

MINUTES (DRAFT)

Drayton Bassett Parish Council Monthly Meeting Sports Pavilion, Rectory Close

Tuesday 25th May 2021, 7:30pm

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

Apologies: Cllr. Watkins

Public Participation: R Keenan, D Davies, J Davies, J Watson, J Jennings

Declaration of Interest and Code of Conduct: None noted.

Minutes of Previous Meeting: It was resolved that the minutes of the Parish Council meetings on 16th February, 23rd March and 28th April be confirmed as a true record and were signed accordingly by the Chair.

Parishioners Items:

13/21 Road surface degradation at the bottom of Drayton Lane – Cllr. Edmond has already reported it. However, with all complaints relating to Staffordshire Highways, parishioners are encouraged to report the issue as well through the portal:

<https://apps2.staffordshire.gov.uk/web/reportfault/#divSelectionHeader>

17/21 Dog fouling – this continues to be an issue, particularly with owners allowing their dogs to foul on gardens. Clerk to notify the dog fouling enforcement team to put up more signage where consistent offences are noted. A Parish Council dog poo sign to be put up close to Moat Drive/Drayton Lane junction.

18/21 Oak Farm Barn Planning Application – see minute 24/20.

19/21 Best Kept Village Competition – thinking ahead to next year's competition, consider planting bulbs in verges this year. Create a plan for how many verges and what might be required (J Watson).

20/21 Diversion signs – note they have been left in the village. Although another road closure has been advised 26th May to 16th June. This item to be discussed with Tahir Ahmed at the next meeting with him.

21/21 Digital newsletter – clerk advised there had been some technical issues with the email software that are yet to be resolved. In the meantime, newsletters will be posted on the notice board and the website.

22/21 Portleys Lane footpath waymarker sign – needs replacing. See minute 25/20.

23/21 Extra footpath signage required – on the canal toward Fisher Mill. See minute 25/20.

24/21 Website message from the Chair – clerk to update the wording.

25/21 Bees and wasps at the Church – request for contacts to assist with the problem. Cllr. Reynolds and Cllr. Hemus may have contacts.

Matters Arising:

25/20 Footpath Management – the Rights of Way Officer at Staffordshire County Council will be visiting the village in the next few weeks to assess the footpath signage. Is it sufficient? is it visible? etc. He will also share the updated guidelines on how to set up a footpath group

16/20 Overgrown Hedges on New Row – item closed.

33/19 HS2 Support for Village Projects – Balfour Beatty Vinci representative, Tahir Ahmed, will conduct a site visit in the village on 26th May at 11am.

23/20 Play Equipment Inspection – item closed.

24/20 Oak Farm Development – item closed.

07/21 Plan for Village Planters – Cllrs. Edmond and Keenan purchased some plants from a new supplier and the grass maintenance contractor planted them in the village planters. Spare plants from the planters were repositioned in verges.

08/21 Damaged Post on the Village Green – the holes have been filled in; item closed.

11/21 Park Gates Open – item closed.

09/21 Future Meetings – item closed.

10/21 Review Parish Council Policies – clerk to ensure all updated policies are available on the website and are circulated to all Councillors. Clerk reported that the Parish Council's public liability insurance extends to approved volunteers for a litter picking group and a footpath group. A risk assessment would need to be carried out for both groups.

01/21 Playing fields maintenance – include with minute 33/19 as it forms part of the work being discussed with BBV. Specific point reference the damaged fence at the hedge line, Cllr. Hemus will confirm ownership of the hedge.

12/21 Water leak on the playing fields – more research is required on how best to deal with it. Cllr. Hemus will speak to his contractor to discuss preparatory work. Clerk to check if the insurance extends to covering damaged pipe repair.

Reports and Actions:

All points covered in matters arising.

Finance: The finance report up to and including 17th May 2021 was approved.

Cheques for signature:

| Cheques for signature: | | | | | | |
|------------------------|-----------|--|--------------------------------|---------|----|----------------|
| 25/05/2021 | Sue Stait | | March Salary plus zoom premium | £297.47 | £0 | £297.47 |
| 25/05/2021 | Sue Stait | | April salary | 283.08 | 0 | £283.08 |
| | | | | | | £580.55 |

04/21 Online Banking – work in progress. Update reference to online banking in Finance Regulations and Standing Orders when set up.

14/21 Fly tipping on Drayton Lane – item closed.

15/21 Website update on reporting issues – see minute 13/21.

Planning:

No planning applications to review.

Correspondence:

26/21 Parking in Church Close – a parishioner emailed regarding commercial vans parking in Church Close. Relates to minute 16/21.

Notification of Other Parish Matters:

16/21 Parking on the corner of Moat Drive – contact the local PCSO to get a meeting to discuss parking management in the village.

Meeting Closed: 20:35

Next Meeting: 22nd June at 7:30pm at the Sports Pavillion.

SIGNED AS A TRUE AND ACCURATE RECORD

MEETING CHAIR _____ DATE _____