



PERTON PARISH COUNCIL

5th July 2023

Dear Councillor

You are summoned to the Meeting of Perton Parish Council, to be held in the Board room, Perton Civic Centre on Monday, 10th July 2023 at 7.00pm.

Yours faithfully

Mrs Becky Hodgetts,
Clerk to the Council

All persons attending this meeting are hereby notified that this meeting will be recorded by the Parish Council to assist the Parish Clerk in the compilation of minutes. The recording will be deleted once the minutes have been approved.

AGENDA

42/23 - Public Open Session

- a) Presentation from Stuart Neilson & Ryan Creswell – Creating Better Futures
- b) Members of the Public are invited to address the Parish Council (limited to 3 minutes per person as per Standing Order number 3G)

Time for this session is limited to 30 minutes as per Standing Order number 3F.

43/23 Apologies for Absence

44/23 To receive for information Police, Fire and Crime reports

45/23 Declaration of Disclosable Pecuniary Interest

To receive Declarations of Disclosable Pecuniary and Other Interests from the Agenda

46/23 Code of Conduct – Dispensation

To approve requests for Code of Conduct Dispensations. (A request for a dispensation must be made in writing to the Clerk and be granted by decision of the Council)

47/23 Minutes

- a) To approve minutes of the Parish Council meeting held on 12th June 2023.
- b) To receive for information draft minutes from the following committees/working parties:
 - i. Finance Meeting held on 4th July 2023

48/23 Finance

- a) To approve list of Payments for June 2023
- b) To receive the Cash Book to date for information
- c) To receive the Income Statement to date for information
- d) To receive the Expenditure and Budget to date for information
- e) To consider purchase of CCTV Camera and to agree location
- f) To consider a grant request from Kingsway Food Bank
- g) To consider a grant request from Perton Playing Fields Association

49/23 – Solar Panels

To receive an update on Solar Panel tenders and funding

50/23 Speed reduction

To receive an update on Speed Impact Device for Wrottesley Park Road

51/23 Kings Coronation

To receive an update on firework display

52/23 Princess Irene Regiment

To receive an update on planned visit to Perton on Friday 10th November 2023

53/23 Wrottesley Park Road Development

- a) Allotments - To receive for information an update on the allotment site
- b) Housing development - To receive for information an update

54/23 - Staffordshire County Council

- a) To receive for information written report from the County Councillor
- b) To receive update on meeting with Severn Trent

55/23 – South Staffordshire Council

- a) To receive for information written reports from District Councillors
- b) To discuss grass cutting of traffic islands and maintenance of walkways
- c) To discuss issues with the River Penk
- d) Planning Applications:

Applications returned since last meeting:

Application no. : 23/00482/FULHH

Location: 17 Grasmere Avenue, Perton, WV6 7PW

Proposed: 5 metre ground floor rear extension, first floor creating a dormer to accommodate a Juliet balcony

Comments: No objections received

56/23 – Reports - to note and receive for information

- a) Weekly Clerk's Reports previously distributed

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 – Staffing matters -

- a) To receive update on Occupational Health referral
- b) To agree Occupational Health recommendations

Crime & Disorder Implications

Section 17 of the Crime & Disorder Act 1998, places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to do all that it reasonably can to prevent crime and disorder in its area. Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 12th June 2023, 7.00pm

PRESENT:

Councillors Mrs P Allen, Mrs S Beardsmore, N Caine, P Davis (Vice-Chairman), K Elder, Mrs J Evans, D Glynn (Chairman), Mrs R Heseltine, Mrs A James, C Rathbone, J Sargent, J Turner and S Payne

Parish Clerk Mrs B Hodgetts
Assistant Clerk Mrs L Higgins

Members of the public – 3 (part of the meeting)
Also in attendance was PCSO Ashley Tooth (part of the meeting)

25/23 – PUBLIC OPEN SESSION

A resident explained to the council that the company he works for could help in the community with speeding vehicles using ANPR recognition cameras on Wrottesley Park Road. Unfortunately, at this time the Staffordshire Safety Partnership (SSP) felt this was exposing the Speedwatch volunteers. The SSP have expressed an interest in looking at the new technology and Perton could be part of a pilot project in the future. It was suggested the resident introduce themselves to Chief Inspector Cotton.

The speed camera mobile unit has never been on Wrottesley Park Road, although several approaches have been made. Unfortunately, there is nowhere safe for the van to park. It is also dangerous for Speedwatch members to work in that area.

