# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 13th September 2021, 7.00pm**

## **PRESENT:**

Councillors Mrs PA Allen, AA Bourke, R Bradley, N Caine, P Davis , K Elder (Chairman),

D Glynn (Vice- Chairman), Mrs A James, C Rathbone, J Sherlock, J Turner, Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Members of the public – 15

Staffordshire County Councillor J Abrahams

PCSO S Fryer (part of meeting)

A minute’s silence was held for South Staffordshire Council Leader Councillor Brian Edwards who recently passed away and also Jamaa Jerrare who’s body was found in Perton.

## 53/21 - PUBLIC OPEN SESSION

A representative from Perton Library addressed the council via Microsoft Teams to present information on the Crafting Communities project. The project is funded by Arts Council and The National Lottery and commences on 17th September 2021 and is focusing on the elderly, vulnerable, lonely and bereaved residents.

The footpath surface in Cornovian Close is in a disgraceful state, residents are walking in the road because they feel it is safer. There are also other footpaths within Perton that are in need of attention. Cllr N Caine and County Councillor Abrahams will look into this issue and why they weren’t done when the rest of Perton was. Cllr Abrahams agreed the quality of the workmanship was unacceptable in some areas will raise the issues with County Council.

Several members of the public once again raised their concerns at the lack of grounds maintenance carried out within Perton and also a lot of highway issues.

Severn Drive traffic calming measures and the chicane problems. The chairman explained that the Speed Impact Device was working but would only light up until a vehicle is travelling over 30mph. We are gathering data for speeding vehicles and will help build a case for change if any is required.

The Government are encouraging 20mph Zones and the council is urged to support. Who will police this?

Investment in cameras could help curb the issues with youths causing trouble. A youth working party has been discussing the provision for 13 – 17-year-old youths. Any ASB in progress should be reported to police telephoning 999.

Open spaces looking a disgrace. why are volunteers carrying out the work on the South Island? Anti-Social Behaviour, drink and drugs openly seen in the MUGA. Concerns have been raised by District councillors. A report on the SSDC management plan is due in October.

How can we stop new homes being built, issues with schools, road network, doctors? Meetings regarding the local plan is due to recommence.

The Environment Agency have helped find a consultant to look at the water quality of the River Penk, unfortunately Covid has slowed this process.

Community Speed Watch should be revived. Cllr D Glynn to take forward.

Any resident is able to contact the District Councillor or Parish Councillor for their ward with concerns.

**Resolved** to move standing order 3f) to allow further public participation.

A resident explained their ideas for planting of the traffic islands to introduce more colour. This item is due to be discussed at agenda item 60/21.

Due to Covid the presentation for Citizen of the Year 2019/20 Mrs Cynthia Tilley was cancelled for May 2020. Councillor Mrs P Allen belatedly presented an engraved clock, Perton plaque and a bouquet of flowers for all the bulb planting and weeding she carries out within Perton .

**Meeting commences at 7.51pm**

## 54/21 - APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs L Dew, Mrs R Heseltine and Ms S Wilkes.

## 55/21 - POLICE MATTERS AND REPORT

1. A written report received from PCSO S Fryer was made available for members. The report covered two months. There have been a few catalytic converted thefts reported, mainly Japanese cars. Marker kits are available from the Police.

**Resolved** to move item number 61/21 c) as per standing order 10a vi)

## 61/21 - STAFFORDSHIRE COUNTY COUNCIL

1. Severn Drive Chicane - Members of the public, especially Corsers Court residents, have expressed their safety concerns when using the chicane. County Councillor Abrahams re-iterated that he doesn’t like chicanes but they do slow the traffic down. To remove them it would cost tens of thousands of pounds which could be better spent elsewhere. It was **Resolved** that Perton Parish Council would arrange a public open meeting with County Councillor Abraham and a representative from County Highways.

