



TUTBURY PARISH COUNCIL

Minutes of a full council ordinary meeting of Tutbury Parish Council in Tutbury Village Hall held on Monday 20^h July 2026 at 7.30 p.m.

Present Chair Cllr F Crossley
 Vice Chair Cllr. D. Morris
 Cllr G Hough
 Cllr L. Crossley
 Cllr P Steadman
 Cllr M Bladon
 Cllr S Faulks
 Cllr. C. Smedley (Borough and Parish Cllr)

Also present: Mrs K. Duffill – Parish Clerk

07/2026 1.0 Apologies for absence

Cllr M Upton
Cllr A Hall
Cllr D Bull

07/2026 2.0 Minutes RESOLVED

Members confirmed the minutes of the Meetings were accurate.
Tutbury Parish Full Council 15th June 2026, Open Space Committee Minutes 6th
July, Planning Committee Minutes 6th July
Cllrs voted in favour of approval.

Signature

Date

07/2026 3.0 Declarations of Interests.

3.1 Agenda item 5.0, Cllr M Bladon declares an interest as his wife was a candidate for the co-option vacancy, he took no part in the selection process and left the room.

3.2 Agenda item 11.0. Cllr F Crossley took no part in the vote or discussion for the local grant award to Allotment Association.

07/2026 4.0 Public Participation

4.1 No public attended.

07/2026 5.0 To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy.

5.1 Two candidates attended the meeting. The Chair invited each candidate to introduce themselves, after which Members were given the opportunity to ask questions.

Following the interviews, Members resolved to appoint the successful candidate by written ballot. Sally Faulks received the majority of votes and was duly co-opted to the office of Parish Councillor.

The Declaration of Acceptance of Office was signed by Sally Faulks and the Clerk. Councillor Faulks then joined Members for the remainder of the meeting.

The remaining candidate stayed for the duration of the meeting.

07/2026 6.0 To adjourn the meeting for the Borough and County Councillor report

6.1 Borough Councillor Smedley reported the following matters:

- A discarded mattress on Duke Street had been reported. The mattress has since been removed; however, the headboard remains on site and requires removal.
- An objection had been submitted to the proposed removal of the protected tree at High View, Ludgate Street.
- The installation of the bench at Cromwell Close remains outstanding and is continuing to be pursued.

Signature

Date

- No response has been received from the Conservation Officer regarding the new signage at the former bank building. No planning application has been identified for either the repainting of the building or the installation of the new shop signage.
- The bungalows on Wakefield Avenue remain overgrown, unsightly and in a poor state of repair. Despite previous reports, no apparent action has been taken by Trent & Dove to improve the appearance of the properties.
- Concerns were raised regarding development works associated with the property at High View, Ludgate Street, which may be encroaching onto land forming part of the Scheduled Ancient Monument. It was understood that the land may be protected by English Heritage. Borough Councillor Smedley agreed to investigate the matter further and report back to the Parish Council.

. 07/2026 7.0 To reopen the meeting to receive the Clerk's Report including correspondence.

7.1

- Members noted the response from Staffordshire County Council regarding the Fauld Lane speed limit consultation. The proposed 30mph speed limit will not be extended beyond the entrance to Woodhouse Farm, with the section between Woodhouse Farm and Owens Bank remaining subject to a 40mph speed limit.
- The clerk reported that the signage issue at Primrose Drive has been resolved by East Staffordshire Borough Council.
- The clerk reported the request for a memorial tree has been accommodated through the Heritage Park Tree Planting and Improvement Group.
- Members noted the invitation from East Staffordshire Borough Council to attend The People's Emergency Briefing on 7 August 2026 and members were encouraged to attend.
- Members noted the review of the NALC Model Standing Orders and were encouraged to complete the consultation survey.
- Members noted the publication of the University of Birmingham report on the role of parish and town councils and the launch of the national parish and town council survey and were encouraged to participate.
- The steps at Pinfold Close had been repaired and the edges of the steps painted.

07/2026 8.0 To receive the Chair's Report

8.1

- The Chair advised Members that he had been invited to a meeting with British Gypsum.
- The Chair reported that the Mods and Minis event had been a great success, attracting many visitors and providing a positive boost to local pubs and businesses.