26/23 - APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs N Caine and Mrs B Walters.

27/23- POLICE, FIRE AND CRIME REPORT

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

Parking issues in Canterbury Drive area were raised. PCSO Tooth agreed to look at the situation.

Speeding cars on Coleridge Drive are an issue. Speedwatch cannot operate there due to visibility, but a site at the top of the road may provide some information.

28/23 – DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

31/23 g) Perton Carpet Bowls grant - Cllrs P Davis, D Glynn, Mrs R Heseltine and S Payne

29/23 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

30/23 - MINUTES

- a) **Resolved** that the minutes of the Annual Parish Council Meeting held on 15th May 2023 were agreed as a true and correct record.
- b) Noted for information the draft minutes of the following committees/working parties:
 - Finance Committee meeting held on 6th June 2023

31/23 - FINANCE

- a) **Paid Expenditure Transactions** between paid between 01/05/23 and 31/05/23.

Resolved payments approved.

Payment Reference	Paid Date	Tn no	Gross	Details
DD ASH05	02/05/23	4954	£244.20	ASH Waste Services Ltd General Waste & Recycling
DD Rates05	02/05/23	4955	£1,248.00	South Staffordshire Council Business Rates - May
DD BPayCon04	03/05/23	4956	£11.22	Brightpay Connect Monthly Subscription

Bacs Cillr emails	05/05/23	4957	£1,394.48	Communicate Better Microsoft365 Business email Service	
Bacs DTE04	12/05/23	4958	£112.32	Down to Earth	Play Area Grass Cutting
Bacs	12/05/23	4959	£36.38	Amazon	Patch Repair for Foyer Chairs
Bacs ESPO04	12/05/23	4960	£179.04	ESPO	Stationery & Cleaning Products
Bacs VA04	12/05/23	4961	£7.81	Vendaid	Drinks Machine - Foyer
Bacs BRS05	12/05/23	4962	£210.96	Black Rose Solutions Limited	Internal Audit
Bacs PEN04	12/05/23	4963	£3,261.00	Staffordshire County Pension	Pension - April
Bacs IR04	12/05/23	4964	£2,781.37	Inland Revenue	Tax & NI - April
DD ElecEON01	12/05/23	4965	£2,461.43	Eon Next	Electricity Charges
Bacs SCC05	15/05/23	4966	£1,500.00	Staffordshire County	Health & Safety
Bacs PPFA05	16/05/23	4967	£6,500.00	Perton Playing Fields Assoc	Grant Payment - for roof
DD BT04	17/05/23	4968	£93.93	British Telecom	Telephone & Broadband
DD GAS03	17/05/23	4969	£852.95	Total Energies Gas & Power	Gas Charges
CHG HSBC05	21/05/23	4970	£7.45	HSBC UK	Bank Charges
Bacs	22/05/23	4971	£50.97	Amazon	Vacuum Parts & sensor
Bacs AE05	22/05/23	4972	£84.00	Acquiesce Environmental	Legionella Monitoring
BacsReimburse	22/05/23	4973	£35.50	B&Q	Wood for Stage Grills
DD	23/05/23	4974	£674.00	Total Energies Gas & Power	Gas Charges - 24/03 - 24/04/23
Bacs SSFL05	23/05/23	4975	£24.16	Safety Signs For Less	Toilet Signs for Foyer
Bacs FCP05	23/05/23	4976	£400.00	F C Perton	Grant Payment - Football Kit
DD Water04	24/05/23	4977	£25.67	Waterplus	Water Charges 08/04 - 08/05/23
DebitCard	24/05/23	4978	£253.59	Dimmingsdale Bridge Gdn Ctre	Plants for Coronation Garden
Bacs WICKES05	24/05/23	4979	£22.50	Wickes	Wood for Stage Repairs
DD DM05	25/05/23	4980	£169.87	Siemens	Qrtly Lease - May-July
Bacs SalaryM2	26/05/23	4981	£11,438.77	Salaries	Salaries
DD ELEC04	26/05/23	4982	£187.74	Total Energies r	Electricity Charges 01/04-30/04/23
Bacs	30/05/23	4983	£22.00	Amazon	Mugs for Council Meetings
Bacs HALLS05	30/05/23	4984	£198.07	Halls SMS	Hand Towels, Toilet Rolls & Centrefeed
Bacs TRAINING	30/05/23	4985	£122.40	Flexabee Ltd	Staff Training Credits
Total			£34,611.78		

- b) Cash book to date received and noted for information.
- c) Income statement to date received and noted for information.
- d) Expenditure and budget to date received and noted for information.
- e) Revised budget. **Resolved** to accept the revised budget
- f) Subscription to Society of Local Council Clerks. **Resolved** to subscribe at a cost of £354 + £20 joining fee.

