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

# **held on Monday 26th April 2021, 7.00pm**

Meeting held virtually via Microsoft Teams.

The meeting was recorded and will be deleted once minutes are approved.

## **PRESENT:**

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

K Elder, Mrs R Heseltine, C Rathbone, J Sherlock, J Turner, Mrs B Walters (part of meeting), Ms S Wilkes

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Members of the public – none

PCSO A Tooth (part of meeting)

## 164/20 - PUBLIC OPEN SESSION

No members of public present.

## 165/20 - APOLOGIES FOR ABSENCE

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

## 166/20 - POLICE MATTERS AND REPORT

A written report received from PCSO A Tooth, previously distributed, was accepted for information and a copy attached to these minutes.

## 167/20 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

The following declarations were made:

* Item 179/20 Wild About Perton - Cllr K Elder

## 168/20 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests for dispensation received.

## 169/20 - MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 8th March 2021 were a true and correct record.
2. Noted for information the minutes of the following committees:

* Human Resources Committee held on 15th March 2021
* Management Committee held 31st March
* Finance Committee meeting held on 6th April 2021

## 170/20 - FINANCE

1. **Paid Expenditure Transactions** between 01/03/21 and 31/03/2021

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Cheque | Paid date | Tn no | Gross | Details |  |
| DDbASH | 31/03/21 | 4285 | £155.64 | Ash Waste Services | General & recycle waste |
| DDbWebsite | 31/03/21 | 4286 | £30.00 | Kalidescope | Website & email hosting/maintenance |
| Re- imburseBHFeb | 31/03/21 | 4287 | £45.60 | Catering24 | Activity Bags |
| BacsAE | 31/03/21 | 4288 | £84.00 | Acquiesce Environmental Compliance Ltd | Legionella monitoring and testing February |
| DDbGas | 31/03/21 | 4289 | £510.71 | Contract Natural Gas Ltd | Gas supply: February |
| BacsBT | 31/03/21 | 4290 | £72.54 | British Telecom | BT OneBill - February |
| BacsPen | 31/03/21 | 4291 | £3,078.19 | Staffordshire Pension Fund | Pension - February |
| BacsIR | 31/03/21 | 4292 | £2,541.32 | Inland Revenue | Tax & NI - January |
| BacsReimbCo Op | 31/03/21 | 4293 | £15.00 | Sainsbury's | Activity Bags - Pencil & eraser |
| BacsEITSyste | 31/03/21 | 4294 | £24.00 | Edge Designs Limited | End of Year Webinar |
| BacsSalaryM12 | 31/03/21 | 4295 | £11,339.44 | Salaries | Month 12 (March) |
| BacsReimBH | 31/03/21 | 4296 | £350.90 | Amazon | Printer / Scanner - Climate change grant |
| BacsReimBH | 31/03/21 | 4297 | £499.99 | Acer Store | Projector - Climate change grant |
| BacsUnitty | 31/03/21 | 4298 | £804.00 | Unitty | Annual boiler service |
| PettyCashTop | 31/03/21 | 4299 | £34.05 | Petty Cash Items | Various: see parts |
| PettyCashTop | 31/03/21 | 4300 | £0.89 | Home & Motorsave | Fuses |
| PettyCashTop | 31/03/21 | 4301 | £1.99 | Home & Motorsave | Self drilling screws |

**Total £19,588.26**

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 noted for information.

Councillor Mrs B Walters joined the meeting.

## 171/20 – GRANT REQUEST

1. Perton Rainbows **- Resolved** to approve a grant of £300
2. The Royal Wolverhampton NHS Trust Staff Choir – **Resolved** to request a copy of their accounts and bring back to the next meeting.

