

MINUTES

of the

Drayton Bassett Parish Council Meeting

Tuesday 29th July 2014

In the Sports Pavilion, Rectory Close, Drayton Bassett, Staffordshire

Present: Philip Millard (Chairman)
Avril Edmond (Vice Chairman)
Brian Reynolds (Councillor)
Ian Watkins (Councillor)
Stuart Potts (Councillor)

Apologies: Geoff Hemus

Parishioners: Gerald Watson / Janet Watson / District Councillor Brian Yeates

Action

Apologies

Apologies were received from Councillor Hemus.

Code of Conduct

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

Items for Consideration by members of the public

Continuing Donation towards Monthly Lunch Club

Parishioner, Gerald Watson, attended the meeting to thank the Parish Councillors for their past contribution towards the lunch club and although they didn't need any financial contribution at present asked the Council if they would consider future support if needed.

Councillor Edmond feels that if future support is needed then the Parish Council should give it consideration. Councillors Watkins and Reynolds were both in agreement.

Councillor Potts stated that this is a conflict of interest for him as he attends the monthly Lunch Club but he does support Councillor Edmond's comments.

It was therefore agreed not to renew the monthly subsidy and Gerald should come back to a future meeting if support is needed if funds become too low to be self-funding.

Chairman Millard thanked Gerald for taking over the organising of the Lunch Club following the departure of Councillor Harris.

(14/660) E-mail from Parishioner regarding Condition of Church Close Road And Pavement surfaces

E-mail received from a parishioner living in Church Close regarding the poor condition of the road which is breaking up, uneven pavement surfaces, weeds in the gutters and array of street lights and maze of cables was circulated prior to the meeting.

It was agreed that Councillor Edmond would make contact with the parishioner and inspect the roads and pavements, take photographs and report back findings to the Council in order that we can agree a way forward.

Councillor
Edmond

(14/661) Refilling of the Dog Waste Station (14/658)

Parish Clerk advised that she had refilled the station four times in two months and put in 150/200 bags each visit.

Chairman Millard asked for the views of the Councillors regarding the future supply of bags.

Councillor Reynolds suggested we cease the filling of the station. Councillor Edmond suggested purchasing cheaper bags and erecting a sign advising that the Parish Council are looking at not supplying bags in future. Councillor Potts proposed erecting a notice advising that the provision of bags is going to cease due to cost when supplies end. Councillor Edmond seconded.

Councillor Watkins stated that perhaps the location of the bin isn't great and asked whether we could look for a more central place to erect a bin.

Chairman Millard asked everyone to look for possible locations to erect a new bin and send to the Parish Clerk in order that we can agree the best location.

All

Councillor Reynolds proposed the purchase of a new bin and Councillor Potts seconded.

St Peter's Church Invitation to Services

Invitation received from St Peter's Church to attend the Harvest Festival Service on Sunday 12th October and the Remembrance Day Service on Sunday 9th November. Chairman Millard and Councillors Reynolds to attend.

Chairman Millard advised that he has been asked to get involved in organising the Remembrance Day Service.

Audit Commission Additional Fee

Chairman Millard advised that we have been charged an additional fee of £25.00 for costs incurred in obtaining information in relation to the Annual Audit.

Chairman Millard also advised that our Internal Auditor had reduced her normal fee to compensate for any additional costs incurred due to the late submission of the audit paper.

Minutes of Previous Meeting

The Minutes of the meeting on 29th July 2014 were recorded as a true and accurate record of proceedings.

Matters Arising from those Minutes

Height of Trees on Playing Field (14/648)

Parish Clerk confirmed that the parishioner has now been informed that the Cherry trees at the back of his property will form part of the works following the tree survey.

(14/662) Pathway on Drayton Lane towards Coleshill Road (14/649)

Parish Council to look at options available and if necessary speak to Staffordshire Highways.

At 20/05/14 meeting, Chairman Millard asked Councillors for ideas on possible options to resolve the issue of having no footpath on Drayton Lane towards Coleshill Road.

A few ideas were suggested but it was agreed that Chairman Millard would write to Staffordshire Highways in the first instance to request pedestrian access in the form of a footpath.

Still ongoing as at 23/09/14.

(12/663) Mill Lane Land – Relocation of Dog Waste Bin (12/650)

Chairman Millard advised that the flood defence work has now been completed and we can arrange to erect the dog waste bin in the agreed location.

