



MINUTES OF THE MEETING - BRANSTON PARISH COUNCIL  
TUESDAY 23<sup>RD</sup> JANUARY 2018 6.30 PM  
PAGET HIGH SCHOOL BUSINESS CENTRE  
OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS  
2014 HAS BEEN ADOPTED

**PUBLIC PARTICIPATION - 6.30 - 6.45 P.M.  
PRESS AND MEMBERS OF THE PUBLIC WERE CORDIALLY INVITED**

*Residents attended to obtain an update on the Network rail/Main Road Bridge. The chairman explained to the residents that Howards Transport had stopped trading. The chairman informed the residents that it is important that there are two options. The council are acting as a funnel. As soon as the parish council hears something residents will be informed. Engineers are also exploring the best design for the Main Road bridge.*

*Resident attended concerned that the Morrisons path fencing had still not been actioned. The chairman informed the resident that the land was not owned by the parish council. The parish council have obtained quotations for works. Clerk is still exploring the issue with Morrisons to explore what support they may give as the cycle path runs alongside this land.*

**Attendees: Cllr M Ackroyd (Chairman)  
Cllr P Palmer  
Cllr N Slater  
Cllr G Dennis (arrived late)  
Cllr P Ackroyd  
Cllr M Hussain  
Mrs K Lear (clerk)**

448/23-1-18 Apologies for absence - It was with regret that Adrian Sirrells resignation had been submitted, ESBC has been informed and the vacancy will be advertised.

Apologies were received and accepted for Cllrs F Smith and J Pike.  
Cllr G Dennis should be joining the meeting later.



449/23-1-18 Declarations of interest submitted - none submitted

450/23-1-18 Minutes of the last meeting, 14<sup>th</sup> December. 2017. It was **RESOLVED** that the minutes were a true and accurate record and that the chairman signed them accordingly.

451/23-1-18 Minutes of the extra ordinary meeting, 15<sup>th</sup> January, 2018, for approval.

The chairman requested that an amendment be made to the following:-  
Item 446/15-1-18 - last sentence in the section - Cllrs Mrs P Ackroyd,  
and Cllr M Ackroyd requested that they looked at the proposal again.

It was **RESOLVED** that the sentence be replaced with the following:

The standing order working group requested that they looked at the proposal again. Clerk to reissue minutes at the next meeting.

452/23-1-18 Chairmans report

Cllrs G Dennis, Chairman and Cllr Mrs P Ackroyd attended the formal welcoming of the Vicar St Saviours Church.

Cllrs N Slater and Chairman visited the Toadhole. Key is now in the key cabinet in the Pavilion. It was suggested that at some stage everyone should visit the Toadhole.

Sparkle competition was very successful.

453/23-1-18 Matters arising from minutes of the last meeting (updates only),

Cllr Palmer confirmed that she had attended the Village Hall Committee meeting. Royal Mail has approached the Village Hall to establish if a Post Office could be hosted their 2 days a week

Howards Transport have ceased trading

Cllr Palmer commented that the Village Hall utilities bill are very competitive and would be worth the parish council exploring. The clerk asked if Cllr Palmer could supply her with any contact details.



## 454/23-1-18 Finance

Invoices were circulated prior the meeting. The following expenditure was approved by all members present:

|          |                                |
|----------|--------------------------------|
| £42.00   | Signage for play area          |
| £150.00  | Poppies for remembrance Sunday |
| £320.83  | Maintenance                    |
| £468.00  | Emptying dog bins              |
| £1902.61 | Planters                       |
| £166.88  | Stationery                     |
| £53.39   | Scanner                        |
| £32.99   | Broadband for pavilion         |
| £119.37  | Utilities                      |
| £18.82   | Utilities                      |
| £105.56  | Utilities                      |
| £1816.98 | Total payroll                  |

The annual gas service has now been completed for the boiler, Pavilion.

Insurance claim is still on going. Cllrs Mrs P Ackroyd confirmed that she would speak to ESBC to obtain an update on the bins which have been ordered.

Bank reconciliation December 2017 - £153948.46

The clerk advised that it would be worth having another councillor to be added to the internet bank payments facility.

The chairman asked if Cllr Slater or Palmer would be happy to do this. They both declined.

Yorkshire bank - Cllrs Smith and chairman are still pursuing the internet banking access for the clerk.

## 455/23-1-18 Reports from Staffordshire County Councillors, East Staffordshire Borough Councillors, Staffordshire Police (10 minutes)



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Cllr Mrs P Ackroyd did inform attendees that ESBC are still committed to not increasing council tax for the next financial year.