Councillors P Davis , D Glynn, Mrs R Heseltine and S Payne left the room.

- g) Grant request from Perton Indoor Carpet Bowls. **Resolved** to approve grant of £553.50 which equates to a months rent.

Councillors P Davis, D Glynn, Mrs R Heseltine and S Payne re-entered the room.

32/23 – LITTER PICKING

- a) **Resolved** that a formal volunteer group be formed and be called Perton Parish Volunteers. A long reach litter picker is required.
- b) **Resolved** to purchase 25 printed hi vis vests initially. Costs to be confirmed but should be no more than £5.75 per vest.

33/23 – SOLAR PANELS

- a) **Resolved** that a tender opportunity for supply and fit solar panels to the roof of the Civic Centre be advertised on the Government Contract Finder website. A provisional cost is £70,000. The project could be done in two stages.

- b) **Resolved** that a funding application will be submitted following an evaluation meeting of the tenders received. Councillors Mrs P Allen, Mrs J Evans, D Glynn and S Payne will review the tenders.

34/23 – SPEED REDUCTION

- a) ANPR technology was discussed in the open session. **Resolved** no further action at this time.
- b) Three quotations for Speed Impact Devices (SID) were discussed for Wrottesley Park Road. **Resolved** to purchase from Westcotec at a cost of £5,415 plus VAT to be sited so the warnings are showing coming when approaching the outer north island, bollards to be installed on the opposite carriageway. Clerk to liaise with Councillor Mrs R Heseltine to arrange costs for pole installation and bollards as previously agreed.

35/23 – KINGS CORONATION

- a) An update on the firework display was given. **Resolved** Clerk to arrange a working party meeting in July to look at the safety and security of the event.
- b) The garden adjacent to the patio of the Civic Centre is to be known as the Kings Coronation Garden 2023. Clerk to arrange signs for both the Coronation and Jubilee gardens. The Parish Council has asked the District Council for some chippings to help manage the weeds in both beds.

36/23 WROTTESLEY PARK ROAD DEVELOPMENT AND ALLOTMENT SITE

- a) South Staffordshire District Council have requested some paperwork to start the transfer following agreement that the S106 obligations have been met.
- b) **Resolved** that South Staffordshire Council legal services handle the land transfer to the Parish Council.

37/23 - STAFFORDSHIRE COUNTY COUNCIL

- a) Unfortunately, County Councillor Jak Abrahams was unable to attend the meeting but sent a brief report. Report noted for information.
- b) Severn Trent – the Clerk updated the members on the meeting with representatives. Unfortunately, no response has been received from an email sent.
- c) A proposal to plant a Tettenhall Dick pear tree in the centre of the south inner island was discussed. Members were informed that in the past the County Council does not like trees planted that can attract residents to cross the road to the island eg. Fruit or conkers.

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

38/23

- c) South inner island – maintenance of the island is getting increasingly harder for volunteers. It has been suggested that the stones be moved to create a central barrier with bulbs to be planted creating an inner circle of flowers, the area outside the stones to the kerb edge would be grass which could be part of the mowing schedule. **Resolved** Clerk to contact the District Council and Staffordshire County Council who will need to give approval and may necessitate a management plan.

38/23 - SOUTH STAFFORDSHIRE COUNCIL

- a) District Council written report presented from Cllr P Davis, Cllr C Evans and Mrs R Heseltine. A verbal report was presented by Cllr Mrs P Allen. The reports were noted for information.
- b) The proposal from a resident to leave an area of meadow grass at the rear of Melrose Drive was discussed. **Resolved** that this area should continue to be part of the grass cutting regime. Any incidents of anti-social behaviour should be directed to the Police
- c) Item discussed above.
- d) Planning Applications:

Applications for consideration previously distributed:

Application no.: 23/00432/FULHH

Location: 18 Lytham Road, Perton, WV6 7YY

Proposed: single storey rear and side extension

Resolved: No objections received

Planning Applications returned since last meeting:

