# **Minutes of the meeting of Perton Parish Council**

# **held on Monday 14th December 2020, 7.00pm**

Meeting held virtually via Microsoft Teams.

Members were informed that the meeting would be recorded and deleted once minutes were approved.

## **PRESENT:**

Councillors Mrs PA Allen (Chairman), D Glynn (Vice- Chairman, R Bradley, N Caine, P Davis, K Elder,

Mrs R Heseltine, C Rathbone, J Sherlock, J Turner, Mrs B Walters

Parish Clerk Mrs B Hodgetts

Admin Assistant Mrs L Higgins

Members of the public – one

## 93/20 - PUBLIC OPEN SESSION

No question raise by the public present.

## 94/20 - APOLOGIES FOR ABSENCE

Apologies received and noted for Cllrs AA Bourke, Mrs L Dew and Mrs A James.

## 95/20 - POLICE MATTERS AND REPORT

A written report received from PCSO S Fryer was accepted for information and a copy attached to these minutes.

A Dispersal Order will be requested for Halloween 2021 as there were some issues this year.

## 96/20 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations received.

## 97/20 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests for dispensation received.

## 98/20 - MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 9th November 2020 were a true and correct record. The Chairman to sign in the Clerk’s office as soon as practical.
2. **Resolved** that the minutes of the Extraordinary Parish Council Meeting held on 25th November 2020 were a true and correct record. The Chairman to sign in the Clerk’s office as soon as practical.
3. Noted for information the minutes of the following committees:
* Human Resources Committee meeting held on 18th November 2020
* Finance Committee meeting held on 6th December 2020

## 99/20 - FINANCE

1. **Paid Expenditure Transactions** between 01/11/20 and 30/11/2020

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cheque**  | **Tn No.** | **Gross** | **Details**  |  |
| DD | 4202 | £1,435.00  | South Staffordshire Council  | November rates  |
| DD | 4203 | £30.00  |  Kalidescope  | Website & email hosting/maintenance  |
| Bacs  | 4204 | £108.00  | Down to Earth  | Grass cutting - playground 7th October  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DD | 4205  | £124.27  | Ash Waste Services  | General & recycle waste  |
| Bacs | 4206  | £120.00  | Connect Pages  | Newsletter  |
| Bacs  | 4207  | £19.56  | ESPO  | Two wall clocks  |
| Bacs  | 4208  | £108.00  | Evac Chair International  | Maintenance contract for Evacuation  |
| Bacs  | 4209  | £2,728.01  | Inland Revenue  | Tax & NI - October  |
| Bacs  | 4210  | £84.00  | Acquiesce Environmental  | Legionella monitoring and testing  |
| Bacs | 4211  | £3,211.45  | Staffordshire County  | Pension - October  |
| DD  | 4212  | £536.20  | Npower Business  | Electricity supply 29 Sept to 26 Oct  |
| Cheq 0332  | 4213  | £20.00  | Royal British Legion  | Wreath  |
| PCTop-up11  | 4214  | £246.88  | Petty Cash Items  | Postage/Batteries/Post Box/Maintenance/Stationery  |
| Bacs  | 4215  | £92.76  | British Telecom  | BT OneBill  |
| Bacs  | 4216  | £270.00  | Defib Store Ltd  | Replacement Battery for Defib  |
| DD  | 4217  | £496.69  | Contract Natural Gas Ltd  | Gas supply: October  |
| Bacs  | 4218  | £32.95  | Amazon  | Perspex desk screen - Clerk's office  |
| Bacs | 4219 | £10,624.54 | Salaries  | Month 08 (November) |
| Bacs | 4220 | £78.00 | South Staffordshire Council | ID badges  |
| Bacs | 4221  | £38.93  | NALC  | Cllr Training: The Future of Play  |
| DbD | 4222  | £169.87  | Siemens  | Qtrly lease Nov to Jan – Drinks Machine  |
| Co- Op BACS  | 4223  | £31.83  | Community Volunteer  | Emergency shopping (Covid-19)  |
| Bacs | 4224 | £250.00 | The Well Food Bank  | Donation to food Bank (Co-op Bank)  |
| Bacs | 4225 | £250.00 | Kingsway food Bank  | Donation to Food Bank (Co-op Bank |
| DD | 4226 | £35.00 | Information Commission  | Data Protection Renewal fee  |

**Total £21,141.94**

1. Cash book received and noted for information. Copy attached to these minutes
2. Income statement received and noted for information.
3. Expenditure and budget to date received and approved. Copy attached to these minutes.

