# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 10th October 2022, 7.00pm**

## **PRESENT:**

## Councillors, Mrs P Allen, AA Bourke, N Caine, P Davis, Mrs L Dew, K Elder (Chairman), D Glynn (Vice Chairman), Mrs R Heseltine, A James, C Rathbone, J Sherlock and J Turner

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Also in attendance:

PCSO A Tooth (part of the meeting)

Members of the public – None

## 74/22 - PUBLIC OPEN SESSION

No public in attendance.

## 75/22 - APOLOGIES FOR ABSENCE

## Apologies received and noted from Councillor Mrs B Walters

## 76/22 - POLICE, FIRE AND CRIME REPORT

PCSO A Tooth presented a written report. The report was made available for members.

Providing smart doorbells for residents were discussed, the Police have a set criteria. Clerk to contact the Community Wellbeing and Partnership Officerat South Staffordshire Council to see if there was a ‘bulk’ buy option and what the cost would be. The council could consider purchasing some for vulnerable residents.

**Presentation from Rachel Porter**, South Staffordshire Environmental Crime and Enforcement Officer on fly tipping. Some very interesting information was available. SSDC does take fly tipping seriously.

When fixed penalties are issued, legislation states that the money must go back into prevention and tackling fly tipping. A fine is a criminal conviction.

Smart doorbells, dash cams and Go Pro recordings can be sent to the District Council and used as evidence.

## 77/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations received.

## 78/22 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No request for dispensation received.

## 79/22 – STANDING ORDERS

**Resolved** to adopt the new model standing orders as previously distributed with the following amendment.

3 i) to remove the following wording: *and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking.*

Councillors to complete an Agenda Item Request Form for items they wish to be added to the agenda. The Clerk will forward a list of Parish Council Powers for information.

## 80/22 - MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 26th September 2022 were agreed as a true and correct record.
2. Noted for information the draft minutes of the following committees/working parties:

* Health & Safety working party held on 28th September 2022
* Finance Committee meeting held on 4th October 2022

## 81/22 - FINANCE

1. **Paid Expenditure Transactions** between paid between 01/09/22 and 30/09/22.

**Resolved** payments approved.

**Payment Paid**

**Reference date Tn no Gross Details**

DD ASH08 01/09/22 4730 £150.10 Ash Waste Services Waste Collection

DD Rates09 01/09/22 4731 £1,435.00 South Staffordshire Council Rates - September

DD 06/09/22 4732 £10.51 Brightpay Connect Monthly Subscription

Bacs 06/09/22 4733 £150.00 Refunded Deposit Latham - 01/10/22

DebitCard 13/09/22 4734 £40.00 Codsall Flowers Queen's Wreath

Bacs STN08 14/09/22 4735 £159.42 Seton Chair Trolley

Bacs 14/09/22 4736 £31.25 Amazon First Aid Kit Refills & Picture Hanging

Bacs PEN08 16/09/22 4737 £3,128.63 Staffordshire County Pension - August

Bacs IR08 16/09/22 4738 £2,639.32 Inland Revenue Tax & NI - August

DD BT08 20/09/22 4739 £77.54 British Telecom Telephone & Broadband Charges

DD Elec08 21/09/22 4740 £380.66 Eon Next Electricity Charges - August

CHG HSBC08 21/09/22 4741 £7.81 HSBC UK Bank Charges

Bacs PCR09 23/09/22 4742 £158.30 Ricoh Rental Charges: 1st Sept - 30th Nov

Bacs 23/09/22 4743 £960.00 Mazars External Audit for Year Ending 31/03/22

Bacs AE09 23/09/22 4744 £84.00 Acquiesce Environmental Compliance Legionella monitoring

Bacs ESPO09 23/09/22 4745 £30.01 ESPO Stationary and Cleaning Products

DD Gas09 23/09/22 4746 £4.37 Total Energies Gas & Power Ltd - Payment Query

DD Water09 26/09/22 4747 £98.98 Waterplus - Water Charges 08/08/22 - 08/09/22

Bacs 28/09/22 4748 £81.17 Halls SMS Paper Towels & Centre Feed

Bacs WDL09 28/09/22 4749 £252.00 Whitehill Direct Ltd Replacement Noticeboard Door - Mercia Dv

CreditCard 09 28/09/22 4750 £43.20 Trade print Custom Print Coasters

CreditCard 09 28/09/22 4751 £80.00 My Picture - United Arts Canvas Prints for Foyer

Bacs 29/09/22 4752 £14.98 Amazon Replacement LED Bulb

Bacs 30/09/22 4753 £10,770.13 Salaries M6

**September total £20,787.38**

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.

## 82/22 – WROTTESLEY PARK ROAD DEVELOPMENT

1. An update on the handover of the allotments was given. The developer hopes to be able to complete the S106 obligations by the middle of November. There will be a 2m high metal fence and gate along two of the open sides on the site.
2. The cost for installation of electricity is £4614.03 and water £7,510.25 plus civil costs £3,375.00 – total of £15,499.28. **Resolved** to accept these costs which will be paid from the S106 money. The request has been sent by South Staffordshire District Council, the index linked amount is £95,000.
3. Consideration was given to the installation costs for three water troughs for £7,330.68. **Resolved** to request the cost for five water troughs but to also clarify the size and material of the proposed troughs.
4. Unfortunately, the draft financial agreement to cover the installation costs with Housing Plus Group was not available.
5. **Resolved** to name the allotment site *Perton Jubilee Allotments*.

