



TUTBURY PARISH COUNCIL

Minutes of a meeting of Tutbury Parish Council in Tutbury Village Hall held on Monday 16th February 2026 at 7.30 p.m.

Present Chair Cllr F Crossley
Cllr A Hall
Cllr D Bull
Cllr L. Crossley
Cllr M Bladon

Also present: Mrs K. Duffill – Parish Clerk

02/2026 1.0 Apologies for absence

Cllr. K. England
Cllr M Upton
Cllr G Hough
Cllr P Steadman
Cllr. C. Smedley (Borough and Parish Cllr)
(Borough Cllr Russell Lock)

None attendance
Vice Chair Cllr. D. Morris

02/2026 2.0 Minutes RESOLVED

Members confirmed the minutes of the Meetings were accurate.
Tutbury Parish Full Council, 19th January 2026 Planning Committee meeting 2nd February 2026.
Cllrs voted in favour of approval.

Signature

Date

02/2025 3.0 Declarations of Interest

None received.

02/2026 4.0 Public Participation

PCSO Georgina Scott – Tutbury, Anslow and Rolleston

PC Thomas Sloan – Branston, Rolleston, Tutbury and Anslow

Both officers attended the meeting.

4.1 Police Updates

- Crime statistics are down; however, there have been a few incidents of anti-social behaviour in Tutbury.
- A group of balaclava-clad young people, aged around 14–17 and dressed in black, have been intimidating residents and local businesses. The police have dealt with the individuals and their parents have been informed.
- A group of younger children, aged around 13 years, are reported to be door-knocking and running away, causing a disturbance. Increased police presence is hoped to witness these incidents and deal with them appropriately.
- A cyclist using an illegal electric bike, previously spotted from Hatton, has not yet been prosecuted.
- Members informed the officers of speeding issues within the village so that enforcement can be targeted in the appropriate areas should speeding sessions be arranged. The officers encouraged more Community Speed Watch volunteers to come forward.
- PCSO hours are currently under review and cover for Tutbury will not continue after 7.00pm following the rollout of the new contracts in June. Police staffing is limited, and PC Sloan's area is large; however, he will patrol Tutbury if time permits.
- The Clerk reported residents' concerns regarding inconsiderate parking on Holts Lane and Silk Mill Lane. There is also an ongoing problem on Monk Street, opposite The Leopard, and along Monk Street generally, where incidents have been reported of the road being blocked, preventing bus and ambulance access.
- PCSO Scott advised "Park It Right" notices. Can be issued.
- Members expressed concern that a bus is travelling through Monk Street when it is not an official bus route. Officers recommended contacting the County Council regarding parking enforcement and to report the issue with the bus route. The Clerk confirmed that this has already been reported; however, action is yet to be taken.

02/2026 5.0 To adjourn the meeting for the Borough and County Councillor report

Signature

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5.1 No Borough and County Councillors were present. However, Cllr Smedley had submitted a written update .

Cllr Smedley has chased the status of the broken floodlight at the church and has established that there is a 12-week wait for the parts required to complete the repair, so the work is now likely to take place in March.

5.2 An incident involving a Double Diamond bus driver, who was unable to brake and subsequently struck and killed a peahen crossing the road, has been reported to the bus company.

02/2026 6.0. To reopen the meeting to receive the Clerk's Report including correspondence.

6.1 Licensing Consultation: East Staffordshire Borough Council is consulting on extending Selective Licensing to 16 streets in Burton upon Trent. No streets in Tutbury are affected. Members resolved that no Parish Council response would be submitted. Councillors may respond individually if they wish.

6.2 Village Appearance: A resident raised concerns regarding litter along the bypass and at the Hatton end roundabout, which creates a poor first impression of the village. Suggestions included additional low-maintenance planting and screening of utility boxes. These matters have been referred to the Borough Council.

Members agreed to organise a litter pick as part of the Great British Spring Clean on 21st March 2026, 10:30am–12:30pm.