Signature

Date

- The Chair raised concerns regarding the installation of parking enforcement camera signage within the Conservation Area. Signs had been fixed to the Grade II listed Dog and Partridge public house and to the side of a private residential property. The chair requested that the two signs were removed. Following concerns being raised; the Clerk informed the Borough Council's Conservation Officer.
- The pub management advised that the parking enforcement cameras and associated signage had been installed to address all-day parking by workers who were not using the premises. However, residents who access their properties via the pub car park had objected to the scheme.

07/2026 9.0 To Review requirements for Changing rooms refurbishment at Cornmill Lane and approve relevant works.

9.1 The Chair reported that the Open Space Committee had resolved: That the recommended works were approved.

- Installation of an accessible (disabled) shower.
- Installation of a new shower within the referees' changing room.
- Repairs to the changing room roof.

07/2026 10. To receive an update on Devolution, review assets, and consider engagement with Staffs County Council regarding Grass cutting Verge Development project and the TOSCA building.

10.1 The Clerk reported the response received from Staffordshire County Council regarding the potential transfer of the former Youth Centre on Cornmill Lane. Members noted that the building is leased to Tutbury Old School Community Association (TOSCA) until 2046 and that the County Council considers any future asset transfer decisions should be determined by the new unitary authority following Local Government Reorganisation, unless there is an urgent need to progress the matter sooner.

Members noted the latest update on Local Government Reorganisation, with the new Southern and Mid Staffordshire Unitary Council scheduled to assume responsibility for services from 1 April 2028.

Signature

Date

The Chair and Clerk reported on a meeting with the County Councillor and Highways representatives to discuss the potential devolution of highway verge grass cutting to the Parish Council. Members were advised that Staffordshire County Council currently cuts the relevant areas six times per year. Any increase in the frequency of grass cutting would need to be funded by the Parish Council through an increase in the precept. Members considered the current standard of maintenance to be unacceptable and agreed that devolution could provide an opportunity to improve the appearance of these areas. Further information is awaited from Staffordshire Highways.

Resolved: That the Parish Council requests a meeting with the Tutbury Old School Community Association (TOSCA) Committee to discuss safeguarding the former Youth Centre asset and to explore options to ensure it remains for the benefit of the local community following Local Government Reorganisation.

07/2026 11.0 To consider and approve a grant application for'

• Flower and veg show August 2026

11.1 Members considered a grant application from the Tutbury Allotment Association requesting £120 to fund the children's prizes for the forthcoming Flower and Vegetable Show.

Resolved: That a grant of £120 be awarded to the Tutbury Allotment Association. The payment was approved.

Councillor Crossley declared an interest and took no part in the discussion or the vote.

07/2026 12.0 To Approve Accounts for Payment

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

07/2026 13.0 To consider and approve the purchase and installation of a solar Defibrillator at Park Lane

The Clerk reported that a grant of £5,000 had been secured from the Duchy Benevolent Fund towards the purchase of a solar-powered defibrillator cabinet and defibrillator for installation at the Park Lane bus shelter.

Members considered two installation options:

- A bespoke solar-powered cabinet installed within the bus shelter, with solar panels mounted on the shelter roof and a wind turbine fitted to a raised post to maximise energy generation due to the east-facing location and adjacent hedge.

Signature

Date

- A standard solar-powered cabinet mounted on a post on East Staffordshire Borough Council open space opposite the bus shelter.

Members expressed concerns regarding the potential vandalism of the post-mounted option and the roof options. The clerk asked members to consider the maintenance of the bus shelter with the panels and turbine.

The clerk raised concern regarding the removal of the existing cabinet from Park lane stores as the owner lived in London and the electrician could not gain access to the property to remove the cabinet. Members agreed that a sign and a black bag should be put in place to deter people from using it.

Resolved: By majority vote, Members approved the purchase of the bespoke solar-powered defibrillator cabinet and defibrillator at a cost of £5,020 plus VAT. The Clerk was authorised to investigate and obtain the necessary planning permission before proceeding with the purchase and installation.