Application no. : 23/00379/ADV

Location: 2-3 Anders Square, Perton, WV6 7QH

Proposed: 4 internally illuminated aluminium fascia signs and 1 internally illuminated fabricated projection sign

Comments: No objections received

Application no. : 23/00404/FULHH

Location: 6 Bowen Cooke Avenue, Perton, WV6 7YG

Proposed: Single storey rear and side wrap-around extension

Comments: No objections received but request that the front facing brickwork match the original

Application no. : 23/00228/FUL

Location: Moorland House, Pattingham Road, Perton, WV6 7HD

Proposed: Demolition of existing dwelling and replacement with new four bedroom detached dwelling

Comments: No objections received

39/23 – REPORTS - to note and receive for information

Weekly Clerk's Reports previously distributed were noted for information.

40/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 10th July 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.

41/23 – STAFING MATTERS

- a) **Resolved** to refer staff member to Occupational Health.
- b) The Clerk updated members on the appointment of the new Relief Caretaker.

Meeting closed at 9.05pm

Signed
Chairman

Date:

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/23 and 31/05/23 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	£115,402.27	£0.00	£115,402.27
Civic Centre	£9,911.71	£0.00	£9,911.71
Total Receipts	£125,313.98	£0.00	£125,313.98

PAYMENTS	Net	Vat	Gross
Parish Council	£37,069.30	£558.34	£37,627.64
Civic Centre	£20,822.75	£1,144.72	£21,967.47
Total Payments	£57,892.05	£1,703.06	£59,595.11

Closing

Ordinary Accounts

Co-operative Bank	£1,441.07
HSBC Current Account	£9,989.31
Petty Cash Account	£250.00
Public Sector Deposit Fund	£226,000.00
	£237,680.38
Total	£237,680.38

Uncleared and Unpresented

Statement Closing

Ordinary Accounts

Co-operative Bank	£1,441.07
HSBC Current Account	£9,989.31
Petty Cash Account	£250.00
Public Sector Deposit Fund	£226,000.00
Total	£237,680.38

Signed

Chair

Clerk / Responsible Financial

Minutes of the meeting of Perton Parish Council

Finance Committee meeting held on Tuesday 4th July 2023 at 10.00am

Present:

Councillors N Caine, P Davis, Mrs R Heseltine and C Rathbone

Assistant Clerk Mrs L Higgins

The Chairman was unable to attend the meeting, therefore Cllr P Davis was voted into the chair.

F11/23 - APOLOGIES FOR ABSENCE

Apologies were received from Councillor Mrs P Allen and D Glynn

F12/23 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

A declaration of pecuniary or other interests received from Cllrs P Davis and Mrs R Heseltine for expenditure transaction 4999.

F13/23 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

F14/23 - MINUTES OF MEETING

Resolved that the minutes of the Meeting held on 6th June 2023, previously distributed, were a true and correct record and signed by the Chairman.

F15/23 - ACCOUNTS PAID

The Clerk presented a list of payments up to 30th June 2023. **Resolved** that all payments were correct and authorised. Payments for Findel Education Ltd and Total Energies Gas & Power were discussed.

F16/23 - INCOME RECEIVED

The schedule of income received up to 30th June 2023 was reviewed and accepted for information.

F17/23 - BUDGET TO DATE

The budget to date was reviewed and noted. **Resolved** that the following virement be made
£500 from Contingency to H&S Consultancy Services

F18/23 - RECONCILIATIONS

The Assistant Clerk presented the HSBC bank statement number 226 dated 30th June 2023 for reconciliation to the cashbook. Also presented for scrutiny the Co-op bank, Petty Cash records and the CCLA Public Sector Deposit Fund.

Resolved that all reconciliations were correct along with the Petty Cash balance and were signed-off by two Councillors and the Assistant Clerk.

F19/23 - DATE AND TIME OF NEXT MEETING

Tuesday 5th September 2023 at 10.00am.