ESBC will be moving back to the Town Hall later this year.

Cllrs Mrs Ackroyd gave an overview on the Consolidated Charity which she is Vice Chairman for and informed attendees which groups could apply for funding.

## 456/23-1-18 Planning applications and planning matters

Providence Land Ltd have contacted the parish council inviting comments from the parish council - P/2017/00669 - Land East of Main Street, Tatenhill. Council to consider any formal comments they wish to submit and any possible meeting with the developer.

Chairman asked who would like to attend the meeting with the developers.

Cllr Slater stated that he could attend if it was during the day. Cllr Palmer confirmed that she would attend. An evening meeting to be set up with chairman, Cllr Slater and Palmer. Councillors to attend for information only. Further discussions at the next meeting.

There were some general discussions in relation to the following planning applications.

P/2017/01561 - 68 Harwood Avenue - Demolition of existing single storey rear extension to facilitate the erection of the two storey side and single storey new extension

P/2017/01249 - 4 Riverside Drive, Branston - Erection of a two storey side extension and single storey rear extension

P/2017/01583 - MacDonalds - Display of illuminated directional sign, illuminated welcome sign, totem sign - Approved

P/2017/01565 - 3 Leamington Road, Branston - Erection of a rear dormer and single storey rear extension - Approved

P/2017/01636 - Bannatynes Health Club - Installation of two rapid electric vehicle charge station and associated equipment - Approved

P/2017/01581 MacDonalds - Refurbishment of restaurant to include reconfiguration of the drive through land and car park - Approved



P/2017/01481 - Morrisons - Installation of new Timpson Retail Pod -  
Approved

- 457/23-1-18 To consider Traffic Regulation Order consultations for Outside B & Q, Jephson Road, Oyster Close, Main Street junction Acacia Avenue, Main Street. Comments by 29<sup>th</sup> January, 2018.

It was **RESOLVED** that all Traffic regulation orders were approved.  
Clerk to submit approval to Tim Buxton.

- 458/23-1-18 To consider Play inspection report for Clays Lane, to include removal of traverse wall and costings for other works - Cllr M Ackroyd

This was not on agenda item but the chairman circulated the quotations for a roundabout and see saw. The chairman raised points in relation to the toddler swings and possibility of replacing them with a roundabout and removal of the traverse wall and replace with see saw.

It was **RESOLVED** that the traverse wall be removed along with wet pore and soil and grass seed to be introduced. Clerk to proceed with works.

- 459/23-1-18 To consider play inspection report for Aviation Lane Play Area and costings for possible works- Cllr M Ackroyd

The main concern is the pole in this area and gate. It was **RESOLVED** that the clerk proceeded with works.

- 460/23-1-18 To consider request for the Sports Pavilion, Clays Lane to be hired for Branston in Bloom ad hoc meetings, launch event 23<sup>rd</sup> March, 2018

It was **RESOLVED** that the group could use the Sports Pavilion free of charge providing the group do not interrupt any other groups. Councillors felt that it was a joint project and should be supported.

- 461/23-1-18 To consider request for Branston in Bloom banner to be displayed on clays lane open space fencing.

It was **RESOLVED** that the group could display the banner on the railings surrounding the play area.

462/23-1-18 To consider donation of wooden planter by Branston in Bloom Group to be introduced in the under 5's play area- Cllr J Pike and P Palmer

There was a concern on whether the planter would be vandalized.  
It was **RESOLVED** that the planter should be introduced in the play area and see what happens.

463/23-1-18 To consider date and time for full council training as per meeting in September 2017 (agenda item 404/24-10-17) - Cllr M Ackroyd  
To consider training request (depending on decision above) for Cllrs Palmer and chairman to attend.

The chairman introduced the option of full council training at Burton or attendance to training available at Stafford.

It was **RESOLVED** a training session be organised in house during the evening at Burton to save councillors travelling to Stafford. Clerk to get dates and times from councillors for their availability.

464/23-1-18 To consider terms of reference for personnel committee  
Chairman went through all items listed as part of terms of reference.

It was **RESOLVED** that the terms of reference would be adopted for the Personnel committee.

465/23-1-18 To consider purchase of internal notice boards for Clays Lane Sports Pavilion and Parish office - approximate costs £35 to £75 -  
Cllr M Ackroyd

It was **RESOLVED** that the clerk proceeded with the order for both pavilion office and main room.

466/23-1-18 To consider Annual play inspections and who will complete them -  
Cllr M Ackroyd

It was **RESOLVED** that the clerk explores how frequently Rospa training is required.

It was **RESOLVED** that the clerk books the Annual inspection for both play areas.

