

**MINUTES (draft)**  
**Drayton Bassett Parish Council Monthly Meeting**  
**Sports Pavilion, Rectory Close**  
**Tuesday 21<sup>st</sup> September 2021, 7.30pm**

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

**Apologies:** Cllr. Hemus and Stuart Sheridan

**Public Participation:** Margaret Putman, David Davies, Janet Watson, Jean Jennings, Rob Keenan, Owen Lloyd and Su Werran.

**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 20<sup>th</sup> July be confirmed as a true record and signed accordingly by the Chair.

**Parishioner Items for discussion**

**37/21 Scouts request to use the sports pavilion** – Wednesday evenings between 5:30pm and 8:00pm for Beavers, Cubs and Scouts. This was agreed subject to there being no insurance implications. No room hire charge levied as the majority of participants live in Drayton Bassett.

**42/21 Entrance to land opposite the dairy farm** – email planning department to check if planning permission has been granted/is required. Action – Clerk.

**43/21 New bus service** – Flexibus Ring and Ride service now available from Drayton Bassett to Tamworth every Thursday. Call 08085 21 22 up to 1700 hrs the day before you travel to request a pickup. Add to website, newsletter and noticeboards. Action – Clerk and Jean Jennings (for the Church Board)

**44/21 Flooding on path from Drayton Bassett to Middleton** – liaise with Middleton Parish Council. Forward pictures to HS2 contractors (both Middleton and Drayton Bassett). Action – Clerk and Jan Watson.

**45/21 Book exchange** – approach WI to see if it can be organised for Friday morning when the art group meet. Action – Cllr. Acton.

**46/21 Church Close gates in Moat Drive** – check the legalities of having a gate where there is no footpath via Planning Office / Land Registry. Action – Clerk to contact the relevant departments.

**Matters Arising:**

**47/21 New Row** – parishioner asked whether house boundaries for property could be ascertained as it looks like a car business is being run from the property and cars are being parked in spaces reserved for the Church.

Action - Cllr Edmond follow up with PCSO Costas.

**18/21 Grovesnor Gospel Hall Trust** – another appeal has been lodged but no indication of the meeting date. Action – Clerk to check if a date has been set.

**23/21 Extra footpath signage required** – nothing to report.

**31/21 New Councillor Vacancy** – include in the newsletter. Action – Clerk.

**34/21 Conifers at the recreation ground** – work complete, item closed.

**35/21 Annual Playground Inspection** – scheduled for October.

**36/21 Local Community Funding** – £75 received for bulbs. Bulbs ordered and the plan is to plant them in the grass verges and other appropriate areas. Planting volunteers required.

### **Reports and Actions**

**38/21 Moles at the recreation ground** – Tamworth Pest Control carried out work to remove the moles. Item closed.

**12/21 Water leak on the playing fields** – quote received for connecting to the chamber in a steeper form - £1,700, subject to the size of pipe required. Contractor will provide a banksman and an exclusion zone will be taped off. Cllr. Edmond proposed the work goes ahead up to a maximum of £2,000. Cllr. Keenan seconded it and all in favour.

### **Planning Applications**

**21/01500/PNHF** The Woodlands, Drayton Lane. Creation of a first-floor extension to form 3No bedrooms with en-suites.

21/01614/FUH - **Applicant:** Mr N Watkins

**Location:** 39 Moat Drive, Drayton Bassett, Tamworth, Staffordshire **Proposal:** Two storey extension to rear and side

No objections.

### **Correspondence**

**44/21 Request for tree removal at the recreation ground** – the parish council's tree policy does not support funding tree removal due to leaf fall and litter, overhanging branches or blocking light to gardens. However, work was approved if the residents arrange with approved suppliers and fund it themselves. Action – Clerk to respond accordingly to the residents and seek clarification on exactly which trees are an issue.

**Finance:** The finance report up to and including 16<sup>th</sup> September 2021 was approved.

Drayton Bassett Parish Council				Finance Report – Sept 21 Meeting			
Opening Balance 28/07/2021							
	<b>£39,098.70</b>						
Income for the period	£75.00						
Total interest received	£0.00						
Expenditure for the period	£1,266.37						
Closing Balance 16/09/21	<b>£37,907.33</b>						
Cheques for signature	£0.00						
Closing balance minus cheques for signature/not presented or issued etc							
				<b>Debit</b>			<b>Credit</b>
<b>Expenditure breakdown:</b>				NET	VAT	GROSS	NET
28/07/2021	British Gas	DD	Utilities	7.63	0	£ 7.63	
29/07/2021	Water Plus	DD	Waste Water	3.79	0	£3.79	
02/08/2021	LDC	DD	Business rates	162	0	£ 162.00	
10/08/2021	Lauren Hodg	chq 1456	Grass cutting	898	0	£ 898.00	
18/08/2021	Sage	DD	Payroll software	£7.00	£1.40	£8.40	
27/08/2021	Community f	FPI	Funding	0	0	£ -	75
31/08/2021	Water Plus	DD	Waste Water	3.79	0	£3.79	
31/08/2021	British Gas	DD	Utilities	12.36	0	£ 12.36	
01/09/2021	LDC	DD	Business Rates	£162.00	£0.00	£162.00	
18/09/2021	Sage	DD	Payroll software	£7.00	£1.40	£8.40	
						<b>£ 1,266.37</b>	75

**27/21 AGAR** – external audit complete. Agreed to re-appoint Alan Topliss and Kim Squires for 2021/22 internal audit.

**04/21 On-line banking** – Cllr. Edmond and Cllr. Keenan have signed applications. Action – Clerk to submit to Lloyds and get forms for Cllrs. Acton, Reynolds and Hemus.

### Notification of Other Parish Matters

**39/21 APCM / AMPC** – Clerk advised that the Annual Parish Council meeting (APCM, often wrongly referred to as the AGM) can be called by the Chair or two councillors at any time. Open to all Electors in Drayton Bassett, and typically involves updates from community groups in the village. The Annual Meeting of the Parish Council (AMPC) is where councillors sit and vote, to elect a new Chair and renew policies etc. Typically held in May. In view of resignations within the Council, it was agreed that this would be deferred for a couple of months.

**48/21 Drayton Bassett Website** – PCSO details have been updated. Ensure all approved minutes have been uploaded. Action – Clerk.

**40/21 Parish Clerk Vacancy** – no applications received to date. Odette Ghent (former Clerk) has offered to cover. Action – Cllr. Edmond to speak to Odette.

**43/21 Chair resignation** – Cllr. Watkins has resigned as Chair and as a member of the Parish Council. Cllr. Edmond will step into the role of Chair temporarily. However, a permanent Chair is required.

**Meeting Closed: 21:00**

**Next Meeting:** 19<sup>th</sup> October.

SIGNED AS A TRUE AND ACCURATE RECORD

MEETING

CHAIR \_\_\_\_\_ DATE \_\_\_\_\_