

MINUTES (DRAFT)

Drayton Bassett Parish Council Monthly Meeting Via Zoom due to Covid-19 restrictions

Tuesday 12th January 2021, 7:00pm

Present: Cllr. Watkins (Chair), Cllr. Wilkinson, Cllr. Keenan, Cllr. Reynolds, Cllr. Edmond, Sue Stait (Clerk)

Apologies: Cllr. Hemus and Cllr. Acton

Public Participation: None

Declaration of Interest and Code of Conduct: None noted

Minutes of Previous Meeting: It was resolved that the minutes of the Parish Council meeting on 24th November be confirmed as a true record. A physical signature will be collected at the next available opportunity.

Parishioners Items: None submitted

Matters Arising:

19/20 Tree and Hedge Work – the quotation for trimming hedges at the start of Heathley Lane and the edge of the historic site was approved. Cllr. Edmond to notify the contractor. Lichfield District Council approved the tree work as per the planning application. Cllr. Edmond to notify the contractor.

25/20 Footpath Management – Cllr. Keenan to continue discussions with Colin Manning, Rights of Way Officer, Staffordshire County Council, regarding improving the footpath signage around the village and surrounding footpaths. As well as confirm where there are public rights of way that may not be correctly signposted.

16/20 Overgrown Hedges on New Row – Cllr. Watkins to contact the residents of the first and last house on New Row as their hedgerows are overgrown and encroaching on the pavement. In addition, find out who is responsible for the overgrown hedgerow on Drayton Manor Drive, at the end of Drayton Lane. To be dealt with when lockdown restrictions are lifted.

33/19 Plans for Village Green – Clerk to follow up with Tahir regarding support from Balfour Beatty on plans for the Village Green and the drainage issues at Rectory Close Playing Fields.

23/20 Play Equipment Inspection – to be reviewed at the February meeting.

12/20 Footpath Stile – as a quick fix Cllr. Hemus to remove the top bar from the stile at the entrance to the footpath. The stile needs to be replaced with a more suitable design to allow easier access for all.

Notification of other Parish Matters:

01/21 Playing Fields Maintenance – Clerk to set a date for litter picking volunteers. The hedge at the rear of the playing fields needs some maintenance, add to agenda for the February meeting.

Finance: The finance report up to and including 18th Jan 2021 was approved. Cheques that need to be signed:

Cheques raised for signature:						
02/12/2020	Sue Stait	chq1436	November salary	£283.08	£0	£283.08
10/01/2021	SLCC	chq1437	Membership renewal	£95	£0	£95
10/01/2021	Sue Stait	chq1438	December salary	£283.08	£0	£283.08
						£661.16

27/20 Precept – the amount of £23,798.11 was approved by all. Clerk to submit relevant paperwork to LDC prior to the deadline of 22/01/21.

Correspondence:

02/21 Access for dogs at the Playing Fields – the request to allow dogs access to the Playing Fields was not approved. Clerk to draft a response to the resident enquiring about this issue to be given to Cllr. Watkins for approval.

03/21 Internal Audit – the Clerk reported that the internal audit had been carried out by Topliss Associates on 12th January via Zoom. It was agreed by all to continue to use Topliss Associates for audits in 2021/22.

Meeting Closed: 20:05

Next Meeting: 16th February at 7pm, via Zoom.

SIGNED AS A TRUE AND ACCURATE RECORD

MEETING CHAIR _____ DATE _____