

Drayton Bassett Parish Council

Minutes of the Drayton Bassett Full Council meeting held Tuesday 19th March 2024 at 7.30pm

Present: Cllr R Bridge
Cllr D Davies (Vice Chair)
Cllr M Keenan (Chair)
Cllr A Stockil

Cllr D Biggs
Cllr A Edmond
Cllr B Reynolds

Also Present: H Goodreid – Parish Clerk

B Bennett
D Bryant
J Jennings
P Millard
L Shears
J Williams

R Bennett
G Gates
R Keenan
M Putman
P Shears
J Williams

Min No.	Item	Actions
145 145.1	Apologies All Councillors were in attendance.	
146 146.1	Declaration of Personal & Prejudicial Interest in any item on the agenda None.	
147 147.1	To receive any requests for dispensation None	
148 148.1	Chair to close the meeting for the public session No issues were raised from the floor.	
149 149.1	Chair to reopen the council meeting The meeting was reopened	
	Item 160 was heard at this point	
150 150.1	To consider approving and signing the following council minutes: <u>Full Council held 20th February 2024</u> <i>Proposed: Cllr Davies; Seconded: Cllr Reynolds</i> The motion was agreed.	
151 151.1	Actions Arising 112 – The volunteer arranging the possible summer fair has had to step down owing to ill health so this would no longer take place.	

Signed:

Full Council

Date: 21st May 2024

Page 1 of 5

151.2	89.2 – The Clerk was still pursuing the matter. The current Newsletter was on the website and Facebook.																			
151.3	111 – Cllr Edmond was arranging a tree inspection.																			
151.4	119 – The flag weight had been purchased and the flag was now in position on the village green.																			
151.5	120 – A SpeedWatch session had taken place with 217 vehicles recorded in one hour of which 5 were speeding. The new volunteers were in the process of being trained.																			
151.6	135 – Cllr Davies had updated information on the website. Cllr Biggs had re-started the Drayton Bassett Village Voice in the Tamworth Herald as of 14 th March.																			
152	Internal Auditor Requirements																			
152.1	Cllrs received a report which identified the actions required by the Internal Auditors; the one which was still outstanding was for the Council to identify any Ear Marked Reserves (EMR) for the council.																			
152.2	It was proposed that the following be agreed as the EMR for 2023/2024 going in to the next financial year:																			
	<table border="1"> <thead> <tr> <th>EMR</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Election Expenses</td> <td>700</td> </tr> <tr> <td>Flooding works in village park</td> <td>3,000</td> </tr> <tr> <td>Contingency works to pavilion</td> <td>7,000</td> </tr> <tr> <td>Replacement laptop</td> <td>700</td> </tr> <tr> <td>Annual playground check</td> <td>500</td> </tr> <tr> <td>Contingency work to cut back hedges</td> <td>5,000</td> </tr> <tr> <td>CIL held</td> <td>1,085</td> </tr> <tr> <td>Total</td> <td>17,985</td> </tr> </tbody> </table>	EMR	£	Election Expenses	700	Flooding works in village park	3,000	Contingency works to pavilion	7,000	Replacement laptop	700	Annual playground check	500	Contingency work to cut back hedges	5,000	CIL held	1,085	Total	17,985	
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	<i>Proposed: Cllr Keenan; Seconded: Cllr Edmond</i>																			
	The motion was agreed																			
152.3	Councillors further noted that following the identification of EMR, this would leave approx £2,980 in the account which would be around 10% of the annual precept.	Clerk to submit report to Internal Auditors																		
153	Dog Bins																			
153.1	The Parish Council currently pay Lichfield District Council to empty two dog waste bins. The emptying of the bin in Heathley Lane has been monitored over the past weeks and whilst it is being emptied, it is being filled with waste very quickly. In addition the bin is rusted through in places and the lid no longer functions effectively.																			
153.2	Councillors considered the options available and it was proposed that the Clerk contact LDC and see what reduction could be obtained if this bin was removed still leaving the one in the Mayfair Drive area. If a saving could be achieved, then a sign would be placed on the bin to advise that it would																			

Signed:

Full Council

Date: 21st May 2024

Page 2 of 5

	<p>be removed and dog owners should place dog waste into the black general waste bins which were near by. If there was no cost saving, the Clerk would bring back to council for further discussion. <i>Proposed: Cllr Edmond; Seconded: Cllr Reynolds</i> The motion was agreed.</p>	<p>Clerk to contact LDC and take action according to the decision.</p>
<p>154 154.1</p>	<p>Village Planters A local gardener had been approached for a quote to weed, plant, water and maintain the 5 main planters in the village. A quote had been received for this of £480 for the year plus the cost of the plants. It was agreed to go back to the gardener for clarification of charges and hours that would be worked.</p>	
<p>155 155.1</p>	<p>Village Park BBV had provided 2 surveyors who had taken levels in the park and neighbouring farmers field to provide data re the flooding issues. It had become clear that the farmers land was now higher than the village park which was exacerbating water logging. Cllrs considered actions to be taken as the farmer had declined to meet with the council on the matter.</p>	
<p>155.2</p>	<p>It was agreed to revisit the land registry documents to ascertain exact extent of parish council ownership and to look at cost of getting specialist engineers in with options to solve problems.</p>	<p>Cllrs to look for quotes from engineers</p>
<p>156 156.1</p>	<p>Best Kept Village Competition The application for BKV had now been submitted by Cllr Davies. The school had agreed to support with the poster competition also operated as part of this competition. To increase awareness they are also mailing parents of the pupils a copy of the BKVC poster. Cllr Biggs had included a section in the Village Voice column in the Tamworth Herald and an article had been placed in the Spring Newsletter.</p>	
<p>157 157.1</p>	<p>Risk Register The council currently had a risk register which focussed solely on financial risks to the council. This new policy would look at all other risks for the council.</p>	
<p>157.2</p>	<p>It was proposed to adopt the Risk Register with the following changes: 1.3 – include a note to say that data would be stored on a separate hard drive or Dropbox 2.1 and 2.2 – include Councillors to do the policing 2.4 – add sentence to advise that play equipment with high risk damage would be isolated until a repair could be undertaken. 3.2 and throughout – remove the word Members and replace with Councillors. 3.9 – add a final sentence to say that the work would be in line with the Contractors Policy. 4.5 – replace Sports Hall with the word Pavilion. <i>Proposed: Cllr Keenan; Seconded: Cllr Edmond</i> The motion was agreed.</p>	<p>Clerk to place on the website.</p>

