

Minutes of the Annual Parish Meeting
held at Brook House, 18 Shobnall Road, Burton on Trent
on Monday 20 April 2026 commencing at 6.30pm

PRESENT

Councillor Pennicott in the Chair

Councillors Dittmer, Donlon, Hoare, Salt-Brown and Shilton

Also present

Mary Danby, Parish Clerk

1. Minutes

Resolved That the Minutes of the Annual Parish Meeting held on 23 April 2025 be approved as a true record.

2. Chair's report

I would like to highlight the continued support from our councillors over the last year. Thank you for using your free time to help improve the Shobnall community. Also thank you to our Clerk who manages so much more than just the huge amount of paperwork needed for us to operate. I hope you will enjoy your retirement from our parish council later on in the year, you will be missed.

This year has seemed to have gone quite quickly. Thankfully, we have been joined by Richard Salt-Brown as our newest councillor, and we haven't scared him off yet. However, we do still have many vacancies to fill.

As with last year's report we continue our focus on the safety of our roads and transport system. We now have a new cycle/pedestrian crossing on Shobnall Road; however it has not turned out to be as safe as we were led to believe. This is now an issue that we are in the process of addressing. We do hope the future of cycleways will be fruitful.

This year we have installed a new bench in Shobnall Fields. And we are looking at requirements of litter bins in the area. The proposal of a new bus stop opposite Brook house has been put on hold due to landowner issues.

Due to the planning and licensing issues we still have a budget for two or three small projects. As we are very aware the spending of public money comes with great responsibility.

This year we undertook a training course on planning to help with applications. This has been very helpful in at least a couple of important decisions, and also helped with feedback on many applications.

Shobnall parish has seen a couple of major applications this year, with the new cycle route from Burton train station and the proposed bowling alley/ M&S food hall. There

are also projects that are still in the pipeline. Shobnall Road weight restriction is coming very close to being installed along with The Acorn traffic lights.

There are also some potential projects that haven't been discussed with the Council, including the possible car park for football training and the closure of St. Aidan's church which stands empty over a year after closure. And also the original pumping station, that has been left to fall into disrepair. We hope that one of these future projects could come to fruition in the coming year.

I understand that local politics, as with national politics, seem very fluid at the moment. My hope for the future of Shobnall Parish Council is to secure better communication connections with East Staffordshire Borough Council. Over the last 12 months we have received very little feedback or information during our meetings. This needs to change, if this does not change, then I think we must make changes.

As always we work for the people of our community and encourage them to participate in our work.

3. Financial report 2025/26 (attached)

4. Public participation

A member of the public had submitted a request via email asking that the council chase the County Council for a firm start date for the alterations/improvement to the Acorn crossroads on Henhurst Hill and the long awaited weight restriction. He added that the residents deserve far better and swifter action than SCC are giving.

Councillors asked that the member of the public be advised that the Parish Council will continue to liaise with SCC in seeking the completion of the traffic lights at the crossroads and the implementation of the weight restriction at the earliest possible date.

The meeting closed at 6.43pm

Signed

Date

Shobnall Parish Council
Annual Budget - By Centre
Note: At 31 March 2026

	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100 Income									
1076 Precept	39,445	39,445	42,701	42,701	0	0	43,982	0	0
1077 Council Tax Support Grant	2,098	2,098	2,098	2,098	0	0	2,098	0	0
1090 Interest Received	400	588	400	477	0	0	400	0	0
1990 Other Income	0	0	0	942	0	0	0	0	0
Total Income	41,943	42,131	45,199	46,218	0	0	46,480	0	0
Movement to/(from) Gen Reserve	41,943	42,131	45,199	46,218	0		46,480		
110 Employee Costs									
4000 Clerk's Salary	12,012	12,152	13,330	13,182	0	0	15,488	0	0
4010 Employer's NI	330	422	1,250	1,227	0	0	1,573	0	0
4020 Clerk: Recruitment/equipment	0	0	0	0	0	0	2,100	0	0
4025 Staff Mileage & Benefits	100	154	100	79	0	0	100	0	0
4030 Use of Home as Office	134	134	134	134	0	0	218	0	0
4055 Staff: Other Expenses	0	65	70	0	0	0	0	0	0
Overhead Expenditure	12,576	12,927	14,884	14,621	0	0	19,479	0	0
Movement to/(from) Gen Reserve	(12,576)	(12,927)	(14,884)	(14,621)	0		(19,479)		
120 Annual Running Costs									
4200 Highway Lighting: Maint. Costs	40	37	40	38	0	0	40	0	0
4210 Subscriptions & Memberships	805	837	880	890	0	0	950	0	0
4230 Computer Lifeline	410	342	150	150	0	0	150	0	0
4235 RBS Accounts support	192	192	192	203	0	0	210	0	0

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Shobnall Parish Council
Annual Budget - By Centre
Note: At 31 March 2026

