

**MINUTES BRANSTON PARISH COUNCIL MEETING, 24th SEPTEMBER 2024,
COMMENCING 6.30 P.M. AT CLAYS LANE SPORTS PAVILION**

Residents were invited to attend the meeting to receive their Volunteer Award.

Present: Cllrs A Riley (Chairman), P Ackroyd, A Hornby, R Grosvenor, J Riley

In attendance: Mrs K Lear (Proper Officer)

The Chairman opened the meeting asking members to have a one minute silence following the said loss of ex parish councillor Mr Mick Bowering and ex employee Mrs E Duddy.

Public participation – members of the public asked if more updates could be given regarding the bridge works.

The Chairman gave an update on the bridge. Works are needed. Pedestrian crossing is being explored. There was a discussion in how better communication can be shared with local residents.

Members agreed that some information should be circulated on the parish council website. The bus services were also discussed.

210/24-9-24 Apologies for absence

Apologies were noted and accepted for County Cllr J Jessel and Parish Councillor M Dillon. The clerk confirmed that Cllr Slater was running late but hopes to attend the meeting later.

211/24-9-24 Declaration of interest and dispensations

None submitted.

212/24-9-24 Minutes for approval, 23RD July 2024 and extra ordinary meeting 13th August, 2024.

The Chairman wished it to be noted that a few changes needed to be made to the minutes of the meeting of the 23rd July, 2024 which had not been minuted confirming decisions made.

24.07.23/8 B; Grant applications – the item was deferred to the Finance and General Purposes Committee to review and action accordingly

Introduction of Dog poo dispensers – King Road were also discussed and agreed to introduce two more dog poo dispensers on Kings Road.

Cllr P Ackroyd wished to abstain as she was not in attendance at any of the meetings.

Cllr R Grovensor wished to abstain as he was not in attendance at the August meeting.

It was resolved that following the changes, the minutes of the meeting of the 23rd July were an accurate record.

It was resolved that the minutes of the meeting of the 13th August were an accurate record.

213/24-9-24 Chairmans Report

The Chairman wished to give thanks to Cllr J Riley and the clerk for all their hard work during the summer. Meetings had taken place during the summer, along with commencement of policy reviews as well as the day to works of the council and executing the decisions made at council meetings.

The Chairman confirmed that he has attended a number of events during the summer, ESBC Navy day, Branston scouts photograph competition, Branston parish council party in the park. Stretton Party in the Park.

214/24-9-24 Events and Communications Meeting

Cllr J Riley confirmed that early October the Events committee will be meeting. He confirmed that Remembrance Sunday, The Staffordshire Regiment will be leading the Remembrance Parade on the 10th November. The order of service and plans for the event is almost complete.

The final arrangements for the Christmas tree light switch on are being planned. The committee have managed to secure the round table to attend. The Blacksmith Arms have approved the tree location again this year.

215/24-9-24 Draft minutes from the Finance and General Purposes Committee Meeting

Minutes were circulated in the meeting packs.

The Finance and General Purposes Committee have met to review the management accounts, all budgets on target etc.

Subject to full councils approval, additional works were discussed at the Finance and General Purposes Committee meeting ie improvement of CCTV, introduction of a more sustainable barrier system. The committee would like council to consider an additional £30K being put into general reserves to be put into capital projects for completion this financial year.

It was resolved that the £30K general reserves be increased for capital projects. Projects which will be funded by the £30K will be to enhance CCTV, barrier system improvement along with other minor projects.

Cllr P Ackroyd wished it to be noted that thanks was given to the clerk obtaining £76K in grants to date this financial year.

216/24-9-24 Warm spaces initiative update

Members were given an update following a meeting with Trent and Dove who wished to give some support with the warm spaces initiative.

Branston Scouts have offered their facility for a weekly drop in. Council have also been exploring the feasibility of offering a transport facility for residents to be picked up at Clays Lane at 10 am to be transported to the Scout Hut. They would be transported back to the pavilion at 12 noon.

The cost for this initiative will be funded using the £30K.

It was resolved that the initiative will go ahead. Members felt due to the winter allowance being cut, it will be an opportunity for residents to attend for a warm space. Members agreed that posters needed to be displayed.

