

# MINUTES

of the

Drayton Bassett Parish Council

Tuesday 28<sup>th</sup> July 2009

in the Pavilion Building, Drayton Bassett, Tamworth

Present: P Millard (Chairman)  
R Lockhart (Vice Chairman)  
A Edmond (Councillor)  
M Garbett (Councillor)  
J Walford (Councillor)  
L Brown (Clerk)

Action

## Apologies

Apologies received from G Hemus.

## Code of Conduct

Chairman, P Millard, reminded those present to observe the Code of Conduct during the meeting.

## Items for Consideration by Members of the Public

No items.

## (09/101) Approval of Minutes from the Previous Meeting (09/078)

The Minutes of the meeting on Tuesday 28<sup>th</sup> May 2009 were signed as a true record of proceedings.

There was one amendment to the Minutes of the previous meeting on Tuesday 30<sup>th</sup> June 2009 which was discussed and agreed at the meeting.

Amendment to be made to those Minutes and signed off at the next meeting on Tuesday 29<sup>th</sup> September 2009

Parish Clerk

## Matters Arising from those Minutes

### (09/102) Acorn Coaches - Further Bus Services - (09/077)

Following advice from Acorn Coaches regarding the Kick Start Grant, Chairman, P Millard advised that we had missed the deadline as it was 3 days after notification.

Parish Clerk to add this to the Timetable of Events Calendar for 2010.

Parish Clerk

Chairman, P Millard advised that we were unable to find the name and address of the Parish Clerk for Middleton via the internet.

	Action
<b><u>Matters Arising from those Minutes cont....</u></b>	
<b><u>(09/102) Acorn Coaches - Further Bus Services - (09/077) cont...</u></b>	
Councillor, A Edmond to try to find this information and pass to Parish Clerk.	A Edmond
Chairman, P Millard advised that he had contacted Matthew Ellis to seek assistance to move this issue forward but is yet to receive a response.	
<b><u>(09/103) Council Surgeries (09/079)</u></b>	
Parish Clerk advised that PCSO, Kevin Stackhouse, is unable to attend either of the planned joint Parish Council and Neighbourhood Police Surgeries in September due to being on holiday.	
Parish Clerk advised she had e-mailed PCSO, Kevin Stackhouse to ask if anyone else would be able to attend in his place but as yet had received no response. Parish Clerk to chase.	Parish Clerk
It was previously minuted that the Parish Clerk would inform Chris Colloby of these surgeries so dates can be publicised in the Village Voice. This is still to be done.	Parish Clerk
<b><u>(09/104) Gates to Playing Fields (09/081)</u></b>	
Chairman, P Millard advised that a quote and some examples of gates had been received from KS Plant.	
Following a discussion, it was agreed that new gates should be purchased. Councillor, R Lockhart will contact Kevin Wilkes of KS Plant with a view to getting some alternative designs. It was agreed height of gates should not be less than 5".	R Lockhart
Councillor, R Lockhart to report back with possible designs (ornate and plain) and prices at next meeting.	R Lockhart
Parish Clerk to e-mail Kevin Wilkes to advise that Councillor, R Lockhart will be contacting him to obtain possible designs and prices.	Parish Clerk
<b><u>(09/105) Perimeter Fence (09/082)</u></b>	
It was previously minuted that Councillors, R Lockhart and G Hemus would look at perimeter fence and come up with a plan of action of what to do.	R Lockhart / G Hemus
This is still to be done.	
<b><u>(09/106) Historical Site (09/084)</u></b>	
It was agreed to move this project forward and a Key Task Meeting has been arranged for Tuesday 11 <sup>th</sup> August 2009 @ 7.30p.m. at Chairman, P Millard's house.	
It was suggested that Christine Colloby could be the ideal person to give some input into this project and it was suggested that we invite her to a Parish Council meeting or one of the Parish Council Surgeries for a private meeting. Parish Clerk to contact.	Parish Clerk
Parish Clerk to contact ex Councillor, D Bryant to obtain contact details and information and photos of the artefacts we could use for the Historical site display.	Parish Clerk

