

# MINUTES

of the

## Drayton Bassett Parish Council Meeting

Tuesday 21st July 2015

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

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

Parishioners:     Kim Shears  
                      Dave Bryant

Visitors:         Roger Cordell  
                      Paul Strudwicke

	Action
<p><b><u>Apologies</u></b></p> <p>Avril Edmond, Geoff Hemus, Ian Watkins</p>	
<p><b><u>Departing from the Standing Orders</u></b></p> <p>In view of there being no Chairman, the Council departed from the Standing Orders and nominations were requested for a Councillor to Chair the July meeting.</p> <p>Councillor Millard proposed Councillor Stuart Potts to act as Chair and Councillor Reynolds seconded. Councillor Potts accepted. –</p>	
<p><b><u>Code of Conduct</u></b></p> <p>Chairman Potts reminded those present to observe the Code of Conduct during the meeting.</p>	
<p><b><u>Items for Consideration by members of the public</u></b></p> <p><b>Football Team</b> – Representatives from the team Kim Shears, Dave Bryant, Roger Cordell, Paul Strudwicke attended confirming the upset amongst the village regarding the contract termination letter received. The Football Team advised it was formed in 1982 and have been using the facilities for 33 years. They stated there had been recent contact between the team and Councillor Watkins who advised them that the contract was up for renewal and they would be given first refusal and would like to arrange a meeting to discuss. The Football Team were then unable to contact Councillor Watkins so were surprised to receive the letter. There were further discussions about what remedial works the Football Team had done over the years at their own cost. Following</p>	Football Club

<p>an inspection on 4<sup>th</sup> July DBPC confirmed the condition of the changing rooms was not acceptable. Kim Shears agreed and said they would rectify the condition of the changing rooms over the weekend of 8/9<sup>th</sup> August.</p> <p>They said they had purchased a lawnmower and on 15 occasions they had cut the grass. Also over the years they had replaced the WC system, broken toilet seats, faulty stop tap, replaced the showers and frozen pipework. They feel over the past 3 seasons they've had no support from DBPC and the only cost DBPC incur is the electric. They did agree that some redecoration was required and offered to refurbish the dressing rooms but did not feel that the Football Team should have to pay for it.</p> <p>Councillor Millard pointed out that this building was a large expense to the council and that we feel that the football club didn't contribute moreover there had been a lack of communication from the football team of the last few years with no details of who was running it or who had the keys. It was noted that the subsidy offered to the club was dependant on it being a village team made up of a majority of village men if this was not the case we may as well charge a fee to any local team.</p> <p>It was also pointed out that over the years the council and a few individuals on the council had also done considerable work to ensure it kept going.</p> <p>The team was informed that we had had enquires from other teams in the Lichfield and Tamworth area and these were being considered.</p> <p>Councillor Millard would update the contract and email it to Roger Cardell by the end of the week and arrange a meeting with DBPC and the Football Team to discuss.</p> <p>Roger Cardell advised that there were some friendly and memorial football matches arranged prior to the new season. It was proposed and agreed that these could go ahead. Councillor Reynolds proposed and Councillor Potts seconded.</p>	<p>Councillor Millard</p>
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	Action
<p><b><u>Minutes of Previous Meeting</u></b></p> <p>The Minutes of the meeting on 23<sup>rd</sup> June 2015 were recorded as a true and accurate record of proceedings.</p>	
<p><b><u>(15/758) Coton Green Football Club (15/719)</u></b></p> <p>Parish Clerk confirmed that the application for a premises licence to sell alcohol has not been granted.</p>	

<p><b><u>(15/759) Land behind Mayfair Drive (15/720)</u></b></p> <p>At 21/07/15 meeting, Councillor Millard advised that he was still awaiting a meeting date to visit the site but did confirm that the Environment Agency have been contracted via our land agent Keith Parsley to deal with the land and will 'make good' any outstanding work.</p>	
<ul style="list-style-type: none"> <li>• <b><u>(14/760) Re-location of Dog Waste Bin (Refilling of the Dog Waste Station (14/722)</u></b></li> <li>•</li> <li>• Councillor Reynolds confirmed the re-location of the existing Dog Bin in</li> <li>• Heathley Lane had been moved to the side of parishioner, P Smith's house.</li> <li>• An invoice from MJH Carpentry received for work carried out. This is now closed</li> </ul>	
<p><b><u>(12/761) Mill Lane Land – Relocation of Dog Waste Bin (12/724)</u></b></p> <p>Councillor Millard and Reynolds met on site and the bins had now been moved. This is now closed.</p>	<p>Councillors Reynolds / Millard</p>
<p><b><u>(13/762) Notice Board (13/726)</u></b></p> <p>Councillors Reynolds obtained quote for new noticeboard and installation of £600 from our handy man which was proposed by Councillor Millard and Councillor Reynolds seconded Councillor Reynolds to arrange installation</p>	<p>Councillor Reynolds</p>
<p><b><u>(14/763) Felling of Trees (14/731)</u></b></p> <p>Councillor Millard confirmed work to begin 8<sup>th</sup> September</p>	
<p><b><u>(14/764) Condition of Football Pitch and Future Maintenance (14/732)</u></b></p> <p>Councillor Watkins advised that the Football Team have confirmed they will clean, tidy and repair any damage to the Changing Rooms.</p> <p>Councillor Millard confirmed that the pitch will not be hired to other teams in the area</p> <p>Councillor Edmond proposed the Council inspect the Changing Rooms after the meeting on 23/06/15, and Councillor Watkins makes contact with the Football Team to advise that the work should be completed by 30<sup>th</sup> June as a final inspection will be done on the 1<sup>st</sup> July. Councillors Reynolds seconded this proposal.</p> <ul style="list-style-type: none"> <li>• See notes re Football Team under Items for consideration by members of the public</li> </ul>	<p>Councillor Watkins</p>

