

MINUTES

of the

Drayton Bassett Parish Council Meeting

Tuesday 20th January 2015

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

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

Apologies: Avril Edmond (Vice Chairman)
Geoff Hemus (Councillor)

Parishioner: Martin Hall

Action

Apologies

Apologies received from Councillor Edmond who is currently on agreed extended leave due to being out of the country.

No apologies 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

(15/702) Land behind Mayfair Drive

Parishioner Martin Hall attended the meeting to discuss the land behind Mayfair Drive following the completion of the Flood Defence work. Martin advised that although the perimeter is in good condition the ground is uneven with many holes and stones which people could trip over. Martin also advised that there is a further wire protruding from the ground.

Chairman Millard advised that he had previously raised this with the Environmental Agency who acknowledged that some further work will be required including the re-seeding of the grass due to this not taking last year and suggested leaving the ground for a period of time to allow this to settle.

Chairman Millard to write to Kathy Ronald at the EA to request an inspection of the ground, get confirmation that the EA will maintain the land for 2015 and request a plan of works. Parishioner Martin Hall to be invited to this meeting.

Chairman

Chairman Millard to also e-mail our Grass Cutting Contractor, John Mason, to ask him to inspect the area with a view to mowing it going forward.

Chairman

Minutes of Previous Meeting

The Minutes of the meeting on 25th November 2014 were recorded as a true and accurate record of proceedings.

Matters Arising from those Minutes

(15/703) E-mail from Parishioner regarding Condition of Church Close Road And Pavement surfaces (14/660)

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.

At the 28/10/14 meeting, Councillor Edmond confirmed that she had now met with the parishioner, taken photographs of the area and sent on to Staffordshire Highways and Lichfield District Council and is now awaiting a response.

Councillor Edmond advised that she couldn't find the 'maze of cables' that the parishioner also mentioned.

Councillor Edmond to report back at February meeting.

Councillor
Edmond

(14/704) Refilling of the Dog Waste Station (14/689)

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.

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

A discussion took place on 28/10/14 and it was suggested that a suitable location for the new Dog Waste Station could be near the new electricity substation close to the lamp post. Councillors to look at the suggested location and confirm that this is a suitable location and that we should go ahead and buy a new one.

It was discussed and agreed to move the existing Dog Bin in Heathley Lane to the side of parishioner, P Smith's house and then decide whether to purchase a second Dog Bin

All

It was also discussed and agreed to remove the Dog Waste Filler.

Councillor Watkins proposed this new location and Councillor Potts seconded.

Councillor Reynolds to speak to our handyman to arrange.

Councillor
Reynolds

Ongoing as at 20/01/15.

Matters Arising from those Minutes cont ...**(14/705) Pathway on Drayton Lane towards Coleshill Road (14/690)**

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 20/01/15. Chairman Millard advised that due to the complaint currently ongoing with Staffordshire County Council this has yet to be progressed.

Chairman

(12/706) Mill Lane Land – Relocation of Dog Waste Bin (12/691)

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.

Parishioner, Martin Hall, from Mayfield Drive was present at the meeting and mentioned that there is a dog bin located in an inaccessible place where no-one can see it. Chairman Millard asked Martin whether he would be agreeable to looking for a suitable position to re-site the bin and Martin kindly agreed.

Councillor Reynolds to arrange once a location has been found and agreed.

Councillor
Reynolds**(14/707) Village Signage (12/692)**

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.

At 28/10/14 meeting, Chairman Millard advised that we have issued a formal complaint against Helen Portman and are now awaiting a response.

Chairman Millard advised that a response has now been received from SCC and following a number of inaccuracies in their response a subsequent letter has been sent from us.

Parish Clerk to e-mail both letters to all Councillors for their information.

Parish Clerk

(13/708) Notice Board (13693)

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.

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

Parishioner, Martin Hall, from Mayfield Drive was present at the meeting and Chairman Millard took the opportunity to ask Martin if he knew of a suitable location for the Notice Board to be erected.

Martin Hall agreed to consider this and advise the Parish Clerk of a suitable location.

(13/709) Speed of traffic through the Village (13/694)

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 Moat 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 28/10/14 no response received from Helen Portman. Chairman Millard confirmed that this item has also been raised in the complaint as per action (14/678).

As at 20/01/15 complaint still open.

Matters Arising from those Minutes cont ...**(14/710) Donation of Bench for Middleton RSPB Reserve (14/695)**

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.

Still ongoing as at 20/01/15. Councillor Edmond to progress.

Councillor
Edmond

(14/711) Annual Audit (14/696)

Parish Clerk advised that she had contacted the two independent Internal Auditors sought. One of those provided from SPCC was an invalid e-mail address and telephone number didn't exist. The second had yet to respond.