	Action
<p><b><u>Matters Arising from those Minutes cont...</u></b></p> <p><b><u>(09/107) Internal Auditor (09/085)</u></b></p> <p>It was previously minuted that following Maxine Monk's resignation and subsequent discussion with Chairman, P Millard it was agreed that Maxine would continue as the Internal Auditor but some of the tasks currently undertaken by Maxine would be passed to the Parish Clerk.</p> <p>It was also previously minuted that Chairman, P Millard would write to Maxine following her further letter dated 16.05.09. This is still to be done.</p>	Chairman
<p><b><u>(09/0108) Portleys Lane – Temporary HGV Signs (09/086)</u></b></p> <p>Parish Clerk advised that an e-mail had been sent to Helen Portman regarding this issue but as yet no response.</p> <p>Parish Clerk to chase and report back at next meeting</p>	Parish Clerk
<p><b><u>E.ON Credit / Electricity Supplier (09/087)</u></b></p> <p>Following a discussion regarding the electricity provider, it was agreed to remain with E.ON as the quote received from NPower was unlikely to make any significant savings.</p>	
<p><b><u>Item 002 – Letter from John Ikin of Fisher German (Mill Lane) (09/088)</u></b></p> <p>Parish Clerk reported that a call had been received from the Environment Agency regarding the letter sent to John Ikin of Fisher German accepting contents of his letter.</p> <p>Parish Clerk reported that due to the height of the grass the Environment Agency have offered to cut the land prior to any work being carried out.</p> <p>Environment Agency confirmed that a letter would be sent to us in due course advising us of when the work will be carried out and what trees would be planted as the trees we requested are not native.</p>	
<p><b><u>(09/109) Launch of Tame Strategy (09/090)</u></b></p> <p>It was previously minuted that that Councillor, R Lockhart would put something together and submit to the Parish Clerk.</p> <p>This is still to be done.</p>	R Lockhart

	Action
<b><u>(09/110) Feedback from the Recreation Play Scheme Sub Committee (09/091)</u></b>	
Chairman, P Millard stated we are waiting confirmation of next stage.	
Parish Clerk to contact Play Builder to ascertain next step.	Parish Clerk
Chairman, P Millard confirmed that he had spoken to a volunteer parent who would be happy to hold key to lock / unlock pavilion where goal posts will be stored.	Chairman
Chairman, P Millard stated that once the goal posts have arrived another meeting with the teenagers will be arranged.	
Chairman, P Millard advised that he had obtained a quote for soil for BMX assault type course of £360.00 for 10 tonnes delivered.	
Councillor, R Lockhart advised that only 5 tonnes would be needed.	
Councillor, A Edmond proposed the purchase of 5 tonnes of soil and Councillor, M Garbett seconded it.	
Chairman, P Millard to purchase soil.	Chairman
Chairman, P Millard confirmed that he had spoken to someone regarding the painting of cricket stumps on wall.	
Chairman, P Millard to provide a picture of what we want and then a quote can be obtained.	Chairman
<b><u>(09/111) Sports Pavilion (Changing Rooms) (09/092)</u></b>	
Chairman, P Millard previously requested ideas for the future use of the Sports Pavilion.	
It was agreed that a flyer should be sent out to parishioners inviting them to submit ideas for its future use.	
Parish Clerk to create flyer for distribution.	Parish Clerk
It was also agreed to add details of the September Parish Council Surgeries to the flyer.	Parish Clerk
Councillor, J Walford to contact a lady she met to invite to a future Parish Council meeting so she can share in her experience of getting a grant for a Village Hall.	J Walford
<b><u>(09/112) Meeting with Helen Portman of Staffordshire County Council re Traffic Management (09/093)</u></b>	
Chairman, P Millard to contact Helen Portman to get update.	P Millard
<b><u>(09/113) Ownership of hawthorn hedge – council lane, Drayton Lane and Walkway leading up to Old Manor Close (09/095)</u></b>	
Chairman, P Millard advised that when the Grass Contracting Contract is due for renewal / renegotiation we would ascertain cost to cut this hedge.	