217/24-9-24 Introduction of permanent finger protection guards on internal doors at the Pavilion

The preschool are currently using temporary protection guards.

It was resolved that the protection guards be purchased and installed for the pavilion.

218/24-9-24 To receive report following meeting with Nurtons

Cllr J Riley advised members that he had met with Nurtons along with the clerk to obtain an update on the proposed room as part of the S106 requirements for the Branston Locks Development.

Cllr Riley gave an overview on the discussion with Nurtons along with aspirations.

Members were happy with the initial proposals and how the discussions are unfolding.

219/24-9-24 To consider purchase of flat screen for the pavilion as part of enhancement works

There was a discussion on whether the introduction of a flat screen would be a possible enhancement.

Members resolved that a flat screen for the pavilion will be purchased. Budget up to £1K which will include installation. Members confirmed that the council debit card be purchased to purchase the flat screen.

220/24-9-24 Purchase of junior goal posts

Cllr J Riley advised members that the football team require smaller goal posts.

Cllr J Riley advised members that the intention is that the teams will be charged an additional £10 when they use the goal posts.

It was resolved that additional goal posts would be purchased.

221/24-9-24 Purchase of additional dog poo dispensers

1 Acacia Lane
2 Regents Park
1 Regetta Allotments

Clerk to be given what 3 word locations so that she can obtain land owners permission.

It was noted that Cllr R Grosvenor would replenish the dog poo dispenser as required for Regetta Allotments and Cllr A Riley would replenish the dog poo dispensers for Acacia Lane and Regents Park.

It was resolved that 4 dog poo bag dispensers be introduced, budget up to £1K. Funding from general reserves.

222/24-9-24 Financial and Policy Matters

a) Payments

Payee	Explanation	Amount	Payment/ power
Maverick security	Party in the park and barrier support	460.00	EP/GPC
Perennial landscape	Grass cutting August and September	1479.16	EP/GPC
Payroll	Payroll	1863.99	EP/GPC
Waterplus	Water - pavilion	7.08	EP/GPC
DSK Engineering Services	Notice board, King Road	1290.00	EP/GPC
Branston Parish Council	Transfer £15K to HSBC Account	15000	EP/GPC

It was resolved that the above payments be processed.

Additional payments processed during September

Payee	Explanation	Amount	Payment/ power
T Robinson	Peppercorn rent, Aviation Lane	1.00	EP/GPC
Royal mail	Postage, invitations to meeting	2.70	EP/GPC
Wicksteed Leisure	Park refurbishment	Approved July Meeting	
Dunhelm	Kitchen bowl	3.00	DC/GPC
Post office	Chairmans chain of office posted to Thomas Fattorini for additional links to be fitted	18.95	DC/GPC
The Range	Plants for war memorial	11.94	DC/GPC
B&Q	Plants for war memorial	14.00	DC/GPC
Thompson	Plants for war memorial	226.86	DC/GPC
Gear4music	Microphone stand	41.48	DC/GPC
Poppy shop	Wreaths for remembrance sunday	38.49	DC/GPC
Utilities	Gas, electricity, bt	265.05	DD/GPC
Cartridge Save	Printer cartridge	95.35	DC/GPC

Additional payments processed during August

Payee	Explanation	Amount	Payment/ Power
A and M Gardening	Watering of planters	200.00	EP/GPC
Payroll	Payroll	2078.92	EP/GPC

JRB Enterprise	Dog poo bin and bags supplied	289.68	EP/GPC
DSK Engineering	Installation of dog poo dispensers and ad hoc repairs	720.00	EP/GPC
Mercia Events	Portaloos and sound system Party in the park event	1477.80	EP/GPC
Viking	Stationery	71.99	EP/GPC
GPH Landscape	Pitch marking	156.00	EP/GPC
Waterplus	Water, pavilion	7.08	EP/GPC
Alan Cox	Decorating, Pavilion	1800.00	EP/GPC
YMCA	Donation in memory of Cllr M Ackroyd	50.00	DB/GPC
Carpet city	New flooring, Pavilion.	2440.00	EP/GPC
World book club	Community profiling	4.80	DC/GPC
Thompson & Morgan	Replacement plant Aviation Lane as previous plant taken	46.98	DC/GPC
The Range	Clip frames for awards	3.29	DC/GPC

Additional payments processed by clerk as instructed by Cllrs J and A Riley during July.

