

**Minutes of a meeting of Shobnall Parish Council
held at Brook House, 18 Shobnall Road, Burton on Trent
on Monday 16 February 2026 commencing at 7pm**

Present

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

Public Forum

No members of the public were present at the meeting.

117. Apologies

Councillor Shilton; Mary Danby, Parish Clerk (ill health) – Councillor Hoare took the meeting notes in the Clerk's absence.

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

None were declared.

119. Minutes

Resolved That the Minutes of the meeting held on 19 January 2026 be approved as an accurate record.

120. Matters arising

Litter bin request: Moor Street to Shobnall Road Moor Street/Shobnall Road pedestrian route (Minute No. 86.2 refers)

ESBC had confirmed that they will not install a litter bin adjacent to the King's Coronation bench but they would add it to their regular maintenance schedule, i.e. emptying, if the Parish Council wished to install one.

Agreed That the council wish to purchase a litter bin. The Clerk was asked to obtain a quotation for consideration at the next meeting.

The Albion: Stolen defibrillator

Councillors queried if the insurance claim had been settled.

Dallow Lock: Anything to be done on the Dallow Lock murals refurbishment?

Website: Look into updating the council's website, maybe employ a qualified person or company to assist the council.

121. County and Borough Councillors reports

No reports had been received.

122. Financial matters

122.1 Schedule of payments

Payee	Transaction Detail	Payment Method	Gross £	VAT £
MW Cripwell	Supply and install replacement defibrillator at The Albion £1250.70 Defib inspections (January) £252.00	BACS	1,502.70	250.45
Clerk	Salary and expenses	BACS	894.49	0.00
O2	Council mobile (January invoice)	DD	25.80	4.30
Clerk	Reimbursement: Stationery	BACS (Pd 11/02/26)	18.96	3.16
Amazon	Stationery	Debit Card (Pd 12/02/26)	14.69	2.45
Forvis Mazars LLP	2024/25 External audit fee	BACS (Pd 13/02/26)	252.00	42.00
Total			2,708.64	302.36

Resolved That the above payments be approved.

122.2 Bank reconciliation at 31 January 2026

Current Account	£ 76,939.03
HSBC Business Money Manager Account	£ 31,778.90
	£108,717.93

Resolved That the above was a true record.

122.3 Earmarked Reserves at 31 January 2026

Earmarked Reserves	Opening 01/04/2025	Balance 31/01/2026
Elections	£10,000	£10,000
Community projects	£30,000	£30,000
Dallow Lock mural refurbishment	£15,000	£ 3,488
Replacement IT equipment	£ 4,000	£ 4,000
Speed Indication Device	£ 2,000	£ 2,000
Benches	£ 5,000	£ 1,111
	£66,000	£50,599

Resolved That the Earmarked Reserves be agreed.

123. Receipts and payments at 31 January 2026

Resolved That the report be noted.

124. Internal Auditor: Confirmation of independence

The Internal Auditor had written thanking the council for appointing them as its internal auditor for the current financial year. They confirmed that they are an independent company with no links, familial or otherwise, to the council. They recommended that the council minuted receipt of the letter and its contents.

Resolved That the Internal Auditor’s letter be received and its contents be noted.

125. Planning matters

125.1 Planning applications

Resolved That following observations be submitted to ESBC:

Application No.	Location	Proposal	Comment
P/2026/00055	6 Belvedere Road	Change of use from residential property Class C3 to residential institution use Class C2 for 3 people aged 16 to 18	Unable to comment, there is not enough information on the plan to make a decision. Two rooms are blank at the rear of the property – what will these be used for?
P/2026/00089	24 Price Court Shobnall Road	Erection of a part two storey part single storey rear extension, single storey front porch extension and installation of first floor side window	Objection on the following grounds: <ul style="list-style-type: none"> ▪ You have to walk through the bathroom to get to the bedroom. Does the original bathroom window become a doorway? ▪ No dimensions on the plan, need more information. ▪ An extra bedroom will need more parking. ▪ Would be against current properties. ▪ The development would be close to Hendeley Court – lack of light.
P/2026/00110	Unit 1 Fourth Avenue Centrum 100	Fell one Birch tree (T1), three Alder trees (T2, T6, T7) and three Ash trees (T3, T4, T5)	Objection on the following grounds: <ul style="list-style-type: none"> ▪ No explanation was given to justify the felling of the seven trees.
P/2026/00115	Community Centre and Mosque 7-10 York Street	Erection of first floor and part second floor extensions, front first floor and rear second floor balconies and the	Objection on the following grounds: <ul style="list-style-type: none"> ▪ Parking problems. ▪ The proposed development is too large, increasing

		installation of roof mounted air conditioning units to the existing Mosque	square footage by more than double.
--	--	--	-------------------------------------

125.2 Planning decisions

Resolved That the report be noted.

126. ESBC: Consultation on a new selective licensing designation

Resolved That the consultation be received without comment.

127. Councillors questions/reports

Projector: A query was raised as to what should be done about the projector and screen.

128. Correspondence and Circulars

128.1 Staffordshire Parish Councils' Association (SPCA)

The SPCA monthly bulletin had been circulated to all Councillors.

129. Exclusion of the press and public

Resolved That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as amended 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.

130. Quotations

130.1 Dallow Lock murals: Proposed lighting (Minute Nos. 89.1, 102.1 and 116.1 refer)

Resolved That the council decline to pay the £480 application fee to the Canals and River Trust.

130.2 Wi-Fi capability for council meetings (Minute No. 113.2 refers)

Resolved That the Vodafone quotation for a 24 month contract for a Vodafone 5G Mobile Hotspot 2025 be declined and the council will rethink what it wants to do.

Date of next meeting

Monday 16 March 2026 commencing at 7pm at Brook House, 18 Shobnall Road, Burton on Trent DE14 2BA.

Signed

Date