	Action
<p><b><u>Correspondence</u></b></p> <p>A list detailing all the correspondence received was circulated to the Councillors.</p> <p><b><u>(09/114) 001 Letter from Tamworth Community Transport Services</u></b></p> <p>Following a request from Tamworth Community Transport Services for a donation towards transport costs, it was discussed and agreed to donate £750.00</p> <p>This was proposed by Councillor, R Lockhart and seconded by Councillor, M Garbett.</p> <p>Parish Clerk to raise cheque for signature.</p>	<p>Parish Clerk</p>
<p><b><u>Chairman's Items</u></b></p> <p><b><u>(09/115) September Parish Council Meeting</u></b></p> <p>Chairman, P Millard advised that the next Parish Council meeting on Tuesday 29<sup>th</sup> September 2009 will be held at Coton Green Football Club.</p> <p>Parish Clerk to contact Coton Green Football Club to ask if we can use. Parish Clerk to do notice and put on Notice Board and put this information on flyer mentioned in minute 09/111.</p> <p>Chairman, P Millard advised there will be a meeting at 6.30p.m. till 7.30p.m. to show attendees the plans for the Sports Equipment and then the normal Parish Council meeting will follow.</p>	<p>Parish Clerk Parish Clerk</p>
<p><b><u>Parish Councillor Items</u></b></p>	
<p><b><u>Multi-Agency Meetings</u></b></p> <p>Councillor, A Edmond attended the July meeting in Fazeley and reported that we do not need to attend every meeting but some good contacts can be obtained by attending.</p>	
<p><b><u>(09/116) Finance (09/096)</u></b></p> <p>Finance Report circulated. Bank Agreement report to be sent under separate cover.</p> <p>It was previously minuted that the Parish Clerk would locate South Staffordshire Water bills so Parish Council can look at possibility of changing to a water meter instead of yearly rates to save money. This is still to be done.</p>	<p>Parish Clerk Parish Clerk</p>
<p><b><u>(09/117) Planning</u></b></p> <p>One Planning Application returned 09/00747/FUL One Planning Application circulated 09/00793/FUL</p> <p>Parish Clerk raised the issue of the need to keep Planning Applications. The issue was discussed and it was agreed that Planning Applications two years and under would be kept and any Planning Applications older would be put on a Planning Application log and disposed of.</p> <p>Parish Clerk to find all old Planning Applications and add to list before disposing.</p>	<p>Parish Clerk</p>

	Action
<p><b><u>Best Kept Village (09/054)</u></b></p> <p>Councillor, J Walford advised that she had received a letter inviting her to attend a meeting on Wednesday 5<sup>th</sup> August 2009 where nominees find out if they have won the Best Kept Village competition</p>	
<p><b><u>(09/118) Website (09/098)</u></b></p> <p>It was previously minuted that the website would be updated in the near future.</p> <p>Chairman, P Millard to send information so this can be done.</p>	Chairman
<p><b><u>(09/119) War Memorial (09/099)</u></b></p> <p>Councillor, A Edmond confirmed that she had met with Mr P Martindale and his findings are as below:-</p> <ul style="list-style-type: none"> <li>- War Memorial seems to be collapsing inwards</li> <li>- Unsure what is in the base</li> <li>- Stones around the memorial look in good condition</li> <li>- Advised they will take memorial apart, lay new concrete slab and concrete back and use sandstone or lime mortar</li> <li>- Once rebuilt they will clean and we can then deal with the issue of names</li> <li>- A granite slab will be used to which we can add names</li> <li>- Advised scaffolding will be required</li> <li>- Will need somewhere secure to store tools</li> <li>- Unsure as to how long the job will take</li> </ul> <p>Chairman, P Millard to e-mail Mr P Martindale to chase quote. PAM still to be speak to Corrine Knight</p>	Chairman Chairman
<p><b><u>(09/120 Community Gangs (09/100)</u></b></p> <p>Chairman, P Millard, asked Councillors to advise Parish Clerk of any items for the next Community Gangs day in October.</p>	Councillors
<p><b><u>Proposed Public Transport Task and Finish Group Forum</u></b></p> <p>Following an e-mailed letter from Councillor, Matthew Ellis regarding the above, Councillor, A Edmond volunteered to attend the first meeting on behalf of the Council.</p>	A Edmond

The meeting finished at 9.40p.m.