## 55/21 - POLICE MATTERS AND REPORT

1. The Chairman gave an update on discussions held with Ben Adams, Police & Fire Commissioner and Chief Inspector Wain and. The Chief Inspector has agreed to visit Perton on Wednesday 29th September at 1pm. **Resolved** that a small number of councillors would also attend.

## 56/21 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Declaration of other interest received from Cllr K Elder for item 60/21a).

## 57/21 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

A request for dispensation received from Councillor K Elder for item 60/21a). **Resolved** to approve dispensation until May 2023 this being the term of office for councillors.

## 58/21 - MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 14th July 2021 were a true and correct record and signed by the Chairman.
2. Noted for information the draft minutes of the following committees:
* Youth Working Party held 6th September
* Human Resources Committee held 7th September
* Finance Committee held on 8th September 2021

## 59/21 - FINANCE

1. **Paid Expenditure Transactions** between paid between 01/07/21 and 31/08/21

 **Resolved** payments approved.

**Cheque Paid date Tn no Order Gross Vat Net Details**

Bacs AE06 01/07/21 4362 £84.00 £14.00 £70.00 Acquiesce Environmental Legionella Monitoring & Testing June

DDb ASH07 01/07/21 4369 £145.78 £24.30 £121.48 Ash Waste Services General & Recycle Waste

DDb Rates 01/07/21 4370 £1,435.00 £0.00 £1,435.00 South Staffordshire Council Rates - July

DDb Website 01/07/21 4371 £30.00 £5.00 £25.00 Kalidescope Website & Email Hosting/Maintenance

Bacs DTE07 05/07/21 4372 £108.00 £18.00 £90.00 Down to Earth Grass Cutting to Playground - June

Bacs FLP07 07/07/21 4373 £43.80 £7.30 £36.50 Fenland Leisure Products Ltd Play Area Safety Surface Repair Kit

Bacs Elec07 14/07/21 4374 £355.69 £59.28 £296.41 Eon Next Electricity Electricity Supply 1st - 30th June

Bacs PEN07 16/07/21 4375 £2,814.40 £0.00 £2,814.40 Staffordshire County Pension - June

Bacs IR07 16/07/21 4376 £2,604.92 £0.00 £2,604.92 Inland Revenue Tax & NI - June

Bacs BT07 19/07/21 4377 £366.54 £61.09 £305.45 British Telecom BT Telephone & Broadband - June

Bacs EITS07 19/07/21 4378 £312.60 £52.10 £260.50 Edge IT Systems Ltd Finance Software Facilities Annual Fee & Training

Bacs NAS07 19/07/21 4379 £66.00 £11.00 £55.00 National Allotment Society Membership Renewal

Bacs GAS07 20/07/21 4380 £47.84 £2.28 £45.56 Contract Natural Gas Ltd Gas Supply - June

Bacs 20/07/21 4381 £100.00 £0.00 £100.00 Refunded Deposit Sophie Elizabeth Dance Academy -

Bacs H&S07 24/07/21 4382 £300.00 £0.00 £300.00 John Ellis Associates Quarterly H&S Consultancy Services

DDb Water07 26/07/21 4383 £239.08 £0.00 £239.08 Waterplus Water Charges 08/01/21 - 08/07/21

Bacs RP07 26/07/21 4384 £1,962.00 £327.00 £1,635.00 Reformed Plastics Outdoor Furniture - Welcome Back

Bacs ES07 26/07/21 4385 £7.28 £1.21 £6.07 eSpares Vacuum Cleaner Parts

Bacs SE07 27/07/21 4386 £2,088.00 £348.00 £1,740.00 Signs Express Covid Signage

Bacs 30/07/21 4387 £9,594.14 £0.00 £9,594.14 Salaries Month 04 (July)

Bacs MS07 30/07/21 4388 £111.30 £18.55 £92.75 MidlandScapes Ballast & Cement for Covid Cobra

DDb ASH08 02/08/21 4389 £180.48 £30.08 £150.40 Ash Waste Services General & Recycle Waste

DDb Rates08 02/08/21 4390 £1,435.00 £0.00 £1,435.00 South Staffordshire Council Rates - August