## 100/20 - STAFFORDSHIRE COUNTY COUNCIL

1. County Councillor written report was noted for information. Copy attached to these minutes.
2. Speed Cameras, Bridgnorth Road, Trescott were discussed. **Resolved** to contact the Safer Roads Partnership, SSDC Community Safety Team and County Councillor confirming that the Parish Council, along with the Trescott Action Group, would like the cameras currently installed to be upgraded and activated. The reduction of speed on the Bridgnorth Road could also be considered, the Parish Council would need to look at the budget and precept for 2021 to assess if they could help with the costs involved. Increasing the length of the double white lines could also be a solution to the issues.

Councillors have volunteered to help the Action Group clear some of the footpaths due to overgrowth.

**Resolved** Clerk to contact the County Council to suggest that a sign be installed warning that horses cross the road to access the bridlepaths. Clerk also to write to the Action Group confirming support.

1. Wrottesley Park Road signage was discussed. Staffordshire County Council have declined the request for warning signs due to traffic regulations. It was suggested that signage could be put inside Bluebell Walk to warn pedestrians of the potential hazard. **Resolved** that a site meeting be called in the new year to look at the options, clerk to circulate possible dates.
2. The re-surfacing in Severn Drive has not eradicated the issues at the crossing but it is felt it has exacerbated the problem. **Resolved** Clerk to contact Staffordshire County Council Highways expressing the Parish Council’s disappointment with the workmanship.

## 101/20 - SOUTH STAFFORDSHIRE COUNCIL

1. District Councillor written reports previously distributed from Cllr P Davis and Cllr Mrs R Heseltine were noted for information, copy attached to these minutes.

Additional Comments

Cllr N Caine informed the meeting that he had sprayed dog fouling stencils in Edward Road and has also put stickers on lampposts in within the vicinity. Also reported street lights out and pot holes. A site meeting to discuss various issues within Perton has been arranged.

The Chairman reported that District Councillors are having a lot of training at present. Local Plan meetings are continuing and public consultations will be held in 2021.

1. Rats are becoming a problem around the upper lake. Resolved that the Parish Council will work with the District Council to reduce the problem.
2. The District Council have awarded the Parish Council £400 Christmas Fund grant. It was resolved to provide a hot boxed meal to the elderly isolate and vulnerable resident. Café 29 have been approached for the catering. Each meal will cost £10 and volunteers will deliver at lunchtime on Christmas Eve.

## 102/20 - CLERKS REPORT

Weekly reports having previously been distributed were noted for information. The grant application to Staffordshire County Council ‘Doingourbit’ fund was unsuccessful due to demand, but SCC have submitted the application to the Community Foundation of Staffordshire. It was agreed that the Co-op bank account was previously approved and additional policies could be provided to support the new grant submission.

## 103/20 – POLICIES FOR REVIEW

1. **Resolved** that the following policies were approved with required amendments
2. Disciplinary
3. Grievance
4. Staff handbook
5. **Resolved** to adopt the following policies;
6. Appraisal
7. Employee Code of Conduct
8. **Resolved** to approve the following Term of Reference;
9. HR Committee - minor revisions
10. Management Committee – minor revisions
11. Finance committee – no amendments
12. Allotment Committee – no amendments
13. Planning Committee – no amendments
14. Working Party – no amendments

## 104/20 – ENVIRONMENTAL ISSUES

A report previously distributed was accepted for information, copy attached to these minutes.

It was suggested that nest boxes could be installed in the eaves of the Civic Centre at no cost to the parish. **Resolved** Clerk to meet with Cllr K Elder to discuss further and bring back to the management Committee

## 105/20 – ANDERS SQUARE CHRISTMAS TREE

Unfortunately, the tree delivered was not the full tree that had been requested. The Council were unable to choose the tree this year due to Covid-19. **Resolved** Clerk to try and negotiate a discount.

