

MINUTES

of the

Drayton Bassett Parish Council Meeting

Tuesday 28th June 2016

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

Present:

Philip Millard (Chairman)
Brian Reynolds (Councillor)
Geoff Humus (Councillor)

Paula Acton Parishioner
Mandy Busby Secretary DBPC village club

	Action
<u>Apologies</u> Ian Watkins (Councillor) Avril Edmond (Councillor)	
<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 meeting. Councillor Reynolds proposed Councillor Millard to act as Chair and Councillor Hemus 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> Paula Acton Mandy Busby	
<u>Items for Consideration by members of the public</u> None	

<p><u>Approval of Minutes from previous meeting</u></p> <p>The minutes from meeting on Tuesday 24th May 2016 were approved by Cllr Hemus & Cllr Reynolds</p> <p><u>(16/882) Condition of Football Pitch and Future Maintenance (14/732)</u></p> <p>Cllr Millard inspected the changing rooms after the meeting and they were acceptable, next inspection due July 2016 meeting</p>	<p>All councillors</p>

<p><u>(16/883) 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. Cllr Edmond has kindly trimmed the hedge back. Decision to be made at July meeting if to take down bus stop as there is lots of rubbish in the bus stop.</p> <p><u>(16/884) Councillor vacancies</u></p> <p>Attempts have been made to find a replacement as there are now 2 vacancies An advert was put on the Noticeboards and an email the headmaster of the school to see if any parents may be interested and also Parish Clerk to contact Linda Hayes again of the Village Voice. No response for either. All Councillors were tasked to ask around the village to see if anyone interested. The next step would be to send a letter around the village about the vacancy and the potential consequences if the Parish Council fails to have enough councillors to run it.</p>	<p>All councillors</p> <p>All Councillors</p> <p>Parish Clerk</p>

(16/885) Lloyds bank mandate

Updating of the bank mandate has still not been resolved although they have changed the address to the new parish clerk address. Lloyds are now asking for proof of address for ID/address for Cllr Hemus. Cllr Hemus to go to the bank.

Cllr
Hemus

(16/886) Internal audit visit feedback

The parish clerk had a meeting with the new internal auditor Alan Toplis who confirmed the 2015 annual return had been incorrectly completed, the 2016 annual return was corrected to reflect this. He said we need an up to date asset register and risk assessments.

Parish
clerk

Correspondence/general item

(16/887) Club car park

Paula Acton & Mandy Busby attended the meeting to discuss the village club car park that is used by parents of the school to park whilst dropping off and collecting their children from the school. It is also used by the church during busy church occasions. It is in need of repair and the club is asking if any contribution can be made by DBPC. Mandy Busby to email parish clerk some quotes.

DBPC made a substantial contribution in 2012

Parish clerk to contact the Manor school and ask for a representative to attend the next meeting to discuss. However the next meeting is after the school has broken up for the summer holiday so it may be the September meeting by the time this can be arranged.

(16/888) Faulty play equipment

A report from Kelly Broome a parent who claims her daughter fractured her arm whilst playing on the monkey bars.

The Councillors have inspected the equipment and there is no visible damage to the monkey bars but one was found to rotate. Although this wasn't seen as damage it will be rectified.

The play equipment is externally inspected annually in line with our insurance requirements. The paperwork was checked and there were no unsatisfactory comments regarding the monkey bars on the last inspection nor any before. There has not been any previous reports about the equipment.

Cllr
Reynolds

<p><u>(16/889) Finance Reports</u></p> <p>Finance reports circulated</p> <p>The following cheques were signed and approved for payment this month</p> <p>Chq 1215 £ 1,150.00 Exterius Facilities Mgt – Grass cutting Chq 1216 £ 214.00 Odette Ghent – clerk salary Chq 1217 £312.00 LDC re dog bin emptying</p> <p><u>(16/890) Planning</u></p> <p>16/00582 Mr R Kneale 17 Drayton Lane Single storey & rear extension 16/00659 Mr J Wolliscroft 35 Mayfair Drive single & 2 storey extension</p> <p>No objections to either</p> <p><u>(16/891) HS2</u></p> <p>No update this month</p>	<p>Parish clerk</p> <p>Parish clerk</p>
---	---

The meeting finished at 8.30pm