# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 12th December 2022, 7.00pm**

## **PRESENT:**

## Councillors Mrs P Allen, R Bradley, N Caine, P Davis, Mrs L Dew, K Elder (Chairman), D Glynn (vice Chairman) Mrs R Heseltine, C Rathbone, J Sherlock, J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Also in attendance:

Members of the public – 1

## 114/22 - PUBLIC OPEN SESSION

No questions raised by the public present.

## 115/22 - APOLOGIES FOR ABSENCE

## Apologies received and noted from Councillor AA Bourke and Mrs A James.

## 116/22 - POLICE, FIRE AND CRIME REPORT

1. No report received
2. Notes from the meeting with the Police, Fire and Crime Commissioner on Monday 28th November were made available for information. This would be a good idea to hold annually.

Members were made aware of the issues of County Lines which is operating within the village, Staffordshire Police are fully aware and there are ongoing operations.

## 117/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of interest were received.

## 118/22 - CODE OF CONDUCT DISPENSATIONS

No requests for dispensation received.

## 119/22 – MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 14th November 2022 were agreed as a true and correct record.
2. **Resolved** that the minutes of the Parish Council Meeting held on 5th December 2022 were agreed as a true and correct record.
3. Noted for information the draft minutes of the following committees/working parties:
   * 1. Planning Committee 1st December 2022
     2. Finance meeting held on 6th December 2022

## 120/22 - FINANCE

1. **Paid Expenditure Transactions** between paid between 01/11/22 and 30/11/22

**Resolved** payments approved.

**Payment Paid**

**Ref Paid Tn no Net Details**

DD ASH10 01/11/22 4790 £217.56 Ash Waste Services General & Recycle Waste Collection

DD ICO 01/11/22 4791 £35.00 Information Commission Data Protection Annual Fee

DD Rates11 01/11/22 4792 £1,435.00 South Staffordshire Council Rates - November

Bacs WS10 02/11/22 4793 £900.00 Weston Sawmill Supply and Fit Bench

DD 04/11/22 4794 £10.51 BrightPay Connect Monthly Subscription

Bacs 04/11/22 4795 £50.00 Refunded Deposit James - 28/10/22

Bacs DTE10 09/11/22 4796 £108.00 Down to Earth Grass Cutting to Playground - 07/10

Bacs BM11 09/11/22 4797 £156.00 Booths Manufacturing MDF Grille Panels

Bacs 10/11/22 4798 £30.00 HAPTCO Councillor Training: Civility & Res

Bacs 11/11/22 4799 £209.85 Halls SMS Paper Towels, Toilet Roll & Centre feed

Bacs 11/11/22 4800 £3,102.95 Staffordshire County Council October Pension Fund

Bacs 11/11/22 4801 £2,594.69 Inland Revenue Tax & NI - October

Bacs 16/11/22 4802 £534.00 Unitty Annual Boiler and Air Heater Service

100334 16/11/22 4803 £50.00 Royal British Legion Remembrance Wreaths

DD BT10 17/11/22 4804 £78.25 British Telecom Telephone & Broadband Charges

Bacs 18/11/22 4805 £100.00 Refunded Deposit Marchant - 12/11/22

Bacs 18/11/22 4823 -£62.28 Suregreen Ltd Steel Fencing Pin - Pk10 - REFUND

Bacs 21/11/22 4806 £84.00 Acquiesce Environmental Comp. Ltd Legionella Monitoring

CHG 21/11/22 4807 £12.91 HSBC UK Bank Charges

DD 24/11/22 4809 £294.22 Waterplus Water Charges 19/10/22 - 08/11/22

Bacs 25/11/22 4808 £16,312.61 Salaries Salaries (inc backdated pay rise) SalaryM8

DD 25/11/22 4810 £169.87 Siemens Qtrly Lease - Nov-Jan

100335 25/11/22 4811 £500.00 Staffordshire County Council Perton Middle School Grant

Bacs 25/11/22 4812 £22,059.60 DCM Surfaces Play Area Safety Surface Repair

Bacs 28/11/22 4813 £703.22 Amazon Office Chairs and Equipment

Bacs 28/11/22 4814 £500.00 Perton Cuppa Club Grant Payment

Bacs 28/11/22 4815 £410.00 Society of Local Council Clerks CiLCA Qualification Fee

