

MINUTES

of the

Drayton Bassett Parish Council Meeting

Tuesday 24th January 2017

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

Present: Philip Millard (Chairman)
Brian Reynolds (Councillor)
Geoff Hemus (Councillor)

	Action
Apologies: Avril Edmond (Councillor) Ian Watkins (Councillor)	
Departing from the Standing Orders 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.	
Code of Conduct Councillor Millard reminded those present to observe the Code of Conduct during the meeting.	
Visitors Mr and Mrs Kneale	
Visitors items for consideration None Approval of Minutes from previous meeting The minutes from meeting on Tuesday 22nd November 2016 were approved. Proposed by Cllr Hemus and seconded by Cllr Reynolds. Matters arising from minutes of previous meeting (16/938) Condition of football pitch and future maintenance Changing rooms, next inspection to be done at February 2017 meeting.	All Councillors

<p>(16/939) Councillors vacancies</p> <p>Attempts have been made to find a replacement as there are now two vacancies.</p> <p>An advert was put on the noticeboards and an email was sent to the headteacher of the school to see if any parents may be interested. Also the Parish Clerk to contact Linda Hayes again of the Village Voice.</p> <p>No response for either.</p> <p>All councillors were tasked to ask around the village to see if anyone was 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>(16/940) Lloyds bank mandate</p> <p>Updating the bank mandate has still not been resolved although they have changed the address to the new Parish Clerk address. Lloyds Bank are now asking for ID and proof of address for Cllr Hemus. Cllr Hemus to go to the bank.</p>	<p>Cllr Hemus</p>
<p>(16/941) Village trees</p> <p>The stumps are not fully ground down after work carried out by Central Trees; Parish Clerk asked to contact them, reply received from Kevin Perry stating that they were only asked to fell the trees, not remove the stumps. Cllr Millard to check quote from 2014.</p>	<p>Cllr Millard</p>
<p>(16/942) TDCS re conservation New Row</p> <p>Cllr Reynolds has been in discussion with Norman Biggs of TDCS and has a contact at LDC, Claire Hines, Principal Conservation & Design Officer. Parish Clerk to email village photos and letter to Claire Hines to explore if any of the buildings within the village would meet the criteria for local listing, in particular around New Row.</p> <p>Email received from Claire Hines on 23 Jan 2017 advising that she has a new member of staff & is working through a backlog of work. She feels that DBPC historic site has potential to be designated a conservation area and her team will work on this in 2017. She will write a draft report initially for review by the relevant council committee in order to go out to public consultation, she estimates this will be around summertime. She will keep the Parish Council posted and arrange to meet DBPC and TDCS.</p>	

<p>(16/943) Play equipment</p> <p>Quotation for play equipment from Playdale Playgrounds Ltd was discussed to supply new climbing equipment. The quote was £8,372.20 to be fitted by AMG Sports Play Ltd at a cost of £3,500. This proposed by Cllr Reynolds and seconded by Cllr Millard.</p>	<p>Cllr Reynolds</p>												
<p>New items this month</p>													
<p>Correspondence</p>													
<p>Debt benefit & consumer advice funding</p> <p>Email received from Alan White (Staffs CC) Cabinet Member for Health Care & Wellbeing asking if local councils were willing to contribute towards this facility as around £300K is needed due to spending controls after £15m gap in their budget. This was discussed and declined.</p> <p>Hayley Smith request to put advert on website</p> <p>Hayley Smith, Foot Health Practitioner would like to advertise her services on the website. She lives out of the DBPC area and usually free advertising is offered only to local businesses. Parish Clerk to advise.</p>	<p>Parish Clerk</p> <p>Parish Clerk</p>												
<p>Finance Reports</p> <p>Finance reports circulated, the funds in the current account are getting low but Parish Clerk to submit VAT refund request to HMRC for over £4,000. The balance of the play equipment and installation costs will need to be paid. The precept is due in April.</p> <p>The following cheques were signed and approved for payment this month:-</p> <table border="0" data-bbox="188 1451 1189 1579"> <tr> <td>Chq1239</td> <td>£ 493.01</td> <td>Odette Ghent</td> <td>Salary & Norton Anti Virus</td> </tr> <tr> <td>Chq1240</td> <td>£5,032.32</td> <td>Playdale Playgrounds</td> <td>50% deposit for equipment</td> </tr> <tr> <td>Chq1241</td> <td>£ 20.00</td> <td>Keith Parsley</td> <td>Compensation overpayment</td> </tr> </table>	Chq1239	£ 493.01	Odette Ghent	Salary & Norton Anti Virus	Chq1240	£5,032.32	Playdale Playgrounds	50% deposit for equipment	Chq1241	£ 20.00	Keith Parsley	Compensation overpayment	
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<p>Planning</p> <p>None</p>													
<p>1/17 HS2</p> <p>Tahir Ahmed, HS2 Community Engagement Manager sent introductory email and would like to attend a DBPC meeting. It was agreed that the Parish Clerk should invite him to the next meeting, 21st Feb 2017. His role is to ensure HS2 engages with local Town and Parish Councils.</p>	<p>Parish Clerk</p>												

The meeting finished at 8.50pm	
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SIGNED AS A TRUE AND ACCURATE RECORD

MEETING CHAIRMAN _____ DATE _____