Councillor Reynolds to arrange.

(14/664) Village Signage (12/651)

Missing/repairs required to Village signage:

Village curtilage - junction of Drayton Lane / Portleys Lane (Ashdene farm) missing.

~~Village curtilage – 30 yards from main junction A4091 and Salts Lane – sign lopsided.~~

Parish Clerk advised that a response has now been received from Alan White confirming that the issue has been passed to Helen Portman who confirmed that the new signs have been designed and subject to the designs being suitable, will then raise a job for the signs to be ordered and erected.

Chairman Millard advised that at a meeting on 23rd June with Helen Portman regarding speed indicators he mentioned this outstanding issue and asked if she would follow up.

As at 23/09/14 one sign still outstanding. Parish Clerk to chase up with Helen Portman.

Chairman

Councillor
Reynolds

Parish Clerk

Matters Arising from those Minutes cont...**(13/665) Notice Board (13/652)**

It was agreed that Councillor Hemus would arrange to take down the existing Notice Board and store it until we are in a position to erect it on Mayfair Drive once the flood defence works have been completed.

As at 23/09/14 this item remains outstanding.

It was agreed that Councillor Reynolds would arrange for the Notice Board to be taken down and erected in an agreed location in Mayfair Drive now the flood defence work has been completed.

Councillor
Reynolds

Chairman Millard to look for a suitable position and advise Councillor Reynolds who will then arrange for the work to be completed.

Chairman
Millard

(13666) Speed of traffic through the Village (13/653)

Chairman Millard advised that a meeting had taken place with Helen Portman and Councilor Edmond on 23rd June and a number of actions were agreed as follows:-

- *HP to chase up the speed and volume survey and look to have this installed in the next week or so prior to the summer holidays. If it is likely to go much into July it was suggested we wait until September to get a truer picture.*
- *HP to establish whether Drayton Bassett are in line for the 20 is Plenty scheme for the road in front of the school.*
- *HP to look for the plan of traffic calming measures that was done as a report some years ago.*
- *HP offered to investigate whether we would be able to have some 30mph repeater signs in certain areas and whether the painting of chevrons would be a viable prospect.*
- *HP to chase the installation of the speed indicator detector modules and again one will be placed on the existing post adjacent to the Village Club, while the other will be placed on the grass verge at the side of the first house into Manor Drive.*

At the meeting it was also discussed whether the Parish Council would fund a second speed survey box at a cost of £200.00; one is to be located near the Village Club on Drayton Lane and the other further down in-between Church Close and Manor Drive.

Chairman Millard asked for agreement from the Councillors to purchase this. It was agreed to go ahead and this decision was unanimous.

As at 29/07/14 meeting, Chairman Millard confirmed he had contacted Helen Portman to give the go ahead for the second speed survey box.

As at 23/09/14 no response received from Helen Portman regarding the above actions. Chairman Millard to chase.

Chairman

Matters Arising from those Minutes...**(14/667) Electronic Payments (14/654)**

At the 23/09/14 meeting, the Financial Regulations document was circulated following the agreed amendments.

It was agreed that all Councillors will check the amended document and bring forward any further amendments with a view to adopting these regulations at the October meeting.

All

(14/668) New Councillor Training Course (14/644)

Following Councillor Watkins' attendance on the 'New Councillor' training course, it was agreed that he would report on the content from the day highlighting any potential areas that we could benefit from.

Councillor
Watkins

Councillor Watkins to send a copy of the hand-out from the course to the Parish Clerk.

Councillor
Watkins**(14/669) Donation of Bench for Middleton RSPB Reserve (14/655)**

Councillor Edmond asked the Councillors to consider donating a bench to be situated on the Middleton RSPB Reserve positioned within the Drayton Bassett boundaries overlooking the Village as most people who visit the Reserve believe it to be in Middleton, however, part of it is within the Drayton Bassett boundary. It was suggested that a plaque could be fixed to the bench with the words 'you are now facing Drayton Bassett' or something similar.

Councillor Hemus confirmed that he had spoken to his contact and had been advised that they do not encourage benches as they want visitors to walk around the Reserve but said he would consider it with further information.

It was agreed that Councillor Hemus would ask his contact, Nick, to contact Councillor Edmond to discuss in more detail.

At 23/09/14 meeting Councillor Edmond advised that no contact had been received from Councillor Hemus' contact and it was agreed that Councillor Edmond would take this forward.

