# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 10th July 2023, 7.00pm**

## **PRESENT:**

Councillors, Mrs S Beardsmore, N Caine, P Davis (Vice-Chairman), K Elder, Mrs J Evans, C Evans,

D Glynn (Chairman), Mrs R Heseltine, C Rathbone, J Sargent, S Payne and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Members of the public – 2

Also in attendance

## 42/23 – PUBLIC OPEN SESSION

No questions were received from the members of public present.

## 43/23 - APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs P Allen and Mrs A James

## 44/23- POLICE, FIRE AND CRIME REPORT

A written report from PCSO Ashley Tooth was made available to members.

## 45/23 – DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

48/23 a) 4994 Perton Carpet Bowls grant – Cllrs P Davis. D Glynn, Mrs R Heseltine and S Payne

48/23 a) 4999 Perton Library grant – Cllr K Elder

48/23 g) Perton Playing Fields Ass. grant - Cllrs P Davis, K Elder, C Evans, D Glynn, Mrs R Heseltine, and

C Rathbone

## 46/23 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

## 47/23 - MINUTES

1. **Resolved** that the minutes of the Annual Parish Council Meeting held on 12th June 2023 were agreed as a true and correct record.

**An error in the minutes of 15th May 2023 was corrected as follows:**

Minute reference 09/23 h) Councillor Mrs B Walters was named as part of the Kings Coronation working party in error. The Chairman signed and dated the correction.

1. Noted for information the draft minutes of the following committees/working parties:

* Finance Committee meeting held on 4th July 2023

## 48/23 - FINANCE

1. **Paid Expenditure Transactions** between paid between 01/06/23 and 30/06/23.

**Resolved** payments approved.

**Payment Paid**

**Ref date Tn no Gross Details**

DD ASH06 01/06/23 4986 £198.48 ASH Waste Services Ltd General Waste & Recycling Collection

DD Rates06 01/06/23 4987 £1,248.00 South Staffordshire Council Business Rates - June

Bacs DTE05 05/06/23 4988 £112.32 Down to Earth Play Area Grass Cutting

DD BPayCon05 06/06/23 4989 £11.22 Brightpay Connect Monthly Subscription

Bacs PEN05 09/06/23 4990 £3,282.23 Staffordshire County Pension fund - May

Bacs IR05 09/06/23 4991 £2,777.91 Inland Revenue Tax & NI - May

INS CLAIM 09/06/23 4992 -£1,325.00 Zurich Municipal Claim Settlement for LSH Floor Repairs

Bacs 12/06/23 4993 £100.36 Amazon Litter Pickers and Hoops

Bacs SCC 12/06/23 4994 £500.00 Staffordshire County Perton Library Grant - 15/23 f)

Bacs SGS06 12/06/23 4995 £792.00 S G S Systems Limited Fire & Intruder Alarm Monitoring

Bacs FE06 12/06/23 4996 £39.53 Findel Education Ltd Sweeper Heads

Bacs SLCC06 14/06/23 4997 £374.00 Society of Local Council Joining and Membership Fee

DebitCard 14/06/23 4998 £4.50 Wickes Timber for Stage Repairs

Bacs PCB06 15/06/23 4999 £553.50 Perton Carpet Indoor Bowls Grant Payment - 31/23 g)

Bacs SSDC GW 15/06/23 5000 £43.60 South Staffordshire Council Garden Waste Subscription

DD BT05 19/06/23 5001 £93.93 British Telecom Telephone & Broadband

DD GAS05 21/06/23 5002 £290.86 Total Energies Gas & Power Gas Charges 24/04 - 25/05/23

CHG HSBC06 21/06/23 5003 £8.15 HSBC UK Bank Charges

DD ELEC05 23/06/23 5004 £648.82 Total Energies Gas & Powe Electricity Charges 01/05 – 31/05/23

DD Water05 26/06/23 5005 £129.62 Waterplus Water Charges 08/05/23 - 08/06/23

Bacs SCC06 27/06/23 5006 £180.00 Staffordshire County Council OHU Referral

Bacs AE06 27/06/23 5007 £84.00 Acquiesce Environmental Compliance Ltd Legionella Monitoring

Bacs Film06 27/06/23 5008 £300.00 Arts Alive Film Screening – Fisherman’s Friends

Bacs ESPO06 27/06/23 5009 £217.26 ESPO Stationery and Cleaning Products

Bacs SSDC06 27/06/23 5010 £210.00 South Staffordshire Council Parish Recharges for Elections

Bacs PAT06 28/06/23 5011 £180.12 R B (Services) Ltd PAT Testing

Bacs 30/06/23 5012 £11,600.55 Salaries M3

**Total £22,655.96**

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. Consideration was given to the installation of a CCTV camera and proposed site. **Resolved** to purchase and site the camera to monitor the children’s play area and youth shelter as requested by Staffordshire Police. The camera would be monitored and accessed by the Police. Clerk to confirm that signage will be displayed.
5. Grant request from Kingsway Perton Foodbank. **Resolved** to approve grant of £1000 towards the cost of providing children’s meals for £1 from Café 29 during the school summer break, which will be paid weekly. Parish Council to be provided with weekly numbers of meals subsidised and a full report at the end of the scheme. To be paid from the Co-op Covid fund.

Cllrs P Davis, K Elder, C Evans, D Glynn, Mrs R Heseltine, C Rathbone left the meeting

1. Grant request of £2,000 from Perton Playing Fields Association. There was a lot of debate on this item. **Resolved** to approve £1,000 grant immediately but the further £1,000 would be considered as a conditional loan to be paid in September provided that sufficient information is provided along with all streams of income and expenditure and a bank statements. This will need to be repaid on a monthly basis. There should be tighter financial controls and a meeting with all trustees to be arranged to ensure they are fully aware of the decisions made.

