



Branston Parish Council



MINUTES OF THE MEETING BRANSTON PARISH COUNCIL
TUESDAY 27th FEBRUARY 2018 6.00 PM
CLAYS LANE SPORTS PAVILION, CLAYS LANE
OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS
2014 HAS BEEN ADOPTED

*PUBLIC PARTICIPATION - 6.00 - 6.15 P.M.
PRESS AND MEMBERS OF THE PUBLIC ARE CORDIALLY INVITED*

Present: Cllr M Ackroyd (Chairman)
Cllr F Smith (Vice chairman)
Cllr P Palmer
Cllr J Pike
Cllr N Hussain
Cllr M Hussain
Cllr P Ackroyd
Cllr N Slater
Cllr N Gaunt
Mrs K Lear (clerk)

476/27-2-18 Apologies for absence - Apologies for received and accepted for Cllr G Dennis. County Cllr J Jessel and Borough Cllr R Grosvenor

477/27-2-18 Declarations of interest and dispensation requests - Cllr Palmer wished to declare an interest when the Utilities Assistant matter was discussed.

478/27-2-18 Minutes of the last meetings, 15th January 2018 were circulated prior the meeting. It was **RESOLVED** that the minutes were a true and accurate record and the chairman signed them accordingly.

Minutes of the meeting 23RD January 2018 were circulated prior to the meeting. It was **RESOLVED** that the minutes were a true and accurate record. Cllr Mrs Ackroyd requested that the clerk chased the Rospa training frequency and Utilities costings from the Village Hall.

479/27-2-18 Chairmans report

The chairman discussed with full council the feasibility of purchasing laps for all councillors. There was an expression of interest taken from attendees to explore whether lap tops should be purchased for parish



Branston Parish Council



councillors. Only two councillors felt that they would be of benefit. No further discussions to take place on this matter.

480/27-2-18 Matters arising from minutes of the last meeting (updates only)

Chairman informed councillors that he would be attending an SPCA Executive meeting on the 5th March and subject to councils approval would be submitting an expense claim.

Cllr Palmer informed councillors that Lawrence Oates would be hosting a session at the Toad Hole on the 17th March to give some advice on how to proceed with works in the conservation area.

Cllr Palmer will be attending some First Aid training which will be free of charge so that she will be the designated First Aider on site going forward.

Cllr Palmer informed the council that she would be attending a meeting on the 9th April which Michelle Shaker was organizing in relation to Speed Watch. Speed watch terms of reference and additional signage for purchasing to be discussed at the April meeting.

481/27-2-18 Finance - Following expenditure authorized (invoices circulated to all councillors in advance of the meeting)

£29.22	Training materials
£192.00	Payroll bureau
£150.00	Maintenance works
£229.93	Lighting repair pavilion
£288.00	Monthly inspections
£97.77	Stationery
£18.99	Stationery
£50.35	Expenses
£285.00	Annual contribution to bt/Broadband
£320.00	Grass maintenance
£1530.00	Overpayment Nov/Dec Weight watchers
£1816.98	Payroll
£32.99	Pavilion broadband
£102.66	Utilities (gas)



Branston Parish Council



- Independent annual inspections booked for both Aviation Lane and Clays Lane Play areas and Muga. Clerk advised that the contractor could not confirm dates for annual inspection as they plan inspections around other inspections in the area and therefore inspections can be arranged/re-arranged at very short notice.
- To consider any changes to current Pavilion Hire Charges. It was **RESOLVED** that the proposed hire charges will be accepted.
- It was **RESOLVED** that no reductions would be given to hirers.
- It was **RESOLVED** that no charges would be made to ESBC Sports Development for the use of the toilets for the 2 sessions arranged for the Easter period. Councillors felt that as the activity was a free activity for local residents to enjoy, the parish councils contribution was to offer free use of toilets.

Bank reconciliation - January 2018 - **£149166.03**

- 482/27-2-18 Report in relation to Water Plus Invoice - **£7168.10** - Clerk advised that water plus has confirmed today that they are currently reviewing the parish councils dispute. Update at the next parish council meeting.
- 483/27-2-18 To discuss SPCA invoice - Clerk advised that this training was not approved at the meeting on the 23rd January and she was unable to overturn a resolution. The clerk asked the council how they wished to proceed with the expenditure. Cllr Smith stated that when a resolution is passed it should be adhered too. It was **RESOLVED** that the invoice be submitted for payment at the next meeting.
- 484/27-2-18 To approve asset list - It was **RESOLVED** that the asset list was correct.
- 485/27-2-18 To consider accepting waste management contract 2018/19 - 5% increase this year. It was **RESOLVED** that the waste management contract be approved.
- 486/27-2-18 To consider replacing lock on the front door to the pavilion to enable users to lock the front door from the inside for Health and Safety



Branston Parish Council



reasons (request by Weight watchers) . There were concerns that additional keys would be required. A slide bolt was proposed. It was **RESOLVED** that a slide bolt be introduced. Clerk to proceed with works.