<p>It was also agreed that if the Council find that the work is not satisfactory, the locks are changed and we formally write to the Football Team advising them that the facilities are no longer available to them and that we will be looking to offer the use of the facilities at a cost to other teams in the area and Drayton Bassett are able to apply if they wish. – A termination letter was sent.</p> <p>Councillor Watkins advised again that funding is heavily caveated and is pound for pound but is still continuing to look for other funding opportunities.</p>	<p>Councillor Watkins</p>
<p><b><u>(15/765) New Finance Regulations (15/733)</u></b></p> <p>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.</p> <p>The anticipated changes in the Audit process and the new Transparency Act will affect what is displayed on the Agenda and Notice Board and will therefore need further investigation.</p> <p>New Parish Clerk to investigate.</p>	<p>Parish Clerk</p>
<p><b><u>(15/766) Purchase of New Laptop for Clerk</u></b></p> <p>New Parish Clerk purchased laptop and submitted receipt</p>	

<p><b><u>Correspondence</u></b></p> <p><b><u>(15/767) Letter from Tamworth Community Transport Services</u></b></p> <p>A request for a subsidy towards the Tuesday and Thursday shopping trips. Agreed as per previous years that DBPC would give a donation of £750 but this must be applied for in writing each year. Councillor Millard proposed and Councillor Reynolds seconded.</p> <p><b><u>(15/768) Request from Tamworth District Sunday Football League re hire of pitch</u></b></p> <p>This was declined as previously agreed that the pitch will not be hired out to other teams. Parish Clerk to advice.</p> <p><b><u>(15/769) Letter for St Peters Church</u></b></p> <p>A thank you letter from the PCC Secretary thanking DBPC for the £120 donation towards Churchyard Grass Cutting</p>	
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<p><b><u>(15/770) Staffs CC Survey re Winter Operations Review</u></b></p> <p>Counsellor Millard completed and Parish Clerk to scan and email</p> <p><b><u>(15/771) Dynamo Sports Bar request for hire of pitch</u></b></p> <p>This was declined as previously agreed that the pitch will not be hired out to other teams. Parish Clerk to advise.</p>	<p>Parish Clerk</p> <p>Parish Clerk</p>
<p><b><u>Chairman's Items</u></b></p> <p><b><u>(15/772) Parish Clerk ILCA training</u></b></p> <p>The new Parish Clerk has expressed an interest in the online course as an Introduction to Local Council Administration at a cost of £99 – this was agreed Councillor Reynolds proposed Councillor Millard seconded.</p> <p><b><u>(15/773) Parish Councillor Items</u></b></p> <p>Review of standing orders, Parish clerk to compare old and new standing orders and report back at September meeting</p> <p><b><u>(15/774) Payment in arrears to out-going clerk</u></b></p> <p>Pay increases back to April 2013 have not been awarded to out-going clerk amounting to £55.93 it was agreed to pay this Councillor Potts proposed and Councillor Reynolds seconded.</p>	<p>Parish Clerk</p> <p>Parish Clerk</p>
<p><b><u>(15/775) Communication; Correspondence, E-mails, Drop Box</u></b></p> <p>Parish Clerk to set up a Drop Box and advise Councillors by e-mail when new correspondence is added.</p> <p>It was also agreed that the new Parish Clerk would list all correspondence that is received and bring to the next few meetings where it can be discussed what should be circulated and what doesn't need to be.</p> <p>Councillor Millard reiterated that all documents must be safely backed up.</p>	<p>Parish Clerk</p> <p>Parish Clerk</p>
<p><b><u>Finance Reports</u></b></p> <p>Finance reports circulated prior to the meeting. No questions were raised.</p>	
<p><b><u>(15/776) Planning</u></b></p> <p>One planning applications reviewed:-</p>	

<p>15/00643/FUL  Pridewater Estates Fazeley Mill Marina, Coleshill Rd Fazeley Tamworth  The application was emailed to the Councillors prior to meeting and it was agreed by Councillors Edmond and Watkins there were no objections. Application to be signed at next meeting as neither present.  Parish Clerk to advise Lichfield District Council</p>	<p>Parish Clerk</p>
<p><b><u>(15/777) HS2</u></b></p> <p>Councillor Potts gave a brief update of petitioning additional provisions he proposed we petition this. Upon reflection and further study of the Select Committee's interim report paragraph 76 and the content of Additional Provisions 2, there is little point in petitioning AP2. It may well simply irritate the Select Committee. (Stuart)</p> <p>Parish Clerk confirmed the additional provision of 13.7.15 correspondence had been received in electronic format.</p> <p>Parish Clerk to type notice advising parishioners of its availability at Tamworth library and post on noticeboard</p>	<p>Parish Clerk</p>

The meeting finished at 8.50pm

*Italic text indicates notes from previous minutes*