Meeting closed at 10.21am

Signed
Chairman

Date:

Paid Expenditure Transactions

Start of year 01/04/23

paid between 01/06/23 and 30/06/23

Payment

Reference	Paid date	Tn no	Order no	Gross	Details	Heading
DD ASH06	01/06/23	4986		£198.48	ASH Waste Services Ltd	General Waste & Recycling Collectio 223
DD Rates06	01/06/23	4987		£1,248.00	South Staffordshire Council - Rates	Business Rates - June 221
Bacs DTE05	05/06/23	4988		£112.32	Down to Earth	Play Area Grass Cutting 124/4
DD BPayCom05	06/06/23	4989		£11.22	Brightpay	Brightpay Connect Monthly Subscript 121/2
Bacs PEN05	09/06/23	4990		£3,282.23	Staffordshire County Pension Fund	Pension - May 101/4
Bacs IR05	09/06/23	4991		£2,777.91	Inland Revenue	Tax & NI - May 201/3
INS CLAIM PMT 06	09/06/23	4992		-£1,325.00	Zurich Municipal	Claim Settlement for LSH Floor Repa 212
Bacs AMAZON06	12/06/23	4993		£100.36	Amazon	Litter Pickers and Hoops 118
Bacs SCC PL05	12/06/23	4994		£500.00	Staffordshire County Council	Perton Library Grant - 15/23 f) 115
Bacs SGS06	12/06/23	4995		£792.00	S G S Systems Limited	Fire & Intruder Alarm Monitoring & 210/1
Bacs FE06	12/06/23	4996		£39.53	Findel Education Ltd	Sweeper Heads 207/1
Bacs SLCC06	14/06/23	4997		£374.00	Society of Local Council Clerks	Joining and Membership Fee 129
DebitCard Wickes06	14/06/23	4998		£4.50	Wickes	Timber for Stage Repairs 212
Bacs PCB06	15/06/23	4999		£553.50	Perton Carpet Indoor Bowls	Grant Payment - 31/23 g) 115
Bacs SSCD GW	15/06/23	5000		£43.60	South Staffordshire Council	Garden Waste Subscription 129
DD BT05	19/06/23	5001		£93.93	British Telecom	Telephone & Broadband 130
DD GAS05	21/06/23	5002		£290.86	Total Energies Gas & Power Ltd	Gas Charges - 24/04/23 - 25/05/23 220
CHG HSBC06	21/06/23	5003		£8.15	HSBC UK	Bank Charges 204
DD ELECO5	23/06/23	5004		£648.82	Total Energies Gas & Power Ltd	Electricity Charges - 01/05/23 - 31 220
DD Water05	26/06/23	5005		£129.62	Waterplus	Water Charges 08/05/23 - 08/06/23 226
Bacs SCC06	27/06/23	5006		£180.00	Staffordshire County Council	OHU Referral 116
Bacs AE06	27/06/23	5007		£84.00	Acquiesce Environmental Compliance Limited	Legionella Monitoring 214

48/23 a)

Paid Expenditure Transactions

Start of year 01/04/23

paid between 01/06/23 and 30/06/23

Payment

Reference	Paid date	Tn no	Order no	Gross	Details	Heading
Bacs Film06	27/06/23	5008		£300.00	Arts Alive	112
Bacs ESPO06	27/06/23	5009		£217.26	ESPO	128
Bacs SSDC06	27/06/23	5010		£210.00	South Staffordshire Council	134/3
Bacs PAT06	28/06/23	5011		£180.12	R B (Services) Ltd	209/1
Bacs SalaryM3	30/06/23	5012		£11,600.55	Salaries	201/1
Total				£22,655.96		

48/23 b)

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	<u>£171,961.51</u>

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	<u>£136,900.58</u>	<u>£0.00</u>	<u>£136,900.58</u>

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	<u>£80,035.78</u>	<u>£2,215.29</u>	<u>£82,251.07</u>

Closing Balances

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
	<u>£226,611.02</u>
Total	<u>£226,611.02</u>

Uncleared and Unpresented effects

Statement Closing Balances

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	<u>£226,611.02</u>

Signed _____

Chair

Clerk / Responsible Financial Officer

48/23 c)

