5th June 2024

Dear Councillor

You are summoned to the Meeting of Perton Parish Council, to be held in the Board room, Perton Civic Centre on Monday, 10th June 2024 at 7.00pm.

Yours faithfully



**Mrs Becky Hodgetts,**

**Clerk to the Council**

*All persons attending this meeting are hereby notified that this meeting will be recorded to assist the Parish Clerk in the compilation of minutes. The recording will be deleted once the minutes have been approved.*

**AGENDA**

## **26/24 - Public Open Session**

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

## **27/24 Apologies for Absence –** to note apologies received from Councillors

## **28/24 To receive reports for information**

## Police, Fire and Crime reports

1. Weekly Clerk’s reports – previously distributed also available on the website

## **29/24 Declaration of Interest** To receive Declarations and Other Interests from the Agenda. Councillors are reminded of their responsibility to declare any disclosable pecuniary and other interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.

## **30/24 Code of Conduct – Dispensation -** To approve requests for Code of Conduct Dispensations. (A request for a dispensation must be made in writing to the Clerk and be granted by decision of the Council)

## **31/24 Minutes**

1. To approve minutes of the Parish Council meeting held on 13th May 2024
2. To receive for information draft minutes or notes from the following committees/working parties:
	* 1. Allotment Committee meeting held 29th May 2024
		2. Finance meeting held on 4th June 2024

## **32/24 Finance**

1. To approve list of Payments for May 2024
2. To receive the Cash Book to date for information
3. To receive the Income Statement to date for information
4. To receive the Expenditure and Budget to date for information
5. To consider grant request from Silver Poplars
6. To consider a grant from FC Perton

## **33/24 To consider adoption of the following Policies:**

1. Community Engagement Policy
2. Communication Strategy Policy - to follow
3. Investment Strategy Policy as recommended by the Finance Committee
4. Reserves Policy as recommended by the Finance Committee
5. Allotment Policy as recommended by the Allotment Committee

## **34/24 To consider amendments the following Terms of Reference:**

* + - 1. Allotment Committee Terms of Reference – recommend removing Ex officio positions
			2. Management Committee Terms of Reference - recommend removing Ex officio positions
			3. Human Resources Committee Terms of Reference
			4. Finance Committee Terms of Reference - recommend removing Ex officio positions
			5. Planning Committee Terms of Reference - recommend removing Ex officio positions

**35/24 Local Council Award Scheme**

To consider applying for the Quality award for the September deadline at a cost £130

## **36/24 Pavilion and Playing Fields**

1. Update on lease discussion
2. Update on Pavilion and Playing fields
3. To consider the formation of a Park Run track around the playing fields and also a disabled course

## **37/24 Civic Centre**

a) Solar Panels - To receive an update on installation

## b) Legionella risk assessment – to approve assessment cost £345 + vat required every two years.

c) To consider the options for repair to the Ladies toilets - quotations attached

**38/24 Allotments**

1. To consider costs for new site sign - quotations attached
2. To consider applying for the Green Flag award in 2025.
3. To consider provision and cost of a Defibrillator with cabinet to be housed at the Golf Club - quotations attached
4. To consider purchasing a stab pack - quotations attached
5. To consider providing two further plots at the site. To consider Parish Council carrying out the work and hiring a rotavator - costs attached

## **39/24 Health & Safety**

## To receive an update

1. To consider Key Performance Indicators (KPI’s)

## **40/24 Correspondence**

To consider supporting the Safety bill for Lithium batteries

## **41/24** **Staffordshire County Council**

1. To receive for information written report from the County Councillor

## **42/24 South Staffordshire Council**

## To receive for information written reports from District Councillors

1. To receive an update on CCTV installation near to youth shelter.
2. Planning Applications:

**Applications for consideration previously distributed**:

**Application no**. : 24/00276/FULM

**Location**: The Mount Golf & Country Club (Formerly Perton Golf Club) Wrottesley Park Road, Perton, WV6 7HL

**Proposed:** alterations to external appearance of golf clubhouse, including the provision of pergolas and canopies; extension of kitchen facilities; replacement, repositioning and enlargement of the driving range, including modifying lighting and fencing; extension to driving range to include re-located golf shop with ancillary office, seating and refreshment area and buggy etc. Store and erection of 2no padel courts.

## **Application no. :** 24/00448/VAR

##  **Location:** Perton Court Cottage, Pattingham Road, Perton, WV6 7HD

## **Proposed:** Application reference number 23/00864/FUL. Variation of condition 4. Reinstatement of permitted development rights for Schedule 2, part 1, Class B and Class C for roof alterations.

## **Application no. :** 24/00434/FULHH

##  **Location:** 31 Cornmill Grove, Perton, WV6 7XU

## **Proposed:** Porch extension, garage conversion, single storey rear extension, double storey side extension and new car port

## **Application no. :** 24/00481/FULHH

##  **Location:** 25 Raglan Avene, Perton, WV6 7RZ

**Proposed:** First floor and two storey side extension, single storey rear extension and rear extension and garage conversion

## **43/24 Date and time of next meeting – Perton Civic Centre, Board room 7pm**

Full Council Meeting of Perton Parish Council - 8th July 2024

**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.

**CONFIDENTIAL AGENDA**

**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.

**44/24**  **To agree the interview process for new Caretaker/ Handyman and Relief Caretaker roles**

1. To agree members to review application forms for interview
2. To agree members for the interview panel week commencing 24th June 2024

## **45/24 Pavilion car park**

To discuss the use of the Pavilion car park for trading.