

MINUTES

of the

Drayton Bassett Parish Council Meeting

Tuesday 24th November 2015

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

Present:

Philip Millard	(Chairman)
Avril Edmond	(Councillor)
Brian Reynolds	(Councillor)
Ian Watkins	(Councillor)
Bill Lowe	(Parishioner)
Jo	(Parishioner)

Not present

Geoff Humus

	Action
<u>Apologies</u> None	
<u>Departing from the Standing Orders</u> In view of there being no Chairman, the Council departed from the Standing Orders and nominations were requested for a Councillor to Chair the October meeting. Councillor Reynolds proposed Councillor Millard to act as Chair and Councillor Watts seconded. Councillor Millard accepted.	
<u>Code of Conduct</u> Chairman Millard reminded those present to observe the Code of Conduct during the meeting.	
<u>Visitors</u> Bill Lowe and Jo from the village	
<u>Items for Consideration by members of the public</u> Nothing to report	
<u>Approval of Minutes from previous meeting</u> The minutes from meeting on Tuesday 20 th October 2015 were approved by Cllr Edmond & Cllr Reynolds	

<p><u>Matters arising from those minutes</u></p> <p><u>(13/815 Notice Board (13/726)</u></p> <p>Councillor Reynolds advised that it had been fitted but already vandalised the glass had cracked and needs repair. MJH carpentry aware. Cllr Reynolds to chase MJHcarpentry</p>	<p>Councillor Reynolds</p>
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<p><u>(14/816) Felling of Trees (14/731)</u></p> <p>Councillor Millard confirmed work has been done, there is a large stump left which the contractors will return to remove.</p>	<p>Councillor Millard</p>
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<p><u>(14/817) Condition of Football Pitch and Future Maintenance (14/732)</u></p> <p>Councillor Millard advised that the Football Team have carried out a refurbishment to the Changing Rooms and met with Kim Shears from the Football Team Paperwork now signed for the new agreement and a set of keys made available. Also attached is the relevant document as per the contract including a list of all players</p> <p>It was agreed that an inspection of the changing rooms will be done alternate Parish Council Meetings, to inspect at January 2016 meeting</p>	<p>Councillors Millard Edmond Watts Reynolds</p>
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<p><u>(15/818) Grant Thornton Audit for y/e 31st March 2015 (15/787)</u></p> <p>Letter from Grant Thornton re the audit was discussed there were a few matters reported regarding the incorrect completion of this years and last year's audit.</p> <p>Parish Clerk queried the invoice from Grant Thornton for £480 as seemed very high for the audit of the annual return and is awaiting call back from Alison at Grant Thornton.</p> <p>Parish clerk now had confirmation that the invoice was incorrect, a credit note and correct invoice received for £120</p> <p>Maxine Monk the internal auditor has indicated she is very busy, Cllr Millard proposed we look for a new internal auditor. Parish clerk to look at list provided by SPCA</p>	<p>Parish Clerk</p>
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<p><u>15/819) Drains in Salts Lane to Main Road</u></p> <p>Councillor Edmond requested that the Parish Clerk to contact the Community Gang to clear the leaves from the bottom of Drayton Lane to Drayton Manor. Both Parish clerk and Cllr Edmonds have tried to contact the Community Gangs vis LDC to no avail.</p>	<p>Parish clerk</p>
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Chairman's Items

(15/820) Standing orders (15/783)

Review of standing orders, Parish clerk has compared old and new standing orders and is to update DBPC standing orders and get signed by councillors at the next meeting.

Parish clerk

Correspondence

(15/821) Email from Paula Acton

Paula requested items to go on website – Over 60's Xmas meal and Carols on the Green. Parish Clerk to inform Paula that this request should be done via website, Cllr Millard will update Parish Clerk to forward to him

Parish clerk

Parish clerk

(15/822) Email from Nick Reid – Tamworth Herald

An introduction email from Nick Reid advising that any village news we would like published to contact him

Parish clerk
Cllr Watts

(15/823) Staffs CC re Highway Winter Operations

A letter from Staffs CC confirmed the winter crews will concentrate of gritting A&B roads in marginal conditions (when frosts are forecast) Cllr Edmond to check the Salt Bins and let Parish Clerk know if we need to purchase more salt. Parish clerk will purchase more salt if needed.

Parish clerk to contact Staffs CC and ask if the whole of Drayton Lane will be gritted as previous years.

(15/824) Grass Cutting Quotes

Parish clerk looked into alternative grass cutting contractors, only one quoted which was Exterius Facilities Management Ltd, The quote was favourable but it was agreed more quotes should be obtained. Cllr Watts asked for the grass cutting schedule to be emailed to him and he would contact some other contractors.

Parish Clerk

<p><u>(15/825) Drayton Bassett Bells Appeal (15/810)</u></p> <p>A letter received from John Mulvey asking if the Parish Council would be willing to make a donation. It was agreed by Cllrs Millard, Watts, Potts and Edmond that a donation would be made. Cllr Reynolds was excluded from the vote due to conflict of interest as he is on the committee of the Drayton Bells Appeal. Cllr Edmond proposed a £500 donation we ask for the donation to be spent on a specific item required. This was seconded by Cllr Potts. From the list provided of items needed the Parish Council would like the donation to be used for the fitting out of the ringing room, also a plaque to go with it. Parish clerk to prepare a letter to John Mulvey to go with the cheque advising him of the Parish Council decision.</p> <p><u>(15/826) FoSSA's Staffordshire Tithe Map Digitisation Project</u></p> <p>A letter received asking if the Parish Council were interested in a digital map of the village, Cllr Edmond to contact them to find out more</p>	<p>Cllr Edmond</p>
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<p><u>Parish Councillor Items</u></p> <p><u>(15/827) Maintenance of bus stop on A4091/Salts Lane</u></p> <p>Cllr Edmond asked for the opinion of other councillors about what to do with the old (no longer used) bus stop on A4091/Salts Lane. It has been overtaken with hedgerow and weeds and looks unsightly. Options were to knock it down, or tidy up or just leave. It was agreed to tidy it up and Cllr Edmond will trim the hedge back.</p> <p><u>(15/828) Maintenance of cement circle in park</u></p> <p>Cllr Edmond brought up that the cement circle in the park has now disintegrated and we need to get quotes in the spring to rectify.</p>	<p>Cllr Edmond</p>
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