



STAFFORDSHIRE
POLICE

Barton Parish Council Report

Serious Acquisitive Crime

Reports of jobs for the Barton area between 01/10/2025 - 31/10/2025

Residential Burglary = 4 reports

Criminal Damage = 1 report

The Residential Burglaries relate to 1 attempt entry (external damage only), 1 entry to property and theft of belongings, 1 entry to vehicles with theft of belongings and attempt to enter property, and 1 tampered property (no theft confirmed). All reports made on the same day.

The Criminal Damage incident relates to youths damaging a wall.

Anti – Social Behaviour

Reports of jobs in the Barton area between 01/10/2025 - 31/10/2025 - 3 reports

The ASB reports relate to 2 separate reports of cannabis use at a neighbouring property (different locations), and 1 report of inconsiderate parking.

We continue to complete visible patrols around the village at all hours.

Transport Related

Reports of jobs for the Barton area between 01/10/2025 - 31/10/2025

There were no reports of Transport Related incidents between these dates.

We are aware of low-level issues around parking, especially since the school has gone back. Sixth formers have been asked to park more considerately, and we will continue to work with the school where possible on this matter.

Local Policing Team

PCSO Tim Leathers – timothy.leathers@staffordshire.police.uk

PCSO Dominka Siwek - dominika.siwek@staffordshire.police.uk

SMART ALERT

BE SMART AND KEEP UPDATED – GET FREE, LOCALISED CRIME ALERTS AND COMMUNITY SAFETY ADVICE BY UTILISING THE STAFFORDSHIRE SMART ALERT APP. THIS IS AVAILABLE FREE AND IS AVAILABLE FOR BOTH APPLE AND ANDROID DEVICES. YOU CAN ALSO GET EMAIL ALERTS THROUGH THE FOLLOWING WEBSITE;
WWW.STAFFORDSHIRESMARTALERT.UK/STAFFS//

August 2025 report
for Cllr Catherine Brown Needwood Forest Division

For Parish Councils and Borough Councillors,

The following is a summary and main points for parish councils.

Training/meetings:

Yoxall PC; SCC Full Council; Extra meeting to award SCC honours; Health & Care Scrutiny and Overview meeting; Extraordinary SCC Council meeting; Walton Bridge/bypass steering group; SCC Leaders meeting/NFU; Staffordshire YFC Award presentation- Mayors and other County Councillors attended; SCC Civil Contingency & Emergency Planning and Response.

Highways:

I have raise a number of Highways issues with Peter Mason, Cabinet Lead at Full Council and via email including:

1. Poor use and lack of proper signage for road closures, with examples of a morning's work by SSW but road closed signs for 7 days (Newton Lane/Dapple Heath)
2. No proper licence number or phone number on signs.
3. Lack of efficiency for roadworks with men not working efficiently and effectively- Moor Lane.

Local Government Reorganisation: The SCC Reform County Council have forwarded an East/West split to the government. As part of the SCC Conservative group I have advocated keeping Staffordshire whole, which was agreed for at Council. A letter is to go to the government from all SCC councillors asking for this. I spoke at the Extraordinary meeting in favour of keeping Staffordshire as one Unitary Authority. I also said that the proud passionate people of Stoke on Trent's City Unitary Authority deserve a health check and help to get better as they are in significant debt.

Other proposals have been submitted by ESBC and other councils.

Library's:

The Cabinet Lead for Library's (Reform) has announced a review of the county library services, and asking what changes and services residents require. Following the question, the member refused to rule out cuts to library services.

Consultation:

SCC website 'Let's Talk Community Libraries Hub'.

<https://letstalk.staffordshire.gov.uk/let-s-talk-about-your-library>

Civil Contingencies & Emergency Plan:

A training morning was given to all County Councillors outlining everything related to Staffordshire's plan. It showed how well equipped and trained we are for every eventuality.

Does your parish council have an emergency plan? It is not a requirement but advised. More information: 'Support Staffordshire' website.

Chetwynd Bridge: Following my enquiry a submission has been put to the government and the 15% match funding by SCC is being investigated.

Community Fund: Nearing competition.

NB ESBC have sports grants. Please contact Cllrs Bev, Vicki or Jacqui.

Other emails including Marie Currie, end of life care- to be discussed by Health & Care committee in 2026 after my enquiry; a number of non-Needwood Forest Division Charities have contacted me for some Community Fund.

Parish updates

Dunstall:

1. Home Farm planning application- on going

Barton:

1. Barton Brook/Walton bypass steering group.
 - a. Cllr Derek Lord investigation who owns the land to get Barton Brook dredge and clear to stop flooding in Barton is on-going and veery commendable.
 - b. No central turning road to Barton Quarry.
 - c. I am still awaiting a response from SCC Cabinet lead for highways regarding the plans on the SCC side of the bridge. I want to make sure that there are no flooding implications for Barton Brook.
2. Providence Planning Application on-going.
3. Captain's Lane traffic. The speed and volume survey was completed, and the resulting data was within acceptable parameters so no action is required.
4. Parking on Main Street opposite Co-op. Any changes to current parking restriction will cost 8K, public consultation, agreement with parish council and businesses. Highways have recommended no

further action. Resident still wants action. Await a response to my email to Barton PC please- PC meeting this week.

5. Station Road/Barton Lodge pavement clearance required. Reported.

Tatenhill & Rangemore:

1. Long term sewage issue at Wilmore Lane with SCC & EA involvement but no resolution. Numerous phone calls and a meeting with ESBC Environmental Health officer onsite was constructive. It is thought that is due to a recurring problem at Byrkley Park Garden Centre. EH in contact with BPGC.
2. S106 traffic calming. Highways are still finalising plans which must be very frustrating for the parish council. I understand it has been delayed due to staff holidays, commitments, complying with legislation amongst other issues. Parish consultation is required.
3. Manor Croft, Main Street, Tatenhill flooding. Awaiting the highways schedule for investigation.
4. Rangemore School & Byrkley Junction. I have investigated new pavement signage, but they are now £370 each. This is a lot more than those purchased in Newborough.

Hoar Cross:

1. Request to Highways to remove posts and signs from Thorney Lanes. Awaiting the removal of the signs. Still awaiting a reply.
2. Footpath from HXH entrance to Church. Autumn. Imminent.
3. On Sunday 9th November I am honoured to attend the service and place a Remembrance wreath on the cenotaph at All Angels Church.

Yoxall:

1. Speed restrictions etc outside the school- ongoing.
2. Children's home planning application. On-going. Still waiting- Investigating the re-instatement of the grass verge.
3. SID signs- on going.
4. Longcroft Lane- use of HGVs. Sorted by PC.
5. Numerous issues regarding pot holes and pavements conditions presented to me at the PC meeting. All investigated. Please report specific issues directly, and forward to me if necessary.
6. Truck parked half on pavement at junction of Main Street & Town Hill obstructing the bus from turning from Lichfield to Barton. Reported to PSCO for review.

Abbots Bromley:

1. The only village shop is closing soon. I have asked residents and businesses if they would either be setting up a shop or volunteers to help those who the shop really is a lifeline for. I had only 2 people who offered help, but I have been assisting a business to navigate the necessary requirements to start a shop in the village alongside their current business in the short timescale.
2. Moor Lane. Detailed witness statement about highways men but no tarmac. Forwarded to Cabinet lead.
3. Community Fund for tennis/football net. On-going.
4. Rugeley Turn B5013/4. New signage- poorly placed and one damaged. I raised this in Full Council then wrote to Cabinet Lead for Highways. He confirmed that the offending first sign will be moved in front of the tree, which is more appropriate and will reduce the need for tree maintenance.
5. B5013. Speeding cars/bikes/noise. On-going. Please record issues for the meeting with PCSO Leathers in December.
6. High View Abbots Bromley footpath. I will be requesting a meeting with Planning and Highways.
7. Speed and volume survey to take place on Lichfield Road. On-going.
8. Friels development planning application. Planning committee imminent.

