

**DRAFT MINUTES OF THE MEETING, TATENHILL AND RANGEMORE PARISH COUNCIL, 7<sup>th</sup> DECEMBER 2021, COMMENCING AT 7.30 P.M. AT ALL SAINTS CHURCH, RANGEMORE**

**Present:** Cllr E Coleman (Chair)  
Cllr D Walford (Vice Chair)  
Cllr J Bristow  
Cllr P Shipley  
Cllr D Milner  
Cllr M Jones

**In attendance:** Mrs K Lear (Clerk)

**1/7-12-21 Apologies**

Apologies were noted for Borough Cllrs J Jones and B Ashcroft and County Cllr J Jessel.

**2/7-12-21 Declarations of interest and dispensation requests:**

None required.

**3/7-12-21 Minutes of Previous Meeting:**

**Res 306 Resolved:** that the Minutes were an accurate and factual record of the meeting held on the 2<sup>nd</sup> November 2021.

**4/7-12-21 Public participation:**

2 members of the public were present.

**5/7-12-21 Third Party Reports**

None submitted

**6/7-12-21 Clerks report**

**Warranty of defibrillators** – It was noted that approximately warranty is 8 years from date of purchase.

**Signage** – Tatenhill Village Hall committee were happy with the proposed signage following recommendations from the annual inspection. Clerk to implement.

**Tenders** – clerk is still obtaining tenders for maintenance works 2022-2023.

**Grants, Princes Wood** – Clerk has submitted grant applications for Princes Wood regeneration area.

**SCC pension administration** – Clerk is currently compiling data for the pension administrators.

**Highways** – Overgrown hedge along Branston Road has now been actioned by SCC. This will be cut annually.

Following a resident complaint, street cleansing has been completed along Callingwood Lane.

**Community Speed Watch** – the signage along Branston Road may require relocating. Clerk to speak to CSW Co-ordinator to obtain an update.

**Traffic calming** – clerk was asked to investigate who may be able to assist with the traffic calming proposals prior to consultation with local residents.

**7/7-12-21 Performance management:**

Business planning report

Members confirmed that the meeting in November was useful. There was a discussion about revisiting the parish plan which was made approximately 10 years ago. Members felt asking residents the same questions, with slight modifications as required, which were asked 10 years ago would be an interesting exercise to see if local residents had the same priorities.

Some members agreed to explore what software which could be used.

Members felt climate change was another initiative which council could explore. Some members felt that a climate change statement should be communicated, others felt that initiatives/information was important.

There was a feeling that councillors should informally meet to discuss initiatives before motions being proposed at formal meetings.

**8/7-12-21 Personnel committee report**

The personnel committee confirmed the annual appraisal has been conducted with the clerk.

**9/7-12-21 Finance committee report**

It was noted that the finance committee would be meeting before the festive season to draft budget proposals for 2022-23 to present to full council at the January 2022 meeting.

The clerk was asked to explore costs for the introduction of a school crossing patrol for Rangemore.

**10/7-12-21 Financial matters**

**i) Payments**

**Res 307 Resolved:** that the following payments be processed.

Payee	Amount	VAT	Explanation	EP/ GPC
K Lear/ HMRC/SPF	£847.75		Payroll – November 2021	EP/ GPC
Rangemore PCC	£24.00		Monthly meeting	EP/GPC
K Lear	£35.00		Office/telephone - November	EP/GPC
K Lear	£47.60		Office/telephone - October and hedge	

			plants not processed previous months	EP/GPC
TMVH	12.00		Room hire	EP/GPC
SPCA	£525.00		Business planning meeting	EP/GPC
M Systems	£25.20	£4.20	.gov emails	EP/GPC
DSK Engineering	£60.00	£10.00	Installation of community speed watch signs, Tatenhill Common	EP/GPC
DSK Engineering	£72.00		Lubricate phone box hinge, exercise equipment inspections	EP/GPC
SPCA	£75.00		Training	EP/GPC
Tutbury PC	£18.00		CoC training	EP/GPC
Gardening services	£36.00		Installation of Christmas tree and lights	EP/GPC
	£1777.55			

Payments under delegated powers

Payee	Amount	VAT	Explanation	EP/GPC
Adventure farm	£100.00		Christmas trees for Rangemore and Tatenhill	EP/GPC

Cllrs J Bristow and D Milner confirmed that they would release the payments.

- ii) Grant applications – None submitted
- iii) Risk management - The annual risk management plan was reviewed.

**Res 308** **Resolved:** that the clerk would explore costs for outsourcing payroll to commence as soon as possible. Members suggested some organisations to contact.

- iv) Internal auditor

**Res 309** **Resolved:** that Audit Solutions would carry out the internal audit 2021-2022.

**11/7-12-21 Correspondence**

**i) Planning applications**

P/2021/01429 – All Saints Primary School, reduce height by 3m and selectively reduce side branches of Oak tree – No objection

P/2021/01387 – Home Farm, Dunstall Road, subdivision and alterations to existing farmhouse to form 2 dwellings – No objection

P/2021/01507 – Rangemore Mews, Rangemore – Reduce canopy by to 1.5 metres, crown raise lower branches to 4 metres above ground level and remove deadwood of 1 Oak tree, remove tree down to a 5-6 metre habitat pole of 1 Ash tree, prune back branches overhanging the parking bays of 10 various species tree, removal of deadwood of a group of Sycamore trees, 3 oak trees (TPO 85) – No objection

P/2021/01486 – 7 The Woodlands – Reduce side branches by up to 2 metres and reduce height to match 1 Cherry tree, crown reduction by up to 30% of apple tree and felling of 1 apple tree – No objection

Planning applications permitted

P/2021/00708 – Horseshoe Inn Main Street, Tatenhill – Retention of the boarding up of glazed windows to the outbuilding

P/2021/00711 – Horseshoe Inn, Main Street, Tatenhill – Listed building application for the retention of the boarding up of glazed windows to the outbuilding

P/2021/01312 – 1 Croft Gardens, Tatenhill – Crown reduction of laurel bushes (T1)

P/2021/01199 – 9 The Woodlands, Tatenhill – Alterations to the rear elevation to form an opening for bi-fold doors

P/2021/01329 – Fairfield House, 8 The Woodlands – Demolition of existing conservatory and erection of a single storey extension

## **ii) Staffordshire police**

Following a brief discussion, council requested that the clerk contacted Staffordshire Police to establish their thoughts on how frequently a Police Officer or PCSO should be visible patrolling the villages.

## **iii) Resident correspondence**

A resident had contacted the parish council following an incident on the 17<sup>th</sup> November, 2021.

Members agreed that the village roads were not adequate for school buses, for both the safety of children attending the local schools and also residents living in the villages. It was noted that if the coaches were not stopping in Tatenhill there is no reason for them to drive through the village. The Clerk was asked to establish who set the bus routes to the schools. There was also a discussion about the spine road which will be introduced through the Lawns Farm development. Clerk was asked to

establish the design of the new spine road along with time scales.

Members felt it was important that the local MP, county and borough councillors should be approached to establish their support with this serious village issue. Members of the public were also encouraged to contact their local borough and county councillors and also their MP.

**12/7-12-21 Items for information**

Members were advised of the ESBC forum meeting which was taking place later on in the week.

**Signed:** .....

**Date:** .....