

**MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL MEETING, BRANSTON
PARISH COUNCIL ON TUESDAY 21ST MAY 2013 – PAGET CENTRE OF EXCELLENCE. 7.00 P.M.**

Review of planning applications prior to meeting – 6.30 p.m.

Application no	Location	Description
P/2013/00491	Land to the south of Forest Road	Outline application for residential development for up to 300 dwellings
P/2013/00410	21 Thornescroft Gardens	Change of use from play area to domestic garden including the erection of a 2 metre high fencing
P/2013/00432	Land South of Lichfield Road	Outline planning application for a mixed use development scheme
P/2012/01215	Land at Red House Farm	Appeal against refusal of outline planning permission
P/2013/00516	72 Tatenhill Lane, Branston	Erection of a part two storey, part single rear extension
P/2013/00560	15 Warren Lane, Branston	Erection of a conservatory to the rear
P/2013/00491	Land to the south of Forest Road	Outline application for residential development for up to 300 dwellings and associated woodland
P/2012/00432	Land south of Branston	Outline planning application for 660 dwellings etc

Public participation 7.00 – 7.15 – There were two members of the public present. One member of the public attended the meeting supporting the parish councils recent response to Network rail planning application. No other questions were raised.

Present: Cllr M Ackroyd, Cllr M Hussain, Cllr F Smith, Mrs K Lear (clerk) In attendance: Cheryl Maxim, ESBC.

13/13 To receive apologies – Apologies were received and accepted for Cllr M Ellor, Cllr J Yates, Cllr Mrs P Ackroyd, Cllr N Slater.

14/13 To receive any Declarations of Interest/written requests to grant any dispensations - none

15/13 Election of chairman – Cllr F Smith proposed the appointment of Cllr M Ackroyd as chairman for the next 12 months, Cllr Mrs Ackroyd seconded the decision via email. Several other members not present had proposed Cllr M Ackroyd as Chairman for the next 12 months. It was unanimous that Cllr M Ackroyd take the position as chair for the next 12 months.

Cllr Ackroyd informed the council that Cllr M Hodson walker had sadly handed in his resignation with the parish council with immediate effect. Cllr Ackroyd with councils agreement confirmed that Cllr Hodson walker had been a valued member of the parish council and his contribution will be missed.

16/13 Election of vice chair – It was agreed by everyone present that no vice chair position would be appointed this year. Any chairs of the committees could volunteer to chair the full council meeting in the event of the chairman not being present. Vice chair position could be reconsidered in future years. It was noted that vice chair was not a statutory requirement.

17/13 Appointment of committees:-

Finance – Cllr Mrs P Ackroyd (proposal to be discussed at the next meeting)
 Planning – Cllr F Smith appointed as chairman of Planning committee – It was proposed and seconded that the planning committee would run like last year. Delegated responsibilities will be given to the committee in light of all the current planning decisions which are needed on a weekly basis.
 Open spaces – Cllr N Slater appointed as chairman (proposal to be discussed at the next meeting)
 Small schemes – Cllr M Hussain appointed as chairman of Small schemes committee.
 Staffing committee – Cllr N Slater; Cllr M Ackroyd (proposal to be discussed at the next meeting)
 Major projects – Cllr J Yates (proposal to be discussed at the next meeting)

The chairman noted that Julia Jessell was now chairman of the Planning committee for ESBC.

18/13 Minutes of previous meeting, Wednesday, 17th April. The minutes were approved as a true record. It was proposed and seconded that the chairman sign them as a true record. A written note was made on the signed minutes that Cllr Slater was not present at this meeting.

19/13 Planning applications/matters - Quick up date regarding developments within the parish:-

LSOB – the planning application was unanimously rejected at the planning committee meeting on the 18th March. LSOB went to appeal. Cllr F Smith attended the appeal last week at the Town Hall. Results by the planning inspector will not be made until the summer.

Branston depot – Cllr Smith informed the council that the discussion with Branston depot was going well. The council were currently in discussions with the developer with regards to securing the Gatehouse as a Community facility.

Lawns Farm – The council are currently speaking to the developers regarding improvements in the parish. The parish council understand that development needs to take place and as such the parish council are hoping to secure some financial benefit for the local residents.

Application no	Location	Description	Decision
P/2013/00491	Land to the south of Forest Road	Outline application for residential development for up to 300 dwellings	Object
P/2013/00410	21 Thornescroft Gardens	Change of use from play area to domestic garden including the erection of a 2 metre high fencing	Approve
P/2013/00432	Land South of Lichfield Road	Outline planning application for a mixed use development scheme	Object
P/2012/01215	Land at Red House Farm	Appeal against refusal of outline planning permission	Object to planning inspector
P/2013/00516	72 Tatenhill Lane, Branston	Erection of a part two storey, part single rear extension	Approve
P/2013/00560	15 Warren Lane, Branston	Erection of a conservatory to the rear	Approve
P/2013/00491	Land to the south of Forest Road	Outline application for residential development for up to 300 dwellings and associated woodland	Object

P/2012/00432	Land south of Branston	Outline planning application for 660 dwellings etc	Object
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20/13 Borough/county councillor reports – apologies from Cllr Mrs P Ackroyd for none attendance due to urgent meeting called at the Town Hall.

