

**MINUTES OF THE MEETING BRANSTON PARISH COUNCIL  
TUESDAY 27<sup>TH</sup> SEPTEMBER 2022, 6.30 P.M. AT CLAYS LANE SPORTS PAVILION**

Present: Cllr M Ackroyd (Chairman)  
Cllr J Pike  
Cllr S Murphy  
Cllr N Slater  
Cllr A Riley

In attendance Mrs K Lear

Before the meeting commenced, the Chairman conducted a 1-minute silence following the death of Her Majesty Queen Elizabeth II.

The Chairman asked members if they were in agreement for further discussions to take place re Utility supplier and also a possible litter pick later on in October.

**1/27-9-22 Apologies for absence**  
Apologies were accepted for Cllrs P Ackroyd, F Smith and R Faulkner.

**2/27-9-22 Declaration of interest and dispensation requests**

**3/27-9-22 Minutes of the last meeting for approval**

**Res 150/22 Resolved:** that the minutes of the meeting of the 27<sup>th</sup> July, 2022 were approved as an accurate and factual record.

**Public participation** – no members of the public were present

**4/27-9-22 Chairman's report**

The Chairman advised members that applications were open for the SPCA Executive committee.

**5/27-9-22 Planning applications and matters**

a) Planning applications

P/2022/00856 – Beans Covert, Felling of one aspen tree – no objections

P/2022/00935 – 21 Henhurst Hill, Burton, Prior notification for the erection of a single storey rear extension, 3.4m to the highest point of the roof and 2.3m to the eaves – no objections

P/2022/00384 – 14 Henhurst Ridge – Erection of a single storey side extension and erection of a brick built shed – no objections

P/2022/00902 – 20 Acacia Lane – Conversion of garage to form additional living accommodation – no objections

- b) Housing Choice SPD

Members confirmed that they had no comments to submit.

**6/27-9-22 Highways/matters of concern**

**a) Henhurst Ridge Primary School Working group update**

Members were made aware of the recent meeting. Highways officer confirmed that Amey were being appointed to carry out analysis work now that the school had been open for sometime.

**b) Dangerous parking around Rykneld Primary School**

It was suggested that the parish council contacts Staffordshire police to explore any support that they could give.

**7/27-9-22 Policy**

**a) Emergency procedures**

There was a discussion in relation to a more effective and productive route to make emergency decisions. The recent example was the electricity contract.

The Chairman wished to canvas members thoughts rather than the chairman and clerk make decisions as per LGA legislation. The clerk advised that under the legislation, no single councillor has authority to make a decision on behalf of the council and decisions cannot be made electronically.

**Res 151/22 Resolved:** that in an emergency the clerk and chairman would call a zoom meeting to canvas members views before a final decision is made in the event of an emergency item ie an items requiring a decision sooner than 3 clear days.

**b) Civility and Respect Pledge**

**Res 152/22 Resolved:** that the civility and respect pledge would be adopted. It was noted that this would be added to standing orders and code of conduct.

**8/27-9-22 Pavilion, and Open spaces**

**a) Contractor for refurbishment of Clays Lane Park**

**Res 153/22 Resolved:** that Wicksteed would be given the contract for works. Second visit to be arranged for members to have a walk around the play area to confirm works.

Council agreed that the clerk submits a grant application to ESBC.

**b) Pavilion works**

The clerk advised members of options which contractors had made in relation to the current heating system at the pavilion. Contractors had confirmed that

in their opinion, the large boiler in the store room was required to heat water to the showers in both changing rooms.

Due to the ongoing utility cost increases, the clerk had been requested to explore alternative options.

At this moment in time, no users required showers.

**Res 154/22 Resolved:** that quotations be obtained for the installation of a combi boiler which would heat the radiators and wash basins in the pavilion. Clerk to obtain costings as only one quote had been received at the time of the meeting.

**Res 155/22 Resolved:** that the showers in the home team changing room be isolated. The large boiler could then be drained empty or temperature reduced.

**Res 156/22 Resolved:** that plaster works to be carried out in the away team changing room.

#### **c) Tree works, Clays Lane**

The clerk had contacted several tree surgeons to obtain their thoughts re tree removal/pollarding. At the time of the meeting, only one surgeon had attended site.

**Res 157/22 Resolved:** that the 4 trees would be removed. Additional trees will be Planted around the parish to replace those what will be removed.

#### **d) Hire agreement for Clays Lane Sports Pavilion**

Members felt that hire agreement and costs needed to be explored on an ad hoc basis.

Defer recommendations to working group.

#### **e) Budget for autumn plants and bulbs**

**Res 158/22 Resolved:** that £300 budget would be reserved for plants required for the planters around the parish and hanging baskets.

#### **f) Cars parking in front of the barriers, Sports Pavilion**

Several options were explored as possible improvements. Members felt that this should be discussed again in the Spring 2023.

#### **g) Aviation Lane Play Area**

Report was received following a member having informal discussions with some residents who lived near to Aviation Lane Play Area. There was a discussion in relation to the youth shelter. It was suggested that the council could explore the location of the youth shelter.

Clerk to obtain costs for works following the annual inspection. It was noted that the gate had been repaired and litter bin removed as the bin was constantly vandalized.

**h) Litter pick**

**Res 159/22 Resolved:** that a community litter pick would take place on Saturday, 22<sup>nd</sup> October, 10 to 2pm. Meet at Pascals car park.

**9/27-9-22 Finance**

**a) Payments**

Robinsons	Annual lease charge	1.00
Civic society	Annual membership	15.00
Utilities	Gas, electric, broadband	213.03
Amberol	Planters	693.60
Administration	Administration	1620.89
Waterplus	Used & surface water	4.39
K Lear	Reimbursements	90.79
DSK Engineering	Play inspections	634.80
Perennial Landscaping	Grounds maintenance	630.00
Mazars	External audit	360.00
JRB Enterprise	Dog poo bags	38.52
HSBC	Bank charges	5.00
I Norris	Plumbing	120.00
P Earley	Leak investigation	110.00

**Res: 160/22 Resolved:** that the payments would be processed.

**b) Budget review**

Members were advised of the current financial status.

**c) Unity Bank**

**Res 161/22 Resolved:** that the bank account would be set up.

**d) AGAR 2021-22**

It was noted that the external audit had been approved.

**10/27-9-22 Clerks report**

**Dog poo dispensers – invitation from ESBC to supply dispensers.**

**Res 162/22 Resolved:** that the council submits expression of interest.

**Plaques Peace Wood**

There was a discussion in relation to current costings for plaques for the peacewood.

**Res 163/22** **Resolved:** that a bench plaque will cost £40, plaque for peacewood wall £30. Parish council to source plaques.

### **Tree planting**

Members were happy to accept tree donation for a local resident. It was suggested that the additional trees would be planted in the Toadhole.

### **Branston signage/Branston Road**

Members had noted that the Branston Sign had been removed following the new road design

**Res 164/22** **Resolved:** that the clerk contacts SCC Cllr J Jessel on behalf of the parish council requesting that the signage is returned.

### **Green Week**

To mark green week, the Chairman will be attending a virtual meeting on the 28<sup>th</sup> September hosted by SCC.

Two benches near to the Peacewood will be installed week commencing 26<sup>th</sup> September.

### **CCTV Quotations**

Clerk is still waiting for quotations to be submitted, site visits had taken place. One possible supplier would like a zoom meeting to introduce themselves in the first instance.

**11/27-9-22** **Borough, County and Staffordshire Police Third Party Reports**

No reports received

Cllr Mike Ackroyd  
**Chairman – Branston Parish Council**