

MINUTES

of the

Drayton Bassett Parish Council

Tuesday 25th May 2010

in the Pavilion Building, Drayton Bassett, Staffordshire

Present: Philip Millard (Chairman)
Roy Lockhart (Councillor)
Brian Reynolds (Councillor)
Geoff Hemus (Councillor)
Mary Garbett (Councillor)
Lisa Brown (Clerk)

Apologies: Avril Edmond (Councillor)

Attendees: Kneale Spinks

Action

Apologies

Apologies were received from Councillor, A Edmond.

Code of Conduct

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

Election of Chairman and Vice Chairman

Nominations were received and officers appointed as follows:-

P A Millard – Chairman
R Lockhart – Vice Chairman

Declaration of Acceptance of Office forms were duly completed and signed.

Items for Consideration by Members of the Public

There were none.

Approval of Minutes from the Previous Meeting

The Minutes of the previous meeting were signed as a true record of proceedings.

	Action
<u>Matters Arising from those Minutes</u>	
<u>(09/206) Flagpole</u>	
Following the decision to erect a flagpole in the Village, Councillors, A Edmond and B Reynolds investigated possible locations to erect it.	
Following a discussion, it was agreed to erect the flagpole on the Village Green. Councillor, R Lockhart proposed it and Councillor, M Garbett seconded it.	
Parish Clerk to arrange purchase of flagpole.	Parish Clerk
<u>(09/207) Gates to Playing Fields (09/188)</u>	
The issue of the new gates for the entrance to the Pavilion was discussed and Councillor, G Hemus offered to speak to Kevin Wilkes to help speed this up so it can be moved forward to get the style and design agreed. This is still to be done.	G Hemus
<u>(09/208) Perimeter Fence (09/189)</u>	
Chairman, P Millard to contact John Mason to inform him that his quote has been successful and agree a date for the work to be done.	Chairman
<u>(09/209) Meeting with Helen Portman of Staffordshire County Council re Traffic Management (09/190)</u>	
Chairman, P Millard confirmed he had contacted Helen Portman to get an update and is still awaiting a reply.	
Chairman, P Millard advised that a new printing company had been found to print the new 20mph (20 is Plenty) speed sign stickers for parishioner bins (2 per household) and is awaiting delivery.	Chairman
Chairman, P Millard advised that he had met with Councillor, Matthew Ellis to discuss traffic, bus service and the club and would write up the notes and circulate to Councillors. This is still to be done.	Chairman
<u>(09/210) What the Village Would Like to See (09/193)</u>	
Following the drop and collection of the Suggestion Cards to parishioners, a summary sheet of the findings was circulated to the Councillors.	
Chairman P Millard read through the list of suggestions and it was agreed that the Parish Council would produce a Newsletter of the results and indicate, where applicable, of the actions that have been taken in the past and in fact highlighting those suggestions that are actually in place already.	Parish Clerk / Chairman
Chairman, P Millard passed on his thanks to the Parish Clerk for producing the Suggestion Card and also to the Councillors for distributing and collecting the cards.	
At the previous meeting Councillor, G Hemus advised that he is still to collect the cards that were dropped off in the areas that were designated for him to deliver the cards.	G Hemus

	Action
<u>Matters Arising from those Minutes cont...</u>	
<u>(09/210) What the Village Would Like to See (09/193) cont...</u>	
It was agreed, having read the results of the card drop, to write to Lichfield District Council requesting a new lamp post be erected outside the Church.	Parish Clerk
It was also agreed, following a suggestion from a parishioner, to put contact names and telephone number of representative groups of the Village on the notice board.	
Parish Clerk to arrange.	Parish Clerk
<u>(09/211) Historical Site (09/194)</u>	
The Parish Clerk advised that she had spoken to Sarah Williams at Tamworth Castle and it had been confirmed that the artefacts were in fact with them.	
Following a discussion, it was agreed to arrange a meeting to view the artefacts. Parish Clerk to arrange.	Parish Clerk
Chairman, P Millard requested another letter be sent to Steve Dean, County Archaeologist, following our initial letter and meeting with him to ascertain what actions have been taken to get the report written up	Parish Clerk
Chairman, P Millard advised that he would get quotes for a display for the historical site and report back at a future meeting.	Chairman
<u>Correspondence</u>	
Parish Clerk confirmed all correspondence had been circulated.	
<u>Chairman's Items</u>	
<u>(10/212) Repair to Play Frame</u>	
Chairman, P Millard reported that it had been brought to his attention that youths in the Village had been damaging the bridge part of the Play Frame and it was important that it was fixed as a matter of urgency.	
Parish Clerk to contact Play Dale and speak to Councillor, A Edmond to ascertain the company who carried out the repairs previously to obtain quotations for repair.	Parish Clerk
<u>Parish Councillor Items</u>	
There were none.	
<u>(10/213) Finance (09/195)</u>	
Parish Clerk to circulate Finance Reports under separate cover.	Parish Clerk
<u>(10/214) Audit Commission</u>	
Audit Commission form has been completed and was duly signed by the Chairman and Parish Clerk at the meeting.	