## 106/20 - DATE AND TIME OF NEXT MEETING via Microsoft Teams

Monday 11th January 2021 at 7.00pm Full Council

Monday 18th January 2021 at 7pm Full Council - Precept

**Crime & Disorder Implications Section 17 of the Crime & Disorder Act 1998**

Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

**Meeting closed at 8.46pm**

Signed ………………………………………………………………… Date: …………………………………………

Chairman



Police overview report for Perton Parish Council

Date: 9th November- 13th December

Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it.

The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent.

The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of in a secure manner.

* **Main headlines since the last meeting**: Since the last meeting there has been reports of vehicle crime throughout the area x2 van brakes where power tools were stolen Barley Croft and Reynolds Grove. X2 vehicle damage Cosford Court and Lingfield. x1 theft of car Hamble Grove. The main items being taken in the thefts from vans are power tools and these offences are occurring in night time hours. X3 suspicious males were seen around the Gainsborough Drive area 12/12 officers were in the area at 3am when the job came in but unfortunately area search was negative. Serious crime is put out on smart alerts.
* **ASB hotspots**: Most of the anti-social behaviour incidents we have had reported are neighbour disputes or covid breach jobs at people’s homes. Kids doing knock and runs on a particular house down Wordsworth have been spoken to. Covid breach jobs are dealt with by words of advice or a ticket. Main ASB hotspot is St Andrews Drive by the lower lake possible drug dealing which is in regular patrol.

**If you know of any anti-social behaviour or drugs hotspots, please let us know by calling 101 or speak to your local PCSO.**

* **Please follow South Staffs Police on Twitter**; @SStaffsPolice.
* **Please consider signing up to and recommending Smart Alert** to any residents interested to know what is happening in the South Staffordshire area. Most incidents of crime are put out on this system either as they happen or shortly afterwards, depending on what shift we are working and when we hear about the incident.

<https://staffordshiresmartalert.uk/staffs/>

**End of Report**

**Agenda item 100/20 a)**

County Council report

County Council Highways have been requested to look at the speed cameras on the Bridgnorth Road at Trescott that residents have complained are not operational through this hamlet for deterring the speed limit of 50 mph. I have asked the Highways Manager to refer this matter to the Safe Road Partnership for investigation.

The Covid 19 Fund application that Perton Parish Council has lodged with the County Council has been followed up after a request from the Parish Council to receive an up date on the progress of this application. It has now been sent to the County Council. I understand that as the County Council Offices are presently closed there may be a delay as officers are working from home.

I have received some questions on matters relating to a third access and exit in Perton. The original planning for housing in Perton was passed on appeal in the Seventies. Conditions for access and egress from Perton was that there would not be any direct access to Wolverhampton. The position remains the same to-day and the only concession was that a bus lane was installed from Yew Tree Lane to facilitate public transport buses to be able to operate their schedules without having to come in via the longer route via the A41.

In replying to my request to ask for County Council business to be submitted through the Parish Council that this is to make certain that the elected members have knowledge of all details that could affect third parties in other parts of Perton and agreed by the Parish before I proceed to the County Council.

Keith James.

SCC Member for Perton Division.

**Agenda item 101/20 a)**

 **District Councillor’s Report 14.12.2020**

Since the last Parish Council meeting I have attended the following. It has been a particularly busy period due, mainly, to Covid 19 related issues.

Informal Cabinet 5

Cabinet

Informal Cabinet Special Meeting

Covid Outbreak Briefings 14

Local Outbreak Control Board 5

South Staffordshire Outbreak Control Board 3

Full Council

Overview and Scrutiny Committee : We received a presentation from Severn Trent Water.

Planning Committee: No local planning applications. A deferred application from the previous meeting was revisited and planning approval was given.

Health and Safety Steering Group

Community Safety: Much of the information/detail given by Chief Inspector Dave Wain is confidential but the good news is that there is a 5% reduction in crime in South Staffordshire.

