

MINUTES

Drayton Bassett Parish Council Monthly Meeting

Tuesday 19th March 2019

Sports Pavilion, Rectory Close, Drayton Bassett, Staffordshire

Present:

Chair: Cllr. Millard

Councillors: Wilkinson, Keenan, Reynolds, Watkins

Clerk: Sue Stait

Apologies

Apologies accepted from Cllr. Edmond and Cllr. Hemus

Visitors

David Davies
Janet Watson

Declaration of Interest and Code of Conduct

The Chair reminded Councillors of the Code of Conduct. No declarations of interest noted.

Parishioners Items

16/19 A parishioner passed on thanks for the new play equipment and for getting the stile fixed at the start of the footpath to Middleton.

17/19 A parishioner updated the Parish Council on correspondence with Christopher Pincher MP regarding the Heart of England footpath and speeding cars down Drayton Lane. Clerk to follow this up.

Action: Clerk to follow up with Christopher Pincher and Staffordshire CC ref beware of pedestrians signs.

Matters Arising from January minutes

31/18 Bus stop opposite Bangley Lane – Staffordshire County Council has created a report for the Highways Department to request a physical bus stop by Bangley Lane. In the meantime, the 110 will stop at these locations on request.

Action: Clerk to follow up with the County Council

24/18 Improved parking at the recreation ground – The Clerk will draft a letter to the football team outlining the terms of the trial and feedback at the next meeting.

Action: Add item to next meeting agenda.

35/18 Website review – Clerk presented the new website design and requested feedback asap. Clerk will forward the link to the test site to all Councillors. Chair suggested we add a sign-up form in a prominent place (not a pop up box) that automatically updates our mailing list.

Action: Clerk to provide feedback to the website developers. Chair to forward photos of the village that can be included on the website.

16/18 Conservation area – Clerk provided feedback from the landowner who would prefer not to have signs designating the conservation area on his land. Clerk to contact Staffordshire County Council regarding new village signs in public areas to get an overview of the process.

Action: Clerk to contact Staffordshire County Council

01/19 and 02/19 Mill Lane gate and notice board – Cllr Hemus will remove the notice board and fix the gate.

Action: Clerk to follow up with Cllr. Hemus.

05/19 Best Kept Village 2019 – Clerk and Cllr Millard attended the Church PCC meeting and the idea of entering the Best Kept Village competition was well received. Clerk will forward wording for the Church notices, and contact other community groups regarding their involvement. A working party will be set up to agree actions. Deadline for applications is 25th March, judging takes place in stages starting from early May.

Action: Clerk to set up a date for the working party to meet.

15/19 District and Parish Elections – Clerk will continue to monitor the calendar of requirements.

Action: Clerk to monitor and ensure correct procedure is followed.

Reports and Actions

Nothing to report.

Notification of other Parish Matters

33/18 Review ground maintenance contract – Exterius confirmed the strip of land at the start of Moat Drive is part of the grass cutting rotation as per the contract.

The Clerk has requested an updated cost analysis and schedule of work be provided. This will be monitored after each visit evidenced with photographs of the work.

Action: Clerk will follow up with Exterius

09/19 Annual Assembly – the WI Hall has been booked for 30th April and community groups notified. Clerk will collate confirmation of attendance and add to the agenda.

Action: Clerk to invite a HS2 representative to provide an update on scheduled work.

10/19 Review Parish Council Policies – Clerk to email a list of policies to Councillors.

Action: Clerk to add agenda item for the next meeting to agree a schedule for review.

11/19 Spring Newsletter Content – Clerk presented a first draft of the newsletter. It was agreed to adapt the format to be more engaging.

Action: Clerk to provide final content to Cllr Millard by 25th March.

Planning

No objections to the two applications received.

Finance

The Clerk shared the finance report for comment.

12/19 Quote for fence post on the village green – Cllr Edmond has arranged for the post to be replaced.

Cheques for signature:

19/03/19 – 1359 – Staffordshire Parish Council Association - £274

19/03/19 – 1360 – Clerk salary for February - £226.48

19/02/19 – 1361 – P Millard, remote control for light at the sports pavillion - £46.68

Correspondence

None received.

Meeting Closed: 20:50

SIGNED AS A TRUE AND ACCURATE RECORD

MEETING CHAIR _____ DATE _____