Newborough:

1. Thorney Lanes. The Duchy of Lancaster have been asked to further resolve the 'wet' lane issue. This has to be fixed before highways can do any work.
2. Marchington Cliff/Thorney Lane/Forest Road. Complaint by resident to speed of cars and entering garden. Highways investigating.

Wychnor meeting:

1. Land on corner of A38/canal- area cleared. Enforcement office attended to check on it's use.
2. On- going. Issues with HGV on bridge from A38. Advised the meeting to contact the house developer and Kid's Village development to explain issues.
3. Signage will take time and is on-going.

Branston: Henhurst Hill/Shobnall Road/Rough Close

1. B5017 S106 money traffic lights at The Acorn Pub, Rough Hay. The MP and residents/businesses called the meeting. It became obvious that the T-lights were to stay. I was please to get a number of concessions for the businesses to be part of the modelling process:

- a. T lights moved back from front on pub to allow the delivery lorries to park on the front of the pub.
- b. Hopley Road. Reducing the length of yellow lines to allow more resident parking.
- c. On specific high-volume events at The Adventure Farm, their traffic will have optimum exiting provision at the lights.
- 2. B5017 Wt restriction- report and legal documentation being processed. Now classified as a C-road.
- 3. Aviation Lane play area. 3 trees to be purchased as part of the Community Fund. Slight delay, more detail is required e.g the 3 trees need naming in application, and they require posts and tree guards.

Please let me know if there is further information your require or issues that you would like to get involved with.



Attendees: Councillors: Steve Naylor (Chair), Ed Sharkey, Hugh Frend, Siobhan Rumsby (Clerk/RFO), Clive David

Apologies: Derek Lord, Lindy Young

Did not attend: Charie Wallace

1. In addition to the members of the Finance Committee, Councillor Clive David attended as an observer
2. The 2025/26 budget position was reviewed with no significant issues raised.
 - a. The current forecast is for a budget surplus for the year of £1,300, and net funds at the end of the financial year of £84,266. Performance YTD is broadly in line with the budget approved by the full Council.
 - b. The Clerk made the Committee aware of an issue raised by the CO-OP regarding the calculation of the annual rent increase for the lease of the car park. The CO-OP has asserted that our annual calculation (which has been unchanged for several years) is not consistent with the contract. Councillor Frend agreed to review the contract and our method and make a judgment about whether we should seek external advice for an interpretation of the contract. If an external view is required, we will seek one from our Auditors. The budget reviewed assumes a rental income of £8,000.
3. The first draft of the budget for 2026/27 was reviewed.
 - a. To maintain reserves, the draft budget contains an increase in the Precept to £44.58 (Band D) which is an increase of 8.32%. This would be the first increase in the Precept for 3 years.
 - b. Highlights of the key projects contained within the draft budget are as follows:
 - i. Benches £6000
 - ii. Collinson Park equipment £3,500
 - iii. Fishpond £3,500
 - iv. Allotments £2152
 - v. Events and Communications £3,500
 - c. It was agreed to seek funding from Dunstall Key Trust for replacement of benches.
 - d. It was noted that we have yet to agree prices for Fishing Licenses, Burial Ground charges and Allotment rents.
 - e. Staff costs are budgeted to increase by 5% but this will be driven by national agreements.
 - f. It was agreed to investigate the creation of a list of village handypeople who we can use for minor works across the village. All people appointed to the list will need to carry insurance. The cost of minor works would be covered by the annual maintenance budget.
 - g. The draft budget would achieve a net reserves position of £71,756 at the end of the year.
 - h. The draft budget was unanimously approved for completion and then consideration by full Council.
4. Holland Sports Club New Pavillion
 - a. It was agreed by members of the finance committee that it is appropriate for the Parish Council to provide financial support to the project.
 - b. The committee agreed the principle of a contribution of up to £100,000, this to be funded by a 10-year loan to be taken out by the Parish Council.

- c. The costs of interest and capital repayment will be funded by the PC from reserves in FY 2026/27, and then through an increase in the Precept for subsequent years. This will allow the Council to gain confidence in the viability of the project before raising the Precept.
 - d. The current annual cost of a 10-year loan of £100,00 is £12,510. This will require an increase to the Precept of 14% (£5.77 for Band D).
 - e. The Clerk agreed to establish the timescale for securing a loan and options for early repayment.
 - f. The proposal to support the HSC project as above was unanimously agreed.
 - g. It was agreed to ask BPC Communications group to discuss and draft a statement about BPC financial support for HSC Clubhouse project for issue on BPC website and social media
5. Councillor Sharkey reported that the EA Fisheries Officer has indicated that we may be able to secure a grant for the Fishpond. The application will require some data to be provided to the EA Officer, and this is being collected by the Bailiff's and coordinated by Councillor Sharkey.
6. Councillor Sharkey also reported that the Council has received a written complaint from the landscape contractor regarding withholding of funds for two pieces of work (Collinson Park Drainage and Collinson Park Witches Hat anchors). It was agreed that Councillor Lord should respond. The Clerk has replied to the landscape contractor with a copy of the PC's Complaints policy.
7. The next meeting was agreed for 24th November 2025 18:30

Stephen Naylor
Chair, Finance Committee

Receipts	Last Year 2024-25	Budget 2025-26	Actual to date	Year End Projection	Diff Proj v Budget	% variance	Comments
Total	57,222	40,284	34,475	51,376	11,092	28	
Local Authority Grant/Other	13,308	1,865	1,865	1,865	0	0.00	
Burial Ground	15,170	16,000	9,455	16,000	0	0.00	
Allotments	1,668	1,925	1,470	1,470	-455	-23.64	
Fishing	2,500	2,500	1,743	2,500	0	0.00	
Interest	2,610	1,300	151	1,300	0	0.00	
Holland Sports Club Lease	478	450	0	450	0	0.00	Rent offset by HSC Insurance premium
Grants	100	0	8,372	8,372	-8,372		Reimbursement VE Day from B&D Key & Gauge costs from EA
VAT Reimbursement	10,997	5,500	11,143	11,143	5,643	102.60	Claim for Year 24-25
Car Park	10,391	10,744	0	8,000	-2,744	-25.54	Possible reinterpreted Lease provisions formula
Other		0	276	276	276		Refunded solicitors fees and insurance premium

Payments	Last Year 2024-25	Budget 2025-26	Actual to date	Year End Projection	Diff Proj v Budget	% variance	Comments
Total	136,234	133,115	81,615	132,362	-753	-1	
Staff costs	62,000	67,800	32,235	64,470	-3,330	-4.91	Budget based on 6.7% increase and includes uplift in Employer NI Contribution
Lengthsman	3,000	3,000	1,285	2,571	-429	-14.30	Living wage increase 6.7%
Admin / T&D/Professional	11,000	11,000	7,074	11,000	0	0.00	Subs, office supplies, hall hire, phone, postage, insurance, website, T&D, professional fees
Donations & S137 payments	700	700	353	700	0	0.00	
Bank Charges	192	250	109	250	0	0.00	
Capital Expenditure	1,000	1,000	0	1,000	0	0.00	Equipment replacement contingency
Maintenance / Repairs)	3,328	3,500	245	3,500	0	0.00	includes £500 per annum for Gauge on costs
General	12,080	350	3,069	3,069	2,719	776.86	Included VE Day expenses all reimbursed by B&D Key Trust
Burial Ground	4,864	5,000	1,325	5,000	0	0.00	
Parks & Open Spaces	13,500	24,213	20,459	24,000	213	0.88	8,300 ground maintenance, 180 CCTV; £800 seasonal planting; £260 playground inspection; £800 tree work
Fishpond	12,845	3,350	2,582	3,350	0	0.00	£850 vired from earmarked funds for topographical survey)
Allotments	2,200	2,152	96	2,152	0	0.00	Committee budget - note invoice from SCC for rent has not been received despite chasing
Car Park	1,725	1,800	1,162	1,800	0	0.00	Maintenance and car park lighting
Events and Communications	2,500	3,500	847	3,500	0	0.00	
Other Projects	0	0	4,958	0	0		Flood gauge reimbursed by EA
VAT	5,300	5,500	5,817	6,000	500	9.09	