Summary of Income April 2023 - March 2024																
Community Centre & Parish Receipted Income										Community Centre & Parish BACS Income						
	Business Income					Business Income					Total Income 2023/24	Income 2022/23	Refunded Deposits 2022/23	Notes		
	Room Hire	Refund Deposit	Other	Photo Copies	Drinks	PPC events	Room Hire	Refund Deposit	Precept	Interest	Grant	Other	Plyvine Commission	Agency Fee		
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Apr	318.50	100.00	5.00	1.50		16.00	1,630.91	100.00	112,500.00	527.71					111,563.69	
May	500.50	-100.00		0.60		25.00	7,260.00			500.38				266.41	7,030.77	
June	660.50	100.00		3.20		28.00	9,733.50	-50.00		817.98		15.43		277.99	7,349.24	
July															5,123.92	
Aug															5,288.00	
Sept															114,724.48	
Oct															8,734.43	
Nov															7,239.68	
Dec															5,382.40	
Jan															17,928.20	
Feb															12,659.36	
Mar															20,225.22	
=	1,479.50	100.00	5.00	5.30	0.00	69.00	18,624.41	50.00	112,500.00	1,846.07	0.00	15.43	0.00	544.40	135,239.11	118,594.46
															YTD +/-	To Date
															16,644.65	135,239.11

Financial Budget Comparison

Comparison between 01/04/23 and 30/06/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
EXPENDITURE					
Parish Council					
101	Salaries	£97,997.00	£97,997.00	£27,728.46	£70,268.54
102	Litter Salaries	£14,000.00	£14,000.00	£3,526.10	£10,473.90
103	Members' Allowances	£15,000.00	£15,000.00	£3,473.26	£11,526.74
104	Advertising & Signage	£300.00	£300.00	£0.00	£300.00
105	Audit	£1,200.00	£1,200.00	£175.80	£1,024.20
106	Bus Shelter Maintenance	£1,000.00	£1,000.00	£0.00	£1,000.00
107	CCTV - Anders Square	£4,000.00	£9,000.00	£0.00	£9,000.00
108	Christmas Decorations	£3,000.00	£3,000.00	£0.00	£3,000.00
109	Civic Functions/Civic Sunday	£250.00	£250.00	£0.00	£250.00
110	Civic Awards	£200.00	£200.00	£102.31	£97.69
111	Contingency	£16,000.00	£16,000.00	£0.00	£16,000.00
112	Events	£1,250.00	£1,250.00	£517.57	£732.43
113	Flowers tubs & hanging baskets	£4,000.00	£4,000.00	£0.00	£4,000.00
114	Graffiti Removal	£300.00	£300.00	£0.00	£300.00
115	Grants & Donations	£6,700.00	£13,200.00	£8,433.50	£4,766.50
116	H&S Consultancy Services	£1,500.00	£1,500.00	£1,680.00	-£180.00
117	Insurance Renewal	£2,000.00	£2,000.00	£0.00	£2,000.00
118	Litter Supplies	£150.00	£150.00	£83.64	£66.36
119	Newsletter	£400.00	£400.00	£100.00	£300.00
120	Notice Boards	£1,000.00	£1,000.00	£0.00	£1,000.00
121	Office Equipment	£2,500.00	£2,500.00	£1,208.45	£1,291.55
122	Partnership Working	£9,500.00	£9,500.00	£0.00	£9,500.00
123	Photocopier	£500.00	£649.00	£93.56	£555.44
124	Play Area / Outdoor Activities	£1,700.00	£1,700.00	£280.80	£1,419.20
125	Premises Licence Fee	£200.00	£200.00	£0.00	£200.00
126	Skatepark	£10,000.00	£10,000.00	£0.00	£10,000.00
127	Staff Training	£2,250.00	£2,250.00	£102.00	£2,148.00
128	Stationery & Postage	£500.00	£500.00	£191.30	£308.70
129	Subscriptions	£1,500.00	£1,900.00	£1,310.44	£589.56
130	Telephone & Broadband	£600.00	£600.00	£111.74	£488.26
131	Website	£250.00	£250.00	£0.00	£250.00
132	Walkers Map	£0.00	£0.00	£0.00	£0.00
133	War Memorial Maintenance	£10,000.00	£10,000.00	£0.00	£10,000.00
134	*Ringfenced Items*	£78,000.00	£78,000.00	£1,791.77	£76,208.23