	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4240 Website	100	485	490	490	0	0	490	0	0
4250 IT Software	250	163	250	392	0	0	450	0	0
4260 Insurance	450	509	550	623	0	0	650	0	0
4270 Audit Fees	480	420	480	395	0	0	480	0	0
4280 Payroll Services	110	110	120	121	0	0	120	0	0
4290 Data Protection fee	35	47	47	47	0	0	47	0	0
Overhead Expenditure	2,872	3,142	3,199	3,349	0	0	3,587	0	0
Movement to/(from) Gen Reserve	(2,872)	(3,142)	(3,199)	(3,349)	0		(3,587)		
130 Administration Expenses									
4300 Printing & Stationery	300	646	400	443	0	0	400	0	0
4303 Council mobile	195	187	206	276	0	0	276	0	0
4305 Publications	200	0	200	0	0	0	200	0	0
4310 Postage	400	235	400	88	0	0	400	0	0
4320 Room Hire	275	208	224	318	0	0	288	0	0
4330 Refreshments	50	37	50	39	0	0	50	0	0
4340 Training & Conference	625	821	1,000	735	0	0	1,500	0	0
4350 Bank Charges	100	96	100	40	0	0	0	0	0
4360 s137 Grant Aid	6,000	120	6,000	1,000	0	0	1,000	0	0
4990 Other Admin	200	85	200	158	0	0	200	0	0
Overhead Expenditure	8,345	2,434	8,780	3,097	0	0	4,314	0	0
Movement to/(from) Gen Reserve	(8,345)	(2,434)	(8,780)	(3,097)	0		(4,314)		
145 Defibrillators									

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Shobnall Parish Council

Annual Budget - By Centre

Note: At 31 March 2026

	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4450 Defibrillators	7,300	3,986	0	0	0	0	0	0	0
4455 Defibrillators - installation	0	1,881	0	1,042	0	0	0	0	0
4456 Defibrillators - inspections	2,880	2,588	2,940	1,890	0	0	2,700	0	0
4457 Defibrillators - call outs	270	185	300	0	0	0	300	0	0
4458 Replacements pads/batteries	500	67	425	0	0	0	500	0	0
Overhead Expenditure	10,950	8,707	3,665	2,932	0	0	3,500	0	0
Movement to/(from) Gen Reserve	(10,950)	(8,707)	(3,665)	(2,932)	0		(3,500)		
147 Noticeboards									
4500 Noticeboards: Cleaning	0	50	50	50	0	0	50	0	0
4505 Noticeboards R&M	50	146	150	0	0	0	150	0	0
Overhead Expenditure	50	196	200	50	0	0	200	0	0
Movement to/(from) Gen Reserve	(50)	(196)	(200)	(50)	0		(200)		
149 Dallow Lock mural									
4600 Dallow Lock mural/noticeboard	200	200	200	200	0	0	200	0	0
4601 Murals R&M	500	0	500	0	0	0	0	0	0
Overhead Expenditure	700	200	700	200	0	0	200	0	0
Movement to/(from) Gen Reserve	(700)	(200)	(700)	(200)	0		(200)		
150 Projects									
4703 Replacement bleed control kits	200	0	200	0	0	0	200	0	0
4995 Contingency	5,000	79	5,000	1,588	0	0	5,000	0	0
5400 Project Work	1,250	16,663	27,500	15,596	0	0	10,000	0	0

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Shobnall Parish Council
Annual Budget - By Centre
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	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	6,450	16,742	32,700	17,184	0	0	15,200	0	0
6000 plus Transfer from EMR	0	16,626	0	15,441	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(6,450)</u>	<u>(116)</u>	<u>(32,700)</u>	<u>(1,743)</u>	<u>0</u>		<u>(15,200)</u>		
999 VAT Data									
115 VAT on Receipts	0	7,736	0	1,860	0	0	0	0	0
Total Income	<u>0</u>	<u>7,736</u>	<u>0</u>	<u>1,860</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
515 VAT on Payments	0	5,637	0	2,291	0	0	0	0	0
Overhead Expenditure	<u>0</u>	<u>5,637</u>	<u>0</u>	<u>2,291</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>2,099</u>	<u>0</u>	<u>(430)</u>	<u>0</u>		<u>0</u>		
Total Budget Income	<u>41,943</u>	<u>49,867</u>	<u>45,199</u>	<u>48,078</u>	<u>0</u>	<u>0</u>	<u>46,480</u>	<u>0</u>	<u>0</u>
Expenditure	<u>41,943</u>	<u>49,985</u>	<u>64,128</u>	<u>43,724</u>	<u>0</u>	<u>0</u>	<u>46,480</u>	<u>0</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>-118</u>	<u>-18,929</u>	<u>4,354</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	16,626	0	15,441	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>16,508</u>	<u>(18,929)</u>	<u>19,795</u>	<u>0</u>		<u>0</u>		