

Drayton Bassett Parish Council

Minutes of the Drayton Bassett Full Council meeting held Tuesday 20th May 2025 at 7.30pm

Present: Cllr R Bridge (Chair) Cllr M Gwynn
Cllr A Price Cllr J Williams
Cllr E Wilson (Vice Chair)

Also Present: H Goodreid – Parish Clerk

E Brown J Davies
Z Dewes SCC Cllr A Farrell
J Jennings R Keenan
M Keenan K Putnam
M Putnam J Watson
S Werran

Min No.	Item	Actions
1	Apologies	
1.1	Apologies were received from Cllr A Stockil and Cllr C Williams.	
2	Declaration of Personal & Prejudicial Interest in any item on the agenda	
2.1	None	
3	To receive any requests for dispensation	
3.1	Cllr Wilson – item 11.7 and item 12 Cllr Bridge – item 11.7 Cllr Price – item 12 Cllr Gwynn – item 13	
4	Chair to close the meeting for the public session	
4.1	Comments from the floor: <ul style="list-style-type: none">The Chair welcomed SCC Cllr Alex Farrell to the meeting. He advised the meeting that as the new County Councillor he could be contacted on county matters such as highways, schools etc and as a Fazeley resident, was aware of issues affecting Drayton Bassett and happy to attend future meetings.Question from the floor regarding difficult timing of road closure on the way into Fazeley during rush hour.A resident had applied for £100 funding from LDC Cllr Yeates for bulbs to plant in memory of former Cllr Davies. Council to liaise with Mrs Davies re siting of planter in Manor Close.A resident questioned if the council had a policy on memorial benches – there was no policy but this would be placed on a future agenda.A resident questioned why Salts Lane Sign and Drayton Bassett sign	Clerk to place on June agenda

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	<p>had not be replaced / repaired – requests had been made to SCC.</p> <ul style="list-style-type: none"> • A resident concerned that planters were not being watered and small patches of land not weeded – the land was not under the control of the Parish Council and no arrangement had been drawn up for care of planters by the previous Parish Council when they had been gifted to the village. Council to look at a contract of works to include weeding and watering of some areas. • Dog fouling on private land is getting worse. Clerk will speak with LDC and SCC on the matter. • A resident advised that she continued to care for and water the bus shelter planters. Thanks went to the resident. • A resident requested that PCSO was asked to attend future meeting of the Council. The PCSO had been approached and it was hoped they would attend in June/July. 	<p>Clerk to draw up contract of works to weed and water areas under the Councils control.</p> <p>Clerk to contact LDC and SCC</p>
5	Chair to reopen the council meeting	
5.1	The meeting was reopened	
6	To consider approving and signing the following council minutes:	
6.1	<p>Full Council Meeting held 18st March 2025</p> <p><i>Proposed: Cllr Wilson; Seconded: Cllr Gwynn</i></p> <p>The motion was agreed.</p>	
6.2	<p>Annual Parish Assembly held 15th April 2025</p> <p>It was proposed to approve these minutes with the one correction of the spelling in 5.1 from now to not.</p> <p><i>Proposed: Cllr Wilson; Seconded: Cllr Price</i></p> <p>The motion was agreed.</p>	
7	Actions Arising	
7.1	All items had either been actioned or were on the agenda.	
8	Anti Harassment Policy and Procedure	
8.1	<p>Cllrs considered adopting an Anti Harassment Policy and Procedure for the Council. It was proposed to adopt the policy</p> <p><i>Proposed: Cllr Bridge; Seconded: Cllr Gwynn</i></p> <p>The motion was agreed</p>	Clerk to place on the website
8.2	<p>It was proposed to appoint Cllr Price as the Employee Champion for the Council.</p> <p><i>Proposed: Cllr Gwynn; Seconded: Cllr Wilson</i></p> <p>The motion was agreed</p>	
9	Insurance Quotes	
9.1	<p>It was proposed to accept the 3 year quote from Clear Councils Insurance with the first year costing £870.38.</p> <p><i>Proposed: Cllr Price; Seconded: Cllr Gwynn</i></p> <p>The motion was agreed</p>	
10	Items from the Parish Assembly	
10.1	The following items had been brought to the Council attention at the Parish Assembly for consideration:	