6.3 PCSO Update. Most PCSOs have received their preferred shifts. New patterns will take effect from 1 June 2026. Neighbourhood policing capacity will increase, with 53 officers added this financial year and 26 more planned for 2026/27. PCSO G Scott will not be working evening shifts for Tutbury.

6.4 Community Speed Watch: 2025 activity included 9,321 first warnings, 458 second warnings, 53 home visits, 74 groups, 1,088 sessions and 1,012 roadside hours, supported by 395 volunteers. Plans for 2026 include site reviews, training, focus meetings and engagement events. A local training session for new volunteers is scheduled for 27 February 2026. Recruitment has been promoted via the website and Facebook. Parish teams may request individual statistics.

6.5 Parking Concerns: Reports were received of obstructive parking, at the corner of Holts Lane/Silk Mill Lane, and on Monk Street opposite The Leopard. Concerns have been forwarded to the PCSO and Staffs County Council.

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02/2026 7.0 To receive the Chair's Report

7.1 Church Wall Repairs: Works are progressing well. The contractor will temporarily stop work while a funeral takes place at the church, and the footpath will be reopened for the afternoon to allow access. The path remains closed during the works for health and safety reasons due to large stones and earth and will be closed again once the funeral has concluded.

7.2 Changing Rooms – Access, Security and Cleaning: During contractor site visits, access issues were identified with the playing fields driveway due to identical padlocks being used by the football teams for both the door and gateway, resulting in keys being mixed up. The Council has purchased a new weatherproof padlock to prevent further problems. A review of keys identified missing kitchen keys and the need for additional copies for some doors.

7.3 It was also noted that the changing rooms had not been cleaned for two weeks prior to the open day, resulting in debris and litter being present from recent use. The football team will review their cleaning contract. Failure to maintain appropriate cleaning standards and to keep the Council informed of current key holders constitutes a breach of the user agreement.

7.4 Burton Hope Building: East Staffordshire Borough Council is seeking to reclaim the building from which the Burton Hope charity operates. As this matter is outside the parish, the Parish Council will not submit a collective response; however, individuals may sign the petition if they wish.

02/2026 8.0 To approve Accounts for Payment

8.1 Accounts for payment were reviewed and approved. Payment details are listed in the appendices.

02/2026 9.0 To Review and respond to the Traffic regulation order proposal to reduce the speed limits through Fauld towards Tutbury.

9.1 members discussed the reduction in speed limits through the village and Fauld and the approach into Tutbury village.

Resolution:

Based on the scheme proposed:

Inset D - move the 30mph restriction further past the farm entrance on the left when leaving Tutbury. This would give notice marked on the road when approaching the village further away from the farm entrance. This would allow for more of a speed

Signature

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reduction before the bend and entering Tutbury. This will reduce the stretch of 40mph road past the Industrial estate

02/2026 10.0. Local Government Reorganisation Consultation – To consider and approve the Council’s response to the public consultation on Staffordshire and Stoke-on-Trent proposals.

101 Members considered all five proposals, evaluating them in terms of geographic scale, accessibility to council offices and administrative services, and the potential impact on officer knowledge and local expertise. Concerns were raised regarding proposals covering very large or demographically diverse areas, and those that would further divide existing borough structures, as these were felt to risk diluting local understanding and weakening established working relationships.

Particular consideration was given to the implications for Tutbury’s proximity to administrative centres and alignment with communities of similar character and need.

Resolution:

The Parish Council supports the proposals which place Tutbury within a unitary authority comprising Lichfield, Tamworth and East Staffordshire as the preferred option, as this is considered to offer the greatest advantage in terms of geographic coherence, accessibility, and retention of local knowledge.

Members were encouraged to submit individual responses to the consultation.

02/2026 11.0 To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the press and public be excluded from the meeting for the following item due to the confidential and commercially sensitive nature of the business:

No members of public or press were present.

02/2026 12.0 Consideration and approval of tenders for the refurbishment of Cornmill Lane Changing Rooms.

