

MINUTES (DRAFT)

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

Tuesday 23rd March 2021, 7:00pm

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

Apologies: Cllr. Hemus

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 16th February 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 – completed, item closed.

25/20 Footpath Management – the Rights of Way Officer at Stafford County Council, Colin Manning, suggested setting up an informal footpaths group to routinely walk the footpaths and report any work required. To be discussed at the next meeting.

16/20 Overgrown Hedges on New Row – clerk to draft a letter for the one remaining property with overgrown hedges on New Row, and the house at the start of Drayton Manor Drive.

33/19 HS2 Support for Village Projects – Balfour Beatty Vinci representatives have received our request for support on various village projects. Clerk to follow up.

Reports and Actions:

12/20 Footpath Stile – Colin Manning, The Rights of Way Officer at SCC, contacted the landowner, Cllr. Hemus, and agreed a course of action for replacing the stile in the next few weeks.

23/20 Play Equipment Inspection – bolt covers have been replaced, rubber grommets are on the repair list, along with a cover for the join on the round swing and repainting the parallel bars. Swing chairs need to be monitored. The football goal posts are rusty and loose and need replacing. The clerk will write to the

Community Officer at Aston Villa FC to see if they would be willing to donate new ones. It was agreed to leave the existing ones up for now.

24/20 Oak Farm Development – Cllr. Watkins reported that following the planning meeting on 8th March the decision had been deferred a second time due to lack of detail.

01/21 Playing Fields Maintenance – defer until early summer, then walk the area and agree what work needs to be carried out, specifically the boundary hedges and fences. Cllr. Edmond noted there are some holes in the playing field and will speak to local farmers to see if they have the equipment to assist with open trench repair work.

07/21 Plan for Village Planters – current annual spend is £993. Cllr. Edmond will ask the grass maintenance contractor to quote for the planting work, and then we can agree a budget for typical summer bedding plants.

Finance: The finance report up to and including 19th March 2021 was approved.

Cheques signed in between meetings:

15/03/2021	Lauren Hodge	chq1441	Hedge Cutting	£1,940.00	£0	£1,940.00
18/03/2021	Sue Stait	chq1442	January Salary	£283.08	£0	£283.08
18/03/2021	Sue Stait	chq1443	February Salary	£283.08	£0	£283.08

04/21 Online Banking – work in progress.

Correspondence:

11/21 Park Gates Open – the clerk will check with the parishioner who raised this matter to see if they would be interested in being a keyholder. The keyholders contact details would need to be displayed on the park noticeboard in case there was an issue.

Notification of Other Parish Matters:

06/21 Access to Canal Towpath (Salts lane) – the Chair advised that this was not a matter for the Parish Council. Cllr. Hemus submitted a letter outlining a solution. Cllr. Edmond noted that a group of parishioners are pursuing action to make the access a public right of way.

08/21 Damaged Post on the Village Green – several of the posts are rotten, one has fallen down. Agreed to remove the chains and fallen post first and store them in the changing rooms, and then remove the other posts. See how it looks without posts and chains before deciding on a longer-term solution.

09/21 Future Meetings – the next few meetings are likely to be remote so the clerk will upgrade the Zoom account to Premium to avoid having to sign back in every 40 minutes. Parishioners can request access to the Zoom meeting by emailing the clerk.

10/21 Review Parish Council Policies – add a review date to the policies.
Councillors to email the clerk with any suggested amendments. Risk Register to be specifically discussed at the next meeting.

Meeting Closed: 20:40

Next Meeting: 20th April at 7pm, via Zoom.

SIGNED AS A TRUE AND ACCURATE RECORD

MEETING CHAIR _____ DATE _____