**MINUTES OF THE MEETING, BRANSTON PARISH COUNCIL**

**TUESDAY 27TH APRIL, 2021, COMMENCING 6.30 P.M. VIA THE PLATFORM ZOOM**

**Present:** Cllr M Ackroyd (Chairman)

Cllr P Ackroyd

Cllr N Gaunt

Cllr P Palmer

Cllr N Slater

Cllr N Hussain – left meeting at 7.30 p.m.

**In attendance**: Mrs K Lear (clerk) and 1 member of the public

**1/27-4-21 Apologies**

Apologies were received and accepted for County Cllr J Jessel, Cllrs J Pike,

F Smith, M Hussain

**2/27-4-21 Declaration of interest and dispensation requests –** none submitted

**3/27-4-21 Minutes of the last meeting, 23rd March, 2021**

**Resolved:** that the minutes were an accurate and factual record and the chairman sign them accordingly.

**Public participation**

One member of the public was present. No matters were raised**.**

**4/27-4-21 Chairman’s report**

The Chairman made members aware of a complaint which is being resolved.

The basket swing installation has been delayed. Apologies received from Wicksteed.

It was noted that the Annual Parish Meeting and Annual Parish Council meeting will be taking place on the 5th May, 2021. Covid restrictions resulted in these meetings taking place earlier than usual.

**5/27-4-21 Pavilion Annex**

1. **Grant applications for the pavilion annex.**

The parish council currently has a pending grant application which required extensive, additional works.

**Resolved**: that no further grant applications would be pursued for the pavilion annex. Members felt that in the current climate grants would be difficult to secure.

1. **Pavilion annex construction works**

The clerk circulated comments from the consultant who had assisted with grant applications to the pavilion working group.

The clerk submitted prior to the meeting, income projections for the next 1-3 years for members to take into consideration when deciding whether to pursue the pavilion annex investment via the clerk’s report.

The Chairman confirmed that it had been resolved that the pavilion annex would proceed.

Clerk to obtain up to date tenders to be presented to full council. It was noted that electricity and water also needed to be costed with the tenders along with other maintenance works currently outstanding.

**6/27-4-21 Finance**

1. The following expenditure was approved

|  |  |  |
| --- | --- | --- |
| **Recipient** | **Explanation** | **Amount** |
| Payroll | Payroll (April) | 1798.47 |
| Peach and Co | Payroll bureau | 210.00 |
| Utilities | Pavilion – Broadband March, Electricity up to 31/3/21, Gas – tbc | 457.25 |
| K Lear | Reimbursements for items vandalised – drain pipe works (Pavilion), leaflet holders, Regents park, Henhurst, cleaning solution for Pavilion, oil for locks | 92.37 |
| K Gower | Maintenance works - April | 150.00 |
| Water plus | Surface water charges | 4.56 |
| South Staffs Water | Water charges | £36.95 |
| Payroll | Payroll (May) | 1798.47 |
| K Gower | Maintenance works - May | 150.00 |
| V Evans | Internal audit | 55.00 |

It was noted that any emergency expenditure would be processed by the clerk in consultation with the chairman and vice chairman.

1. Utility Trust Bank – internet banking

Resolved: that internet banking with Utility Trust Bank will be processed. Debit card to also be processed to enable the clerk to purchase parish council items as required rather than submit reimbursement expense forms resulting in personal income being used.

1. Aviation Lane and Clays Lane Parks – operational repair works are currently being carried out.
2. Insurance renewal

Resolved; that the Zurich insurance renewal be processed, It was noted that due to the unfortunate number of claims the annual fee had increased.

1. Renewal of annual zoom subscription

Resolved: that the annual zoom subscription would be renewed. Chairman to process.

1. Budget for current financial year

Resolved: that the ear marked reserves would be amended to ensure sufficient funds for the pavilion annex to £75K, Open spaces £13K. At this moment in time no grants budget would be created.

1. Antivirus software for lap top

Resolved: that the chairman would order the antivirus software for the two computers.

1. Statement of accounts 2020-21 unaudited were presented for information.

**7/27-4-21 Planning applications and matters**

The Newbold Quarry extension of production hours were discussed.

Clerk was requested to write to Aggregate Industries to establish what impact the 24 hours production would have on the residents of Branston. Depending on the response received is whether council would submit any concerns.

The chairman requested that a resolution be passed that the Co-option interview would take place out of the public domain.

**8/27-4-21 Highway**

County Cllr Julia Jessel has confirmed that there are a number of highways matters. She has a divisional meeting 29th April and will submit a report after her meeting.

**9/27-4-21 Correspondence requiring a response**

Sunday league correspondence – item not discussed.

Members felt that a meeting needed to be set up as soon as possible with the Chairman, Secretary and other parties to confirm the hire agreement for the next 12 months.

Clays Lane Play Area gates. A complaint had been submitted in relation to the gates. Works had been carried out to resolve the complaint.

**10/27-4-21 Working group updates and councillor reports**

Planting wild flowers

**Resolved**: that Cllr Slater would look at locations for wild flowers to be planted around the parish during the appropriate season.

Removal of metal posts in the play area (obsolete posts)

**Resolved**: that the clerk would get a quotation for the works. Costs to be presented to council at the next available meeting.

Damaged fencing - Lonsdale Road

**Resolved**: that Cllr Slater would look into what minor improvements could be made in the capacity of a local resident.

Community litter pick (subject to Covid rules)

A member informed council that 2 litter picks were planned for the 4th May (Branston Scouts) and 15th May (Branston Friends).

Additional hedge works, war memorial in readiness for the 26th June event. It was noted that Cllr Slater would speak to local residents to get their thoughts on suggested improvements.

Quotations for repair of fencing by play area/adjacent to the highway, Clays Lane. Members requested that the clerk obtained more information to establish the risks around the fencing

Memorial bench enquiry, Clays Lane Park. Update was given to members. No further action was required at this moment in time.

Memorial bench, Clays Lane.

**Resolved**: that the installation of the bench is pursued. Installation costs are £200.

Pavilion. It was noted that the pavilion will be opened as soon as possible subject to covid rules.

**11/27-4-21 Borough, County Council and Staffordshire Police reports**

Cllr Patricia Ackroyd was Mayor for ESBC. The Mayors charities will be YMCA, and Cancer Research.

**12/27-4-21 Clerk’s report**

The clerks report was noted.

**UNDER PUBLIC (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 BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW**

**13/27-4-21 Co-option interview**

Mr A Riley was co-opted to the parish council.

All members were happy that their email and telephone numbers are circulated to the new member.

**Cllr Mike Ackroyd**

**Chairman – Branston Parish Council**