Signed:

Full Council

Date: 21st May 2024

Page 3 of 5

<p>158 158.1</p>	<p>Annual Parish Assembly The Annual Assembly had been arranged for Tuesday 16th April 2024 starting at 7pm and will be held in the WI Hall. The village club, groups, WI, church and school had been approached to provide a paper summarising their past year of activities. The parish council would also be providing an annual review. The parish council would provide refreshments.</p>	
<p>159 159.1</p>	<p>Finances* Cllrs received the bank reconciliations for February 2024. It was proposed that the reconciliation be approved as well as the payments for February 2024. <i>Proposed: Cllr Edmond; Seconded: Cllr Davies</i> The payments were approved.</p>	
<p>160 160.1 160.2 160.3 160.4 160.5 160.6 160.7 160.8</p>	<p>Planning All planning applications received for the parish had been placed on the website with comments as to their status. The parish council had received a number of comments from members of public and councillors concerning the application 24/00231/PNC. In general the comments included:</p> <ul style="list-style-type: none"> • The application takes away from the original purpose of the buildings. The barns would have been used to house farm machinery and activity associated with the farm. • The change of use will introduce additional HGV road traffic to the site. The access for these vehicles will bring heavy plant through the village of Drayton Bassett which causes concerns to the residents. • The application is not clear about the nature of the storage and distribution at the barns leaving residents to consider that there will be a noticeable increase in HGVs and workers cars to the site causing damage to local roads and verges, access problems through the village - especially where the road width does not permit 2 vehicles to pass. • There is concern that 24 hour access to the buildings will be required causing potential disturbance to the neighbours with light pollution and noise disruption at antisocial hours on the site. • The vagueness of the application and end use is concerning as a number of planning applications have been refused for the site and the remodelling of the barns from open side to closed sides could encourage a future change of use which will not require planning permission - allowing for development by stealth. • Drainage from the site currently goes to a private treatment plant owned by Canwell Estate Co. New development on this site for storage and distribution - or a subsequent development permitted from the granting of this planning application, would put pressure on the drainage system which is understood to already be at capacity. <p>It was agreed that the Clerk would write a response on behalf of the parish council but individuals were encouraged to submit their own comments.</p>	

Signed:

Full Council

Date: 21st May 2024

Page 4 of 5

161	Correspondence	
161.1	All correspondence received had been dealt with during the meeting but the following were noted:	
161.2	<ul style="list-style-type: none"> SPCA had written to the parish council asking if we wanted to buy a D Day 80th Anniversary Flag to fly for 1 week only from 6th June. It was agreed not to buy the flag. 	
161.2	<ul style="list-style-type: none"> The council had been offered an official portrait of the King at no cost. This had been ordered. 	
161.3	<ul style="list-style-type: none"> An email had been received from a Middleton resident interested in a Battle of the Bands at the summer fair – as the summer fair in Drayton Bassett was no longer taking place, the resident would be written to explaining the situation. 	Clerk to contact local resident
162	Chairs and Vice Chairs Report	
162.1	BBV had contacted the Chair to say that they would be undertaking a voluntary litter pick in the village on 20 th March.	
162.2	It was proposed that a notice board be created / bought at a cost of no more than £100 for the bus shelter – this would be an open board allowing for community groups to place notices of interest. <i>Proposed: Cllr Keenan; Seconded: Cllr Edmond</i> The motion was agreed	
163	Date of Next Meeting	
163.1	The <u>Annual Parish Assembly</u> would take place on Tuesday 16 th April 2024 at 7pm in the WI Hall.	
163.2	The <u>Annual Parish Council Meeting</u> would take place on Tuesday 21 st May 2024 at 7.30pm in the pavilion on the village park.	
163.3	The next <u>Full Council</u> would take place on Tuesday 21 st May 2024 immediately after the Annual Parish Meeting, in the pavilion in the village park.	

The meeting closed at 9.05pm

***159 Finances agreed at Meeting**

	Payee	Item	Net	VAT	Gross
FPO	H Goodreid	March Salary	267.62	0.00	267.62
FPO	HMRC	Q4 PAYE	200.80	0.00	200.80
FPO	Cllr Keenan	Flagpole weight	34.00	0.00	34.00
FPO	H Goodreid	Printing Costs	13.00	0.00	13.00
Total			515.42	0.00	515.42

Signed:

Full Council

Date: 21st May 2024

Page 5 of 5