



**MINUTES OF THE MEETING BRANSTON PARISH COUNCIL  
TUESDAY 28<sup>th</sup> NOVEMBER 2017, 6.30 PM – PAGET HIGH SCHOOL**

***OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS  
2014 HAS BEEN ADOPTED***

***The press and members of the public are cordially invited***

***PUBLIC PARTICIPATION – 6.30 – 6.45 p.m.  
2 members of the public were present***

- 1. A resident attended the meeting to raise concerns in relation to the blocked drains on the bridge, Main Street. It was agreed that the parish council records the issues again via SCC as well as the possible drain collapse.***
- 2. A resident asked for an update on the bridge. The chairman informed the resident that there had been no update received.***
- 3. One member of the public attended who was interested in being considered for co option by full council.***

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

408/28-11-17      **Apologies for absence** – Apologies for absence were approved and accepted for County Cllr J Jessel and Cllr Hussain

409/28-11-17      **Declarations of interest** - none submitted

410/28-11-17      **Minutes of the last meeting for approval.** The minutes were circulated prior to the meeting. It was resolved that they were a true and accurate record and that the chairman signed them accordingly.

411/28-11-17      **Matters arising from minutes of the last meeting – for report only** - Christmas tree – St Saviours church actioned. Defibrillator batteries now received for defibrillator held at the Pavilion, Clays Lane. Cllr Slater to organise replacement of batteries.

412/28-11-17      **Financial**  
Expenditure/income approved

All cheques and invoices have been checked by councillors and approval has been given for all expenditure to be processed.

The following expenditure was approved by members:-

Amount	Explanation
203.57	Stationery
144.00	Annual service/Shutter
92.65	Travelling expenses/maintenance items
1020.00	Installation of barrier/pavilion
120.00	Collection of vandalized bins
60.00	Collection of vandalized bins
684.00	Repairs to play equipment
450.00	Drive markings - Pavilion
147.90	Utilities - pavilion
28.97	Good councillor guides for councillors
1879.38	Payroll
150.00	Annual service/CCTV
30.99	Bt/Broadband
156.95	Utilities - pavilion
43.29	Utilities - pavilion



Receipts/Payment/budget update distributed to members.  
No budget virements were discussed.  
Update on SSW outstanding charges. Clerk confirmed that these had now been actioned and there are no outstanding charges.

Bank reconciliation October current account: £51252.19

413/28-11-17      **Welcome ESBC Enforcement Officer (subject to their availability)**

No Enforcement officer attended.

414/28-11-17      **Items discussed and decisions made**

- a. To receive update of banking status for both Yorkshire and Lloyds bank from RFO

Clerk issued report to members.

- b. To consider architect costings for main room extension and expansion of carpark (including dropped curb); architect upon appointment has offered to attend a full council meeting to discuss car park extension requirements. Work quotations to be obtained once council have agreed proposed works.

It was **RESOLVED** that the architect be appointed to proceed with works. Costs of works £1795.00 . Councillors declined the offer to meet with the architect to discuss car parking thoughts.

- c. To consider the quality of the current CCTV system. Cllr Smith gave an overview to the parish council on costs for damages to date.

It was noted that the CCTV may need modifying when the extending of the main room works had been completed.



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It was **RESOLVED** that the CCTV system would be reviewed when the main room works had been completed.

- d To consider further works required at Peace Wood ie resurfacing of main area with stone and removal of weeds prior to stone resurfacing. Approximate costs for works £500

It was **RESOLVED** that the clerk establishes with St Modwens developers if the land will be handed over to the parish council. The clerk was asked to establish via the environmental agency any potential flooding risks for this particular area and also establish if the parish council could apply for any possible funding to support the upkeep of the Peace wood.

- e To consider appointing grounds maintenance to cut back overgrowth, either side of Main Street bridge, pedestrian side, in readiness for Spring next year. Approximate costs for works £250. Cllr Slater felt that the brambles etc would grow back just as quick and felt that it would be more sensible to cut back the overgrowth as required.