Precept 2025-2026	82,292	Bank Balances as at:	10-Oct-25	Earmarked Future Provision 2025-26	
Less Projected Payments	132,362	Lloyds Current A/C	195.45	Ring-fenced Reserves	
Draw on Reserves	-50,070	Lloyds Deposit A/C	55,377.32	Car Park Maintenance & Resurface	£35,000
		Unity Trust	81,156.32	Brook Clearance funds (SCC)	£427
Projected Income	51,376	National Savings	35,189.06	Election expenses	£5,625
Projected Surplus/Deficit	1,306			Burial Ground Bench, fence memorial garden	£2,250
				Professional fees HSC - legal & VAT	£5,000
Working Capital	136,729	Less unpresented cheques	-	Communications	£1,200
General Reserve	35,189	Plus credits outstanding	-	Tree work (survey mapping and work)	£1,150 £850 spent on topo survey (£2k-850=
Ring-fenced Reserves	50,652	Total	171,918.15	Total	£50,652
Minimum Reserve	37,000				
Net Funds	84,266				

Receipts	Projected 2025-26	Budget 2026-27	Comments
Total	52,933	38,040	
Local Authority Grant/Other	1,865	1,865	
Burial Ground	16,000	16,000	
Allotments	1,470	1,925	
Fishing	2,500	2,500	
Interest	2,500	1,300	
Holland Sports Club Lease	450	450	Rent offset by HSC Insurance premium
Grants	8,372	0	Reimbursement VE Day from B&D Key & Gauge costs from EA
VAT Reimbursement	11,500	6,000	Claim for Year 25-26
Car Park	8,000	8,000	potential recalculation of formula
Other	276	0	

Payments	Projected 2025-26	Budget 2026-27	Comments
Total	129,795	129,002	
Staff costs	65,000	68,250	5% increase
Lengthsman	3,000	3,000	
Admin / T&D/Professional	11,000	11,000	Subs, office supplies, hall hire, phone, postage, insurance, website, T&D, professional fees
Donations & S137 payments	700	700	
Bank Charges	250	250	
Capital Expenditure	1,000	1,000	Contingency for any equipment replacement
Maintenance / Repairs)	3,500	3,500	includes £500 per annum for Gauge on costs
General	500	350	
Burial Ground	5,000	5,000	
CA&E	28545	25,152	See separate table
Car Park	1,800	1,800	Maintenance and car park lighting
Events and Communications	3,500	3,500	
Other Projects	0	0	
VAT	6,000	5,500	

Precept 2025-2026	91,000	Bank Balances as at:	10-Oct-25	Earmarked Future Provision 2025-26	
Less Budgeted Payments	129,002	Lloyds Current A/C	195.45	Ring-fenced Reserves	
Draw on Reserves	-38,002	Lloyds Deposit A/C	55,377.32	Car Park Maintenance & Resurface	£35,000
		Unity Trust	81,156.32	Brook Clearance funds (SCC)	£427
Projected Income	38,040	National Savings	35,189.06	Election expenses	£5,625
Projected Surplus/Deficit	38			Burial Ground Bench, fence memorial garden	£2,250
				Professional fees HSC - legal & VAT	£5,000
Working Capital	136,729	Less unrepresented cheques	-	Communications	£1,200
General Reserve	35,189	Plus credits outstanding	-	Tree work (survey mapping and work)	£1,150 £850 spent on topo survey (£2k-850) based on £100k loan once project confirmed
Ring-fenced Reserves	63,162	Total	171,918.15	Holland Sports Club PWLB repayments 1 year	£12,510 confirmed
Minimum Reserve	37,000			Total	£63,162
Net Funds	71,756				

PRECEPT CALCULATION

Net Expenditure less Grant from ESBC = Precept divided by Taxbase = Average Band D Parish Tax Rate

	Expenditure	Estimated Grar	Precept	Taxbase	Parish Rate	Diff	%
2026/2027	91000.00	1865	89135.00	1999.6	44.58	3.42	8.32
2025/2026	84157.25	1865	82292.25	1999.6	41.15	0.00	0.00

Barton under Needwood Parish Council -

Schedule of Payments presented to Full Council
(invoices and quotations emailed with meeting pack)

06/11/2025

		£	£	£	Allocation
Payee	Description	Value Gross	VAT	NET	
Salaries total		4,237.37		4,237.37	HR
Nest Pension Scheme		189.16		189.16	HR
HMRC		1,482.89		1,482.89	HR
Lloyds	Bank Charges	13.45		13.45	Admin
Sky mobile	mobile phone and CCTV data	44.00		44.00	Admin & CA&E
JPS	Grounds maintenance Oct	1,413.42	235.57	1,177.85	CA&E
Amazon	Stationery/office supplies	69.24	11.54	57.70	CA&E Fishpond
SCC	Allotments Rent Mar 2024- Mar 2026	1,461.67		1,461.67	CA&E
SPCA	Cllr Introduction training NC & MH	96.00	16.00	80.00	Admin
A Davis	Litter bags and safetyboots	51.93		51.93	Admin
SheetPlastics	Fishpond noticeboard repair	22.80	3.80	19.00	CA&E
Environment Agency	Extraction licence	106.70		106.70	CA&E
BVH	Hall hire	760.89		760.89	Admin
BVH	Hall hire	7.50		7.50	Admin
			Total	9,690.10	

Highlighted items are contracted, urgent or authorised from committee budgets for ratification

Notifications:

Signed:

Barton under Needwood Parish Council**Bank Reconciliation as per statements at:**

03-Nov-25

Lloyds Business Account	£	2,000.00
Lloyds Commercial Instant Access Saver	£	47,583.29
Unity Trust Bank Instant Access Saver	£	82,093.98
National Savings	£	35,189.06

Total Bank Balances**£ 166,866.33**Add Credits not on Statement£0.00 **£ 166,866.33**Less unrepresented payments:-

189.16

£189.16 **£ 166,677.17****Opening Balances :-****Bank Statements as at 31st March 2025**

Lloyds Current A/C	£	2,000.00
Lloyds Deposit A/C	£	18,771.11
National Savings	£	81,156.32
Petty Cash	£	35,189.06

Parish Council -

Total £ 137,116.49

<i>Add Receipts to date</i>	£	118,590.10
<i>Less Expenditure to date</i>	£	89,029.42

Total Cash and Investments as at -

£ 166,677.17**Difference** £ -RFO, S. Rumsby

All matters have been referred to the Planning Committee for a timely response under delegated authority. The Committee meet fortnightly 5pm, in the small meeting room, Barton Village Hall. Please contact the Clerk for dates should you wish to attend any Planning Meetings. Full Council have been sent all applications upon receipt. If any Councillor wishes to input into the planning consultation process, please inform Planning Committee Chairman and the Clerk. A time extension for response will be requested as appropriate. Reports including comments presented to full Council.