487/27-2-18 To consider any further actions following Pavilion break in. The chairman gave an overview of the incident. All councillors present were happy with measures which had been put in place.

488/27-2-18 To consider introduction of parish council mobile phone contract - approximate cost £15 per month. It was **RESOLVED** that the clerk progresses with the mobile phone contract.

489/27-2-18 Reports from Staffordshire County Councillors, East Staffordshire Borough Councillors, Staffordshire Police (10 minutes)

County Cllr J Jessel was unable to attend. Her 6 monthly report was circulated.

490/27-2-18 Planning applications and planning matters

- Consider resiting of Electronic Communications Base - Land on Branston Lock, Battlestead, off Branston Road - It was **RESOLVED** that the application be approved.

- P/2017/01249 - 4 Riverside Drive, Erection of 2 storey side extension and part first floor part single storey rear extension

- P/2017/01352 - 21 Thornescroft Gardens, Branston, Change of use from park to garden

Permitted planning applications:-

P/2017/01577 - Erection of first floor front extension and rear dormer extension - 5 Henhurst Ridge

P/2017/01478 - Erection of part two storey front and rear extension - 35 Tatenhill Lane, Branston

TR36/17 Branston Road consultations with the public will commence shortly

491/27-2-18 To consider cleaning of war memorial - budget 2018/19 approved £1.2K. The clerk advised that work required may be higher than £1.2K as some engraving work had faded on the memorial and required work. It



Branston Parish Council



was **RESOLVED** that the clerk submitted an application to ESBC war memorial fund for possible part funding of the works. Clerk to proceed with works.

492/27-2-18 Risk Management Review - It was **RESOLVED** that the clerk compiled a contingency plan.

493/27-2-18 Appointment of personnel committee - It was **RESOLVED** that the Following councillors would be appointed as the personnel committee: Cllrs N Gaunt, Cllr N Slater, Cllr F Smith, Cllr M Hussain

494/27-2-18 To consider rescheduling March public meeting to 20th March 2018 and consider meetings to commence at 6.00 p.m. Clerk advised that the meeting should remain as per scheduled ie 27th March 2018.

It was **RESOLVED** that the meeting be changed to 20th March.

It was **RESOLVED** that the meetings would take place at 6.30 p.m.

Councillors requested that meetings did not exceed 2 hours. Councillors requested that members of the public who attended meetings needed to be made aware that only 15 minutes were available for public participation and if possible inform residents that questions could be submitted prior to a meeting.

495/27-2-18 To consider date, time and venue for Annual Parish Meeting. 17th April 2018, 6.30 p.m. Pavilion was agreed. Local groups to be invited

496/27-2-18 To consider handyman pruning of trees (Harcourt) and removal of tree entrance of play area Aviation Lane (Farnham Row). It was **RESOLVED** that the tree branches are cut in Harcourt. Clerk to progress. Trees entrance to the play area Aviation Lane clerk has addressed.

497/27-2-18 To consider formal thanks to be submitted to St Modwens Developers for the donation of the cherry trees, Peace Wood, Branston Leas Conservation Area. It was **RESOLVED** that formal thanks be submitted to St Modwens Developers.

498/27-2-18 To consider requesting additional support from ESBC enforcement to tackle dog foul issues within the parish.



Enforcement are surveying Branston water park on a regular basis to try and deal with the issues. Enforcement can fine up to £75 per offender.

It was **RESOLVED** that additional support be requested for Clay Lane, Main Street, and Jephson Road.

499/27-2-18 To consider the following proposed locations for planters for Branston in bloom.

Planter by Tony Ford memorial,
Junction entrance to Main Street,
Entrance to Cemetery,
Entrance to Toadhole,
Planter under notice board Lonsdowne Road

It was **RESOLVED** that the above planters could be sited.

500/27-2-18 To consider date and time for meeting Environmental agency at Toad Hole early March to investigate other possible access routes in preparation for works 2019. It was **RESOLVED** that Monday 12th March, 5.30 pm would be proposed. Cllrs J Pike, P Palmer and N Slater to meet with Imke Goalby. It was **RESOLVED** that Lawrence Oates also be invited to the meeting.

501/27-2-18 Correspondence received for information, requiring response from parish council, items for next agenda, Clerks report for information only and possible agenda items for the meeting scheduled for March 2018.

It was requested that the renaming of the access road/Branston Locks be added as an agenda item for the next meeting.

Saturday March 17th March has been offered by Lawrence Oates to give some advice on how to proceed with the toad hole.

502/27-2-18 Date, time and place of next meeting - Tuesday, 20th March, 2018 at 6.30 p.m. at Clays Lane Sports Pavilion
It was agreed at the next meeting that venues for the remaining calendar year would be agreed.

MIKE ACKROYD -

CHAIRMAN - BRANSTON PARISH COUNCIL

MEETING TO CLOSE AT 7.30 PM SO THAT THE FOLLOWING MATTERS CAN BE DISCUSSED

UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IN VIEW OF THE SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW