

Drayton Bassett Parish Council

Parish Clerk: Robert Pritchard

Email: parishclerk@draytonbassett-pc.gov.uk

The public are invited to a meeting of Drayton Bassett Parish Council which will be held on **Tuesday 18th November 2025 at 7.30pm** in The Sports Pavilion, Rectory Close, Drayton Bassett, B78 3UH.

Robert Pritchard

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Parish Clerk & RFO

AGENDA

105	Apologies: To receive and approve reasons for absence.
106	Declarations of Interest and Dispensations: To receive Declarations of Interests and consider granting dispensations of which written notice has been received by the Clerk.
107	Public Participation: Members of the public are invited to address the Council on any issue over which it has a power. This section will be limited to 20 minutes.
108	Chair to reopen the meeting: Members of the public may not take part in the meeting itself.
109	Minutes: (Attachment 1) To approve the minutes of the meeting held on the 21 st October 2025
110	Reports from District and County Councillors (for information) if present. Reports will be heard from the Bourne Vale District Councillor (Cllr Brian Yeates) and the Staffordshire County Councillor (Cllr Alex Farrell) if they are able to attend.
111	Reports from Staffordshire Police (for information) if present. To receive an update from Staffordshire Police if they are able to attend. The police operate a page for our policing area here - https://www.staffordshire.police.uk/area/your-area/staffordshire/lichfield-district/bourne-vale-and-fazeley/about-us/top-reported-crimes-in-this-area .

112	Clerk's Report: (Attachment 2) To note and approve the appropriate actions from the Clerk's Report.
113	Co-option: To consider co-opting an applicant for the vacancy.
114	Joining the Staffordshire Playing Fields Association (Attachment 3a & 3b) To consider joining the Staffordshire Playing Fields Association.
115	Finances: (Attachment 4a)
115.1	Authorisation of payments: To approve the following payments – SLCC Training £54 Staffing Costs & HMRC £359.70 Stationary £8 To approve the following payments under delegated authority – IT Equipment and software £335.98
115.2	To approve Bradleys to provide payroll services for the council. Transfer payroll function from SAGE self service system (£13.20 p/m) to Bradleys Accounts Ltd (£160 p/a).
115.3	To approve the financial reconciliation for September 2025 & October 2025 (Attachment 4b & c)
116	To discuss a draft budget (Attachment 5) To discuss and approve a draft budget for the Parish council.
117	To approve the following policies (Attachment 6a, b & c) • Dignity at Work Policy • Equality and Diversity Policy • Signing of the Civility and Respect Pledge
118	Planning To consider new planning applications in or affecting Drayton Bassett. NONE.
119	Date of Next Meeting The next Full Council meeting is scheduled for 20 th January 2025.

