

# MINUTES

of the

Drayton Bassett Parish Council

Tuesday 27<sup>th</sup> July 2010

in the Pavilion Building, Drayton Bassett, Staffordshire

Present: Roy Lockhart (Councillor)  
Brian Reynolds (Councillor)  
Avril Edmond (Councillor)  
Mary Garbett (Councillor)  
Lisa Brown (Clerk)

Apologies: Philip Millard (Chairman)  
Geoff Hemus (Councillor)

Action

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## Apologies

Apologies were received from Chairman, P Millard and Councillor, G Hemus.

## Code of Conduct

Vice Chairman, R Lockhart, reminded those present to observe the Code of Conduct during the meeting.

## Items for Consideration by Members of the Public

There were none.

## Approval of Minutes from the Previous Meeting

Amendments to be made to the Minutes of the previous meeting.

Parish Clerk

## Matters Arising from those Minutes

### (09/243) Flagpole (09/226)

Parish Clerk to arrange purchase of flagpole

Parish Clerk

### (09/244) Gates to Playing Fields (09/227)

Following no progress on this issue since July 2009, the Parish Clerk reported that she had contacted Kevin Wilkes to ask him to provide some designs and quotes as agreed by the Parish Council. Unfortunately, due to Kevin's workload he advised that he would be unable to provide designs until the next Parish Council meeting in September.

G Hemus

Councillor, R Lockhart also advised that he had spoken with Kevin regarding this issue so the Parish Clerk will leave this in the hands of Councillor, R Lockhart to progress and report back at the September meeting.

R Lockhart

	Action
<p><b><u>(09/245) Perimeter Fence (09/228)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>Chairman, P Millard to contact John Mason to inform him that his quote has been successful and agree a date for the work to be done. This is still to be done.</p>	Chairman
<p><b><u>(09/246) Meeting with Helen Portman of Staffordshire County Council re Traffic Management (09/229)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>Chairman, P Millard advised that a new printing company had been found to print the new 20mph (20 is Plenty) speed sign stickers for parishioner bins (2 per household) and is awaiting delivery. This is still to be done.</p>	Chairman
<p><b><u>(09/247) What the Village Would Like to See (09/230)</u></b></p> <p>Newsletter to be produced which can be distributed to parishioners showing results of the survey and indicate, where applicable, actions that have been taken in the past and in fact highlighting those suggestions that are actually in place already. This is still to be done.</p> <p>At the previous meetings Councillor, G Hemus advised that he is still to collect the cards that were dropped off in the areas that were designated for him to deliver the cards. This is still to be done.</p>	Parish Clerk / Chairman
<p><b><u>(09/248) Erection of Lamp Post outside the Church (09/231)</u></b></p> <p>Parish Clerk advised that a response had been received from Lichfield District Council advising that we need to contact Staffordshire County Council regarding the erection of a lamp post outside the church.</p> <p>Parish Clerk to write to Staffordshire County Council.</p>	G Hemus
<p><b><u>(09/249) Historical Site (09/232)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>Chairman, P Millard to obtain quotes for a display unit for the historical site.</p>	Parish Clerk
<p><b><u>(09/250) Website (09/236)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>This is still on-going</p>	Chairman
<p><b><u>(09/251) Community Gangs (09/238)</u></b></p> <p>It was previously reported that the Parish Clerk would contact Lichfield District Council to arrange a litter pick and road sweep of the Village as the hedgerows in Drayton Lane, Port leys Lane and Salts Lane in particular need clearing.</p> <p>This is still to be done.</p>	Parish Clerk

	Action
<p><b><u>(09/252) Funding (09/241)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>Following a letter from Staffordshire County Council regarding “Funding opportunity for ‘grassroots’ support for vulnerable people, it was discussed and agreed to apply for this grant to help with transportation for elderly parishioners.</p> <p>Chairman, P Millard confirmed this grant had been applied for. Awaiting reply.</p>	
<p><b><u>(10/253) Changing Rooms (10/242) (carried forward)</u></b></p> <p>It was previously agreed that Chairman, P Millard would write to Andy Williams advising that an ‘end of season’ inspection of the Changing Rooms needs to take place. It was reported that the Changing Rooms had in fact already been cleaned but the Parish Clerk reported on behalf of Chairman, P Millard that they were not really to the required standard. Councillor, B Reynolds was also present at the time of this inspection to confirm this.</p> <p>Following a discussion, it was agreed that Councillors would submit to the Chairman a list of guidelines for the use and upkeep of the Changing Rooms that the Football Team need to adhere to in order that they may continue to use the Changing Rooms free of charge.</p> <p>Once this has been done, Chairman P Millard to speak to Andy Williams and then a new contract is to be drawn up and signed by both parties.</p>	Councillors
<p><b><u>Correspondence</u></b></p> <p>None.</p>	
<p><b><u>Chairman’s Items</u></b></p> <p>There were none.</p>	
<p><b><u>Parish Councillor Items</u></b></p> <p><b><u>(10/254) Road Signs (10/235) (carried forward)</u></b></p>	
<p>It was previously reported by Councillor, A Edmond that there are too many road signs missing and suggested that if the Lichfield District Council won’t replace them then perhaps the Parish Council could pay to get them replaced.</p> <p>It was previously suggested that Councillors should e-mail the Parish Clerk with a list of missing road signs and the Parish Clerk will make some investigations as to who is responsible for replacing them before the Council decide on whether to spend any money on replacing them. This is still to be done.</p>	All / Parish Clerk

	Action
<p><b><u>Finance</u></b></p> <p>Finance Reports circulated.</p> <p>The issue of funds was raised due to the large amount of money we have available. It was suggested by Councillor, R Lockhart that all Councillors should look at how we can spend some of the money.</p> <p>Councillors to forward their ideas to the Parish Clerk.</p>	All
<p><b><u>Planning</u></b></p> <p>No outstanding Planning Applications</p> <p><b><u>(09/255) War Memorial (09/237)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>Following a discussion the Councillors requested that Chairman, P Millard ascertain when we are likely to hear back as to whether we have been awarded the grant for the repair work to the War Memorial.</p> <p><b><u>(09/256) Future of Sports Pavilion (09/239)</u></b>  <b><u>Not discussed due to absence of Chairman, P Millard</u></b></p> <p>Councillor, P Millard discussed the issue of the future of the Sports Pavilion.</p> <p>Do 'suggestion' drop then bring to future meeting. This is still to be done.</p> <p><b><u>High Speed Rail Link (09/222)</u></b></p> <p>In the absence of Chairman, P Millard the Parish Clerk reported on his behalf that only 1 parishioner had volunteered to help 'man' the stand at the Canwell Show so the idea to have a stand will not go ahead.</p> <p>Parish Clerk advised that a meeting was being arranged for Thursday 5<sup>th</sup> August in Middleton and asked if any Councillors wished to attend on behalf of the Parish Council. Councillors, R Lockhart and M Garbett volunteered to attend.</p>	Chairman
<p><b><u>(10/257) September Meeting</u></b></p> <p>Following a discussion, it was agreed that the next Parish Council meeting should take place at Coton Green Football Club.</p> <p>Parish Clerk to contact Coton Green Football Club requesting the use of the room.</p> <p>It was requested that notices be put up on the Notice Board and the Website advising of the venue.</p> <p>The meeting finished at 8.25p.m.</p>	Parish Clerk Parish Clerk / Chairman