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	<ul style="list-style-type: none"> Changing the land under the seesaw to make it easier to use – It was agreed that this was an issue and Clerk to get a quote for the repair of the land and adjustment of the seesaw. Request to paint a running track on the field – Councillors considered that this would not be appropriate as the cost would outweigh the benefits and it would be out of keeping. Agree a timetable for the dogs in the park assessment. This was on the agenda at item 11.7 Confirm tree works. The full survey had been identified and Cllrs had agreed a list of works taking the most urgent works as a priority along with the trimming of the leylandii hedge around the edge of the village park. Support for the Village Club through insuring the car park – the club has already addressed this matter themselves. 	<p>Clerk to seek quote for work</p> <p>Clerk to seek quotes for the work</p>
11	Village Park	
11.1	<p><u>Volunteer Weeding Day review</u></p> <p>The event had been held on 26th April and had been attended by approx 15 residents. Work had taken place to weed the larger beds, re edge the path and clean the children's play equipment. It was agreed to hold another date in the future but also Cllrs were aware that there needed to be a formal arrangement in place to maintain the planting beds in the park in addition to mowing the grass. Clerk was asked to seek quotes for this work.</p>	Clerk to get quotes.
11.2	<p><u>Swing Structure</u></p> <p>Cllrs considered the issue of the swings and it was felt that repairs to the swing set would be more cost effective than a complete replacement of the swing unit. Clerk to seek quotes.</p>	Clerk to get quotes.
11.3	<p><u>Football Posts</u></p> <p>Cllrs had found parts of old posts in the changing rooms and would look to see if they could be used to repair the current posts.</p>	
11.4	All use of the park by football groups was on an ad hoc basis.	
11.5	<p><u>Moles</u></p> <p>A quote had been received for £175 to deal with the moles on the two sites. As there was little damage on the fields at this current time it was proposed to accept the quote with the work to be done only if the problem got worse.</p> <p><i>Proposed: Cllr Wilson; Seconded: Cllr Price</i></p> <p>The motion was agreed</p>	
11.6	<p><u>Memorial Bench</u></p> <p>The bench had been bought at a cost of £674.25 and would be located near to the playground area. Cllrs will agree on exact location.</p>	
11.7	<p><u>Dogs in Park</u></p> <p>A paper was circulated which identified that 13 comments on dogs in the park had been received from 8 different people both positive and negative. As the trial period had taken place for over 6 months it was agreed to draw</p>	

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	<p>a close to the trial. It was proposed that a request be made to LDC for a Public Space Protection Order to enforce dogs on short leads and picking up after your dog in the village park.</p> <p><i>Proposed: Cllr Bridge; Seconded: Cllr Price</i></p> <p>The motion was agreed</p>	
<p>12</p> <p>12.1</p>	<p>Village Summer Fair</p> <p>Cllrs Price and Wilson spoke on the request from the VEGGIES to hold a summer fair / picnic with traditional games for all the family on Saturday 19th July from 2pm – 5pm in the village park.</p> <p>It was proposed to support this event and offer the use of the building for toilets and refreshments.</p> <p><i>Proposed: Cllr Gwynn; Seconded: Cllr J Williams</i></p> <p>The motion was agreed</p>	
<p>13</p> <p>13.1</p> <p>13.2</p>	<p>Church</p> <p>Thanks were given to the Parish Council for funding the repairs to the Church Clock.</p> <p>In the March meeting members of public were asked to report incidents of inconsiderate or illegal parked vehicles to the Clerk for them to be reported. Only one incident had been reported (car with no road tax) and this had been passed on to the authorities. Clerk was asked to contact SCC and PDC about this matter again in the letter that dealt with wider issues of highways concern in the village.</p>	<p>Clerk to amend letter and send to appropriate authorities.</p>
<p>14</p> <p>14.1</p>	<p>Village Green</p> <p>Since the list of works had been drawn up and advertised, no one had come forward to undertake the work. Direct approach would be made to local builders / landscape gardeners.</p>	<p>Cllrs J and C Williams to lead</p>
<p>15</p> <p>15.1</p> <p>15.2</p>	<p>Speed Watch</p> <p>Between 1st January and 17th April 15 sessions had taken place with the following statistics:</p> <p>2225 vehicles observed 144 vehicles + 30mph 28 vehicles + 40mph 1 vehicle + 50mph</p> <p>A request was made for more volunteers to support this scheme and increase the number of sessions which could be undertaken.</p>	
<p>16</p> <p>16.1</p> <p>16.2</p>	<p>AGAR</p> <p>Cllrs considered the Annual Governance and Accountability Return for the Council.</p> <p>Cllrs received the Internal Auditors report for 2024-2025 and noted the following recommendations:</p> <ul style="list-style-type: none"> • That the Clerks contract had not been countersigned by the Chair of the Council – this was now done. • The Standing Orders, Financial Regulations and Risk Assessment 	