Councillor
Edmond**Use of Football Playing Field by Tamworth Ladies FC (14/657)**

Parish Clerk confirmed that a response has been sent to the representative of Tamworth Ladies FC advising of the Parish Council's decision not to allow the use of the football pitch.

Filling of Dog Waste Station (14/658)

Chairman Millard advised that as the parishioner who currently refills the dog waste station is leaving the Village, the Parish Clerk has agreed to fill the station during August and September and then a rota is to be drawn up between the Councillors going forward.

Refer to action (14/661).

Matters Arising from those Minutes...**(14/670) Annual Audit (14/659)**

Parish Clerk confirmed that the Annual Return for the Financial Year ended 31st March 2014 is now ready to be submitted and asked the Parish Council to approve the accounting statements due to be submitted.

Councillor Reynolds proposed that we accept the Annual Return and Councillor Watkins seconded.

Chairman Millard highlighted that we are late with our Annual return submission and there is a possibility that we could be fined.

It was suggested that we seek alternative quotes for this to be done for future years.

Chairman Millard asked the Councillors to let the Parish Clerk know of anyone they know who we could contact with a view to quoting for this work.

Parish Clerk to contact SPCA to ascertain whether they have a preferred supplier list and what qualifications and criteria are needed to be able to produce this annual return.

Outstanding as at 23/09/14 meeting. Parish Clerk to contact SPCA.

Chairman's Items**(14/671) Youth Councils**

Chairman Millard brought to the attention of the Councillors something that he had read recently in a magazine regarding the setting up of Youth Parish Councils who 'shadow' existing Parish Councils particularly looking at issues that affect the youth in the area and asked whether the Councillors felt this is something that we could pursue. There would be some extra work involved for everyone but it might be useful and engaging with young people for the better of the Village and in particular for the future membership of the full Parish Council.

Chairman Millard to circulate document to the Councillors to read and this will be discussed at the next meeting.

Chairman Millard to also send a copy to District Councillor, Brian Yeates.

Parish Councillor Items

None.

All

Parish Clerk

Chairman

Chairman

(14/672) Felling of Trees (14/656)

Following circulation of the Tree Survey, Chairman Millard advised that we need to come up with a plan to carry out the suggested work over say a 6 – 12, 12 – 24 month etc timeframe.

It was agreed that a separate meeting would be arranged to discuss this project. Councillor Watkins agreed to act as Chair. Meeting arranged for Thursday 23rd October at 7.30pm.

Chairman Millard to source some tree surgeons to ask them to quote.

District Councillor, Brian Yeates, to provide a number of a tree company that he knows of.

Planning

No outstanding planning applications.

(14/673) Condition of Football Pitch and Future Maintenance

Chairman Millard advised that after the July meeting Councillors Reynolds, Watkins and himself had inspected the Football Pitch and it was found that some maintenance work is needed.

Following a discussion, it was agreed that Councillor Watkins would look into possible funding opportunities to help with this and seek quotations to roll, spike etc the football pitch.

Councillor Watkins to also contact the Football Team manager with a view to seeing how the Football Club and Parish Council can work together to improve the area.

District Councillor, Brian Yeates advised that he sits on the Leisure Committee and he would also look at what money is available and advise us accordingly.

(14/674) Repairs to Play Equipment

Awaiting quotations for repairs to play equipment.

Chairman Millard and Councillor Reynolds to circulate quotes once received.

Due to the dangerous condition of the play equipment it was agreed that Chairman Millard would exercise his emergency powers to decide on the best quote to get the repairs done as a matter of urgency.

Councillor Edmond proposed this and Councillor Potts seconded.

Chairman

Councillor
Watkins

Councillor
Watkins

Chairman/
Councillor
Reynolds

HS2

Hearing date now set for 21st October 2014.

Councillor Potts asked the Council to consider contributing towards travel costs for parishioner, Mark Longmore, who is petitioning against HS2 as an individual, to accompany Councillor Potts to the hearing to provide support to him as well.

Following a discussion, the Council were in agreement with this if Councillor Potts felt it would be advantageous.

Councillor Reynolds proposed we fund travel costs for Mark and Councillor Edmond seconded.

The Council agreed to nominate Councillor Potts to respond on behalf of Drayton Bassett Parish Council to the revised consultation.

Councillor Reynolds proposed and Councillor Edmond seconded.

The meeting finished at 8.55pm

Italic text indicates notes from previous minutes