.
3. Format of annual staff appraisals -
Circulated suggested form from SLCC reviewed. Charley felt it was a little too complex and was happy to go away and find a simpler version following SPCA training. Derek will also find what he has used in the past. It may be worth having separate form for Clerk and one for other staff.
Interest in SPCA appraisal training (Clerk and Charley Walker) had been registered, dates for training awaited.
Clerk advised village litter picker had successfully completed 3 months trial period and should be offered permanent employment status. Many compliments had been received on the improvement of our parks and open spaces. Clerk to arrange and document a meeting to check he has got all the protective equipment he needs and adequate time to complete tasks. It was agreed that there was potential to include additional hours of work by agreement for example in the busier school holidays and in case of incidents. Clerk to provide to HR Committee a copy of the contract to be offered.

General Reminder to all councillors that any staff issues or requests for work to be carried out by staff should be directed via the Clerk as line manager.

4. Policies and procedures -
Bailiffs Terms of Reference : Charley to talk to fishpond committee and the Bailiffs to rework and develop a document which would reference Council code of conduct and encompass all volunteers working with the Council. All agreed it was in everyone's interests to regularise the arrangements. Charley to check with Angling Trust if they have any useful input. Identity wear was discussed.

Health & Safety Policy to be drafted.

Meeting to be arranged for one month to bring forward above items.

5. Committee ask that these minutes and recommendations be noted and approved by full Council.

Meeting finished at 8.35pm

Barton under Needwood Parish Council



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Human Resources Committee Terms of Reference

Updated July 2023

Introduction

This Terms of Reference sets out the purpose of the Human Resources Committee and how it will operate

Purpose of Committee

The Committee will make recommendations to full Council on all matters relating to Human Resources.

Membership

The committee shall consist of up to five Councillors but a minimum of 3 members, as agreed and minuted in a Barton under Needwood full council meeting. The Clerk will attend meetings.

Frequency of Meetings

The committee shall meet as often as required and meetings can be at the request of full Council, the Clerk or the committee. A quorum at each meeting shall be 3 members.

Record of Meetings

The committee shall ensure that an agreed written record of each of their meetings is forwarded to full Council for the next normal meeting.

Attendance

It is expected, that where possible, that all members of the committee should attend all meetings.

CHAIRMAN: The Chairman of the Committee shall be decided at the first meeting of the Committee in each new financial year by a simple majority.

EXTERNAL ATTENDEES: As required.

PUBLIC PARTICIPATION: Due to GDPR, Human Resources committee meetings are not open to the public.

WORKING PARTIES: May be set up for specific time-limited tasks as required.

Functions of the Committee

- To decide upon the arrangements for the appointment and appraisal of staff.
- To review and update where necessary the contract of employment and job description for any staff role, prior to any new appointment, and at least one every five years even if there is no new appointment required.
- To discuss and agree the process for any new appointment, including job description, shortlisting criteria and interview dates. Normally all correspondence with candidates and referees should be by the Clerk, but in the Clerk's absence this should be by a member of the committee who has been appointed to that role by full Council. To recommend to full Council, after interview and due consideration, suitable candidates for appointment. Decision on appointment is made by full Council.
- To ensure all staff appraisals are carried out annually and reported to the next full meeting and to carry out an annual appraisal of the Clerk.
- To consider and implement remuneration levels for staff, including any changes to pay grades, in line with government announcements if required. To make recommendations to full Council for approval where there are financial implications. Any nationally agreed annual increase as announced by Society Local Council Clerks/National Association of Local Councils will be automatically awarded to the Clerk.
- To deal with any matters that are raised under Barton under Needwood Parish Council's own specific policies and any applicable national legislation such as grievance, health and safety as it applies to staff, any Code of Conduct matters that apply to staff, any staffing disputes, or other staffing related issues.
- To develop and update policies as required.

CORRESPONDENCE

GENERAL

1. Resident request for National Forest Board to be refurbished at Ash Tree Pocket Park – *Clerk responded, in hand.*
2. Resident request for bollards to be reinstated on Crowberry Lane, along with pot hole repairs and general tidiness – *Clerk responded, in hand and forwarded to County and Borough Cllrs*
3. Walton Parish Council forwarding copies of evidence of excrement and litter at entrance to Tuckleshome Nature Reserve – *Clerk informed Staffordshire Wildlife, ESBC Community & Civil Enforcement; police to patrol.*
4. Resident request for Noticeboard in Ash Tree Pocket park to be refurbished – *Clerk responded that it is in hand.*
5. Palmer Close Resident request for advice on funding for CCTV, Neighbourhood Watch
6. Approach from RBI regarding remembrance bench project with Junior School – *circulated.*
7. Communication from Bloodstock organiser – *distributed*
8. Resident suggestions re Holland Sports Club play equipment; parking restrictions new Efflinch Lane allotments; gateways untidiness and the addition of flower pots; recognition for litter picker. – *circulated - Village lengthsmen have been tidying gateways, flowers have not survived in the past.*

SCC/HIGHWAYS

9. Cllr Jessel: reports and communications circulated

ESBC

10. Oak Road Garages – *Clerk advised not ESBC owned, they are investigating ownership as need tidying up. Cllr McInerney had provided a name and address.*
11. Details of Community Lottery funding distributed.

POLICE

12. Report circulated.

SPCA/NALC/SLCC

13. SPCA – Newsletters, training circulars;
14. SLCC – precept information and Call for Evidence on Martyn's Law.

Speedwatch Report

926 vehicles checked, 54 speeding, fastest doing 46 in 30 zone on Main St

I had a meeting with Julia Jessel and an interested resident about speed indicator devices.

For SCC to fund, 20% of vehicles need to be seen speeding, however if the PC and grant funding can be found, she would support (possibly help with finance/ permissions etc) Barton Community Speedwatch in getting SIDs for Barton. To that end she suggested we had a traffic survey to check speeds. Hopefully done when the schools are back in September.

I suggested doing by the Knoll or on Efflinch Lane as we know that after we have completed a speedwatch, drivers immediately speed up.

We recorded on average 480 vehicles in an hour at the Knoll and reported an average of 16. At the bottom end of Efflinch Lane (by 225) we recorded an average of 205 vehicles per hour, 14 speeding

This does not represent the total number speeding- only the number of vehicles where we can record the number plate, colour and make of car.

Alison Jones
5/7/23