

Drayton Bassett Parish Council

Minutes of the Drayton Bassett Full Council meeting held Tuesday 15th July 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

B Casey	J Davies
J Jennings	R Keenan
M Keenan	K Putnam
M Putnam	B Reynolds
J Watson	J Williams
LDC Cllr B Yeates	

Min No.	Item	Actions
39 39.1	Apologies Apologies were received from Cllr C Williams.	
40 40.1	Declaration of Personal & Prejudicial Interest None	
41 41.1	To receive any requests for dispensation Cllr Gwynn was given dispensation to speak on item 51 - it was noted that he had used one of the contractors privately.	
42 42.1	Chair to close the meeting for the public session Comments from the floor: <ul style="list-style-type: none">Residents spoke about the lack of upkeep of planters and verges around the village.	
43 43.1	Chair to reopen the council meeting The meeting was reopened	
44 44.1	To consider approving and signing the following council minutes: <u>Full Council meeting held 17th June 2025</u> <i>Proposed: Cllr Wilson; Seconded: Cllr Gwynn</i> The motion was agreed.	
45 45.1	Actions Arising All actions had been reported or undertaken. The Cllrs also advised that: <ul style="list-style-type: none">The mats under the swings were to be replaced and ground made up. Cllr J Williams was dealing with this.Cllrs had spent the previous Sunday clearing out the two changing rooms, creating additional goals from the parts in the rooms,	

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	<p>throwing away the broken bits, cleaning the rooms and the toilets. No Drinking Water signs were required for the changing room – Clerk to obtain.</p> <ul style="list-style-type: none"> A volunteer had come forward to weed the wooden planters between Church Close and Peel Close along Drayton Lane. The Cllrs thanked her for volunteering and would liaise re suitable drought resistant plants to replace any dead plants. 	
46	PCSO Update	
46.1	Tom Passmore sent his apologies for the evening but sent through a report read by the Chair which included the following information:	
46.2	Tom attended a Community Speedwatch session and has visited the school and spoken with Reception, Year 5 and Year 6. Tom is hopeful to attend the Party in the Park on the 19 th July.	
46.3	<p>Cllrs had received a response from the County Council Highways regarding possible sites for the flashing speed signs. It was agreed that the two preferred spots would be:</p> <ul style="list-style-type: none"> Where the pavement starts at Church Close on the LHS as you enter the village from the Sutton Road On the defunct metal post near to the Village Club <p>Clerk was tasked with getting quotes from the County Council for the signs, posts and works, and agree the locations. This would be dealt with in emails between Cllrs in order to progress the project before the September meeting.</p>	Clerk to action
47	Reports from the District and County Councillors.	
47.1	SCC Cllr Farrell had sent his apologies for the evening but had written a note for the latest edition of the village newsletter which was read out.	
47.2	<p>LDC Cllr Yeates was in attendance and introduced himself to the meeting. He was keen to help where necessary and advised that he sat on the Licensing Committee at LDC so would offer guidance and support if needed on the PSPO application. Cllr Yeates also advised that he had an allocated fund to be used by community groups for small projects (usually around £100 – £200. Residents could contact Cllr Yeates on the following: brian.yeates@lichfielddc.gov.uk or 07855 3055582.</p>	
48	Grass Cutting Contract	
48.1	The document had been revised following comments made at the last meeting. Cllrs requested that an additional sentence be entered at Appendix 3 section 3 – Herbicide – to advise that notices must be placed warning users of the park that herbicides are present to kept pets and children away from those areas.	Clerk to amend tender
48.2	<p>It was proposed that the document would be sent out to all those who had enquired about grass cutting and would be placed on the website and Facebook to allow for others to come forward and bid for the work. The closing date for this would be the 29th August 2025 to allow a decision to be taken in September council meeting.</p> <p><i>Proposed: Cllr Gwynn; Seconded: Cllr Price</i></p>	Clerk to action

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	The motion was agreed	
49 49.1	Maintenance Contract Cllrs considered this contract and made the following comments: <ul style="list-style-type: none"> • Change the wiping down of play equipment to Annual rather than quarterly • Clarify the large planters locations • Clarify watering of planters / beds following weeding • Add the Village Green as one of the pieces of land to be checked to issues. • Change any dead plants for drought resistance plants in planters and borders 	
49.2	It was proposed to accept the amended contract and send this out to the contractors for grass cutting and advertise it on the website and Facebook page. <i>Proposed: Cllr Wilson; Seconded: Cllr Bridge</i> The motion was agreed.	Clerk to action
50 50.1	Councillor Vacancy The district council had not received a call for an election so adverts asking for new Councillors had been put up in the village, on the website and Facebook page. The deadline for applications for a councillor was the Thursday 31 st July 2025.	
51 51.1	Tree Maintenance The Clerk had met with 3 contractors to look at three areas of tree work. All contractors had quoted against the same programme of work. Quotes received were: £8,950 + VAT £4,875 + VAT £3,740 + VAT	
51.2	As all quotes were directly comparable it was proposed to accept the lowest quote from Middleton Tree Services at a cost of £3,740 + VAT. <i>Proposed: Cllr Gwynn; Seconded; Cllr J Williams</i> The motion was agreed	Clerk to let the work.
52 52.1	Community Vegetable Plot This would be brought to a future meeting for discussion.	
53 53.1	Newsletter The Summer Newsletter for the parish council had been published and was available from the website, Facebook page and is also on the two notice boards.	
54 54.1	Parish Clerk Vacancy Short listing for this position would take place on Friday 18 th July with Interviews planned for Tuesday 29 th July at 7pm. It was agreed that the Councillors undertaking the interviews would be Cllrs Gwynn, Wilson and Bridge.	

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55 55.1	Finances Councillors received the June bank reconciliation and considered the list of payments* for July. It was proposed that these be accepted. <i>Proposed: Cllr Gwynn; Seconded; Cllr Price</i> The motion was agreed.	
56 56.1	Correspondence Most correspondence had already been included in the discussion of the meeting but additional items emailed to Clerk, Councillors included: <ul style="list-style-type: none"> • Issue of dog fouling on private grounds around the village. The matter has been mentioned in the newsletter. • Issue of an individual using spray paint to mark animal faeces on pavements around the village. This is a concern as the paint does not wash off and this is therefore criminal damage. Incidents of this are to be reported to the police for their action. • The give way sign at Salts Lane as been put back in place but Salts Lane road sign still on side of road. Clerk to chase • Noted that the Drayton Bassett sign on the Sutton Road had still not been replaced. 	Clerk to action
57 57.1	Planning The planning application for The Woodlands had been resubmitted and Clerk was asked to make objections to the development owing to increased density on the site, restrictive covenant on the site re increased development, concern over additional access ways at a pinch point on the road opposite an established oak tree, removal of hedgerow.	
58 58.1	Date of Next Meeting The next <u>Full Council</u> would take place on Tuesday 16 th September 2025	

The meeting closed at 8.25pm

***55 Finances agreed at Meeting**

	Payee	Item	Net	VAT	Gross
DD	SAGE	Payroll	11.00	2.20	13.20
DD	LDC	Rates	175.00	-	175.00
DD	Lloyds Bank	Charges	4.25	-	4.25
FPO	H Goodreid	July Salary	348.48	-	348.48
FPO	SPCA	Training for Cllr Bridge	35.00	7.00	42.00
FPO	L Hodge	May grass cutting on all sites	1050.00	-	1050.00
Total			1,623.73	9.20	1,632.93

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