Bacs 28/11/22 4816 £150.00 Staffordshire County Annual Website Hosting Fee

Bacs 28/11/22 4817 £201.60 Concept Elevators (UK) Ltd Annual Service Contract

Bacs 28/11/22 4818 £5,770.15 HAGS-SMP Ltd Play Area Equipment Repairs

Bacs 28/11/22 4819 £114.00 Evac Chair International Maintenance Contract

Bacs 28/11/22 4820 £998.39 Signs Now UK Civic Centre Sign - Lakeside

Bacs 28/11/22 4821 £163.27 ESPO Stationery and Cleaning Products

Bacs 28/11/22 4822 £84.00 Acquiesce Environmental Comp Ltd Legionella Monitoring

Bacs 28/11/22 4824 £500.00 Perton Art Group Grant Payment

CCard 11 29/11/22 4825 £19.99 Screwfix Direct Poly-Backed Dust Sheet

CCard 11 29/11/22 4826 £76.87 PVC Safety Signs 30 Mph Safety Signs

PettyCashTop 30/11/22 4827 £28.43 Home & Motorsave General Maintenance Items

PettyCashTop 30/11/22 4828 £17.85 Sainsbury's Tea, Coffee, Sugar & Milk

PettyCashTop 30/11/22 4829 £1.00 Hobbycraft Ribbon for Civic Chains

PettyCashTop 30/11/22 4830 £49.00 Whitmore Reans Plumbers Replacement Taps

PettyCashTop 30/11/22 4831 £44.72 Screwfix Direct External Wastepipe Repairs

PettyCashTop 30/11/22 4832 £70.14 House of Fraser Work Boots for Litter Warden

PettyCashTop 30/11/22 4833 £27.00 Just Keys Ltd Keys

**Total £58,912.37**

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. **Resolved** to subscribe to the CPRE, the Countryside Charity for £36 per annum.

## 121/22 – CIVIC CENTRE

1. The 5-year fixed electrical test is due. **Resolved** to accept the quotation for £1280 + vat from

A C Contracts (Codsall) Ltd.

1. Harlequin Pantomime have informed the council that the new lighting contractor requires the lighting bars to be stress tested. Quotations have been received for approximately £1,500. The Clerk has contacted Harlequin to see if there is another option available. Councillors that remembered the refurbishment of the Lakeside Hall suggested there should be a certificate available from when the bar was originally installed. Harlequin have also confirmed that all the lighting is the property of the Council and as such must be added to the annual Pat Testing service and asset list. **Resolved** that the Clerk, Chairman and Vice Chairman of Full Council plus Chairman of Management and Health & Safety agree the way forward when further information is received.

## 122/22 – WAR MEMORIAL

A resident has suggested that the war memorial stone does not represent those that have given their life in service for their country. The Erratic stone was buried in the subsoil of the lakes and moved to its current location by previous councillors although no formal decision was made by Perton Parish Council. Following discussion, it was agreed to look at options and add to the budget for 2023/24.

## 123/22 – ALLOTMENTS

* + - 1. 4 tenders were received for the work required at the allotments. The costs ranged from £35,980 (part tender) to £413,045.92. The council agreed these costs were excessive and accepted the recommendations from members of the Allotment Committee to simplify the requirements.
      2. **Resolved** the following revisions for the plot layout:
* Reduction in the number of raised beds from 16 to 8
* Creation of another plot in place of 8 raised beds
* No tanalised edging for each individual plot
* No bound gravel path between each plot (this to be left as grass)
* No top soil required for each plot – except the raised beds
* Compost bins to be constructed of either treated sleepers or concrete gravel boards whichever is the most cost effective to 5ft high on three sides, does not require a concrete base.
* To create a hardcore path along the centre line between the plots
* No flower rich grass land

To cost separately

Rabbit proof fence (along the red line shown on the plan)

5 x water troughs along the centre line between the plots (water will be brought to the edge of the site.

Members were also updated with information received from District Council regarding the s106 payment.

## 124/22 – HEALTH & SAFETY

No update was available due to the cancellation of the meeting scheduled for 7th December 2022.

## 125/22 – QUEENS PLATINUM JUBILEE

1. An update on the rose garden was given. The ground has been prepared, but due to the weather it has not been possible to plant the roses. This will be completed as soon as possible which may be the new year.