Ref No.	Address / Proposal	Proposal	Response Deadline	BPC Planning Committee Meeting	Comments submitted to ESBC	ESBC Decision
P/2025/01229	THE ORCHARD WESTMEAD RD	Erection of a single storey side extension to form Porch	24/11/2025			
P/2025/00587	158 Park Road	Erection of a single storey rear extension, demolition of existing conservatory and alterations to existing openings				Approved 31/10/25
P/2025/01222	The Furrows Fullbrook Farm Captains Lane	Retention of raised detached outbuilding	24/11/2025			
P/2025/01117	3 MANOR COURT	Crown reduction of one Pine tree up to 5 metres and side reduction by up to 1 metre	requested ext to 21/10	20/10/2025	21/10/2025	Refused 29/10/25 (TPO)
P/2025/01119	3 MANOR COURT	Crown reduction of one Norway Maple tree up to 6 metres and side reduction by up to 1 metre	requested ext to 21/10	20/10/2025	21/10/2025	Approved 29/10/25
P/2025/01201	Orchard House, Westmead Road	Erection of a secure bike store	14/11/2025	03/11/2025		
P/2025/01175	50 Church Lane	Retention of partial garage conversion to form living accommodation, raising of ridge height of garage and installation of roof lights	13/11/2025	03/11/2025		

P/2021/01502	Home Farm Dunstall Road	Demolition of existing portal framed agricultural buildings and slurry tank and re development of the site which includes the erection of a detached building to form new farm shop, restaurant, car parking and access, drainage, landscaping and public art and multi functional open space, conversion of existing listed barns to create mixed retail and cafe/restaurant (Use Class E), educational room and toilets, change of use of existing dwelling to create staff accommodation and change of use of walled garden to provide outdoor play and leisure use (Updated Transport Technical Note and Flood Risk Assessment	12/11/2025	20/10/2025	23/10/2025	
P/2024/01084	Rhosyn Farm	Retention of use as an animal encounter experience including the retention of a toilet/shower building, enclosed paddock area, and reception building, including associated parking areas and retention of a passing place along the access road	11/11/2025	20/10/2025	23/10/2025	
P/2025/01173	18 Main Street	Conversion and alterations of existing dwelling to form 6 apartments with associated cycle store & bin store and formation of a new vehicular access	10/11/2025	03/11/2025		
P/2025/01173	18 Main Street	Listed Building application for Conversion and alterations of existing dwelling to form 6 apartments with associated cycle store & bin store and formation of a new vehicular access	10/11/2025	03/11/2025		
P/2025/01204	Holland Sports Club	Remove hanging branch positioned in lower canopy of one Poplar tree (Tag 624 of TPO 41G1)	06/11/2025	03/11/2025		
P/2025/01146	PARK CORNER 83 MAIN STREET	Felling of one Ash tree	23/10/2025	20/10/2025	23/10/2025	Approved 03/11/2025
P/2024/00964	20 Mill Lane	Erection of a first floor side extension, single storey rear extension, formation of a pitched roof to the front elevation and installation of a window to the first floor rear elevation and an obscurely glazed window to the first floor side (west) elevation	22/10/2025	20/10/2025	no objections	
P/2025/00843	16 Meadow Rise	Erection of a two storey front and side extension, conversion of integral garage to form additional living accommodation, formation of pitched roof to front elevation, installation of render to the front and north facing side elevation and alterations to storm porch and existing fenestration	10/10/2025	03/11/2025	13/10/2025	Approved 24/10/25
P/2025/00875	402 Lichfield Road	Erection of two storey front extension with dormers, first floor side extension, raising of ridge height, erection of storm porch and changes to fenestrations	02/10/2025	22/09/2025	26/09/2025	

P/2025/00696	24 Causer Road	Removal of one Limb and overall Crown reduction up to 1.5 metres of one English Oak tree (T7 of TPO 388)	29/09/2025	03/11/2025	26/09/2025	Approved 24/10/25
P/2025/00828	2 Barton Gate	Erection of a porch	28/09/2025	03/11/2025	26/09/2025	Approved 24/10/25
P/2025/00723	15 Efflinch Lane	Widen existing dropped kerb and driveway to the front of the property	11/09/2025	26/08/2025	29/08/2025	
P/2025/00796	Sherholt Cottage West, Dunstall Lane	Conversion of garage and alterations to existing fenestrations	07/09/2025	26/08/2025	no objections	Approved 18/09/2025
P/2025/00777	66 Church Lane	Erection of single storey rear extension, conversion of garage to form living accommodation, installation of porch canopy and roof lights	05/09/2025	26/08/2025	29/08/2025	Approved 14/10/25
P/2025/00747	75 Wales Lane	Demolition of single storey side extension to facilitate the erection of a two storey side extension, erection of single storey rear extension and alterations / replacement of fenestrations to all elevations	28/08/2025	26/08/2025	29/08/2025	
P/2025/00896	61 Sutton Crescent	Overall crown reduction up to 2 metres, crown lift up to 3 metres and prune branch extensions if required of one Oak tree (A1 of TPO 318).		03/11/2025		Approved 24/10/2025
P/2025/00739	Whitewood Lodge, Sich Lane	CERTIFICATE OF LAWFULNESS OF EXISTING USE OR DEVELOPMENT		03/11/2025		Approved 24/10/2025
P/2025/00555	74 Wales Lane	Listed Building Consent for the repointing to the rear elevation, paint stripping from internal timber ground floor ceiling timbers, replastering of walls and ceilings in lime plaster, installation of natural and breathable insulation to first floor ceilings / loft space, secondary glazing to 5no. historic windows on the front elevation				Approved 18/08/2025
P/2025/00730	Apple Tree Cottage, Dunstall Road	All over reduction by up to 2m one Sycamore tree (T1), reduce by 50% one Pear tree (T2)				Approved 15/08/2025
P/2025/00729	80 Station Road	Felling of one Norway Spruce tree (T1)				Approved 15/08/2025
P/2025/00613	63 Sutton Crescent	Pollard one Oak Tree to a height of 3m (TPO 318)				Approved 20/08/2025
P/2025/00780	Park Corner, 83 Main St	Felling of one Cyprus tree				Approved 27/08/2025

Barton under Needwood Parish Council

Notes of the Planning Committee Meeting 6th October 2025

Present: Cllr Sharkey and Roger Bell as co-opted member

Apologies: Cllrs Hassall, Lord and Wallace

Declarations of Interest: None

P/2025/00843 16 Meadow Rise: Erection of a two-storey front and side extension, conversion of integral garage to form additional living accommodation, formation of pitched roof to front elevation, installation of render to the front and north facing side extension and alterations to storm porch and existing fenestration

Resolved: No objections in principle and we note that the front elevation with the pitched roof brings symmetry with a design that successfully integrates the conversion of the former garage. We are concerned, however, that the block plan shows 3 parking spaces on the front garden area. This looks like it will involve the removal of both a gravel and a grassed area either side of the existing driveway in order to accommodate these cars. To reduce the rate of surface water run-off then any hard surface area needs to be permeable. Provision might also be made for catching any surface water and directing it to a soakaway.

Date of Next Meeting

5:00pm Monday 20th October 2025

Barton under Needwood Parish Council

Notes of the Planning Committee Meeting 20th October 2025

Present: Cllrs Lord, Sharkey and Wallace and Roger Bell as co-opted member

Apologies: Cllr Hassall

Declarations of Interest: None

P/2025/01117 3 Manor Court: Crown reduction of one pine tree (cedar) by up to 5 metres and side reduction by up to 1metre

Resolved: *The Parish Council notes that although the Applicants refer to the recommendation of a professional tree surgeon, no report appears on the ESBC website. The cedar lies in a relatively isolated position within the plot on a lawned area and appears to make an effective contribution to the amenity of the area. We would, therefore, like to suggest to ESBC that it should be considered for a TPO. Furthermore, we also feel that if the crown is reduced from 13m to 8m then this would not be sensible arboriculturally, leaving the tree severely misshapen with little prospect of ameliorating reactive growth, and would certainly reduce its amenity value and significance to the Conservation Area.*

P/2025/01119 3 Manor Court: Crown reduction of one sycamore tree by up to 6 metres and side reduction by up to 1 metre.