**Resolved** to change the order of business 10a vi)

## 88/22 - STAFFORDSHIRE COUNTY COUNCIL

1. Councillor D Williams met with members to discuss visibility when crossing from Bluebell Wood over to Brownies and the Staffordshire way. Various options were discussed. The road is in line with national guidance and there is nothing the County Council has to legally do, however because of the use by pedestrians it was agreed that something could be done. The visual splay could be improved by flattening the large hedge, county will approach SSDC Street Scene to get this done. Some bollards with reflectors could be installed and will be costed by SCC. Solar lighting was also discussed. Roundels and painted road signs onto the highway are only used when the speed limit changes. Signage would be a problem as the junction is staggered and County Highways will not allow installation. A short section of tarmac was suggested but that would be an expensive option. **Resolved** Clerk to research Speed Indicator Device options eg. Flashing ‘Pedestrians crossing’, a section 50 licence would be required at a cost of £250, posts would also need to be installed at an additional cost.

Cllr David Williams explained that County Highways are now called Staffordshire Highways and are transforming and changing the way they work. Trying to work with communities and do ‘what they can, rather than what they can’t do.’

## 83/22 – CHILDREN’S PLAY AREA

An error in the quotation takes the overall amount for play area safety surface repairs to £18,383 an increase of £414. This is still the best quote received.

## 84/22 – THE CHURCH AT PERTON – CHRISTMAS TREE FESTIVAL

Thanks were received from the Christmas Fair Committee for the funding towards the Christmas lights. **Resolved** that the office staff will decorate a 3ft real tree for inclusion in the festival.

## 85/22 – PERTON CITIZEN OF THE YEAR 2022/23

**Resolved** to hold the Citizen of the Year award for 2022/23. Application forms to be distributed around the businesses within the village.

## 86/22 – HEALTH & SAFETY

1. An update on the work that the Health & Safety working group are undertaking was given. This is a large piece of work and they are currently looking at all the policies and using the HSE website for guidance.
2. A workstation assessment for the office staff to ensure that health and wellbeing can be maintained can be completed by Staffordshire County Council for £100. **Resolved** to approve and the Clerk to arrange as soon as possible.

## 87/22 – PLATINUM JUBILEE

1. Rose Garden - nothing further to update on the planting.
2. 3 quotations for ground clearance were received. **Resolved** to approve the District Council quotation for £500 + VAT. District Councillors present declared an interest and did not vote.
3. **Resolved** to name the site *Platinum Jubilee Rose Garden.*
4. Firework display 6th November – Perton Middle School have agreed that the Parish Council can use their field for the display. A draft poster was shown to members. External lighting around the site to be discussed with the school. Cllr Allen reminded Councillors that if they wish to donate to the firework budget please put it in writing to the Clerk. A further meeting with the school would be required. **Resolved** to increase the insurance cover at a cost of £112. Councillors agreed to visit the residents who will be impacted by the event.

## 88/22 - STAFFORDSHIRE COUNTY COUNCIL

1. A written report was received from County Councillor Abrahams. The report was noted for information.

Additional comments:

SCC have obtained additional funding as part of a trial for environmental work in association with SSDC. The trial will include clearing of the A41 footpaths.

County Homes assured the council that access to the show and view homes will be safe and car parking will be available.

## 89/22 - SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllr P Davis and Mrs R Heseltine. Verbal reports presented by Mrs P Allen , AA Bourke and N Caine. The reports were noted for information.
2. Planning Applications:

**Applications for consideration previously distributed:**

**Application no**. : 22/00881/FUL

**Location:** 55 St. Andrews Drive, Perton, WV6 7YL

**Proposed**: rear and side extension and reposition fence.

Comments: No objections received

**Application no**. : 22/00926/TTREE

**Location:** Lad adjacent to 15 Hoylake Road, Perton, WV6 7YS

**Proposed**: Dismantle and remove tree with foreseeable failure risk.

**Comments**: A replacement tree should be planted.

9.30pm **Resolved** to move standing order 10a x) to allow further time to complete the agenda.

**License Application received**

**Location:** Perton Farm Shop, Wrottesley Park Road, Perton WV6 7HL

**Proposed**: Street trading consent for food trailer (old, converted horse box) to be placed at the side of the shop.

**Comments**: No objection to the proposal as long as it conforms with licensing regulations, they do however have some concerns with over expansion of the proposed location.

## 90/22 – REPORTS TO NOTE AND RECEIVE FOR INFORMATION

1. Weekly Clerk’s Reports previously distributed.
2. Clerks update on the following:

**Foodbank**

A volunteer is collecting approximately 6 parcels a week from Wombourne. The Church do not think we need to order racking at the moment.

**Princess Irene Regiment**

The contact details for Perton Parish Council have been passed to the Wolverhampton Mayor’s office.

## 91/22 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 14th November 2022

**Meeting closed at 9.40pm**

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

Chairman

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 30/09/22 inclusive. This may include

transactions with ledger dates outside this period.

Balances at the start of the year

**Ordinary Accounts**

Co-operative Bank £2,544.22

HSBC Current Account £20,262.42

Petty Cash Account £250.00

Public Sector Deposit Fund £156,000.00

Total £179,056.64

RECEIPTS Net Vat Gross

Parish Council £219,301.98 £0.00 £219,301.98

Civic Centre £30,525.56 £0.00 £30,525.56

Total Receipts £249,827.54 £0.00 £249,827.54

PAYMENTS Net Vat Gross

Parish Council £76,110.68 £2,874.84 £78,985.52

Civic Centre £68,893.74 £3,083.05 £71,976.79

Total Payments £145,004.42 £5,957.89 £150,962.31

Closing

**Ordinary Accounts**

Co-operative Bank £2,044.22

HSBC Current Account £119,627.65

Petty Cash Account £250.00

Public Sector Deposit Fund £156,000.00

Total £277,921.87

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £2,044.22

HSBC Current Account £119,627.65

Petty Cash Account £250.00

Public Sector Deposit Fund £156,000.00

Total £277,921.87