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	<p>needed updating annually – this had been done in the Annual Parish Council Meeting</p> <ul style="list-style-type: none"> • The publication scheme should be regularly updated – this had been approved in November 2024 • The appointment of Internal Auditor needed formally minuting – this had been done in October 2024 • All Ear Marked reserves needed formal approval by the council – this had been done in February 2025 	
16.3	<p><u>Annual Governance Statement</u></p> <p>Cllrs considered the Annual Governance Statement and it was proposed to approve it.</p> <p><i>Proposed: Cllr Wilson; Seconded: Cllr Gwynn</i></p> <p>The motion was agreed</p>	
16.4	<p><u>Accounting Statements</u></p> <p>Cllrs considered the Accounting Statements and it was proposed to approve them.</p> <p><i>Proposed: Cllr J Williams; Seconded: Cllr Gwynn</i></p> <p>The motion was agreed</p>	
16.5	<p>The notice of appointment of date for the exercise of public rights was noted – the notice would go up on the 2nd June and the period would run from 3rd June to 14th July.</p>	
17	Finances	
17.1	<p>Councillors received the March and April bank reconciliations and considered the list of payments* for May.</p> <p>It was proposed that these be accepted.</p> <p><i>Proposed: Cllr Bridge; Seconded; Cllr Price</i></p> <p>The motion was agreed.</p>	
17.2	<p>Cllrs agreed to prior approve the following regular payments in line with 6.6 of the Financial Regulations:</p> <p>LDC – Rates and collection of dog waste</p> <p>Vision ICT – annual fees for website hosting and emails</p> <p>Water Plus – Water Services</p> <p>Pennon – Water Collection</p> <p>SAGE – monthly payroll</p> <p>HMRC – Quarterly PAYE</p> <p>H Goodreid – monthly salary</p> <p>EDF – electricity provision</p> <p>Lloyds – Bank Charges</p> <p>SPCA – Annual Membership</p>	
18	Correspondence	
18.1	<p>Most correspondence had already been included in the discussion of the meeting but additional items emailed to Clerk, Councillors included:</p> <ul style="list-style-type: none"> • Invitation to Chair of Council to attend event with local Member of Parliament 	

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19 19.1	Planning No planning applications had been submitted in the parish.	
20 20.1	Date of Next Meeting The next <u>Full Council</u> would take place on Tuesday 17 th June 2025	

The meeting closed at 9.14pm

***17 Finances agreed at Meeting**

	Payee	Item	Net	VAT	Gross
DD	SAGE	Payroll	10.00	2.00	12.00
DD	LDC	Rates	175.00	-	175.00
DD	Pennon	Water waste collection	45.92	-	45.92
DD	WaterPlus	Water Services	22.31	-	22.31
FPO	HAGS	Repairs to play equipment	1085.00	217.00	1302.00
FPO	Topliss Assoc	Internal Audit for 2024-2025	192.63	38.53	231.16
FPO	LDC	Collection of dog waste for year	346.32	69.26	415.58
FPO	Rob Keyzor	Tree Survey and condition report	1460.00	292.00	1752.00
FPO	Vision ICT	Emailing hosting for year	40.00	8.00	48.00
FPO	Smith of Derby	Repair and service of church clock	594.00	118.80	712.80
FPO	Sloane & Sons	Purchase of bench	674.25	134.85	809.10
FPO	H Goodreid	May Salary	348.48	-	348.48
FPO	Clear Councils	Annual Insurance	870.38	-	870.38
FPO	Synergy Gp	Relocation of defibrillator	180.00	36.00	216.00
FPO	L Hodge	May grass cutting on all sites	1050.00	-	1050.00
Total			7094.29	916.44	8010.73

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