07/2026. 14.0 To consider and approve actions to combat Speeding issues Wheelie bin stickers proposed streets Campaign towards the installation of Speed indicator signs

14.1 Members noted that a response from Staffordshire Highways regarding the installation of permanent Community Speed Watch signs is still awaited.

Members also considered launching a public petition to support further traffic calming measures. Whilst acknowledging residents' concerns, Members felt that Staffordshire Highways is currently under-resourced and that a petition could raise expectations that may not be met. It was further noted that any petition would require both online and in-person signatures. Members agreed that priorities for engagement with Staffordshire Highways should be considered before progressing a petition.

Resolved: To proceed with the wheelie bin sticker campaign and prioritise Highways matters and continue with speed monitoring requests

07/2026. 15.0 To consider whether the Parish Council wishes to support a Parliamentary petition relating to national planning policy and mandatory housing targets.

15.1 Members considered the Parliamentary petition relating to national planning policy and mandatory housing targets.

Resolved: That the Parish Council supports the Parliamentary petition. The motion was carried by a majority vote.

Signature

Date

07/2026 16.0 To consider adopting a Councillor Training Policy and whether to support the Staffordshire Parish Councils' Association campaign calling for mandatory training for parish and town councillors.

16.1 Members considered the proposal. Whilst some Members supported the campaign, the majority considered that councillor training should remain voluntary and noted that the Council already has a training policy in place.

Resolved: By a majority vote, with one abstention, not to support the Staffordshire Parish Councils' Association campaign for mandatory councillor training and to retain the Council's existing arrangements.

07/2026 17.0. To consider the forthcoming East Staffordshire Borough Council Local Plan early engagement consultation and determine the Parish Council's approach to responding to the consultation.

17.1 **Resolved:** To delegate authority to the Chair and the Clerk to prepare and submit the Parish Council's response following the forthcoming briefings and receipt of the accessible consultation documents.

07/2026 17.0 To receive an update on the history board project and consider advertising station volunteers positions.

17.1 Councillor Bladon reported that, with assistance from a museum volunteer, three draft history boards had been produced for Tutbury and Hatton stations and are awaiting approval. Hatton Parish Council is preparing two additional boards. The draft designs will be printed for consultation, with a further meeting to be held in August.

Members also considered a request from the Community Rail Partnership to assist with the recruitment of station volunteers.

Resolved: To support the recruitment campaign by displaying posters, promoting the opportunity on the Parish Council's social media, and approaching the local school to encourage community involvement.

Members approved an extension to the meeting.

Signature

Date

07/2026 19.0 To consider a motion regarding the implications of the Planning and Infrastructure Act 2025 for local member call-in rights and to determine the Council's response.

19.1 Members considered the motion from Checkley Parish Council regarding the proposed removal of local member call-in rights under the Planning and Infrastructure Act 2025.

Members agreed that planning decisions should remain locally accountable and that call-in rights are an important mechanism for ensuring public scrutiny and community engagement in significant planning applications.

Resolved: To support the motion and write to the Secretary of State and the local Member of Parliament, and East Staffordshire Borough Council in accordance with the resolution.

07/2026 20.0 To consider and approve a response to planning application P/2026/00752 Proposal: Felling of a Horse Chestnut tree (TPO 9BA1) In relation to this application, consider delegating authority to the Chair and the Clerk to submit the Council's comments on planning applications where no Planning Committee meeting is convened, and the consultation deadline would otherwise be missed.

20.1 Members considered the Planning Application P/2026/00752 for the felling of a protected Horse Chestnut tree (TPO 9BA1).

Resolved: To support the application on public safety grounds, subject to the inspection of the remaining mature trees and the planting of a replacement Horse Chestnut tree if consent is granted.

Members also considered arrangements for responding to planning applications where consultation deadlines fall between Planning Committee meetings.

Resolved: To delegate authority to the Chair and the Clerk to submit planning responses where no Planning Committee meeting is convened and the consultation deadline would otherwise be missed.

07/2026 21 To receive a report from the planning committee.

21.1 The chair provided an update on the proposed Castle Way Energy Nationally Significant Infrastructure Project (NSIP), comprising a large-scale solar farm and battery energy storage development across land between Willington, Hilton and surrounding

Signature

Date

villages. Members noted that the proposal is being determined by the Secretary of State and that local consultation is currently at the scoping stage.