Resolved: *The Parish Council notes that although the Applicants refer to the recommendation of a professional tree surgeon, no report appears on the ESBC website. Again, we feel that the tree has considerable amenity value and that trying to prune and reduce its height, from 11m down to 5m will not be of any benefit to the tree itself. It would leave a major wound point on the cut surface of the main trunk that would not heal over and would remain an entry point for disease and rot. The proposed works would certainly reduce its value and significance to the Conservation Area.*

P/2024/01084 Rhosyn Farm: Retention of use as an animal encounter experience including the retention of a toilet/shower building, enclosed paddock area and reception building including associated parking areas and retention of a passing place

This updates the application, originally submitted last year, and includes the siting of a toilet and reception block at the northern end of the site. It also incorporates a traffic management plan which includes passing places and signing which were part of an earlier update. An updated location plan reflects this arrangement by including the site of a passing place. This updated application also proposes limiting the number of sessions per day to four with an hour's break between these events. The Applicant's supporting statement says that this will significantly reduce the risk of incoming and outgoing traffic meeting on the shared aspect of the driveway. The Applicants state that the reason for this is that they are

committed to reducing the impact of traffic on neighbouring properties. Experiences will run throughout the year with the main season running from April/May to September/October with seasonal events such as Halloween and Christmas.

Resolved: *The Parish Council appreciates the efforts of the Applicants, as set out in this update, to manage the Experience and associated traffic flows to reduce the impact on neighbouring properties. Our concerns as expressed in our original objections, however, still stand as we do not believe that this updated information considers the principle of the development and the criteria as set out in Policies SP8/14 and 15. These criteria relate to the need to demonstrate the essential nature of the proposal to the viability of the agricultural enterprise, and how it may be beneficial to the local economy. As far as we can see from the documents on the ESBC website these issues have not been addressed. The traffic management and signing scheme looks helpful but we wonder if the arrangements at the junction regarding the need for any visibility splay have also been taken into account?*

P/2021/01502 Home Farm, Dunstall: Demolition of existing portal framed agricultural buildings and slurry tank and the redevelopment of the site which includes the erection of a detached building to form new farm shop, restaurant, car parking and access, drainage, landscaping and public art and multi-functional open space conversion of existing listed barns to create mixed retail and café/restaurant(Use Class E), educational room and toilets, change of use of existing dwelling to create staff accommodation and change of use of walled garden to provide outdoor play and leisure use.

This is a longstanding proposal originally submitted in 2021. The website seems to include no updated information, with the exception of an updated Sustainability Statement dated March 2023 and updated Technical Note regarding Transport dated March 2022. The application was reported to ESBC's Planning Committee on 24th June this year. It was deferred to allow the applicants to explore the possible options with the Highway Authority to matters relating to their objections on highway safety including the need for a topographical survey of the whole route serving the development. The consequence of this deferral seems to have resulted in the preparation of three plans, (found in the new system of ESBC's website), relating to the location of passing places on the village lanes. No further explanation is provided and there also appears to be no topographical survey and no explanation for its absence.

Resolved: *The Parish Council originally objected to the proposal on the grounds of the impact on the area's roads. At the time we did not feel that the Applicants' traffic survey had fully appreciated the impact on Barton of the additional traffic generated by the proposal along Dunstall Road, especially at peak school times. These are essentially rural lanes in Dunstall in a quiet and relative undisturbed area of significant character and amenity value. We do not feel that the creation of three passing places will create the conditions to ease traffic flows or minimise the impact on the environment. The passing places will have no impact on our concerns about the impact of the proposal on the village of Barton and, as a consequence, we must reiterate our objections. We were also alarmed by a statement in the updated Sustainability Statement (March 2023) that this proposal may only be the start, "As the business grows in strength the Estate would like to develop*

further offering a range of different activities to visit". The Travel Plan also seems to be particularly underwhelming and lacking ambition, proposing an objective of reducing traffic arriving by car by a mere 10% over a five-year period. In summary, we believe that, on the basis of our local knowledge and experience, it is difficult to see how effective any mitigating measures might be without affecting the character and countryside amenity value of Dunstall and the surrounding area.

P/2024/00964 20 Mill Lane : Erection of a first floor side extension single storey rear extension formation of a pitched roof to the front elevation and installation of a window to the first floor rear elevation and an obscured glazed window to the first floor side extension. This is an amended scheme to the proposal originally submitted in 2024. The scheme now proposes a two-storey extension on its eastern side which is slightly lower in height to the existing property.

Resolved: No objections

P/2025/01146 83 Main Street: Felling of one Ash tree

Photographs clearly show the damage that is taking place to the boundary wall of the property

Resolved: No objections to the proposed work but in view of the contribution the tree makes to the street scene and the amenity of the Conservation Area we would like to suggest that ESBC recommends to the Applicants that they plant a suitable replacement tree. We acknowledge that this can only be a request

P/2025/00513 Land off The Green: Outline application with all matters reserved for the demolition of the existing agricultural buildings and the rection of up to 70 dwellings with associated open space, car parking and sustainable drainage on land to the north of The Green.

Resolved: The Parish Council understands that the Applicants (Providence Land) had submitted information to ESBC which questioned the five-year supply calculations. It is also believed that ESBC is awaiting responses from the Highway Authority, the Lead Flood Authority and the Planning Policy Team. The Parish Council acknowledges that ESBC normally only releases responses from consultees in the context of the Case Officer's report on the proposal. In view of the particular and substantial interest, as evidenced by the number of submissions by village residents, we would like to request that ESBC release both any up to date information from the Applicants and the responses from the above bodies as soon as they are available assuming that this information will be in the public domain.

Bellway Travel Plan

Resolved: to enlist the help of Cllr Catherine Brown, County Councillor for Needwood Forest in the hope of generating a response from Staffordshire County Council Highways Authority regarding the Bellways Travel Plan for land off Efflinch Lane, Barton under Needwood. It was resolved to send the statement below to Cllr Brown.

"The Parish Council responded to the County Council in October 2024 regarding the final monitoring report of the Bellways Travel Plan for land off Efflinch Lane in Barton under Needwood. Whilst we acknowledged that this was a final monitoring report, we felt that there were a number of outstanding issues which had not been resolved including the fate of a bus stop which had been removed from the east side of Efflinch Lane when residential development commenced and had never been replaced. In addition, there were outstanding issues regarding measures and proposals from earlier monitoring reports for which we were never told what had been achieved. We felt that it was important to make these comments as if there was no explanation and no accountability then this would undermine the role and function of Travel Plans. We set all this out in a response to the County Council in October 2024 – copy attached. We had no response. We sent a reminder in July this year and have still had no response. As the anniversary of our letter comes round (!!!) we felt that we needed to take appropriate action to try and elicit a response from the Highway Authority. And hence the reason for this request for your help".

Barton Marina

Resolved: that the Parish Council send this note to ESBC requesting what action they will take in the light of the proposal by the owner of the Barton Marina car park to commence parking charges.