Minutes from the playing fields meetings to be distributed to members.

It was suggested that members of the council who were not aware of the playing fields should have a site visit. The fields and pavilion are a very valuable asset.

The committee is urged to look at the constitution and lease and legal stance. Cllr Mrs J Evans to liaise with the Clerk.

Cllrs P Davis, K Elder, C Evans, D Glynn, Mrs R Heseltine, C Rathbone rejoined the meeting

## 49/23 – SOLAR PANELS

There has been a good response to the tender request. Clerk to gather the information and present to the nominated Councillors on Tuesday 8th August at 10.00am. Councillor N Caine requested he be part of the group looking at the tenders.

## 50/23 – SPEED REDUCTION

The Speed impact Device has been ordered, a survey is required before installation. The pole needs to be installed first. **Resolved** clerk to investigate costs.

## 51/23 – KINGS CORONATION

A meeting scheduled for 12th July has been cancelled. **Resolved** Clerk to forward a new meeting date.

## 52/23 – PRINCESS IRENE REGIMENT

A visit on Friday 10th November is scheduled. There is no clear timing at present, awaiting clarification. They want to visit the site which is managed by The Natural Burial Ground and Bradshaws. The author of a book on this subject is very keen to be involved in the visit. He will provide an interpretive map. The community, especially any dependents, still living in the area, to be invited and a presentation could be held. **Resolved** The Parish Council to organise a site visit and could provide a reception with refreshments. There will be 25 members of the Dutch party.

Cllr C Rathbone has been able to order a wreath with the logo of the regiment.

## 53/23 - WROTTESLEY PARK ROAD DEVELOPMENT AND ALLOTMENT SITE

1. Allotments - SSDC are waiting for information from Severn Homes.
2. Housing development – No update available.

## 54/23 - STAFFORDSHIRE COUNTY COUNCIL

1. Unfortunately, County Councillor Jak Abrahams was unable to attend the meeting but sent a brief report. Report noted for information. A surgery is booked for Tuesday 11th July for councillors and residents to raise any issues.
2. Severn Trent – the Clerk had received an email informing the council that a query to the clean water department had been made to find the best point of contact. A member of the waste water team will be in contact to arrange a meeting. Councillors agreed that this does not cover what the members have asked for. **Resolved** the Clerk to contact Severn Trent and explain that an overview of Perton was what they were looking for alongside a map of the underground pipework.

## 55/23 - SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllr P Davis, Cllr C Evans and Mrs R Heseltine. The reports were noted for information.

The Royal Town Planning Institute named South Staffordshire Council as Planning Authority of the Year. Clerk to send congratulations to the whole team on this achievement.

1. Grass cutting of the traffic islands and maintenance of walkways was discussed. District Council had been asked to cut the traffic islands, unfortunately they hadn’t done a very good job . **Resolved** to see what the area looks like following its next cut. To arrange for a presentation on the outcome of the Management plan created by SSDC.

Maintenance of the walkways is always a contentious issue. Some of the walkways are still owned by the developers of which some have ceased trading. Individual walkways would need reporting to the District Council or County Council.

1. River Penk maintenance – following full discussion it was **Resolved** to request that the District Council tidy up the area from the big lake to the chicane. Repair of the stepped weir should also be looked at. A public body has a responsibility to promote biodiversity, as in The Environment Act 2021. Could a barrier be put in by the bridge to collect any rubbish.
2. Planning Applications:

**Applications for consideration previously distributed:**

**Application no**.: 23/00482/FULHH

**Location:** 17 Grasmere Avenue, Perton, WV6 7PW

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

**Resolved:** No objections received

## 56/23 – REPORTS - to note and receive for information

Weekly Clerk’s Reports previously distributed were noted for information. Thanks were expressed to the Assistant Clerk who manned the Office whilst the Clerk was on annual leave.

## 57/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 11th September 2023

**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.

**58/23 – STAFING MATTERS**

1. Occupational therapy report states that the employee remains fit for work. Given clinical and workplace support their symptoms should be relatively manageable and should expect a positive long term outcome.
2. **Resolved** to purchase equipment as recommended by occupational therapy report between £200 -£400.

**Meeting closed at 9.07pm**

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

Chairman

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/23 and 30/06/23 inclusive. This may include

transactions with ledger dates outside this period.

Balances at the start of the year

**Ordinary Accounts**

Co-operative Bank £1,441.07

HSBC Current Account £14,270.44

Petty Cash Account £250.00

Public Sector Deposit Fund £156,000.00

Total £171,961.51

RECEIPTS Net Vat Gross

Parish Council £116,526.24 £0.00 £116,526.24

Civic Centre £20,374.34 £0.00 £20,374.34

Total Receipts £136,900.58 £0.00 £136,900.58

PAYMENTS Net Vat Gross

Parish Council £50,910.70 £666.99 £51,577.69

Civic Centre £29,125.08 £1,548.30 £30,673.38

Total Payments £80,035.78 £2,215.29 £82,251.07

Closing

**Ordinary Accounts**

Co-operative Bank £1,441.07

HSBC Current Account £18,919.95

Petty Cash Account £250.00

Public Sector Deposit Fund £206,000.00

£226,611.02

Total £226,611.02

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £1,441.07

HSBC Current Account £18,919.95

Petty Cash Account £250.00

Public Sector Deposit Fund £206,000.00

Total £226,611.02