## 172/20 - STAFFORDSHIRE COUNTY COUNCIL

1. No report received.
2. There was no further update on the Wrottesley Park Road signage.
3. Flooding at Dippons Lane – A virtual meeting was held with Severn Trent, South Staffordshire Council, Land owner and Perton Parish Council. Staffordshire County Council were unable to attend but asked for the notes to be forwarded when available. Some members of the council were surprised that they were not included. County Council Highways have agreed in principle to help with clearing the pipe under the lane. South Staffordshire Council have agreed to contact Environmental Health and County Council Highways to follow up on this. This is still not resolved there is a need to clear the ditch down to the river as it is blocking with sewage and effluent and flooding back to the pond in the field. SSDC are hopeful that the Environment Agency can help clear the ditch right up to the Penk.
4. The issue of the chicanes at Severn Drive and the chicane and St. Andrews were discussed. There are now potholes in the speed bumps. There is some concern that the give way at the chicane in Severn Drive should be reversed. The SID is due to be installed shortly.

Highways have said they do not have the money to modify the speed bumps at St. Andrews Drive. The repairs in the area, which took six and a half years are appalling. It was **resolved** to contact the County Council again. Cllr Mrs R Heseltine will speak to County Cllr D Williams, Cabinet member for Highways and Transport.

## 173/20 - SOUTH STAFFORDSHIRE COUNCIL

1. District Councillor written report previously distributed from Cllr P Davis were noted for information, copy attached to these minutes.

Cllr Mrs P Allen - verbal report

Letter received from the owner of Town & Country Meats, thanking the parish for their help during lockdown. He did not have to furlough any staff.

SSDC have held some very interesting sessions on master planning for a new settlement. There is no agreed site yet.

The Boundary Commission review is assessing the number of councillors, electorate, wards and how they are arranged.

Vodafone would like to install a new 5g mast at the site opposite Shackleton Drive, the existing mast is 12m which would be replaced with a 20m mast. It is felt that this is excessive in this area and the residents should be informed. The mast will be higher than the current tree line and will be encroaching into the green space and very close to the new trees that have been planted. Vodafone also have a mast at the rear of the Middle School on the boundary of Wolverhampton that may be better suited and less obtrusive. Could the mast be camouflaged?

Covid Marshalls have been visiting local businesses to ensure that all are compliant with the regulations. If anyone has concerns please contact the District Council. Overall compliance across South Staffordshire has been excellent.

1. Nomination to the Standards and Resources Committee. This committee is the most influential and informative committee. Councillor N Caine would be interested, Clerk to contact SSDC to confirm if a Parish Councillor who is also a District Councillor can be nominated to the committee. Please Cllrs Mrs R Heseltine or P Davis if anyone would like more information.
2. South Staffordshire Council are assessing the need for a Public Space Protection Order for dog fouling. **Resolved** to support the initiative. The main areas of concern are outside schools, Playing fields, central area (Anders Square, around the lake) and the various alleyways in Perton. Promoting the use of dog bins is required and also installing bins further afield as people are tending to walk further following the various lockdown restrictions. Inform the Clerk of any sites that would benefit from new or additional bins.
3. There is £5,000 funding available for each locality for Community Safety. There were 5 suggested options which could be mixed and matched. **Resolved** that Ring doorbells and Smart Water would be beneficial to Perton.
4. Information from the Locality Forum Climate Change session held on 25th March 2021 were previously distributed for information.
5. Crematorium Planning Application Appeal Decision. The approval of the site on Wrottesley Park Road and financial implications was discussed.
6. Clearing of weeds from the River Penk from the upper lake to the lower lake – The litter and shrubs before the chicane, there are trees and weeds growing out of the bottom and side of the bank. The water is muddy and full of rubbish. It is acknowledged that there is a problem with the litter in all areas. There are differing views held on the ecological benefit of the shrubs. Fish are seen in the river and there is no issue with flow. The main problem, If any would be the engineered walls of the river bank.

## 174/20 - CLERKS REPORT

Weekly reports having previously been distributed were noted for information.

## 175/20 – POLICIES FOR REVIEW

1. **Resolved** that the following policies be adopted
2. Dependant Leave & Emergency Dependant Leave
3. Maternity, Paternity & Adoption
4. Annual Leave
5. Attendance and Absence

## 176/20 – STANDING ORDERS

**Resolved** to amend Standing Order 3s to include the following *‘A secret ballot may be requested by at least two councillors.’* Councillor P Davis wished his vote against this proposal be recorded.