"The Parish Council had previously raised the issue of parking charges at the Marina car park. Following discussions at the Parish Council Meeting 4th September 2025, we contacted ESBC to enquire whether planning permission was required. You responded by stating that car parking infrastructure including CCTV and ticket machines did indeed require permission. We responded by stating that we were glad to receive confirmation that planning permission would be required so that the concerns of all parties could be addressed, not least the views of the Highway Authority regarding the possible displacement of vehicles onto the adjoining roads and the impact this might have on road safety. We also expressed the concern that if the owner did commence car parking charging, without the benefit of planning permission, then presumably you would commence enforcement action. We did not receive a response to this query. We now understand that, by a notice on the site, parking charges are indeed due to commence on 3rd November 2025. We would, therefore, like to request how you will respond to this turn of events and whether you will now consider taking enforcement action on the basis and understanding that no retrospective planning application has been submitted. Logic would surely dictate that, if ticket machines require planning permission, then their operation should not be commenced without that consent, or without appropriate enforcement action being taken".

Note to ESBC re the operation of the new system for looking at planning applications on the website

The Parish Council has had some difficulties using the new planning portal for finding documents on the ESBC website and we list these problems below:-

- Information regarding whether to use the existing data search or the new planning portal needs to be far more explicit. Could not greater explanation be involved with an accompanying note of caution in the text as to its limitations? For example, you have introduced the new system from a certain date but if all the information you have is the planning application reference you have no way of knowing whether this application was received before or after that date;
- Searching for updated documents for an older planning application reference is doubly difficult as you would expect these to be attached to that reference under the old system, but new documents appear to have been placed under that old reference in the planning portal. Until that planning application has been determined could not all documents associated with this planning application be found in one place rather than having to search in two different data bases?
- There is clearly an issue with linking the online mapping search with the new system. We searched the outstanding planning application for Home Farm Dunstall (P/2012/01502) using the mapping system and it took us to the documents associated with the original proposal. We had, therefore, assumed there had been no updated documents, which was a mystery because we had recently been consulted and assumed that there were new developments. But it was only by accident that we were made aware of new documents, but these had been placed in the new planning portal. Even searching the mapping system for a new planning application post the introduction date in September you still get taken to the old system which reveals no documents! So, you can only search for planning applications if you know the planning application reference. You cannot just browse the mapping system to find relevant planning applications

Date of Next Meeting: Monday 3rd November 2025

Barton under Needwood Parish Council

Notes of the Planning Committee Meeting 3rd November 2025

Present: Cllrs Hassall, Sharkey, Wallace and Roger Bell as a co-opted member

Apologies: Cllr Lord

Declarations of Interest: None

P/2025/01173 and a similar application for Listed Building Consent 18 Main Street:

Conversion and alterations of existing dwelling to form 6 apartments with associated cycle store and bin store and formation of a new vehicular access.

18 Main Street known as 'The Gower House' is a substantial property and occupies a critical location at the junction of Main Street with Dunstall Road and is also at the heart of the Conservation Area. It was Grade II listed by Historic England in June this year with the reasons given being as a good example of a prominent multi-phase village house with architectural style and detailing of good quality. The listing includes the brick boundary wall and iron railings as a subsidiary feature. The house survives well externally and internally. The building appears to be looking tired and in need of some tender loving care and the rear garden area is overgrown. We understand it has not been occupied for some time.

The applicants propose refurbishment works to the main building which would comprise creating 6 apartments of a mix of one, two and three bedrooms. The applicants state that retaining many of the existing internal walls, and fixtures and fittings is their priority. The rear garden area is proposed to be used for parking and a turning area, together with the creation of a new access off Dunstall Road, bin/cycle store, and amenity space.

Resolved: The Parish Council has no objections in principle to the conversion into apartments, and in that respect welcomes the investment into this important village, and now listed, building. Whilst we have no objections in principle, however, we do have a number of concerns:-

- We note that the Design, Access, Planning and Sustainability Statement concludes that it has the potential, subject to refurbishment, to be a wonderful family home. No explanation is provided for the change. This Statement was clearly written before the property was actually listed. That being the case the proposed design and conversion proposals were presumably prepared without the benefit of knowing the particular historic and architectural features which justified its listing and would, consequently, need to be retained. We, therefore, pose the question as to whether, now in the knowledge of the building's listed status, any amendments need to be made to the detailed design, which will, inevitably, be required for Listed Building Consent;*
- The scale and size of the apartments look very tight and quite compact, and do not appear to provide much space for storage. We are concerned that the apartment based in the cellar may prove unattractive to purchasers. We wonder whether the proposal is an apartment too far and, therefore whether, the applicants should consider reducing the number of apartments by one so as to allow the use of the cellar for storage purposes;*

- *The former garden area at the rear of the property is proposed to be dominated by the parking and turning area. We feel that this dominance affects the setting of the listed building and suggest that a re-design of this whole area is called for to give greater prominence to the creation of a more substantial amenity area, so as to complement the character of the rear elevations and to provide more practical and usable amenity space for future occupiers. Should the number of apartments be reduced then this would provide some more flexibility in the design of this area and potentially reduce the number of required parking spaces. Any surfaced area would also need to be porous and be in keeping with surface treatment of nearby listed properties;*
- *We note the discussions between the applicants and the Highway Authority regarding the removal of the access on the Main Street frontage and the creation of a new access from off Dunstall Road. Our concern is that a subsidiary feature of the listed status refers to the continuous garden boundary wall which is topped by cast iron railings. Bearing in mind that a substantial chunk of wall will have to be removed to make way for the proposed new access, there appears to be no discussion in the supporting statements about how this can be achieved whilst at the same time maintaining the integrity of the wall and the railings, and their importance as a listed feature. Again, this may be a case of the Highways Statement being prepared before the property was listed and before the importance of the boundary wall was recognized and acknowledged. We are also concerned that there will be increased vehicular movements in and out of the property and that this may cause some disruption along Dunstall Road, and its junction with Main Street, especially at peak times.*

P/2025/01175 50 Church Lane: Retention of partial garage conversion to form living accommodation, raising of ridge height or garage and installation of roof lights.

Resolved: *No objections, but note that as the description of the application uses the word "retention", we assume that the work has already been completed. We, therefore, just wanted to question whether what are proposed as flood resilience measures are also actually in place?*

P/2025/01201 Orchard House, Westmead Road: Erection of secure bike store

Resolved: *No objections but just question whether the location of the bike store, albeit behind a gated driveway, in the centre of this access way will impede access to the rear gardens of either of the two properties*

P/2025/01204 Holland Sports Club: Remove hanging branch positioned in lower canopy of one Poplar Tree (TPO 41G1)

Resolved: *No objections*

Date of Next Meeting

Monday 17th November 2025 at 5:00pm

Barton under Needwood Parish Council/November 2025



Attendees: Councillors Sally Bedford (Chair of Committee) (SB), Ed Sharkey (ES), Derek Lord (DL), Margaret Hassall (MH), Jo Sellers (JS), Susie Millar (SM)

1. Welcome and apologies

Councillor Bedford welcomed everyone. There were apologies from the Parish Clerk.

The Future Events item would be stood down as we have two big events coming up in November.

The Christmas do for Parish Councillors and partners is confirmed as 18th December at 7.00pm at the Middle Bell. Once the menu options have been shared by the pub, SB will share and asked for dietary preferences. We have invited co-opted members to join us.

JS had been asked by a parent of a Duke of Edinburgh award student if the Parish Council could support some community placements. Further information needed from the High School about what sort of things were involved and how we could support this.

2. Minutes from the meeting held on 15th September 2025

The minutes were approved. The Brook Working party date was cancelled and another date will be arranged.

3. Outstanding actions

Actions from PCCC meeting

The survey is planned for later in the year.

4. Remembrance Day

Risk Assessment

The Clerk has developed an updated risk assessment using the template provided by Jason Rollins for the HSP Fun Day. This included the risk matrix that DL wanted to see. SB had spent time with the Clerk going through this and commended it to the PEC members. Control actions have been included in the action plan. Members agreed this was a much improved risk assessment.