DDB Website 02/08/21 4391 £30.00 £5.00 £25.00 Kalidescope Website & Email Hosting/Maintenance

Bacs ESPO08 02/08/21 4392 £221.70 £36.95 £184.75 ESPO Stationary & Cleaning Materials

Bacs DTE08 02/08/21 4393 £108.00 £18.00 £90.00 Down to Earth Grass Cutting to Playground - July

Bacs 02/08/21 4394 £3,709.20 £618.20 £3,091.00 Plantscape 8 Tier Planters & Weekly Maintenance

Visa Debit 05/08/21 4395 £23.40 £3.90 £19.50 Post Office Limited Postage to send Minutes for Binding

Bacs 09/08/21 4396 £45.14 £7.52 £37.62 Lealans Garden Centre Plants for new planter bench

Visa Debit 09/08/21 4397 £86.33 £14.39 £71.94 Brandon Hire Station Concrete Mixer & Wheelbarrow hire for Covid Cobra

Bacs AE07 09/08/21 4398 £84.00 £14.00 £70.00 Acquiesce Environmental Legionella Monitoring & Testing July

Bacs AE08 11/08/21 4399 £84.00 £14.00 £70.00 Acquiesce Environmental Legionella Monitoring & Testing August

Bacs CS&P08 12/08/21 4400 £225.50 £37.54 £187.96 Codsall Stone & Paving Cement & Ballast for Covid Cobra

Bacs PEN08 16/08/21 4401 £2,864.55 £0.00 £2,864.55 Staffordshire County Pension - July

Bacs 16/08/21 4402 £2,715.13 £0.00 £2,715.13 Inland Revenue Tax & NI - July

Bacs 20/08/21 4403 £7.48 £0.36 £7.12 Contract Natural Gas Ltd Gas Supply - July

Bacs 23/08/21 4404 £11.72 £1.95 £9.77 Amazon Plumbing Tape Amazon08

Bacs 23/08/21 4405 £250.00 £0.00 £250.00 Refunded Deposit T Boyce - 14/08/21

Bacs Elec08 24/08/21 4406 £278.34 £46.39 £231.95 Eon Next Electricity Electricity Supply 1st - 31st July

DDb DMR08 25/08/21 4407 £169.87 £28.31 £141.56 Siemens Quarterly Lease - Aug-Oct

PettyCashTop 26/08/21 4410 £63.61 £0.00 £63.61 Petty Cash Items Various: see parts

PettyCashTop 26/08/21 4411 £123.04 £20.47 £102.57 Home & Motorsave Various Maintenance Items

PettyCashTop 26/08/21 4412 £5.00 £0.83 £4.17 Sainsbury's Stationary

PettyCashTop 26/08/21 4413 £22.96 £3.83 £19.13 Home Bargains Hanging Baskets and Bedding Plants for Anders Square

PettyCashTop 26/08/21 4414 £4.95 £0.82 £4.13 Martin McColl Limited Mail Bags

PettyCashTop 26/08/21 4415 £20.90 £3.48 £17.42 Wickes Building Supplies Wood for Projector Installation

PettyCashTop 26/08/21 4416 £7.00 £1.16 £5.84 Codsall Glass Limited Replacement Glass for Picture

Bacs 27/08/21 4408 £9,263.91 £0.00 £9,263.91 Salaries Month 05 (Aug)

Bacs PCR08 27/08/21 4409 £199.29 £33.22 £166.07 Ricoh Rental and copy charges: 1st May - 31st July

 **Total £45,056.87 £1,889.51 £43,167.36**

1. cash book to date received and noted for information.
2. Income statement to date received and noted for information.
3. Expenditure and budget to date received and noted for information.
4. Dedicated .gov.uk councillor emails as recommended by Information Commissioner under GDPR. The clerk explained that using personal email addresses could cause issues if there was any data breach. **Resolved** to purchase councillor emails at a cost of £684 per annum with Microsoft.
5. Concessionary room hire requests
6. Windmill Community Church, 9th October  **- Resolved** to approve the concessionary rate.
7. Perton Christmas Fair, 4th December - **Resolved** to approve the Civic Centre can be used free of charge.
8. External Audit Report – noted for information, no issues raised. A vote of thanks was given to the Clerk and Assistant Clerk, for their hard work following a difficult year.

