

Minutes of a meeting of Shobnall Parish Council  
held at Brook House, 18 Shobnall Road, Burton on Trent  
on Monday 15 July 2025 commencing at 7pm

**Present**

Councillor Pennicott (in the Chair)  
Councillors Dittmer, Donlon, Hoare, Salt-Brown and Shilton

**Also present**

PCSO Worden  
Two members of the public  
Mary Danby, Clerk

**Public Forum**

PCSO Worden gave a brief report of recent incidents that had been dealt with in the Parish.

Councillors raised the following queries:

- There is a lot of drinking and drug use in the Town Hall Square. PCSO Worden said that the Police do move these people on but the ticketing power lies with ESBC, he confirmed that the Police had informed ESBC of this ongoing ASB issue.
- Residents had asked for contact details for the Police, was this available for displaying on the noticeboards? PCSO Worden said that the information is available on the Staffordshire Police website. The Clerk agreed to provide an A4 sheet with the relevant contact information for displaying on the noticeboards.

In closing PCSO Worden encouraged people to use 101 and the Police website to report issues.

**32. Apologies**

None, all Parish Councillors were present.

**33. Declarations of Interest and receive written applications for dispensations under the Localism Act 2011**

None were declared.

**34. Minutes**

**Resolved** That the Minutes of the meeting held on 15 June 2025 be approved as an accurate record.

**35. Matters arising**

**Minute No. 24 - Bass Pumping Station, Shobnall Road**

It was noted that the leak had been isolated with but staining was still evident.

**36. Borough Councillor's report**

Councillor McKiernan reported that:

- She was now the Planning Policy Cabinet Member, Chair of the Business Boost Panel and Chair of the Local Plan Development Committee.
- The recent Council meeting had dealt with administrative matters only and no major decisions had been made.
- She had been contacted by a member of public regarding a house on Shobnall Street and she was meeting with a Planning Officer to consider this matter.

### 37. Financial matters

#### 37.1 Schedule of payments

Payee	Transaction Detail	Payment Method	Gross £	VAT £
HSBC UK	Bank charges	DD	8.00	0.00
Clerk	Salary and expenses	BACS	883.48	0.00
Staffordshire Parish Councils' Assn	Training fee (Planning)	BACS	42.00	7.00
		<b>Total</b>	<b>933.48</b>	<b>7.00</b>

**Resolved** That the above payments be approved.

#### 37.2 Bank reconciliation at 30 June 2025

	£
Current Account	83,724.94
Business Money Manager Account	31,541.13
	<b>115,266.07</b>

**Resolved** That the above was a true record.

#### 37.3 Earmarked Reserves (EMRs) at 30 June 2025

Earmarked Reserves	Opening 01/04/2025 £	Balance 30/06/2025 £
Elections	10,000	10,000
Community projects	30,000	30,000
Dallow Lock mural refurbishment	15,000	15,000
Replacement IT equipment	4,000	4,000
Speed Indication Device	2,000	2,000
Benches	5,000	5,000
	<b>66,000</b>	<b>66,000</b>

**Resolved** That the EMRs be agreed.

### 38. Income and expenditure at 30 June 2025

**Resolved** That report be noted.

**39. Banking**

It was noted that HSBC had advised that as part of their commitment to supporting small businesses, they were removing the £8 monthly account fee from the council's Small Business Banking Account. The council will no longer be charged the monthly account fee from the first charging cycle that begins on or after 01 July 2025.

**40. Projects**

**40.1 Dallow Lock mural**

It was noted that murals had yet to be installed.