Actions

The action list had been further updated. Two key actions outstanding included developing the briefing for Marshalls which ES and SB will develop and notifying the Fire and Police services. SB has made contact to find out who we need to inform.

We have 12 volunteer Marshalls, which Sue Van Daesdonk, RBL Secretary, has confirmed is sufficient. DL and his wife Janet will man the water station, seating area and 'missing children' area. Help has been offered to the RBL via Jeannette

Taylor for setting up the poppy display.

5. Christmas Lights Switch on

Risk Assessment

The clerk had developed a good risk assessment post the Lights Switch on event last year. This didn't include the risk matrix. She is now transferring the document onto the new template developed for Remembrance Day.

Actions

PEC agreed a running order needs to be developed with timings as we now have increased involvement of each of the three schools. SB to develop this.

Duke of Edinburgh Award students could be additional Elves on the night to ensure school children are in the right area.

ES to draw up a site plan for the evening with performers in front of the tree this year for SB to share with all involved.

Councillors are to be asked to volunteer as Marshalls, as numbers are currently too low. The Hassalls, the Wallaces and the Lords have volunteered. SB has asked HSC to flag this with their members.

Gerry Taylor has agreed to be Santa again supported by Susie Miller as Chief Elf with Jo Sellers also being an elf. BPC will pay Gerry an £80 appearance fee to cover his time and expense.

SB is meeting with Neil Monroe to confirm arrangements and Beth Flashman regarding the Vicar's involvement.

All Marshalls to wear Santa hats as well as PPE. SB to source hats.

SB to deliver any equipment that needs PAT testing to JS's shop for Cory Sellers to PAT test.

SM to use social media to say where road closures for event are and add there are children in the road.

6. Future Events- Item postponed

7. Barton Business Community

The first meeting of BBC took place in the Village Hall on Sunday 19th October from 1pm-3pm. Whilst the attendance was low there was a really energised discussion about what the group could do to get businesses working together to the benefit of the village and what could be done to make this worthwhile for Businesses. ES said a grant application was likely to be successful with the Key Trust, particularly if we could provide partial funding for this.

JS was thanked for organising the event as this looks really promising. Further discussion with the group on how the group develops in the future. Social media to be used to promote the next meeting on Sunday on March 1st. 3pm till 5pm. A site to be set up on the website by the Clerk and the Chime to include an article in the next issue.

8. Social media

SM explained there are four different Facebook pages for the village, two community pages, a service and trades site as well as Freebies site. SM had experienced some very personal hostility from someone she has known for some time this week. Councillors expressed concern

for SM as this is not appropriate.

Postscript- SCC do provide on-line social media training periodically. This might be useful for SM as it would provide ideas for how to deal with this type of behaviour and support. The Parish Council also has a social Media Policy which is on the web-site.

Chime Magazine- The next article to include a BBC update (and the Christmas Lights switch on depending on publication date).

- 9. Liaison with Schools –** MH provided an update on her visits to both Primary Schools following two very promising meetings. The Heads are Tracey Moore and Sue Burton for the Infants School and James Emery for the Junior School. Both schools welcomed the stronger integration with the Parish Council. A full update was provided in the email shared with the meeting prior to the meeting, see appendix.

SB and MH are meeting with the Deputy Head, Alison Spencer, at John Taylor Highschool on November 5th to discuss working together, the school council, sixth form interviews and activities for Duke of Edinburgh award students.

The schools will be involved with the Remembrance Day on November 11th.

10. Policies – Item postponed

Reserves Policy required by Finance Committee. SR to liaise with Councillor Naylor.

Digital and Data Protection Policy required to define what information we gather and why. SB to source template policies.

11. Any other business

No other business to report.

12. Date of next meeting

The next meeting will be held on Wednesday 12th November at 7pm.

Appendix 1

Taken from email from MH

MH visited the Infants and Junior school to meet with heads on 18/09/2025

Infants...Sue Burton (Tracey Moore job shares the Head role with Sue Burton)

discussed the erection of the Christmas Tree...Saturday 22/11/2025 Mrs Burton keen for the Y2 to make decorations and to be collected the week beginning 24th as they don't normally do this.

#The Remembrance is particularly important to the Y2 children as it is in their curriculum therefore keen to attend the event on 11th November and lay a wreath

would like the PC to come and talk to the children about what they do in the village and join in one of their Council meetings in the Spring term

#The Key Trust give an award at the leavers assembly and they would love the PC to do this; a book token from Spalding was suggested for 4 children

I ended by saying I would contact them in the Spring term to see if we could be involved in any other matters

Mr Emery head of the Junior School

we discussed the erecting on the Christmas tree on 22nd November and the week beginning 24th November for the decorations to be collected...apparently Jeanette always collected and put these on the tree so I agreed to do this

Keen for the Choir to sing on 29th November at 5ish before Stephen Taylor's choir

discussion about the Remembrance 11th November which is an annual event for selected children and the wreath . Again, a short service by Rev Andy , silence and a chat to whoever is there from the village

Mr Emery would like the choir to sing at a village tea party for elderly residents so I am to contact the appropriate persons for this and let him know. Also to attend the fund-raising event on 12th December

I suggested a meeting of the School Council to be arranged in the second half of the Spring term

he was keen for 10 children to receive a reward at the leavers' assembly again a book token to be spent at Spaldings

Remembrance Day Action Plan - 9th November 2025- version 2

Action	Who	When	Completed
3 months before			
Apply for Road Closure	Clerk	August	
Liaise with RBL re date	PEC Chair		
Ask JTHS Business Manager to open the car park – 9.30-14.00 Hrs	PEC Chair	September	
Advertise for Marshalls	Social media lead	September	
Link with key people to identify Marshalls eg Claire Lingwood, Colin Reeves (A) Tyrone Kerr & Heather West (B) Geoff Trevena, Lions x 2 (C) Margaret & Malcolm Hassall (D), Geoff Trevena Lions x 1 (E) Brian Bedford & Lucy James (F) Jo & Garet Briscoe (G), Check if Dick Titley, Chris Alcock available for Collinson Rd, Brookside & Radhurst	PEC Chair		
First Aider– check to update training if required	who		
Meet with RBL re planning for the day	PEC Chair		
Meet with previous Councillor for lessons learnt	PEC Chair		
Revise and strengthen Risk Assessment to include risk matrix,	PEC Chair, Clerk, Cllr Lord		
1 month before			
Appoint Head Marshal and check Marshall Pool is sufficient . Recruit additional marshals as necessary (Sean Severn is Chief Marshal)	PEC Chair/Chief Marshal	October	
Meet with TRJS,TRJS & JTHS re Remembrance service for School if 11 th November falls during school week.	Cllr Hassall	October	
Check ‘Hi Vis’ clothing is available	PEC Chair	October	
Test Walkie-talkies	PEC Chair	October	

Check route	PC/PEC Chairs	October	
Plan Briefing for Marshalls	PC/PEC Chairs/Chief Marshal	October	
Liaise with RBL re any changes to timings	PEC Chair	October	
Advertise in Chime for Marshalls	PC/PEC Chairs	Early October	
Advertise for Marshalls	Social media lead	Mid & end October	
Pre-notify police & fire service of the event	PEC Chair		
All electrical appliances to be PAT tested	PEC chair	End of October	
10 days before			
Advance warning signs for road closure to go up.	PC Chair	End of October	
List Marshalls at each point	PEC Chair/Chief Marshal	End of October	
Plan briefing on day using template letter	PC/PEC Chairs	End of October	
Letter drop to residents & businesses on Main Street	PEC members	End of October	
Re-check radios in the week before the event	PC Chair/Chief Marshal		
Check first aid is stocked correctly	Clerk		
Robust Communications Plan to contact emergency services	PEC Chair		
List of contact numbers for relevant personnel	Clerk		
Location of Defibs to be shared.	Clerk		

