

**MINUTES OF THE MEETING BRANSTON PARISH COUNCIL MEETING  
TUESDAY 23<sup>RD</sup> JANUARY, 2024, COMMENCING AT 6.30 P.M. AT CLAYS LANE SPORTS  
PAVILION**

**Public participation** – Two residents attended the meeting and raised concerns in relation to the proposed A38 works. The chairman asked the residents to submit the questions to the clerk who will investigate their questions and report back to them.

**Present:** Cllrs A Riley, M Ackroyd, P Ackroyd, R Faulkner, R Grosvenor, A Hornby,  
N Slater, J Riley

Cllr Faulkner confirmed that he needs to leave the meeting at 8.15pm.

**In attendance:** Mrs K Lear (Clerk)

93/2024 Apologies for absence  
No apologies were received.

94/2024 Declaration of interest and dispensations  
None received

95/2024 Chairmans report

Annual Parish 6<sup>th</sup> April 2pm Clays Lane Sports Pavilion was confirmed. It was agreed local partners would be invited to attend.

It was felt that the parish council would no longer pursue a further public meeting with County Cllr Jessel.

The Chairman advised that he wished to stand down from the Finance and General Purposes Committee. He proposed that Cllr J Riley to join the committee. Cllr Grosvenor had confirmed previously that he would like to join this committee.

The clerk advised that good practice is to have an uneven number on committees.

The Chairman felt that it was important to allow members to join committees.

It was resolved that Cllrs R Grosvenor and J Riley join the Finance Committee.

The chairman advised that he felt an additional member needed to be appointed also onto the Events Committee. It was agreed that Cllr A Hornby would join the committee.

96/2024 Minutes of the meetings extra ordinary meeting, 22<sup>nd</sup> November, full council meeting 28<sup>th</sup> November, 2024 and Extra ordinary meeting 11<sup>th</sup> January 2024.

Minutes of the meeting, 22<sup>nd</sup> November, 2023  
It was resolved that the minutes were an accurate and factual record.

Minutes of the meeting, 28<sup>th</sup> November 2023  
It was resolved that the minutes were an accurate and factual record.

Minutes Extra Ordinary Meeting 11<sup>th</sup> January, 2024.

Cllr Faulkner wished to abstain as he had to leave the meeting early.

It was resolved that the minutes were an accurate and factual record.

97/2024

Replacement of perimeter fence which runs alongside Clays Lane

It was resolved that the clerk obtains quotations for the works to proceed to present to full council.

98/2024

Events Calendar 2024

Members were briefed on the events calendar.

The Chair of the Events Committee proposed the following events.

30<sup>th</sup> March 2024 – Easter Egg Hunt

6<sup>th</sup> June 2024 – 80<sup>th</sup> Anniversary D-Day + Beacon Lighting

3<sup>rd</sup> August 2024 – Olympics 2024 Sports Day

31<sup>st</sup> August 2024 – Party at the Park

10<sup>th</sup> November 2024 – Remembrance Sunday Parade

29<sup>th</sup> November 2024 – Christmas Tree Light Switch On

It was noted that the Events Committee will explore donations/sponsorship.

Members of the full council were asked if they could confirm their availability for the proposed events.

A member asked if the Christmas tree location could be explored for 2024 or lights changed.

It was resolved that the Events Committee can proceed with the events.

It was noted that any expenditure would be in line with the financial regulations. In the event of the committee wishing to exceed agreed budgets, this decision would need to be approved by full council.

99/2024

Meeting with School Council, Henhurst Ridge Primary School and John Taylor Free School and discuss possible actions.

#### Henhurst Ridge Primary School Visit

Representatives of the parish council met up with Henhurst Ridge Primary School.

It was resolved that Cllr Grosvenor and Clerk draft a grant application for the ward enhancement programme for the play area.

It was noted that access to the play area needed to be explored also via the local County Councillor.

#### John Taylor Free School

Several members met with the Head of John Taylor Free School and the Business Manager.

Flooding of the car park and underpass were raised as concerns.

Members noted that ESBC had responsibilities for clearing the underpass.

The clerk advised that she had reported concerns of students feelings that the lights was not adequate and that watering was coming from the ceiling of the underpass. Highways England have now confirmed that they are investigating these matters.

100/2024 Third party reports

No reports received.

101/2024 Finance and policy matters

a) Payments

Payee	Explanation	Amount	Payment/Power
DSK Engineering	Installation of two replacement benches	1164.00	EP/GPC
ESBC	Waste management	689.63	EP/GPC
Payroll	Payroll	1770.12	EP/GPC
Utilities	Broadband/pavilion	46.85	EP/GPC
K Lear	Reimbursement	90.00	EP/GPC
Robert Lewis Signs	Temporary signs	240.00	EP/GPC
JRB Enterprise Ltd	Economy dispenser bags	68.70	EP/GPC

It was resolved that the above payments were approved and can be processed.

Four members as per standing orders had requested that the proposed budget for 2024-25 and precept 2024-25 be discussed again.

