5th May 2021

**TO ALL COUNCILLORS**

Dear Sir/Madam,

You are summoned to the Meeting of Perton Parish Council, to be held at Perton Civic Centre on Monday, 10th May 2021 at 7.00pm.

Yours faithfully  
Clerks signature 


**Becky Hodgetts**

**Clerk to the Council**

# AGENDA

## **01/21 - Public Open Session**

*Time for this session is limited to 30 minutes as per Standing Order number 3F.* Members of the Public are invited to address the Parish Council (limited to 3 minutes per person as per Standing Order number 3G)

## **02/21 – Election of a Chairman for the term 2021/22**

## **03/21 – Signing of Declaration of Acceptance of Office**

## **04/21 – Apologies for Absence**

## **05/21 – Election of a Vice Chairman for the term 2021/22**

## **06/21 – To receive for information Police Matters and Report**

## **07/21 – To agree membership and Chairman of the following committees as per standing order 4 vi)**

## Management (6 plus 2 Ex-officio Members)

1. Finance (5 plus 2 Ex-officio Members)
2. Human Resources (9)
3. Planning (5 plus 2 Ex-officio Members)
4. Allotment (4 plus 2 Ex-officio Members)

## **08/21 – To agree cheque signatories (6)**

## **09/21 – To agree representatives for Perton Playing Fields Association (8)**

## **10/21 - To receive Declaration of Disclosable Pecuniary and Other Interests from the Agenda**

## **11/21 - To approve requests for Code of Conduct Dispensations.** A request for a dispensation has to be made in writing to the Clerk and be granted by decision of the Council

## **12/21 - Minutes**

1. To approve minutes for the Parish Council meeting held on 26th April 2021
2. To receive for information draft minutes from the following committees:

Finance Committee held 4th May 2021

Human Resources Committee held on 5th May 2021

## **13/21 - Finance**

To receive Financial reports for April 2021:

1. List of Payments for approval
2. Cash Book for information
3. Income Statement for information
4. Expenditure and Budget to Date for information
5. To approve the continued use of BACS for all payments, with payment schedules approved weekly via email

## **14/21 – Grant Requests**

The Royal Wolverhampton NHS Trust Staff Choir – update

## **15/21 - Staffordshire County Council**

1. To receive and discuss the report from County Councillor
2. To receive an update of Dippons lane flooding
3. To discuss the grant of £5,000 to promote the ‘High Street Opening’

## **16/21 - South Staffordshire Council**

1. To receive reports from District Councillors for information
2. To receive an update on the issue of Rats
3. To receive feedback on the Locality Forums and podcasts

## **17/21 - Weekly Clerks Report**

To note for information previously distributed weekly Clerk’s Report

## **18/21 - Environmental Report**

To receive report for information.

## **19/21 – Policies & Terms of Reference**

## **for review:** no amendments recommended

## Standing orders

* 1. Financial regulations
  2. Financial framework

1. **for adoption**

## Whistle blowing

## Lone worker

1. Training
2. **Committee Terms of Reference for review:** no amendments recommended
3. Allotment
4. Finance
5. Human Resources
6. Management
7. Planning
8. Working Party

## **20/21 – Holiday Entitlement for Parish Council Staff**

## To approve the surplus holiday entitlement from 2020/21 be carried into the next two

## years as per the Government Guidelines dated 13th May 2020

## 

## **21/21 - Date and time of next meeting**

Full Council Annual Meeting of the Parish Council – 14th June 2021

**Crime & Disorder Implications**Section 17 of the Crime & Disorder Act 1998, places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to do all that it reasonably can to prevent crime and disorder in its area.  
Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

**We kindly request that all councillors and members of the public planning to attend the meeting take a lateral flow test before the meeting. In the event of a positive result please do not attend, instead follow Government advice.**

**Masks will be mandatory unless a valid exemption applies.**