- f To consider electrical works at the Pavilion requested by Utilities Assistant. It was **RESOLVED** that the works are actioned. Cost £191.61 plus VAT.

- g To consider hire agreement and other matters – Football teams. Current hire agreement expires November 2017

It was **RESOLVED** that when the parish council receive complaints these will be reported to the football league.

It was **RESOLVED** that another hire agreement could not be issued until outstanding invoices had been paid. Once invoices are paid, then clerk to reissue hire agreement for the remaining season. It was noted that Cllr Slater felt that the season would be completed by April 2018.

- h To consider whether the parish council wishes to host the



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Christmas sparkle competition along with arrangements. It was **RESOLVED** that Cllr Slater would speak to the Burton mail to promote the event.

5 zones were agreed. Warren Lane, Fairway, Regents Park, Clays Lane and Henhurst. Judging of the areas will take place week around 18<sup>th</sup> December.

- l To consider purchase of additional planters as part of Tesco for bags grant. It was **RESOLVED** that the 8 barrel planters be purchased along with town planter.
  
- j To consider renaming of Branston Road. The main spine road should be renamed. It was **RESOLVED** that the clerk establishes if the road can be renamed in the first instance.
  
- k To receive an update following complaint at the last parish council meeting– overgrowth adjacent to Beans Covert and discuss any possible actions.  
It was **RESOLVED** that the fencing costs be explored also before any works will be agreed.
  
- l To consider request by Historic England with the Branston Village War Memorial consultation (correspondence attached). It was **RESOLVED** that clerk advertises the consultation via facebook.
  
- m To consider a councillor taking control of the RFO position if the existing RFO is absent and a councillor as a minute taker if the clerk is absent

The clerk advised the council that they could appoint a councillor as a RFO but it is undesirable except as an interim measure since it gives rise to conflicts of interests and also confuses the functions of councillor as decision maker and RFO as adviser.

Cllr M Ackroyd requested that the item be deferred.



- n To consider thoughts on appointing committees from 2018. Each committee to appoint its own Chairperson and minute taker – Cllr M Ackroyd

Cllr Pike felt that committees were not required as it fragments decision making. Cllr M Ackroyd requested that the item be deferred.

- o To consider when cheques and invoices should be made available for checking by two signatories. It was noted that the clerks integrity was not questioned and it was more about meeting efficiency. Clerk to scan over copies of invoices prior the meeting.
- p To consider holidays reporting and maximum carry over to following year – Cllr M Ackroyd requested that the item would be deferred until the next meeting.

415/28-11-17

**Planning applications and planning matters**

P/2017/01376 – Land of Lynwood, 25 dwellings – Outline planning application; Council in the event of supporting the application to also consider any S106 submissions. It was resolved that the application be objected on the grounds of overdevelopment.

It was confirmed that in the event of the planning application being approved then the parish council would welcome a S106 contribution for open spaces/pavilion works.

P/2017/00923 – Lawnswood (Branston Locks) –  
P/2017/01467 (revised plan) – no comments

416/28-11-17

**Correspondence received for information, requiring response from parish council, clerks report, councillor reports, possible items for next agenda**

- Good councillor Guides circulated to members



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-Developing a community based approach – the Highways and Rights of Way consultation – Cllr P Ackroyd informed members that County Cllr Julia Jessel was chairman public rights of way.

- Invitation to Installation and Institution service of Revd Dave Collier/January 2018 – discuss at Decembers meeting. Cllr P Ackroyd requested that the item be discussed at the next meeting.

417/28-11-17      **Reports for Staffordshire county councillors,  
East Staffordshire borough councillors,  
Staffordshire Police (10 minutes)**

418/28-11-17      **Date, time and place of next meeting – Thursday  
14<sup>th</sup> December, Paget High School, 6.30 p.m.**

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

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