It was resolved that the precept and budget would be discussed out of the public domain.

b) Sponsorship policy

It was resolved that the Sponsorship Policy would be adopted.

c) Contractors for ground works 2024

It was resolved that Perennial Landscape would be appointed.

Members requested that tendering for next year for next year that a tender for cuts to be between 10 and 14.

It was noted that next year the number of cuts could be reduced to 10 to 14 cuts per season rather than 17. This to be considered when the tender detail is agreed.

d) Watering of planters

It was resolved that the contractor be appointed, watering to be mid May to mid October rather than June to October. This to also include adding feed to the plants. The parish council will continue to carry out the planting of the planters.

e) Appointment of Contractor clearing the play area, Clays Lane

It was resolved that the works can proceed. Clerk to process.

g) Internal Auditor

It was resolved that Mrs S Burston will be appointed as the internal auditor.

102/2024

Correspondence

a) Planning applications and matters

47 Burton Road – Members were still concerned about this property. From observations, the fence panels were coming off. They felt the overall state of the development has got worse.

It was requested that the clerk writes to the ward borough councillors and also building control to investigate this building further.

P/2023/00496 (amended) Manor Farm – It was agreed that the same objection be submitted to the planning authority in relation to this application.

Drakelow Governance Review – Members agreed that no comments would be submitted.

b) Other correspondence

It was resolved that the following street names be approved.

Iris Avenue, Finch Street, Chiffchaff Drive, Rook Road, Brambling Way, Foxglove Grove

103/2024

Clerks report

Pavilion/playing field hire enquiries

Members felt that more information was required. Clerk to feed back at the next meeting.

Hire of pavilion 25<sup>th</sup> January, Public meeting – Warren Lane Residents

It was resolved that there will be no cost for the room hire as the meeting will be for a public meeting hosted by Cllrs N Slater and A Riley.

Update from ESBC Enforcement and Staffordshire Police following September 2023 Public Meeting

The parish council had received communication from ESBC Enforcement confirming that no barrier will be introduced at the rear of Currys Store. No further communication had been received from Staffordshire Police in relation to their proposed proactive work with Morrisons Store following residents concerns in relation to ASB on Morrisons Car Park.

It was resolved that the local residents were made aware of the decision of the land owner and also an update re Staffordshire Police.

Morrisons Store Drop In – Meet the local Store Manager

Cllrs R Grosvenor and A Riley confirmed that they will be attending the drop in sessions.

The chairman advised council that due to the sensitivity of the next agenda item he will be moving the item to out of the public domain.

**UNDER THE 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**

Volunteer Award Scheme Nominations

Clerk advised that she had spoken to various residents and she was not able to establish the names of the local volunteer litter pickers.

104/2024

Finance and Policy

The Chairman handed over to Cllr J Riley.

a) Proposed Budget for 2024-25

Cllr J Riley advised members that the clerk had raised a concern after the meeting on the 11 January 2024 with the chairman of the full council in relation to the proposed budget and potential precept requirement.

The Chairman of the full council requested Cllr J Riley, due to his expertise, to scrutinise the accounts and proposed budget for 2024-25. Cllr J Riley expressed his thanks to the clerk for her assistance over the weekend sharing detailed information with him in relation to the accounts, general reserves and proposed budget.

Cllr J Riley informed the council that in the current proposed budget there were insufficient funds to replace the play equipment at Aviation Lane and he reported that, if the Council wished to carry out this project, Council would have to increase its budgets accordingly. Cllr J Riley wished for it to be recorded that the lack of reserves was of no detriment to the RFO.

Cllr Faulkner stated that he did not agree with this and requested an independent auditor be engaged.

Cllr J Riley circulated the amended budget to members. Cllr R Faulkner left the meeting.

Cllr J Riley proposed that £20000 contribution towards the play equipment be added to the capital budget, £3K will also be added as general reserves. Cllr A Hornby seconded the proposal.

In favour: Cllrs A Riley, J Riley, N Slater, A Hornby, R Grosvenor  
Against: Cllrs M Ackroyd, P Ackroyd

The proposition was carried that council authorises for £20000 contribution to be added to the capital budget and £3K to general reserves.

b) Precept submission for 2024-2025

There were discussions in relation to what potential precept increase was required.

Cllr J Riley proposed that the precept requirement for 2024-2025 be increased as discussed to £115K and put to the vote. Cllr A Hornby seconded the proposal.

In favour: Cllrs A Riley, J Riley, N Slater, A Hornby, R Grosvenor  
Against: Cllrs M Ackroyd, P Ackroyd

The proposition was carried – Council authorises for the Clerk to submit the precept submission for 2024-25 to the billing authority in the sum of £115K.

105/2024 Volunteer Award Scheme Nominations

Clerk advised that she had spoken to various residents and she was not able to establish the names of the local volunteer litter pickers.

No residents were put forward for the Volunteer Award Scheme.

Signed: .....

Date: .....