Payee	Explanation	Amount	Power
Amazon	Balloons, ribbon and helium	127.44	DC/GPC
Thompson & Morgan	Plants for Aviation Lane Park Opening Event	780.69	DC/GPC

b) Update on amended watering plants contract and discuss possible extension

Background: Cllr J Riley and A Riley had asked the clerk to terminate the previous contract. After consultation with members during the summer they appointed an alternative contractor.

Cllr J Riley would now like council to consider the extension of this contract, additional cost £4815, November to March 2025 works.

The 5 months work will include:-

- Planting out the planters
- Watering the planters
- Sweep the Pavilion car park every fortnight
- Clear leaves every fortnight, Clays Lane Park
- Tidying up the entrances of the underpass

The contractor will also support the Remembrance Sunday Event and preparation works in advance of the event as a goodwill gesture.

It was resolved that the current contract with C Slater Property and Gardening Services be extended. It was noted that this provision was to get the council through until next year.

- c) Introduction of new fencing and gate for the creation of a grow zone for the pre-school, and repair of fencing at the MUGA

The Clerk advised members of the tenders she has received.

Cllr J Riley advised members of the tender he had received.

Tenders were considered

It was resolved that tender 1 would be accepted, C Slater Property and Gardening Services, £2214, which will include the repair of the MUGA fencing.

- d) Bank mandate update

It was noted that Cllr J Riley and A Hornby are now signatories on the bank mandate for the parish council Lloyds account.

It was noted Cllr A Riley and J Riley now have access to the two HSBC accounts, view only.

Cllr J Riley wished to thank the clerk for her hard work in processing these changes.

223/24-9-24 Correspondence

- a) Planning applications and matters

P/2024/00584 – 11 Kingsway, Branston – Erection of a single storey side extension

P/2024/00742 – Demolition of existing hotel restaurant and replacement with an attached four storey new building providing an additional 48 bedrooms and reconfigured to provide a breakfast room, together with alterations to the car park and all associated works

- b) Correspondence from residents, third parties

Members were advised that the parish council have received a number of complaints in relation to parking concerns. The council have advised Staffordshire police.

Members received complaints in relation to pedestrian crossing concerns at the Co-op car park. The chairman has met with a local resident and advised County Cllr Julia Jessel of the concerns raised.

Cancelled bus services – Members were advised that the clerk has spoken to Diamond Bus services asking if they could make the parish council aware of any changed services.

224/24-9-24 Written applications for co-option

The Chairman advised members that one applicant had withdrawn their application.

It was resolved that Rebecca Taylor be co-opted onto the parish council.

It was resolved that Joseph David be co-opted onto the parish council.

225/24-9-24 Clerks report

Bus shelters – it was agreed that the clerk proceeds with the cleaning of the shelters prior ready for remembrance Sunday.

Oyster Close – Members were made aware of the communication. Members asked the clerk to reinforce the decision made at a previous meeting.

WCCTV free trials – members felt it was not required at this moment in time.

Training courses – Councillor introduction training – 9th October.

Acorn Green, proposed highway changes. It was suggested that a site visit takes place to establish what the plans are.

Donation of trees, Acorn Green. Clerk to thank the local resident for offering the trees but unfortunately due to the redesigning of the area, sadly on this occasion, the trees will have to be declined.

Notice board, Kings Road – now installed.

Party in the Park – residents had raised concerns in relation to inconsiderate parking around Clays Lane during the event.

Fly Tipping, Pavilion Car Park – Clerk has now actioned this.

Daffodil planting in planter, junction of Postern Road – Clerk to action.

Mayor of the Parish Council – It was noted that parish councils cannot elect a Mayor.

Green Flag Award – It was noted that the clerk and Chairman of the full council will be meeting Michael Hovers to establish if it is something the parish council could consider.

Meeting closed at 20.15.

UNDER THE PUBLIC (ADMISSION TO MEETINGS) ACT 1960 IN VIEW OF THE SPECIAL NATURE OF THE BUSINESS TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW

226/24-9-24 Volunteer Award Scheme Nominations

No nominations were submitted.

Signed:

Date: