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

## **PRESENT:**

Councillors Mrs P Allen , N Caine, P Davis , Mrs L Dew, K Elder (Chairman), D Glynn (Vice- Chairman),

Mrs R Heseltine, 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 – 3

PCSO A Tooth (part of meeting)

## 114/21 - PUBLIC OPEN SESSION

The Chairman addressed the meeting to inform that the NALC has suggested that December meetings be cancelled. The decision to continue with the meeting was taken as there were important items that required a decision due to the time scale.

The Council were thanked for arranging for the green areas to be cut, however could we keep them like this!. The resident was informed that negotiations were on-going with the District Council.

## 115/21 - APOLOGIES FOR ABSENCE

Apologies received and noted from Cllr AA Bourke and R Bradley.

## 116/21 – POLICE, FIRE AND CRIME REPORT

1. A written report received from PCSO S Fryer was made available for members.

 PCSO Tooth apologised that he would be late attending the meeting, therefore this item was deferred until his arrival.

1. Ben Adams, Police, Fire and Crime Commissioner, notes from 17th November 2021, to be forwarded to the members.
2. SSDC Partner Discussions Forums and Police Liaison nomination. **Resolved** to nominate Cllrs K Elder and N Caine.
3. Chief Constable Chris Noble has taken up his new post and it is suggested that he be invited to a locality 4 meeting, it is important to show that we are interested in what happens and take an active part, even though it may take a while to arrange. **Resolved** Clerk to issue an invite.

## 117/21 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Declaration of other interest received from the following:

* Agenda item 120/21 a) payments for approval transaction 4470 & 4480 - Cllr K Elder
* Agenda item 120/21 f) donation to Lakeside Community Church - Cllr N Caine
* Agenda item 120/21 g) concessionary room rate - Cllr Mrs A James
* Agenda item 124/21 Perton Playing Fields Association - Cllrs N Caine, Mrs R Heseltine, P Davis, Mrs P Allen, C Rathbone, K. Elder, Mrs L Dew, D Glynn

## 118/21 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

1. No request for dispensation received.
2. South Staffordshire Council Code of Conduct consultation was discussed. It was thought that the main focus was on the questions relating to use of social media. **Resolved** to encourage members to complete the consultation.

## 119/21 - MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 8th November 2021 were amended to correct a spelling issue and then agreed as a true and correct record.
2. Noted for information the draft minutes of the following committees:
* Management Committee held 24th November 2021
* Finance Committee held 7th December 2021

## 120/21 - FINANCE

1. **Paid Expenditure Transactions** between paid between 01/11/21 and 30/11/21

 **Resolved** payments approved.

**Payment**

**Reference Paid date Tn no Order Gross Cttee Details** Heading

DD ASH11 01/11/21 4464 £237.60 CC Ash Waste General & Recycle Waste

DD ICO 01/11/21 4465 £35.00 PPC Information Commission Renewal

DD Rates11 01/11/21 4466 £1,435.00 CC South Staffordshire Council Rates -

Bacs Halls11 02/11/21 4467 £83.88 CC Halls SMS Centre Feed & Hand towels

Bacs DTE11 10/11/21 4468 £108.00 PPC Down to Earth Grass Cutting to playarea

Bacs 10/11/21 4469 £100.00 CC Refunded Deposit 16/10/21

Bacs 10/11/21 4470 £300.00 PPC Perton Crafters' Too Grant

Bacs 10/11/21 4471 £500.00 PPC Perton First School Grant

Bacs PEN11 12/11/21 4472 £2,983.94 Staffordshire County Pension – Oct

Bacs IR11 12/11/21 4473 £2,865.78 Inland Revenue Tax & NI - October

Bacs 15/11/21 4475 £55.72 PPC Brightpay Monthly Subscription X 5

Bacs 15/11/21 4476 £150.00 PPC Staffordshire County Website Hosting

Bacs Concept 15/11/21 4477 £48.00 CC Concept Elevators Annual Contract

Bacs FLP11 15/11/21 4478 £168.00 PPC Fenland Leisure Products Ltd Play Area Safety Surface

Bacs 15/11/21 4479 £100.00 CC Refunded Deposit 30/10/21

Bacs JJS11 15/11/21 4480 £210.00 PPC JJS Garden Services Clearance works Traffic island refund by Wild About Perton

Bacs 17/11/21 4481 £50.00 CC Refunded Deposit13/11/21

Bacs GAS11 22/11/21 4482 £565.23 CC Contract Natural Gas Ltd Gas October

Bacs AE11 22/11/21 4483 £84.00 CC Acquiesce Environmental legionella monitoring & Testing

Bacs Halls11b 22/11/21 4484 £87.50 CC Halls SMS Toilet Rolls

100333 23/11/21 4474 £40.00 PPC Royal British Legion 2 Remembrance Wreaths

Bacs 23/11/21 4485 £33.61 CC Amazon First Aid kit wall brackets /sticker /water filter

Bacs PCR11 23/11/21 4486 £211.38 Ricoh Rental and copy charge: Aug-Oct

Bacs CB11 23/11/21 4487 £864.92 PPC PPC Communicate Better .gov.uk email

Bacs SupStaffs 23/11/21 4488 £25.00 PPC Support Staffordshire Annual Subs

Bacs Elec11 24/11/21 4489 £447.73 CC Eon Next Electricity - October

DDB DMR11 25/11/21 4491 £169.87 CC Siemens Qtrly Lease - Nov-Jan

Bacs 26/11/21 4490 £9,829.49 Salary M8

Bacs CC 29/11/21 4492 £12.97 CC Spares 2 You Vacuum Cleaner Parts

PettyCashTop 29/11/21 4493 £51.92 Petty Cash Items Various: see parts

PettyCashTop 29/11/21 4494 £123.24 Home & Motorsave Various Maintenance Items

PettyCashTop 29/11/21 4495 £6.22 PPC Sainsbury's Refreshments Parish mtg

PettyCashTop 29/11/21 4496 £15.00 PPC Codsall Flowers Citizen of the Year

PettyCashTop 29/11/21 4497 £3.99 CC Martyns Cleaning Supplies

Bacs CP11 30/11/21 4498 £120.00 PPC Connect Pages Advertising

Bacs PRS 30/11/21 4499 £277.46 CC PPL/PRS Royalties

Bacs 11 30/11/21 4500 £179.28 CC ESPO Cleaning Materials & Refuse Bag

**Total £22,579.73**

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. Appointment of internal Auditor – **Resolved** to appoint Black Rose Solutions for 2021/22

Councillor N Caine left the room

1. Donation to Lakeside Community Church towards the installation in the Lakeside Hall hearing loop. **Resolved** to donate £500.

Councillor N Caine rejoined the meeting

Councillor Mrs A James left the room

1. Seniors Tea Group concessionary room hire. **Resolved** to approve the concessionary room rate.

Councillor Mrs A James rejoined the meeting

1. Christmas meals – **Resolved** to provide hot meals on Christmas Eve for lonely/vulnerable residents up to a value of £500 using the Covid-19 balance of £2753.47. Meals to be supplied by Cafe29 at a cost of £7.75 each.
2. Civic Centre Hot water issues were explained by the Clerk. The proposal to install individual water heaters at the taps to limit the amount of water being heated at any one time was approved. **Resolved** to accept the quotation for £2927 + vat.

## 121/21 - SOUTH STAFFORDSHIRE COUNCIL

1. South Staffordshire Council written reports from Cllrs Mrs R Heseltine and P Davis were noted for information.

Verbal report presented by Cllr P Allen: The Wellbeing Committee discussed breast screening and a mobile unit will be visiting the area again in 2022. There is an additional new self-contained unit which does not require an electrical hook up, hopefully this will mean more sites could be added.

Crime funding of £5,000 purchased 70 ring doorbells for locality 4 to reduce domestic violence.

Various face to face meetings have been moved to virtual due to the rise in Covid cases.

1. The Boundary Review consultation – **Resolved** that additional evidence previously distributed be submitted to reinforce community links with Kingswood and Trescott.
2. Planning application:

**Application no**.: 21/01244/FUL

**Location:** 8 Cunningham Road, Perton, WV6 7XJ

**Proposed:** single storey extension to side and rear

**Resolved:** No objections raised

**Application no**.: 21/01277/FUL

**Location**: 10 Fowler Close, Perton,WV6 7YQ

**Proposed**: Proposed double storey side and single storey rear extension

**Resolved:** No objections raised

**Application no**.: 21/01270/FUL

**Location:** Hillside, Newport Road, Kingswood, WV7 3AJ

**Proposed:** rear two storey extension and detached garage, demolition of existing garage

**Resolved:** No objections raised

**Application no**.: 21/01279/FUL

**Location:** 5 Itchen Grove, Perton, WV6 7QY

**Proposed:** single storey side and rear extension and new porch to front

**Resolved:** No objections raised

Planning applications returned since last meeting:

**Application no**.: 21/01159/FUL

**Location:** Hunterswood, Pattingham Road, Perton, WV6 7HD

**Proposed:** single storey rear extension, double and single storey front extension, first floor side extension and new basement level

**Resolved:** No objections raised

1. Validation Guidance Consultation – closing date for responses 19th January 2022. The guidance will be made clearer and will reflect the changes in building regulations and planning legislation, policy and guidance. **Resolved** that the Parish Council respond to the consultation agreeing with the proposals.