**41. Planning matters**

**41.1 Planning applications**

**Resolved** That following observations be submitted to ESBC:

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>	<b>Comment</b>
P/2025/00472	135A Waterloo Street	Erection of a rear single storey extension	No objection
P/2025/00525	337 Shobnall Street	Retention of alterations to the ground floor front elevation for the continued use of carport and installation of a dropped kerb	Objection on the following grounds: <ul style="list-style-type: none"> <li>• The proposed development is completely out of keeping with the street scene and if permitted will set a precedent.</li> <li>• The use of the carport will cause a disturbance to residents in the adjoining property from vehicle noise.</li> <li>• The installation of a dropped kerb, if permitted, will make on-street parking more difficult in an area which already has parking issues.</li> </ul>
P/2025/00603	38 Shobnall Street	Erection of a single storey rear and side extension	Objection on the following grounds: <ul style="list-style-type: none"> <li>• The proposed development is considered to be an overdevelopment of the site; it would overshadow the adjacent property and would result in loss</li> </ul>

			<p>of privacy for residents of the neighbouring property.</p> <ul style="list-style-type: none"> <li>• Query: What arrangements would be made for refuse bins, etc if the application is permitted?</li> </ul>
P/2025/00606	60 Ravens Way	Remove one Sycamore tree	<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>• The tree appears to be healthy and in good condition.</li> <li>• The tree is clear of the pathway and is not causing an obstruction to pedestrians.</li> </ul>
P/2025/00681	The Vicarage Rangemore Street	Crown lift by 2 metres or to nearest pruning points over driveway of two Silver Birch trees T1 & T2 (G1 of TPO 379)	No objection

#### 41.2 Planning training

**Agreed** That Hannah Barter be approached to deliver a planning training session for all Councillors.

#### 42. D6675T Henhurst Hill, Burton upon Trent (Weight Restriction)

The council was asked to retrospectively approve the following response submitted on behalf of the council (a copy of the combined Traffic Survey reported was attached) (the consultation period fell outside the council's meeting schedule and all Councillors were asked for their input to enable a submission to be made within the consultation deadline):

*Shobnall Parish Council's Traffic Survey for the B5017 completed in 2024 concluded:*

1. *HGV's from Centrum 100, located in the Parish are not observing the designated routes set out in the Local Plan.*
2. *Up to 85% of HGV's using Shobnall road, travelled between the hours of 22.00 and 06.00.*
3. *For open window ventilation, road noise levels would need to reduce to meet the internal noise level criteria of BS8233 : 2014. This is only likely to be achieved by using a mechanical ventilation and heat recovery (MVHR) system. Installed into properties on Shobnall road and windows to be kept closed.*

4. *The noise from drum brakes on carrier trailers screech throughout the night. While they brake heavily to let other HGV's pass them on the narrow 5.5m wide section of Shobnall road.*
5. *With the four committed developments around Shobnall road, this would equate to 50% of the road's capacity. When completed this would take the road above capacity total.*

*The proposed 7.5 tonne weight limit on Shobnall road would help with all of the above issues.*

*Finally, the main pallet carrier on Centrum 100 estate recently stated at a Parish Council meeting that he would ensure that the HGV drivers are given prior notice of the implementation of weight restriction, when it is approved.*

*Shobnall Parish Council approves the 7.5 tonne weight restriction of Shobnall Road.*

**Resolved** That the above be retrospectively approved.

**43. Branston Town Council:**

**Expression of interest - Neighbouring parish councils meeting**

Branston Town Council had resolved at its June meeting to contact local neighbouring parish councils to establish if representatives would like to meet at a mutually convenient date and time to explore local issues they are facing, views on devolution, their strategies linked to devolution and how can we support each other

**Resolved** That the council declined to participate in the proposed meeting.

**44. ESBC: Help Bring Burton's Bollards to life with your Community**

**Resolved** That the information be provided to the Staffordshire Trefoil Guild (based at Brook House).

**45. Councillors questions/reports**

Councillors reported that:

- a) There is a parking area for residents use between 270-274 Shobnall Street. There is a person living in a caravan on the parking area with no water or electricity; and someone is running a car repair business on the area. ESBC Councillor McKiernan said that ESBC cannot get involved as the area is maintained by a Management Company.

**Agreed** That the Clerk agreed source the land ownership information from HM Land Registry and provided to Councillor McKiernan to enable ESBC Officers to instigate the appropriate action.