## 60/21 – PLANTING SCHEME – NORTH INNER & OUTER TRAFFIC ISLANDS

1. It was suggested that additional plants could be added to the islands for more colour. There would be no charge to the Parish, Wild About Perton could fund the project through grant money. It was **Resolved** to wait until the maintenance plan from the District Council has been presented before making any further decisions.
2. Additional tree planting has been discussed with The Forest of Mercia. There is funding for trees, paths and ongoing maintenance. It was suggested that the boundary with Wolverhampton could be strengthened. Further discussions will be held with Forest of Mercia. The trees will not be planted until autumn 2022. To assess if the area could be classed as parkland which would have its own protection. Perton Playing Fields Association have agreed in principle. **Resolved** to donate the cost of the black poplars previously approved at minute number 83/20 for £180 be donated.

## 61/21 - STAFFORDSHIRE COUNTY COUNCIL

1. The Chairman reported that an informal walk around Perton with County Councillor Abrahams, Councillor P Davis and Parish Clerk had been held. Councillor Abrahams confirmed it had been very helpful.
2. County Cllr Abrahams addressed the Council
* The Dippons lane meeting had been very positive. The County Council have now carried out the repairs to the culvert.
* Jetting of the gullies along Wrottesley Park Road has been carried out.
* Chicane – very happy to have an open meeting.
* The 3rd Exit is a complicated issue but is happy to support and agrees it is necessary.

The County Councillor was informed that the landowner behind the pump house has been contacted by Severn Trent requesting that they clear the ditch, this is in dispute.

The filter lane on the A41 towards Perton approaching the traffic lights at Wrottesley Park Road/Heath House Lane was raised with the County Councillor. The lane has been shortened during the recent crossing improvements, this needs rectifying, and the filter lane traffic light should be on permanent green unless activated by a pedestrian. County Councillor happy to meet on site to discuss issues.

Wrottesley Park Road is becoming congested, would it be possible to have a 7.5 tonne restriction along the length of the road?

County Councillor to seek an installation date for the ANPR camera for the bus link.

d) Third Exit for Perton. It was agreed that the bus link is not a viable option. **Resolved** The County Councillor will discuss this with the County Council.

## 62/21 - SOUTH STAFFORDSHIRE COUNCIL

1. South Staffordshire Council reports were noted for information.

**Cllr P Davis – verbal report**

It has been a quiet month.

* SSDC have reviewed the election process.
* Complaints against Councillors are low.
* An Asset of Community Value has been applied to the Pear and Partridge There are plans to refurb the premises and reopen in 2022.
* Local plan review – gypsies and traveller sites within the district.
* Site meeting with Cllr AA Bourke regarding hedge cutting at the playing fields.
* Tettenhall Pool Equestrian Centre – SSDC have requested a retrospective planning application be submitted as there are unauthorised buildings on the land.

**Cllr AA Bourke – verbal report**

Hedge cutting at the playing fields has been neglected for years.

Tree pruning at St Mawes has been completed.

Raised concerns regarding the overgrowth and rubbish at the stream near to the pavilion, it appears the water is not flowing very well.

**Cllr Mrs P Allen – verbal report**

* There were a lot of meetings regarding the local plan in July.
* There have been two deaths at South Staffordshire Council. The Leader Brian Edwards and Councillor Reg Williams from Wombourne.
* Climate change workshop.
* The management plan is a serious concern, many issues are green management plan and road surfaces.
* Dismayed to see children in the tunnel at Dippons Lane where the River Penk flows through.
* The budget is holding up well, there have been more green bin subscriptions that expected.
* The Hub is nearly ready for occupiers. There have been issues with contractors. Other agencies will be using the premises.