All participants to be aware of correct lifting techniques	?		
Weekend			
Flag to be erected	PC Chair	Sun 9 8.00 a.m.	
Arrange Briefing for Marshalls	PEC Chair & PC Chair	Sat 8 th / p.m.?	
Check radios fully charged	PC Chair/Chief Marshal	Sat 8th/ p.m.	
Pre-event site inspection	PC & PEC Chair	Sat 8th/ pm	
Remembrance Day			
Ensure water station & seating available	?		
Designated missing person point	?		
First Aid point	Susie		
Final Site Inspection before the event	PC & PEC Chair	8.45	
Allocate Road closure signs & bollards to each point	PEC Chair/Chief Marshal	9.00	
Brief Marshalls Include briefing on emergency change of location	PEC Chair & Chief Marshal	9.30	
Distribute Hi Vis clothing & Walkie Talkies	PEC Chair/ Chief Marshal	9.30-9.45	
Marshals attend their allocated road closure points	Chief Marshal	9.45	
Road Closure	PEC Chair/	10.00 - 12.00	

Liaise with each closure point re traffic management	PEC Chair/ Chief Marshal	During Parade	
Parade leaves JTHS	Parade Marshall	10.15	
As parade passes down Wales Lane closure at Main Street can be moved back to outside Post Office	Chief Marshall		
As parade passes into St James Road Short Lane can be reopened	Chief Marshall		
Once parade has got to Memorial, St James' Road can be open for access only from Short Lane and to Church Lane.	Chief Marshall	10.40	
Once parade has gone into Church Main St can be reopened.	PEC Chair/Chief Marshal	11.10/11.15	
Parade musters on Church Lane to return to JTHS, Chief Marshall to supervise closures as the parade passes through.	Marshalls	12.00	
Parade returns to JTHS via Church Lane & Main Street and a salute at War Memorial and is dismissed	Marshalls	12.15	
Collect Hi vis Jackets & Walkie Talkies	PEC Chair		
Clear water station	PC Chair		
Collect bollards and signs	PC Chair		
Thank you note to all Marshalls	PC Chair and PEC Chair		
Post Remembrance Day			
Take Flag down	PC Chair	Sun 9 evening	
Lessons learnt to update plan and risk assessment for following year	PEC	Next PEC meeting	

Timings for the day are taken from the RBL action plan and may be subject to change.

Event Route: Barton under Needwood Remembrance Parade 2025

Date:	Prepared	Reviewed:	Approved
6th Nov 24	SR	SB	04/11/2025

Route			Check
1	Route to be walked by SB/ES		
2	Route to be closed off as per plan & Confirm times at each point of closure.	Yes / No	
3	Confirm all Marshall's in place & all wearing 'Hi- Vis'	Yes / No	
4	Point of Contact details shared with Marshalls via email & confirmed in person on the day.	Yes / No	
5	Point of Contact details: Sally Bedford	Yes / No	
6	Confirm Traffic cones in place & Road signs at all Marshall points.	Yes / No	
7	First Aid Support in place and contact details given to all Marshall's	Yes / No	
8	Brief all marshall's regarding 'Emergency vehicle access' To be briefed on the morning once in position.	Yes / No	
9	Close down each Marshall point once Parade has passed.	Yes / No	
10	Equipment to be collected in	Yes / No	
11	Brief Food & Drinks for marshallers at Shoulder of Mutton.	Yes / No	
Position 'A' Dunstall Road: Marshall Claire Lingwood & Colin Reeves			
Marshall to close off road at 10:00 At the junction with JTHS Car park.		Yes / No	
Cone also to be placed at the entrance to Palmer close, to prevent traffic moving onto Dunstall Road.		Yes / No	
Cone to be placed at entrance of Shoulder of Mutton Car park. To stop access to Main Street.		Yes / No	
Once parade has left JTHS. The road closure is moved to the junction with Palmers Close. To allow vehicles to exit Palmer Close North, onto Dunstall Road.		Yes / No	
Cyclists are allowed through, Dismounted on foot. Road to remain closed during service		Yes / No	
Once Church service is completed Cone at the entrance to Palmers Close is Re-instated and the closure moved to allow the parade to return to JTHS Car park.		Yes / No	
Road closure to be removed, Once parade is safely back inside JTHS Car park.		Yes / No	
Position 'B' Junction of Wales Lane & Main Street: Marshall Tyrone Kerr & Heather West			
Post office to stay closed until parade back in JTHS Car Park. Only open to let march go through and then close.		Yes / No	
3 x Cones to be placed across Main street between Middle Bell & Post office. SB to control & move during Parade March through.		Yes / No	
Position 'C' Junction of Crowberry Lane/Bell Lane: Marshalls - Geoff Trevena Lions x 2			
Marshall to close off road at 10:00 (Middlebell Closed)		Yes / No	
Cone to be placed at Bell Lane & Crowberry Lane at 10:15 until Parade has passed.		Yes / No	
Marshall's then move road closure to junction with Crowberry lane to allow access to village hall & Co-op.		Yes / No	
Road Closure order is in place so no traffic is allowed along Main Street until the Parade has returned to JTHS Car Park		Yes / No	
All Traffic should be diverted down Wales Lane.		Yes / No	
Position 'D' Marshalls - Margaret & Malcolm Hassall			
Road to be closed from 10:15 Junction of Wales Lane & Short Lane.		Yes / No	
Direct traffic from Main Street to use Captain's Lane.		Yes / No	
Once Parade has passed, Cones can be removed.		Yes / No	

Position 'E' Junction of Short Lane & St. James Road. Marshalls Barton Lions x 1		
Hold traffic at Junction from 10:20. Confirm cone in place on entrance to Short Lane.	Yes / No	
Remove Cone from Short Lane, Once Parade has passed.	Yes / No	
Position 'F' Junction of St. James Road & Church Road. Marshalla Brian Bedford & Lucy James		
Close off from 10:00 No access allowed to Main Street.	Yes / No	
At the end of the church service, Parade will form up on Church lane. No traffic allowed between St. James road & Church Lane. Until parade has returned to JTHS Car park	Yes / No	
Position 'G' Roundabout at top of Efflinch Lane. Marshalls - Jo & Gareth Briscoe		
10:00 Main Street closed to traffic. All traffic directed to Captain's Lane	Yes / No	
Cyclists allowed through but must dismount. Advise of diversion route.	Yes / No	
Road to remain closed until Parade has returned to JTHS car park. Approx 11:45	Yes / No	
Notes:		
Radhurst Cone: Richard Bourne 07970189860 rjbourne@gmail.com		
Collinson Cone: Dick Titley		
Brookside Cone: Chris Allcock		
Emergency Services		
Emergency Services vehicles will be allowed access but they must be warned of the activity around the War Memorial.		
Point of Contact for First Aid: Susie Miller		

CORRESPONDENCE & COMMUNICATIONS

GENERAL

1. Copy resident communication regarding restoration of Newbold Quarry; Cllr Sharkey responded.
2. Resident chasing for action on tree work from pocket park adjacent Cedar Road
3. Rhosyn Farm applicants inviting Cllrs to attend a site visit.
4. Resident report of bolt missing, climbing frame Toddler Park – Cllr Sharkey made safe

POLICE

5. PCSO Review – stakeholder update – circulated to all Cllrs

SPCA/NALC

6. Newsletters and training opportunities- forwarded to all Cllrs;