Lead Member Briefing + Test & Trace 3

Staffordshire Health & Wellbeing Board

Resource, Planning & Prioritisation (RPP)

RPP Summit

Locality 4 Forum: These forums are a new initiative by the Council, tailored to specific issues within each Locality. For Locality 4 the issue for discussion was flooding. Over the past months this has become much more problematic. In attendance were representatives from the County’s Flood Risk & Management Team. As a result of this forum, we have been given access to maps and more information in relation to Perton and a subsequent meeting was held with Perton Parish councillors on this topic. I think it proved to be extremely useful and formed a good basis for working together.

Locality Site Assessments 3 Very interesting but highly confidential.

Member Briefings 4: Emergency Planning, Equality, Diversity & Safeguarding, Planning and Local Government Finance.

Continuing to deal with issues for some residents.

May I just take this opportunity to say that generally compliance with Tier 3 restrictions is good – there have been 2 or 3 high profile cases- and the Environmental Health Officers and Covid marshals are working extremely hard within our District. Our case rate numbers have decreased significantly but in order to maintain this it is very important to observe the **HANDS FACE SPACE** regimen.

Enjoy your Christmas, and Stay Safe. Rita Heseltine (Lakeside)

**Agenda item 101/20 a)**

December report

Philip Davis Member for Perton Dippons

Since the last Parish meeting, I have attended the meetings and briefings listed.

November 12th Standards and resources Committee

Also on the same date I joined a presentation given by Bethan Morgan, the Director of Civil Contingencies for Staffordshire. This covered various topics including the current pandemic and terrorism.

November 19th I attended a virtual meeting concerning Site Assessment for locality 2

November 24th Overview &Scrutiny meeting. There was an emphasis on water supply issues in South Staffordshire.

November 30th I attended a virtual training seminar regarding Equality and Diversity and Safeguarding.

December 1st Local government finance training.

December 3rd Locality 4 Site assessment virtual discussion. The purpose of this discussion was to allow councillors to listen to various proposals put forward by planning officers and air any objections or alternative proposals.

December 8th. Full Virtual council meeting

**Agenda item 104/20**

**Environmental Issues**

**Woodland Management:** The recent inspection of Perton’s interpretation boards also provided an opportunity to take a close look at Perton’s open spaces at the end of the growing season. Council will be aware that much of Perton’s green spaces are actively managed either as amenity grassland or as meadowland.

In contrast Perton’s woodlands are subject to more limited management i.e., largely for safe public access with a particular focus on maintenance of footpaths & walkways, plus some limited tree management to ensure public safety. There is no active management of Perton’s woodlands to ensure plant and tree health and what for example makes Bluebell Walk in particular special identified in the Ecological Survey in 1998[[1]](#footnote-2). For example: ash die back has been spotted this year in many of young ash trees in Bluebell Walk and the invasive plant yellow archangel has taken over much of the ground cover at the Hoylake end of Bluebell Walk.

Also, existing tree cover is gradually filling in some open areas, particularly near the Upper Lake and in Penk Meadow. In addition, the small coppices close planted 40+ years ago have been largely left unmanaged except when a tree falls because of wind action or if trees become dangerous. These coppices now mostly comprise tall spindly trees with a lot of shade.

I suggest the time has come for more active management of Perton’s woodland estate.

**Tree Planting:** Perton Playing Fields Association has given the go ahead for Wild About Perton to plant trees along the Mill Lane boundary strengthening the hedge/tree line with Wolverhampton. The work will be undertaken early in the New Year.

**Nests for Martins, Swallows & Swifts:** Wild About Perton has been putting up bat boxes and bird nest boxes over the autumn and this work will continue early in the New Year. Following a donation of a swift box they would like to put up martins & swallow nest boxes and a second swift box in suitable locations around the Upper Lake. An ideal site would be under the eaves on the lakeside of the Civic Centre. How might this idea be taken forward?

Keith Elder, 9th December 2020

1. Ecological Survey of Smiths Rough (Bluebell Walk) July/August 1998 Undertaken on behalf of South Staffs Council by Eco Tech, Ecological Consultancy, 1998 [↑](#footnote-ref-2)