(14/712) Youth Councils (14/697)

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 confirmed he had sent a copy to District Councillor, Brian Yeates

Following a discussion it was agreed that Chairman Millard would publicise the possibility of setting up a Youth Council to gauge the interest of the 14+ age group of the Village. It was felt that the setting up of a Youth Council could help with future recruits for the full Council.

Chairman

Chairman Millard advised that he had spoken with the Scout Leader following the Remembrance Day service who was very supportive of the idea and would discuss it with other members of the Scout Group.

(14/713) Youth Councils (14/697) cont ...

Councillor Potts suggested would there be any benefit in trying to get some interest for the initiative through the Tamworth Secondary Schools. Councillor Potts also suggested contacting other Parish Councils to see if they have any interest and if so perhaps a joint approach could be a way forward.

Chairman Millard advised that perhaps Brian Yeates could help with communication through his Parish Councils as he is the District Councillor.

Still to progress as at 20/01/15.

(14/714) Felling of Trees (14/698)

At 20/01/15 meeting, it was discussed and agreed to view the websites of the two companies who quoted and take two local references of work done elsewhere.

Once this has been done a final discussion will take place before we progress.

Councillor Watkins to progress.

Councillor
Watkins

(14/715) Condition of Football Pitch and Future Maintenance (14/699)

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

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.

Councillor
Watkins

Following inspection of the Changing Rooms by the Councillors, they were found to be in a terrible state.

Chairman Millard advised that both himself and Councillor Edmonds met with Neil Turner and Sara Sleigh from Lichfield District Council to look at possible funding for the work needed to bring the football pitch up to standard, however, Councillor Millard reported that they felt that the pitch was not as bad as some they have seem.

Chairman Millard stated that from what Councillor Brian Yeates said, it seemed that they would be able to help us with funding but that wasn't the case. It appears that they would be willing to help us but the Parish Council would need to pay.

Chairman Millard advised that we were told that although they have seen pitches far worse than ours, our pitch needs spiking, rolling and sanding and they would arrange for a quote to be sent. They also identified that the goals are illegal due to the size and hooks on them and that grants are available but we would need to apply.

In terms of more than one team playing on the pitch, they felt that the condition of the pitch was good enough to have more than one team playing and advised that we could get between £600 - £700 per season in rent, and felt that as a Parish Council we shouldn't be giving it away free.

(14/716) Condition of Football Pitch and Future Maintenance (14/699) cont....

We were also advised that we could get a grant to refurbish the Changing Rooms but again we would need to apply.

Councillor Watkins suggested that we wait until we know how much we should be spending on a maintenance regime and then this will gauge how much we should be charging for the use of the pitch and changing rooms.

At 25/11/14 meeting, Councillor Watkins advised that no progress with funding had been made, however, he now has contact details to progress.

At 20/01/15 meeting, Councillor Watkins advised that he had yet to receive a response from Roger Cordell regarding attending a Parish Council meeting. Councillor Watkins to chase.

Councillor
Watkins

Councillor Watkins advised that he had read the e-mail sent to him from Chairman Millard regarding possible funding for playing fields etc but Councillor Watkins advised that the giving of any funding is heavily caveated and the Parish Council wouldn't be able to meet the requirement.

Councillor Watkins to look at further funding opportunities.

Councillor
Watkins

Chairman Millard to write to Coton Green Football Club and Tamworth Ladies to see if there is still any interest in renting the football pitch.

Chairman

Correspondence

None

Chairman's Items**Elections**

Chairman Millard advised that 7th May is Election Day.

Following circulation of an e-mail from the Parish Clerk asking whether anyone wished to attend the Candidate and Agent Briefing on 3rd March, no Councillor wished to attend, however, Chairman Millard confirmed his attendance.

(15/717) New Finance Regulations

Chairman Millard advised that because our income is under £25,000 we do not have to have an external audit undertaken but we have to provide more detailed financial information on the agenda and also include this in the Minutes.

Chairman Millard and the Parish Clerk to discuss and agree content to be included.

Chairman /
Parish Clerk**Parish Councillor Items**

None

(15/718) Finance Reports

December Finance Report circulated.

Parish Clerk advised that no bank statement for January 2015 has been received.

Parish Clerk to circulate report once bank statement has been received.

Parish Clerk

Precept 2015/16 (14/701)

Paperwork for precept duly completed.

(15/719) Planning

One application outstanding:-

Mr & Mrs D Simpson

14/01224/FUL

Waster Transfer Station, Drayton Lane

Re-development of existing waste transfer station by way of the erection of 2 number dwelling houses with associated works including the alteration of the existing site access.

The application was discussed by the Councillors present and it was agreed that there were no objections.

Parish Clerk to advise Lichfield District Council

Parish Clerk

HS2

Councillor Potts gave an update on HS2.

The meeting finished at 8.40pm

Italic text indicates notes from previous minutes