Parish Clerk to send off Audit Commission with supporting documentation.	Parish Clerk
	Action
<u>Planning</u>	
No outstanding Planning Applications	
<u>(09/215) Website (09/196)</u>	Chairman
This is still on-going	
<u>(09/216) War Memorial (09/197)</u>	
Chairman, P Millard advised that we will be applying for the grant in April 2010.	
Chairman, P Millard confirmed we are now in receipt of three quotations and would apply for the grant at the appropriate time.	Chairman
It was previously reported that Chairman, P Millard would contact Corrine Knight ex partner of army deceased parishioner. This is still to be done.	Chairman
<u>(09/217) Community Gangs (09/198)</u>	
Parish Clerk asked Councillors to advise of any additional jobs to those already received are sent so they can be forwarded on as soon as possible.	All
Parish Clerk to contact Lichfield District Council to arrange a litter pick and road sweep of the Village as the hedgerows in Drayton Lane, Portleys Lane and Salts Lane in particular need clearing.	Parish Clerk
<u>(09/218) Future of Sports Pavilion (09/199)</u>	
Councillor, P Millard discussed the issue of the future of the Sports Pavilion.	
Do 'suggestion' drop then bring to future meeting.	
<u>(09/219) Park Bench (09/201)</u>	
Chairman, P Millard to organise purchase of new bench for park.	Chairman
<u>(09/220) Club Car Park (09/202)</u>	
Chairman, P Millard advised that it had been suggested to have a meeting with Matthew Ellis, the Club committee and himself to discuss the club car park.	
Chairman, P Millard to organise.	Chairman
<u>(09/221) HGV Signs (09/203)</u>	
Parish Clerk advised that she had finally received confirmation from Wayne Mortiboys, Group Manager, Community Highway Liaison for Staffordshire Highways that the temporary HGV signs were due to be removed w/c 24 th May 2010.	
Parish Clerk asked Councillor, R Lockhart to check whether the signs had now been removed.	R Lockhart

	Action
<p><u>(09/222) High Speed Rail Link (09/204)</u></p> <p>Chairman, P Millard advised Councillors that he had contacted all Chairman of the other Parish Council's in the area and they were all willing to get together to try to stop or minimise the impact on the Village. Chairman, P Millard to follow up.</p> <p>Chairman, P Millard stated that it was disappointing that although there were approximately 140 people who attended the meeting in the W.I. Hall, we only managed to get approximately 60 e-mail addresses and confirmed that a test e-mail had now been sent.</p> <p>Chairman, P Millard stated that it was important that every Councillor attended some of the many meetings so every Councillor plays their part and it is not left to one or two to attend.</p> <p><u>(09/223) Funding (09/205)</u></p> <p>Following a letter from Staffordshire County Council regarding "Funding opportunity for 'grassroots' support for vulnerable people, it was discussed and agreed to apply for this grant to help with transportation for elderly parishioners.</p> <p>Chairman, P Millard confirmed this grant had been applied for. Awaiting reply.</p> <p><u>(10/224) Changing Rooms</u></p> <p>Chairman, P Millard advised that as the football season was nearly over, we need to write to Andy Williams advising that an 'end of season' inspection of the changing rooms is going to take place. Chairman, P Millard also advised that it is important that we are aware of the club's officials before the start of the next season including names of the players and that a new contract should be signed between the Club and the Parish Council.</p> <p>Parish Clerk to arrange.</p> <p>The meeting finished at 8.25p.m.</p>	<p>Chairman</p> <p>Parish Clerk</p>