Following a briefing from the developer, the Committee expressed concerns regarding the potential impact on the rural landscape, heritage assets, biodiversity, agricultural land, highway network, flooding, construction traffic, visual amenity and the long-term effects on local communities. Members agreed to support the concerns raised by neighbouring parish councils and to participate in joint meetings and representations where appropriate.

Members also noted that an objection had been submitted to Planning Application P/2026/00616 (High View, Ludgate Street) for the removal of a protected tree, on the grounds that the tree is healthy, protected by a Tree Preservation Order, and makes an important contribution to the character and appearance of the area.

07/2026 22.0 Items for the Next Agenda

- Update on Changing room refurbishment.
- History boards project update
- Speed Signs
- Devolution update

07//2026 23.0 Dates of Next Meetings

- **Planning Committee Charity House, Duke St Monday 10th August 2026**
- **Open Space Committee Charity House, Duke St Monday 10th August 2026**
- **Full Parish Council 21st September 2026 Village Hall.**

Meeting ended at 21.50

Signature

Date

Vouche	Date	Description	Supplier	Net	VAT	Total	
68	06/07/2026	Legionella Control	Sterilizing Services Ltd	36.00	7.20	43.20	
79	20/07/2026	Street cleaning and mainten	Art Quality Cleaning Services	550.00	110.00	660.00	
73	15/07/2026	Clerks Salary	Karen Duffill		0.00		
74	15/07/2026	Clerks Expenses	Karen Duffill		0.00		
	15/07/2026	Pay adjustment	Karen Duffill	80.00		80.00	80.00
76	15/07/2026	Emplyee Pension Contributi	Staffordshire County Pension Fund				
75	15/07/2026	Clerks Employer Pension	Staffordshire County Pension Fund				
	15/07/2026	Pay adjustment	Staffordshire County Pension F	-100.00		-100.00	-100.00
69	20/07/2026	Mowing contract	RB Grounds Care Ltd	52.50	10.50		
69	20/07/2026		RB Grounds Care Ltd	189.00	37.80		
69	20/07/2026		RB Grounds Care Ltd	324.50	64.90		
70	20/07/2026	Tree maintenance	RB Grounds Care Ltd	900.00	180.00		
72	20/07/2026	Footpathmaintenance	RB Grounds Care Ltd	525.00	105.00		0.00
83	20/07/2026	Room Hire	Tutbury Village Hall	228.75	0.00		
						5285.92	
Interim Authourised Payment							
82	46,219	Changing Room refurbishme	C.E.L	21,753.85	4,350.77	26,104.62	
67	09/07/2026	Changing Room Electricity	Octopus Energy	39.38	1.97	41.35	
77	15/07/2026	National Insurance	HMRC	287.54	0.00	287.54	
	15/07/2026	Pay adjustment	HMRC	20.00		20.00	307.54
71	16/07/2026	Changing Room Gas Supply	Valda Energy	30.07	1.50	31.57	
Card Payments							
66	29/06/2026	refreshment's	Londis	5.28	0.00	5.28	
64	30/06/2026	Stationery and Postage	Amazon	14.28	0.00	14.28	
65	30/06/2026	filing cabinet	Amazon	291.52	0.00	291.52	

Tutbury Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/06/2026		
	Cash in Hand 01/04/2026		97,846.61
	ADD Receipts 01/04/2026 - 30/06/2026		49,522.10
	SUBTRACT Payments 01/04/2026 - 30/06/2026		147,368.71
	Cash in Hand 30/06/2026 (per Cash Book)		16,039.22
B			131,329.49
	Cash in hand per Bank Statements		
	Petty Cash 28/09/2023	0.00	
	Current Account 31/05/2026	110,036.32	
	Business Instant Account 31/05/2026	19,689.51	
	Business Burial Account 31/05/2026	2,711.88	
			132,437.71
	Less unrepresented payments		1,108.22
			131,329.49
	Plus unrepresented receipts		
B	Adjusted Bank Balance		131,329.49
	A = B Checks out OK		