21/13 Clerks report

HMRC – Sadly the parish council may be faced with the financial hit for HMRC penalty. The penalty is as a result of no submission of documentation 2004-8. The parish council have only recently been made aware of this issue.

Annual insurance – Annual renewal was approved by the council. Some items to be insured for impact only to keep the annual insurance costs down. £1839.61

Western relief road is considered – Council requested that the clerk obtains clarification of exact location from Shobnall Parish council.

NDP – painting of railings grant application to be submitted. Financial contribution by parish £50 in light of other improvements in the play area.

Allotments no response yet regarding the legal position of the allotments.
Clerk to email David Duckitt.

Bank mandate to change – Documentation was completed to remove Cllr Martin Hodson walker from the bank mandate. Arrangements to be made for Cllr Hussain to be added to the bank mandate. Arrangements also to be made to ring fence some funds in preparation for the Gatehouse refurbishment should the parish council wish to pursue the project.

Emergency planning – W Read happy to assist with a small working group to compile the Emergency plan. The council felt with the Neighbourhood development plan and all the planning applications, then the project needed to be put on hold until next year.

Planting scheme/signage – Main Street – SCC would like to explore – Clerk to invite Richard Rayson to a meeting to discuss this further.

Play activity – Clays Lane – ESBC happy to explore a weekly sports session during the summer. Clerk to explore further.

Branston fun day – Sadly in light of other pressures, the parish council are unable to attend the event. A £50 donation was agreed by those present (Chairmans allowance). Clerk to process.

Garden competition presentation afternoon – arrangements to be discussed as soon as possible.

22/13 Neighbourhood development update – Cheryl Maxim mentioned that she raised the vandalism on the park at the recent Pact meeting. She will keep in mind anything she feels that could be done.

In relation to the parking issues she had been making some enquiries with SCC and the introduction of walking buses for the local Rykneld School. Main Street and Branston village were the main areas.

The school were very positive and will be pursuing this. Cheryl Maxim asked if anyone from the parish council would like to be involved in a working group to further explore this issue. Cllr M Ackroyd and Cllr F Smith confirmed that they would like to be part of the project but are likely to alternate their attendance due to other pressures which the parish council are facing.

23/13 The following expenditure was approved by the full council.

It was noted that a further £350 was used to repair vandalised play equipment on Clays Lane Play area.

Cheque no	Cheque Amount	Payee	Explanation for expenditure	Power to act (as per financial regs)
001836	£951.52	Kirkwells	Cheque 1786 cancelled. Expenditure approved March.	Local government Act
001837	£300	P Gould	Grass cutting contract 2013/14 May payment	Local government act
001838	£xxx	R Ludlow	Monthly salary	Local government act
001839	£xxx	K Lear	Monthly salary	Local government act
001840	£xxx	HMRC	Tax/NI – K Lear/ R Ludlow	Localgovernment act
001841	£610.00	SPCA	Annual membership	Local government act
001842	£35.65	K Lear	Telephone/stationery/ travelling expenses/refreshments annual assembly	Local government act/chairmans allowance
001843	£25.00	M Bloor	Park inspection March 2013	Local government act
001844	£27.12	Playahead	Replacement part for rope swing/Clays Lane	Local government act
001845	£50.00	S Cammack	Internal audit 2012/13	Localgovernment Act
001846	£320	M Bloor	Repair of concrete posts – Clays Lane/highway – lengthsman agreement budget	Local government Act
001847	£200	M Bloor	Emptying of dog bins – April/May 2013	Local Government Act
001848	£1839.61	Zurich Municipal	Insurance annual renewal premium	Local Government Act
001849	£50.00	Branston community fun day	Donation	Chairmans allowance

NOTE Cheque no: **1786** cancelled

Cheque - £1402 – St Saviours Church – Still no invoice received.

Bank mandate changes - It was resolved that Cllr M Hodson walker be taken off the bank mandate. Cllr M Hussain would be introduced on to the bank mandate. Bank recon April 2013 £57798.05 – some monies to be transferred to Gatehouse project account in the event of the project taking place.

24/13 Items for discussion at next meeting - June 18th Paget High School, .30

CLLR M ACKROYD – CHAIRMAN , BRANSTON PARISH COUNCIL

Minutes of the meeting – Branston parish council – Tuesday, 21st May 2013
Initial