**Cllr N Caine – verbal report**

* The District Council have cut some trees in St. Mawes Road but left the middle section.
* The buddha statue has now been removed.
* Requested trees cut behind Edgehill Drive. These are in the schedule of works.
* Sainsburys parking charges – believe that use of the car parks are for community use free of charge and noted as a planning condition.
* The flow of the river Penk is also slow between the upper and lower lake.
* Sight line pruning has been carried out in some areas.

## 63/21 – POLICIES

1. Schedule of Policies – **Resolved** to accept the suggested review schedule going forward.
2. **T**he following policies were reviewed:
3. Freedom of information/Publication Scheme – **Resolved** no amendments
4. High Consequence infectious disease – **Resolved** no amendments
5. Business continuity – **Resolved** to amend the named County Councillor

## 64/21 – REPORTS

1. Weekly Clerks reports having previously been distributed were noted for information. Councillors agree this is a really good way of keeping up to date. Copies of the reports can be found on the parish council website [www.pertonparishcouncil.gov.uk](http://www.pertonparishcouncil.gov.uk)
2. Environmental report - six volunteers have worked over the summer. They will be starting again but the worst of it has been cleared.
3. Children’s play area annual inspection – only low and very low issues raised. The clerk will simplify the report and pass to councillors. Some of the issues can be addressed by the civic centre staff.
4. Heating system - Issues and solutions with the system will be discussed at a meeting with the Contractor due to be held on 17th September.

## 65/21 – ANDERS SQUARE

1. CCTV – there is currently no CCTV in Anders Square or Sainsbury’s car parks, resident feel there is a real need for some. There is no CCTV on Sainsburys car parks either. **Resolved** to discuss this at the meeting with Chief Inspector Wain. A joint working project could be with Sainsburys, District Council and Parish Council. There are some legal issues that would need to be considered.
2. Parking charges at Sainsburys – this item was reported on at item 62/21 a)
3. Christmas tree – the Parish Council have been offered a free 22ft tree by Codsall & Wergs Garden Centre, unfortunately they do not have the equipment to install it in Anders Square. **Resolved** to ask on social media if anyone can help with installation. Also to contact District Council to see if this is a service they can provide.

## 66/21 – QUEEN’S PLATINUM JUBILEE

## Budget costs will need to be available for the precept meeting in January. Resolved Councillors Mrs P Allen, P Davis and D Glynn to form working party.

## 67/21 - DATE AND TIME OF NEXT MEETING

Full Council Meeting of the Parish Council - Monday 11th October 2021 at 7pm, Perton Civic Centre

**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.

**Meeting suspended at 9.30pm to allow members of the public and the Assistant Clerk (temporary) to leave the room.**

**68/21 – Staffing**

**Resolved** to agree staffing structure and recruitment as proposed by the HR Committee.

**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

## Meeting Closed 9.38pm

**Financial Summary - Cashbook**

 Summary between 01/04/21 and 31/08/21 inclusive.

 Balances at the start of the year

 **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

 RECEIPTS Net Vat Gross

 Parish Council £119,119.94 £0.00 £119,119.94

 Civic Centre £21,825.14 £0.00 £21,825.14

 Total Receipts £140,945.08 £0.00 £140,945.08

 PAYMENTS Net Vat Gross

 Parish Council £63,312.13 £2,562.34 £65,874.47

 Civic Centre £45,465.53 £2,051.95 £47,517.48

 Total Payments £108,777.66 £4,614.29 £113,391.95

Closing

**Ordinary Accounts**

Co-operative Bank £2,753.47

HSBC Current Account £7,859.93

Petty Cash Account £250.00

Public Sector Deposit Fund £151,000.00

Total £161,863.40

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £2,753.47

HSBC Current Account £7,859.93

Petty Cash Account £250.00

Public Sector Deposit Fund £151,000.00

Total £161,863.40