

# MINUTES

## Drayton Bassett Parish Council Monthly Meeting

Tuesday 18<sup>th</sup> September 2018

Sports Pavilion, Rectory Close, Drayton Bassett, Staffordshire

**Present:**

Chair: Cllr Millard

Councillors: Watkins, Wilkinson and Keenan

Clerk: Sue Stait

|   | ACTION |
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| <p><b>Apologies:</b></p> <p>Apologies accepted - Cllrs Reynolds, Hemus and Edmond</p>   |        |
| <p><b>Visitors – Parishioners &amp; members of the public:</b></p> <p>S. Cartwright<br/>Mrs. J. Watson</p>  |        |
| <p><b>Declaration of Interest and Code of Conduct</b></p> <p>The Chairman reminded Councillors of the Code of Conduct. No declarations of interest noted.</p> |        |

| <b>Matters Arising from Previous Meeting</b>   |                   |
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| <b>05/18 Gap in Hedgerow</b> – Clerk to contact Fisher German directly as still no response from Environment Agency.   | Clerk             |
| <b>13/18 Standing Orders and Financial Regulations</b> – Clerk to schedule review date with Cllrs Edmond and Keenan.   | Clerk             |
| <b>14/18 Tree Survey</b> – Chairman discussed tree survey results. Key action is to publicise on the village notice boards and newsletter that we have been advised to remove both horse chestnuts on the village green. Clerk to add an item to the next newsletter inviting parishioners to let us know what they would like us to replace them with. Suggested options: trees, a bench, planters, base for a Christmas tree.<br>Chairman to send the full tree report to Councillors.<br>Clerk to check with Cllr Edmond if the tree maintenance quote included removing stumps. Can he also quote to remove the existing stumps from previous tree removal?  | Clerk<br>Chairman |
| <b>11/18 Traffic Calming</b> – Speed stickers delivered. Minute item closed.   |                   |
| <b>15/18 Newsletter</b> – Delivery completed. Next newsletter scheduled for end of October.  |                   |
| <b>23/17 HS2 Funding, Survey parishioners</b> – Responses received:<br>Pedestrian access – 6 in favour<br>Multi sports facility – 3 in favour<br>Park and ride – 1 in favour<br>Other suggestions – speed bumps on Drayton Lane.<br>To generate more response the Clerk will include a summary of each suggestion in the next newsletter, and these are:<br>Multi-use sports facility<br>Improved / extended car parking at the recreation ground<br>Speed bumps on Drayton Lane<br>Park and ride facility at the Sutton Road end of Drayton Lane<br>Pedestrian access out of the village towards Fazeley.<br>Include a caveat that not all are practical or achievable, however we have to follow a robust consultation process in order to move forward. Councillors’ input on the summary for each is required. | Clerk             |
| <b>16/18 Football Pitch Hire Agreement</b> – Paid. Minute item closed.   |                   |
| <b>19/18 National Grid title letter</b> – Minute item closed.  |                   |
| <b>20/18 External Audit</b> – Minute item closed.  |                   |

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| <p><b>21/18 Online Banking</b> – This is now set up. Minute item closed.</p> <p><b>22/18 Cut back hedgerows in Salts Lane</b> – This has been actioned. Minute item closed.</p> <p><b>23/18 New Electricity Supplier</b> – The switch has been actioned. Clerk waiting to hear when the new smart meter will be installed.</p> <p><b>07/18 Salt’s Lane ‘Shrine’</b> – The issue has been suitably dealt with. Minute item closed.</p>  |                           |
| <p><b>Reports and Actions</b></p> <p>Nothing to report.</p>  |                           |
| <p><b>Notification of other Parish Matters</b></p> <p><b>24/18 Improve parking at the recreation ground. Consider providing access to the area on the right of the recreation ground to increase parking capacity</b> – added to the list of suggestions for HS2 funding.</p> <p><b>25/18 Grass cutting and maintenance contract</b> – clerk to diarise two months before the end of the existing contract to allow time for the tender process. Clerk to add to the newsletter to see if there is any local interest.</p> | <p>Clerk</p> <p>Clerk</p> |
| <p><b>Planning Applications</b></p> <p>Clerk filed objections on behalf of Cllrs Edmond, Keenan and Watkins for planning application reference: 18/01279/PND at Cranebrook, Drayton Lane.</p> <p>Prior Notification: Change of use of agricultural building to 5no dwelling houses.</p>  |                           |

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| <p><b>Finance</b></p> <p>The Finance Report was circulated. Clerk noted that the Lottery Fund grant of £10,000 had been received for the replacement play equipment.</p> <p>The following cheques were signed and approved for payment prior to the meeting:<br/> 31/08/18 001336 Clerk salary (June and July) - £452.96<br/> 31/08/18 001337 Clerk salary and expenses (August) - £264.28<br/> 31/08/18 001338 Fence post replacement (Brian Carter) - £123</p> <p>The following cheques were signed and approved for payment at the meeting:</p> <p>17/09/18 001339 Exterius (Grass Cutting September) - £1150<br/> 17/09/18 001340 Allianz Insurance (Play equipment inspection) - £582.47</p>   |                              |
| <p><b>Correspondence</b></p> <p><b>26/18 Exterius</b> - email from Exterius notifying us that the conifers at the recreation ground will be trimmed and topped w/c 4<sup>th</sup> October.</p>  |                              |
| <p><b>Parishioner Items for Discussion</b></p> <p><b>27/18 Coton Green Football Club, request for football pitch hire</b><br/> A representative of Coton Green Football Club attended the meeting to discuss hiring the football pitch for their under 16s team at weekends. The Council listened to his proposal and the Chairman asked for a formal request in writing, with a view to meeting with their representative and groundsman to discuss in more detail.</p> <p><b>28/18 Public Footpath between Drayton Bassett and Middleton</b><br/> A parishioner raised several issues regarding the footpath between Drayton Bassett and Middleton, namely: footpath signage is poor, the bird scarer seems too close to the path and some areas are overgrown. Also, the stile at the entrance to the first field from Drayton Lane needs fixing.<br/> The Chairman will discuss the positioning of the bird scarer with the land owner.<br/> The Clerk will investigate funding to repair the stile and improve directional signage along the footpath.</p> | <p>Chairman</p> <p>Clerk</p> |

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| <b>29/18 Parking on grass verges on Drayton Lane</b> – Clerk to write to properties 43, 45, and 47 Drayton Lane, to remind them not to park on the grass verge. |  |
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Meeting closed at 20:45

SIGNED AS A TRUE AND ACCURATE RECORD

MEETING CHAIR \_\_\_\_\_ DATE \_\_\_\_\_