## 177/20 – BEST KEPT VILLAGE

The competition will not be run in its normal form but The Community Foundation are asking communities to showcase what has been achieved in the last 12 months. **Resolved** to put together some photographic/video evidence of the community spirit and what has been achieved, Covid Cobra, Christmas meals, activity bags etc. Councillor K Elder will lead on this with the help of the Parish office.

## 178/20 – PHOTOGRAPHS CIVIC CENTRE

**Resolved** to find three photographs of Perton to transfer to canvas to be hung in the Lakeside Hall. Photographs could also be shown on the large screen in the foyer. The Management Committee to agree which photographs to use.

## 179/20 – ENVIRONMENTAL ISSUES

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

The Great British Spring Clean will be 28th May to 13th June. Advertising it as the Great Perton Spring Clean will hopefully encourage residents to get involved in their local area. Wild About Perton have purchased additional litter picks. To put on social media, including Pride of Perton Facebook page.

## 180/20 – QUEENS PLATINUM JUBILEE

**Resolved** to participate in the tree planting campaign ‘The Queen’s Green Canopy’ to commemorate the Queens Platinum Jubilee in 2022. Bradshaw’s has offered to provide the trees. Clerk to contact Bradshaws and accept their help. This can also be linked in with the Forest Of Mercia.

## 181/20 – PARISH ONLINE DIGISTAL MAPPING SOFTWARE

**Resolved** to purchase the annual subscription at a cost of £360.

## 182/20 – KINGSWAY FOOD BANK

**Resolved** to donate a further £500 from the Covid Fund balance of £1,990

## 183/20 - DATE AND TIME OF NEXT MEETING

Full Council Annual Meeting of the parish Council - Monday 10th May at 7pm

(To be held in Perton Civic Centre unless regulations are amended)

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

In pursuance of the powers contained in section 1 of the above act, I move that the press and public be excluded from the meeting on the grounds that the business about to be transacted is of a confidential nature and that publicity will be prejudicial to the public interest

**184/20 – STAFFING**

1. The Clerk updated the council on the current staffing structure and employees currently off sick.
2. **Resolved** to fund the FILCA training for both office staff at a cost of £120 each once it is available.

**Meeting closed at 9.32pm**

**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.

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

Chairman

**Agenda item 166/20** 

**PERTON PARISH COUNCIL MEETING CRIME REPORT. FROM MARCH 8TH 2021**

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.

* ASB/drugs X9 reports-ASB--- All Personal nuisance x1 Public order Anders Square, male dealt with. X1 Kids Anders Square
* Operations are being held in relation to Thefts of vehicles and theft from vehicles. OP JACKAL and OP DISRUPT. Arrests have been made in relation to theft of motor vehicle. Other operations are being run which are OP SCRAMBLE for off road bikes and OP LIGHTENING traffic offences.
* Operation to tackle drug dealing at Pavilion and St Andrews Drive has been successful and we will continue to patrol and monitor.
* Police still have no powers to deal with parking. Parking Buddies for parking are at Perton Academy and Perton Middle School and should be put out by school each morning and afternoon.
* Working in partnership with Council to carry out joint visits to supermarket, shops, fuel station in Perton area to combat the wearing of face masks.
* Serious crime is normally put out on Smart Alerts. PLEASE FORWARD YOUR NAME EMAIL ADDRESS TO PCSO SIAN FRYER IF YOU WOULD LIKE ME TO SIGN YOU UP.
* VEHICLE CRIME – X1 attempt theft car / no cctv and car was secure on arrival of police (Canterbury Drive) X3 Catalytic convertor theft Richmond Drive Benson Close , Turner Grove – Ongoing forensics opportunities and cctv opportunities.
* THEFT X2 electric scooters stolen from gold club, offenders are being dealt with.
* ROBBERY – Parkway – Girls fighting on bus and phone was stolen, this is being dealt with and phone returned
* Road Crime police has being doing joint visits with neighbourhood police to tackle crime. Drugs crime x2 males arrested for a substantial amount of drugs and drug in charge. Car seized for no insurance.

