

MINUTES

of the

Drayton Bassett Parish Council Meeting

Tuesday 22nd March 2016

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

Present:

Philip Millard (Chairman)
Brian Reynolds (Councillor)
Geoff Humus (Councillor)
Ian Watkins (Councillor)
Avril Edmond (Councillor)

Terry Bevan Parishioner

	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 January 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> Terry Bevan	
<u>Items for Consideration by members of the public</u> Nothing to report	

<p><u>(16/848) Terry Bevan re Queens 90th/interest in joining council</u></p> <p>Terry Bevan is helping to arrange the village celebrations for the Queens 90th birthday on 14th May 2016 this is hosted by the W.I. He has written to all children up to year 6 at the village School. The event can host up to 40 children and Terry asked if DBPC could contribute to the event. It was agreed that DBPC would donate £500 proposed by Cllr Reynolds seconded by Cllr Watkins</p> <p>Terry also expressed an interest in joining DBPC as a councillor. He has lived in Moat Drive for 6 years and is actively involved in village life, he is currently standing for club secretary. He was co opted in Cllr Reynolds proposed and Cllr Hemus seconded</p>	
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<p><u>Approval of Minutes from previous meeting</u></p> <p>The minutes from meeting on Tuesday 26th January 2016 were approved by Cllr Edmond & Cllr Reynolds</p>	
<p><u>(14/849) 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, Cllr Millard inspected and they were acceptable, next inspection due May 2016 meeting</p>	<p>All Councillors</p>
<p><u>(15/850) Grant Thornton Audit for y/e 31st March 2015 (15/787)</u></p> <p>Maxine Monk the internal auditor has indicated she is very busy, Cllr Millard proposed we look for a new internal auditor at the Jan 16 meeting. Parish clerk has found new internal auditor approved by SLCC Alan Toplis of Toplis Associates. Alan has previously been a Parish clerk also provides training courses for local parish/town councils. It was agreed we use Alan Toplis, Cllr Edmond proposed seconded by Cllr Reynolds</p>	<p>Parish Clerk</p> <p>Cllr Edmond</p>

<p><u>(15/851) 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>(16/852) Letter of resignation received from Cllr Potts.</u></p> <p>Cllr Stuart Potts resigned from DBPC on 16th January 2016. He has said that as he was involved in the HS2 petitioning he will respond to any queries DBPC may have in the future regarding HS2</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 contact Linda Hayes 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>
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<p><u>Correspondence/general items</u></p> <p><u>(16/853) Eric Roy Consulting re web site hosting</u></p> <p>The website hosting renewal is due, and the Parish Clerk attended some website admin training to enable her to keep the website updated</p> <p><u>(16/854) Car Parked at Moat Drive</u></p> <p>There has been a silver Alpha Romeo parked in Moat Drive for some time. Parishioner Terry Bevan stated where it's parked its likely to be hit by another car and it has no Tax or insurance. It's been reported to the Police but as its not being driven they cannot intervene. LDC know whose car it is so can't be classed as abandoned. Action to be taken a. Contact the police again and b. Report it again to the DVLA as an abandoned vehicle.</p>	
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(16/855) Grass cutting contract

The grass cutting is due for renewal and the 1st cut also due. Quotes received from John Mason & Exterius Facilities management Ltd. The Exterius quote was considerably lower. The councillors voted Cllr Edmond proposed Exterius and Cllrs Reynolds/Millard seconded. Cllr Hemus was against and Cllr Watkins abstained.

In the best interest of the DBPC finances it was agreed to go with Exterius

Note. (Cllr Hemus previously spoke to John Mason to see if he could lower his price but he said he could not.)

Cllr Millard to advise John Mason and once done parish clerk to contact Gavin Exterius Facilities Management Ltd

Cllr
Millard
Parish
clerk

(16/856) Grass cutting St Peters church – funding request

Email from Joan Sandland on behalf of St Peters requesting funds to help with petrol and mover repairs for the churchyard grass cutting. It was agreed Cllr Edmond proposed & Cllr Reynolds approved.

(16/857) Litter A4091 Manor entrance to Portleys Lane/Salts Lane

There is a lot of litter in the above area Parish clerk to contact Highways Dept at Staffs CC and ask for a litter pick

Parish
Clerk

(16/858) Meeting dates

The 2016 meeting dates are now displayed on the noticeboards and website

(16/859) Lloyds bank mandate

Updating of the bank has still not been resolved nor change of address to the new parish clerk address. Numerous visits to the bank have been made Lloyds are now asking for proof of address for Cllr Edmonds and ID/address for Cllr Hemus. Both have been signatories for years. Parish clerk gave them forms that they need to take to Lloyds bank with ID. Once mandate is up to date DBPC will consider changing banks and a formal letter of complaint to be sent by Parish Clerk.

Cllr
Hemus
Cllr
Edmond
Parish
clerk

(16/860) Faulty street lighting Mayfair Drive

A Parishioner rang Parish clerk re above, who reported this. Links to reporting faults to be added to website

Parish
clerk

<p><u>(16/861) Film Scene mobile library</u></p> <p>Email received regarding the above which may benefit the village, it's a mobile service which screens the latest films. Parish clerk to find out more and report back at next meeting</p>	<p>Parish clerk</p>									
<p><u>(16/862) NALC funding scheme for Transparency Act</u></p> <p>There is a fund available for purchase of IT equipment and website creation to enable councils to comply with the Transparency Act Parish clerk to apply as printer scanner required to scan and upload documents.</p>	<p>Parish clerk</p>									
<p><u>(16/863) SPCA/NALC membership renewal 2016/17</u></p> <p>This is now due for renewal, cheque to be raised for next meeting</p>	<p>Parish clerk</p>									
<p><u>(16/864) Finance Reports</u></p> <p>No Finance reports this month as no cheques raised since last meeting as awaiting new cheque book that has now been received.</p> <p>The following cheques were signed and approved for payment this month</p> <table border="0"> <tr> <td>CHQ 1203 Eric Roy</td> <td>Website Training/hosting</td> <td>£140.00</td> </tr> <tr> <td>CHQ 1201 Odette Ghent</td> <td>Salary Feb/Mar 16</td> <td>£418.00</td> </tr> <tr> <td>CHQ 1202 HMRC</td> <td>PAYE – July-Dec 15</td> <td>£320.80</td> </tr> </table>	CHQ 1203 Eric Roy	Website Training/hosting	£140.00	CHQ 1201 Odette Ghent	Salary Feb/Mar 16	£418.00	CHQ 1202 HMRC	PAYE – July-Dec 15	£320.80	
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<p><u>(16/865) Planning</u></p> <p>16/00234 Drayton Manor Park single storey extension to form garden room – No objections</p>										
<p><u>(16/866) HS2</u></p> <p>No update this month</p>										

The meeting finished at 8.45pm