## 122/21 - STAFFORDSHIRE COUNTY COUNCIL

1. No report available.
2. Flooding Pump House, Dippons Lane - There are still issues with flooding. SCC highways have tried to clear and repair the culvert but were unable to due to the amount of silt. At present the water is going down the storm drain and not entering the pump house, but there is a concern for safety of residents using Dippons Lane. **Resolved** quotations to be sought to clear the ditches. There may be help from the current tenant of the land. The County Councillor and Highways must be involved.
3. Highways issues – no updates given.
4. Health & Safety support options provided by SCC were discussed. **Resolved** to agree option one at a cost of £1500 per year and to cancel the services of the current provider John Ellis Associates Ltd.

## 116/21 - POLICE MATTERS AND REPORT

1. PCSO A Tooth joined the meeting. There are ongoing investigations in relation to the incident on Halloween.

There is an option for parishes to purchase additional CCTV cameras, which can be accessed by the Police when necessary. Chief Inspector Dave Wain would like support for more CCTV, members were asked to contact him to add their support. The Clerk to gather further information.

## 123/21 – REPORTS

1. Weekly Clerks reports having previously been distributed were noted for information.
2. Environmental report – Volunteers have been working on the southern island but that has now stopped due to the ground being waterlogged.
3. Wild Trout Trust report funded through the Environment Agency via Wild About Perton. **Resolved** to discuss further in January to consider the Parish Council, Wild About Perton and SSDC discussing the findings together.

## 124/21 – PERTON PLAYING FIELDS ASSOCIATION

A request for parish support from the Association has been received. The Chairman has resigned.

**Resolved** Cllrs Mrs P Allen and D Glynn to examine the accounts along with the Parish Clerk before the budget meeting in January in order to recommend the support that could be given. Support was suggested for the following:

a) Insurance costs, approximately £1,000

b) Maintenance of the pavilion, approximately £350

c) Cost of the defibrillator recently installed, approximately £800

## 125/21 – COMMUNITY EVENTS

1. Queens Platinum Jubilee celebrations - Following an SSDC Locality Forum in November, several events that are happening in Staffordshire 2022 were discussed. It was suggested that it might be better to have events throughout the year rather than just in one or two weeks. Liaising with other villages will ensure there are no clashes. Could something be done in the Civic Centre as previously done for the Diamond Jubilee? Suggestions have been street parties, picnic in the park, but it would be nice to have something in the centre. Focus on the long weekend for the Platinum Jubilee. The Indoor Carpet Bowls club have informally agreed to hold a bowls tournament. Further information and support is available from the District Council at j.turner@sstaffs.gov.uk
2. Commonwealth Games 28th July – 8th August. If some sporting event could be promoted in the locality. Could the MUGA or sports facilities be used for some sporting activities. A light show in Anders Square was mentioned or a big named event which attracts a sporting star.

There is £1,000 per locality available to help with costs.

**Resolved** that the working party will meet before the precept meeting to discuss the ideas. Also to consult on social media what the residents would like to see. The parish office to promote before Christmas.

1. Community Litter pick dates for information – 15th January, 5th March, 7th May, 9th July, 3rd September and 5th November. **Resolved** that the parish office will promote the dates.

## 126/21 - DATE AND TIME OF NEXT MEETING

 Due to the increase in Covid 19 cases it is recommended by NALC that no unnecessary meetings are held.

**Resolved** to hold a virtual discussion to propose the budget and precept on 10th January 2022 and the

Full Council Meeting will be held on Monday 17th January 2022 at 7pm to ratify the proposed budget and to deal with any additional time sensitive matters.

**Meeting closed at 8.35pm**

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

Chairman

Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/21 and 30/11/21 inclusive. This may include

 transactions with ledger dates outside this period.

 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 £234,824.14 £0.00 £234,824.14

 Civic Centre £43,752.28 £0.00 £43,752.28

 Total Receipts £278,576.42 £0.00 £278,576.42

 PAYMENTS Net Vat Gross

 Parish Council £99,782.81 £3,380.78 £103,163.59

 Civic Centre £73,457.33 £2,827.13 £76,284.46

 Total Payments £173,240.14 £6,207.91 £179,448.05

Closing Balances

**Ordinary Accounts**

Co-operative Bank £2,753.47

HSBC Current Account £14,435.17

Petty Cash Account £250.00

Public Sector Deposit Fund £216,000.00

Total £233,438.64

Uncleared and Unpresented effects

Statement Closing Balances

**Ordinary Accounts**

Co-operative Bank £2,753.47

HSBC Current Account £14,435.17

Petty Cash Account £250.00

Public Sector Deposit Fund £216,000.00

Total £233,438.64

 Signed

 Chair Clerk / Responsible Financial Office