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12.1 The Chair reported that 11 tenders had been received, with prices varying. Several tenderers attended across three organised site visits to assess the works. A scoring matrix was used by three members to evaluate submissions based on price and quality.

Due to the number and detail of responses, a further evaluation session is required to complete the scoring process. The three highest-scoring tenders will then be presented to Full Council for consideration and approval.

02/2026 13.0 . To review Street Cleaning contract and approve renewal.

13.1 Members reviewed the Street Cleaning Contract. The existing contractor confirmed that the current price would remain valid if the contract were renewed for a further year.

Members expressed satisfaction with the service provided.

Resolution:

the Street Cleaning Contract will be renewed for a further year with the existing supplier at the current price. The resolution was carried unanimously.

0/2025. 14.0 To Review Mowing Contracts and approve renewal

14.1 The Clerk advised that the existing mowing contractor is willing to renew all mowing contracts at an increased rate of 5%.

Members confirmed they are satisfied with the current service provision and agreed that, in light of the ongoing tender process for the changing rooms refurbishment, it would not be advantageous to seek additional quotes at this time.

Resolution:

All mowing contracts will be renewed with the existing contractor at an increase rate of 5%. The resolution was carried unanimously.

02/2026 15.0 To reopen the meeting and approve a Business Risk Analysis 2026

Signature

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15.1 Members reviewed the updated Business Risk Analysis prepared by the Clerk, including the addition of risk mitigation for the newly purchased outdoor gym equipment.

Resolution:

The Business Risk Analysis 2026 was approved.

02/2026 16.0 To Review and approve Sexual Harassment Risk Assessment

16.1 Members reviewed the existing Sexual Harassment Risk Assessment prepared by the Clerk. No changes had been identified

Resolution:

The Sexual Harassment Risk assessment 2026 was approved.

Members resolved to extend the meeting past 9.30pm for 15 minutes.

02/2026 17.0 Review and approve Media Policy.

17.1 No changes had been proposed to the existing policy.

Resolution:

Members voted to approve the existing Media Policy.

02/2026 180 To review and approve social media Policy and accept Civility and respect guidance.

18.1 No changes were proposed to the existing Social Media Policy. Members also reviewed the Civility and Respect Pledge, which underpins councillor behaviour in public life.

Resolution:

That the existing Social Media Policy be approved. The Civility and Respect Pledge was accepted and signed by the Chair following discussion and approval by members.

Signature

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02/2026 19.0 Items for the Next Agenda

- Community Litter pick
- Plaque for Webb Corbett building
- Update on Changing room refurbishment.
- Policy updates.
- Bus shelter for Burton Street
- Newsletter
- Crossing patrol for Burton Street.

02/2026 20. 0 Dates of Next Meetings

- **Full Parish Council 16th March 2026 Village Hall.**
- **Planning Committee and Open Space 2nd March 2026**

Meeting ended at 9.45pm

Signature

Date

Vouch	Date	Description	Supplier	Net	VAT	Total
205	15/02	Clerks Salary	Karen Duffill			
206	15/02	Clerks Expenses	Karen Duffill			
208	15/02	Employee Pension (Staffordshire County Pension Fund			
210	15/02	Clerks Employer P	Staffordshire County Pension Fund			
200	16/02	Clerk Training	Staffordshire Parish C	35.00	7.00	42.00
199	16/02	Legionella Control	Sterilizing Services Lt	36.00	7.20	43.20
211	16/02	External Audit	Mazaars LLP	315.00	63.00	378.00
212	16/02	playing field mai	RB Grounds Care l	65.00	13.00	78.00
213	16/02	Church Wall rep	E.R Scrivener	1,340.00	0.00	1,340.00

Direct Debits

198	02/02	Changing Room E	Octopus Energy	40.06	2.00	42.06
209	10/02	National Insurance	HMRC	250.48	0.00	250.48
201	05/02	Changing Room G	Yu Energy	51.79	2.59	54.38

Standing orders

15/02	Subscription	Staffordshire Wildlife	3.50		3.50
15/02	Mobile phone	AsDA	5.00		5.00