467/23-1-18 To consider maintenance works within the Peace Wood ie removal of weeds



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and limestone resurfacing for the main area. Approximate costs £500. -  
Cllr P Palmer

It was confirmed that the area would not flood.

The chairman proposed that the limestone was purchased. It was **RESOLVED** that the clerk ordered the limestone, budget £500. The clerk confirmed that Staffordshire wild life trust would assist with the works where possible. It was noted that weed kill would need to be introduced occasionally to keep the weeds down in the area.

468/23-1-18 To consider appointment of Finance Committee - Cllr M Ackroyd

It was **RESOLVED** that a finance committee would be appointed. Terms of reference to be proposed.

469/23-1-18 Co option interviews - Chairman gave an overview on the principles of a parish council.

The council asked Mrs Gaunt to give some background of her experience and how long she had lived in Branston.

Cllr Slater said that it was important that Mrs Gaunt gave what time she had. He explained that some councillors worked full time also.

470/23-1-18 To co opt councillor - It was **RESOLVED** that Mrs Gaunt be co opted to the parish council. Clerk to process register of interest, acceptance of office and inform Electoral services at ESBC. The chairman invited Mrs Gaunt to join the parish council with immediate effect.

The chairman asked all councillors to introduce themselves.

471/23-1-18 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 February 2018

Overgrowth/Cycle path/Nr to Beans Covert - Clerk is still pursuing.

Renaming of access road/Branston Locks - ESBC have invited the parish council to offer any suitable names for the access road.





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Traffic management meeting request - Acacia Road Stop sign.  
Clerk has spoken to the officer at SCC. The officer cannot offer any further improvements at this stage. He feels that the introduction of the traffic regulation orders may bring some improvements in the area. He has suggested that if the parish council wishes to pursue the entrance and exit points from and to the surgery to be changed, then the parish council needs to contact the surgery direct.

Nurtons bridge - ESBC are unable to establish who introduced the name of the new bridge. Clerk still pursuing.

Toadhole conservation sessions - last session planned for 17<sup>th</sup> February.

Additional signage Branston Square which is blocking visibility - clerk has reported this to St Modwen Homes and also Derwent Manor Ventures Ltd.

Resident has asked for additional 30 mph wheelie bin stickers for Postern Road.

Quotations for roundabout - Clays Lane still pursuing.

Signage for play area now introduced.

Residents have complained that dogs are being constantly off leads around Branston water park.

The clerk advised the council that a resident had requested that the Regents park bus route be discussed at the next parish council meeting.

Cllr G Dennis joined the meeting.

Annual parish meeting date and time to be confirmed at the February Meeting along with guest speaker and agenda items, April was suggested. Agenda item for February.

Chairman requested that the March meeting be changed. Agenda item for February.

Chairman noted that terms of reference needed to be drafted for the





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Branston Parish Council Speed watch group.

The clerk asked for some direction in the network rail/main street project. It was agreed that the parish council would communicate with local residents when an update had been received.

Cllr Hussain requested that future meetings take place at 6pm instead. Agenda item for February meeting.

Clerk advised that resources were now available for all councillors to use at the pavilion. Paper, envelopes, stamps, ink cartridge etc. Any councillors who would like a key to the pavilion office, please inform the clerk and she will organise this. The chairman informed the council that there is a lap top on site which could be used.

Information is now available on [www.highwaysyourway.info](http://www.highwaysyourway.info) about options to keep areas looking good.

472/23-1-18 Date, time and place of next meeting - Tuesday 27<sup>th</sup> February, 2018 - 6.00 p.m. The chairman requested that the meeting took place at the Pavilion.

**CLLR MIKE ACKOYRD  
CHAIRMAN - BRANSTON PARISH COUNCIL**

**MEETING TO CLOSE 8.45 TO MEMBERS OF THE PUBLIC**

**INVIEW OF THE SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW**

473/23-1-18 Clerk annual leave request

It was **RESOLVED** that the clerks leave would be approved.



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- 474/23-1-18 To consider training request by clerk. The clerk explained that she would like to review the financial processes with a view to reducing her hours if possible from April. It was **RESOLVED** that the clerk explores training. Cllr Mrs P Ackroyd asked the clerk to also explore training for herself.
- 475/23-1-18 Land registry update - The clerk informed members that residents had requested an update on legal costs. Clerk had supplied these costs but no further communication had taken place. It was **RESOLVED** that the clerk followed up with further correspondence.

Meeting closed at 8.45 pm.

**CLLR MIKE ACKROYD**  
**CHAIRMAN - BRANSTON PARISH COUNCIL**