**PCSO 23042 Fryer**

**Agenda item 170/20 b)**

**Financial Summary - Cashbook**

Summary between 01/04/20 and 31/01/21 inclusive.

Balances at the start of the year

# Ordinary Accounts

Co-operative Bank £602.91

HSBC Current Account £10719.54

Petty Cash Accounts £250.00

Public Sector Deposit Fund £130,000.00

**Total £141,572.45**

|  |  |  |  |
| --- | --- | --- | --- |
| RECEIPTS | Net | Vat | Gross |
| Parish Council | £232,987.60 | £0.00 | £232,987.60 |
| Civic Centre | £45,021.56 | £0.00 | £45,021.56 |
| Total Receipts | £278,009.16 |  | £278,009.16 |

|  |  |  |  |
| --- | --- | --- | --- |
| PAYMENTS | Net | Vat | Gross |
| Parish Council | £162,345.20 | £5,108.17 | £167,453.37 |
| Civic Centre | £114,601.05 | £3,216.92 | £117,817.97 |
| Total Payments | £276,946.25 | £8,325.09 | £285,271.34 |

Closing Balances

# Ordinary Accounts

Co-operative Bank £3,253.47

HSBC Current Account £14,806.80

Petty Cash Account £250.00

Public Sector Deposit Fund £116,000.00

Total £134,310.27

**Agenda item 173/20 a)**

**April report - Philip Davis Member for Perton Dippons**

March 17th Special council re appointment of Section 151 officer.

March 18th Masterplan training re new settlements

March 23 Overview and Scrutiny presented by a speaker from SSC re cycle routes.

March 30th Full council meeting

April 6th Members briefing regarding the forthcoming boundary review.

I have requested extra litter bins to be placed in the A41 lay by opposite Wrottesley Golf club. If this happens it will hopefully help to encourage motorists to deposit their litter rather than throwing it into the adjacent field .Street Scene officers have been made aware of the damaged Wrottesley Park Road sign 100 yards from the Perton Farm Shop. It is awaiting replacement.

A resident has reported to me the use of a drone above his garden without his permission. Officers are currently investigating.

**Agenda item 179/20**

**Environmental Report**

**Great Perton Spring Clean:** Keep Britain Tidy have now officially launched the Great British Spring Clean from 28 May to 13 June 2021.

This includes a call to individuals and groups to pledge their time to litter pick during the period of the Spring Clean. It is important that people who litter pick do so lawfully under the COVID-19 guidance pertaining at the time. Currently some 50,591 individuals have pledged their support.

​

Wild About Perton will pay for additional litter pickers. It is suggested that Perton Parish Council put out a call to local people to support the Great Perton Spring Clean and pledge their time and pledge where they will undertake their spring clean, for example near where they live, or a local public open space working individually or in small groups.

**Open Space Improvement Scheme:** There was mention made at the Locality 4 Forum on Wednesday 23rd March which I attended of an Open Spaces Improvement Scheme. After the meeting I asked the District for further information and how as a Parish, Perton might engage with the scheme. Andrew Aston responded to explain that he was taking the lead and that he was interested in ideas from Parishes that could be taken forward. A particular open space might be showcased to show what could be achieved if partners worked together. There was also the potential to install an interpretation board afterwards to show what had been done and the partners involved.

One site in Perton might be a suitable candidate i.e. the meadow next to the Lower Lake, a gateway site for Perton, where Street Scene and Wild About Perton volunteer Cynthia Tilley have worked together to improve the meadow for biodiversity. More needs to be done including improving the nearby seating area and managing erosion of the bankside.

**Archaeology in Mind:** Voluntary archaeology group Archaeology in Mind excavated two of the buildings associated with RAF Perton in Bluebell Walk during 2019 & 2020. Unfortunately work to complete the excavation, including mapping the remains, updating the interpretation boards and preparing for an exhibition in Perton Library was interrupted by COVID-19.

During the lockdown Friends of Perton Library asked Archaeology in Mind to prepare a public presentation of their work to date. The presentation is now complete and will be premiered on Wednesday 12th May at 7PM using the Zoom platform. Registration is free through Eventbrite. Full details with be available soon through Perton Library.