It was suggested that the area could be designated the smallest park. SSDC could nominate the area as a park which could be included in the Guinness Book of Records as the smallest park in the UK.

## 126/22 - STAFFORDSHIRE COUNTY COUNCIL

1. Unfortunately there was no report available.
2. County Councillor Abrahams reported In respect to the flooding on Dippons Lane and Gainsborough Drive and there is an announcement expected in January regarding some funding which may be available which could lead to the situation being eased.

Several issues were discussed at a site meeting with Highways. An attenuation pond, earth bund, diversion of the old river bed, raised bank/wall on the edge of the houses, lattice manhole covers. The Sow & Penk Drainage Board could be a useful contact.

The pumphouse is still a problem when there is a high volume of rain. To be included in the next agenda.

1. Temporary traffic lights that do not display a sign stating who they are or no one is working at the site needs to be reported to Staffordshire County Council on their ‘report it’ page.
2. Costs for the proposed safety measures for Wrottesley Park Road at Bluebell Walk were discussed.
3. The cost of a bespoke Speed Awareness sign had been received by two companies. £5415 and £5745 both plus VAT and installation. A third quote has not been received.
4. Highways confirmed that the cost of reflective posts would be between £200-£300. Another local parish council has sourced some wooden reflective posts for approximately £30.

Both these options to be looked at for the future budget.

There was still some concern around the surface of the pedestrian crossing and chicane on Severn Drive.

## 127/22 - SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllr P Davis and Mrs R Heseltine. Verbal reports presented by Mrs P Allen and N Caine. The reports were noted for information.

Discussion was had regarding several of the businesses in Anders Square. It was agreed to contact Sainsburys, Johal Daires/First City and Morrisons to ascertain their intentions for the future.

1. Local Plan Consultation - **Resolved** to make no formal comment from Perton Parish Council.
2. Planning Applications:

**Applications for consideration previously distributed: None received**

**Applications returned since last meeting:**

**Application no**. : 22/01016/FUL

**Location:** 2 Shawbury Grove, Perton, WV6 7LR

**Proposed**: Single storey side and rear extension

**Comments**: No objections received

**Application no**. : 22/01042/FUL

**Location:** Highcroft, Holyhead Road, Kingswood, WV7 3AN

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

**Comments**: No objections received

**Application no**. : 22/00930/FUL

**Location:** Land at Dippons Lane, Perton

**Proposed**: Erection of stables, siting of caravan and container (retrospective)

**Comments**: Objection- to be discussed by SSDC planning committee

**Licence application - sale of alcohol**

**Location:** 25-26 Anders Square

**Proposed**: Double unit convenience store, selling grocery, fruit & vegetable, off license etc, the spirits will be behind the shop counter and the wines/beers/cider will be situated to the side of the counter within close proximity. 8.00am – 23.00 Monday to Saturday, 9.00am – 23.00 Sunday.

## 128/22 – REPORTS TO NOTE AND RECEIVED FOR INFORMATION

1. Weekly Clerk’s reports previously distributed
2. The Great Outdoor Gym Inspection – previous report was incorrect to note the comments for the fitness bike and cross trainer.
3. Locality 4 Warm Hubs discussion held on 28th November 2022
4. Best Kept Village report 2022

## 129/22 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting – 9th January 2023

Precept meeting - 16th January 2023

**Meeting closed at 8.43pm**

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

Chairman

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 30/11/22 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 £226,791.85 £0.00 £226,791.85

Civic Centre £44,967.49 £0.00 £44,967.49

Total Receipts £271,759.34 £0.00 £271,759.34

PAYMENTS Net Vat Gross

Parish Council £131,880.83 £8,737.07 £140,617.90

Civic Centre £94,411.32 £3,779.17 £98,190.49

Total Payments £226,292.15 £12,516.24 £238,808.39

Closing

**Ordinary Accounts**

Co-operative Bank £1,544.22

HSBC Current Account £14,213.37

Petty Cash Account £250.00

Public Sector Deposit Fund £196,000.00

Total £212,007.59

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £1,544.22

HSBC Current Account £14,213.37

Petty Cash Account £250.00

Public Sector Deposit Fund £196,000.00

Total £212,007.59

Signed

Chair Clerk / Responsible Financial