- b) There was someone living in a caravan which was hooked up to an electricity supply on the left-hand side of Casey Lane, towards Gordon Street. There was also a recovery vehicle permanently parked at this location.

**Resolved** That this issue be reported to the County Council.

- c) Two abandoned cars are parked at the back of The Albion public house. The land is a right of way (Anglesey Road) – can the council do anything about this? (It was noted that the council had submitted a strong objection to Planning Application No. P/2024/01351.)

**Resolved** That the vehicles be reported to Staffordshire Police.

- d) It was noted that, whilst accepting that the practice is illegal, people were riding electric scooters without appropriate protection, i.e. helmets – was it possible for signs saying, e.g. “no electric scooters” to be erected on lampposts?

The Clerk reminded the council that permission would be needed for signage to be erected and, perhaps more importantly, the council may not have the power to initiate such a campaign in areas that it has no responsibility for. Councillors asked if the County Council have a policy on the use of electric scooters, if not could they agree and publish such a policy?

**Agreed** That enquiries be made of the County Council.

- e) It was reported that the Centrum 100 10pm shift changeover sees lots people on electric scooters come out and weave through people and traffic.

**Agreed** That this be reported to the Police.

- f) Bass beer barrel fountain: It was noted that there had been reports on social media that the fountain was to be scrapped. Councillors said that the fountain worthy of being saved and it was suggested that it could be relocated to the yard at the Bass Pumping Station on Shobnall Road.

**Agreed** That the suggestion be put to ESBC’s Planning Department.

## **46. Correspondence and Circulars**

### **46.1 Staffordshire Parish Councils’ Association (SPCA)**

The SPCA monthly bulletins had been circulated to all Councillors.

### **46.2 SPCA: Reinstate support & funding for community-led Neighbourhood Plans Resolution Calling on the Government to Provide Dedicated Funding for Neighbourhood Plans**

Shobnall Parish Council acknowledges that:

- a) Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
- b) The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils.
- c) Neighbourhood Plans contribute to more democratic, locally informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.

Therefore it is resolved to:

1. Call upon His Majesty's Government to provide increased and sustained Funding to support the development, review, and implementation of Neighbourhood Plans.
2. Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
3. Write to Jacob Collier MP and the Secretary of State for Housing, Communities, and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning.

**47. Exclusion of the press and public**

**Resolved** That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the Press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

**48. Quotations**

**48.1 Bench (Minute No. 28.5 refers)**

**Resolved That:**

- a) The quotation provided by David Ogilvie Engineering Ltd to provide 1 No. KC1800mm bench complete with feet, stainless steel plaque and bolt down kit in the sum of £1,239.00 plus VAT be accepted.
- b) The quotation provided by John Deacon to dig out for concrete base for the above seat and remove waste, lay MOT type one, re-enforcing weld mesh, concrete base to 150mm deep, take delivery of bench and install in the sum of £2,650.00 plus VAT be accepted.

**48.2 Bus shelter\***

**Resolved That:**

- a) The quotation provided by Bus Shelters Ltd for the supply and installation of 1 No. Invincible bus shelter in the sum of £7,040.00 plus VAT be accepted.

- b) The quotation provided by John Deacon to reduce vegetation and bushes to side and rear of base if permission granted; dig out and concrete base to accommodate a bus shelter c3.2m long x 2.5m high x 1.5m deep supplied by Bus Shelters Ltd; Lay MOT type one; re-enforcing weld mesh; concrete base to 150mm deep; remove all waste from site, labour and materials, including Permit to Dig in the sum of £4,300.00 plus VAT be accepted.

**\*Note:** The above orders can only be progressed if the utility suppliers confirm that the proposed location is acceptable and the County Council agree to issue a S50 licence for the base and shelter to be installed on its land.

**Date of next meeting**

Monday 15 September 2025 commencing at 7.00pm at Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA

The meeting closed at 8.45pm

Signed .....

Date .....