Financial Budget Comparison

Comparison between 01/04/23 and 30/06/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
140	Co-op Bank: Community Support	£1,544.22	£1,544.22	£0.00	£1,544.22
Total Parish Council		£289,291.22	£301,340.22	£50,910.70	£250,429.52
Civic Centre					
201	Salaries	£91,000.00	£91,000.00	£18,524.49	£72,475.51
202	Advertising	£0.00	£0.00	£0.00	£0.00
203	Automatic Doors	£1,500.00	£1,500.00	£378.00	£1,122.00
204	Bank Charges	£200.00	£200.00	£28.84	£171.16
205	Boilers	£1,000.00	£1,000.00	£0.00	£1,000.00
206	CCTV - Civic Centre	£500.00	£500.00	£0.00	£500.00
207	Consumables	£1,200.00	£1,200.00	£336.94	£863.06
208	Drinks Machine (Foyer)	£700.00	£700.00	£149.37	£550.63
209	Electrical Inspection	£500.00	£500.00	£150.10	£349.90
210	Fire & Security Alarms	£1,500.00	£1,500.00	£660.00	£840.00
211	Fire Extinguisher Maintenance	£250.00	£250.00	£0.00	£250.00
212	General Maintenance	£2,000.00	£2,000.00	-£1,179.99	£3,179.99
213	Insurance Renewal	£1,900.00	£1,900.00	£0.00	£1,900.00
214	Legionella Monitoring	£1,000.00	£1,000.00	£210.00	£790.00
215	Lifts	£1,000.00	£1,000.00	£0.00	£1,000.00
216	Miscellaneous CC	£500.00	£500.00	£0.00	£500.00
217	Office Equipment	£700.00	£700.00	£0.00	£700.00
218	Performing Rights Society & PPL	£750.00	£750.00	£0.00	£750.00
219	Photocopier	£500.00	£649.00	£93.55	£555.45
220	Power (Gas & Electricity)	£13,000.00	£17,600.00	£5,115.11	£12,484.89
221	Rates	£16,000.00	£16,000.00	£3,739.00	£12,261.00
222	Refreshments	£200.00	£200.00	£0.00	£200.00
223	Refuse Collection	£2,200.00	£2,200.00	£534.30	£1,665.70
224	Staff Uniforms	£100.00	£100.00	£0.00	£100.00
225	Telephone & Broadband	£600.00	£600.00	£111.73	£488.27
226	Water & Sewerage	£2,000.00	£2,000.00	£273.64	£1,726.36
Total Civic Centre		£140,800.00	£145,549.00	£29,125.08	£116,423.92
Allotments					
351	NSALG Membership Fee	£0.00	£0.00	£0.00	£0.00
352	Maintenance	£0.00	£10,000.00	£0.00	£10,000.00
353	Electric	£0.00	£0.00	£0.00	£0.00
354	Water	£0.00	£0.00	£0.00	£0.00
Total Allotments		£0.00	£10,000.00	£0.00	£10,000.00
Total Expenditure		£430,091.22	£456,889.22	£80,035.78	£376,853.44

Financial Budget Comparison

Comparison between 01/04/23 and 30/06/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	2023/2024	revised	Actual Net	Balance
Total Income	£284,928.00	£284,928.00	£130,324.31	-£154,603.69
Total Expenditure	£430,091.22	£456,889.22	£80,035.78	£376,853.44
Total Net Balance	-£145,163.22	-£171,961.22	£50,288.53	

Financial Budget Comparison

Comparison between 01/04/23 and 30/06/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
INCOME					
Parish Council					
1	Precept	£225,000.00	£225,000.00	£112,500.00	-£112,500.00
2	VAT reclaimed	£0.00	£0.00	£0.00	£0.00
3	Litter - Agency Fee	£3,578.00	£3,578.00	£544.40	-£3,033.60
4	Public Sector Deposit Fund Interest	£1,000.00	£1,000.00	£1,846.07	£846.07
5	Events	£200.00	£200.00	£74.00	-£126.00
6	Funding	£0.00	£0.00	£0.00	£0.00
7	Miscellaneous	£0.00	£0.00	£0.00	£0.00
8	Perton Walkers Map	£0.00	£0.00	£0.00	£0.00
10	Co-op Bank - Community Support	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£229,778.00	£229,778.00	£114,964.47	-£114,813.53
Civic Centre					
51	Bar Commission	£0.00	£0.00	£0.00	£0.00
52	Bar Charges	£0.00	£0.00	£0.00	£0.00
53	Deposit - Room Hire (Refundable)	£0.00	£0.00	-£300.00	-£300.00
54	Drinks Machine (hot)	£150.00	£150.00	£57.04	-£92.96
55	Funding	£0.00	£0.00	£0.00	£0.00
56	Hire of Rooms	£55,000.00	£55,000.00	£15,597.50	-£39,402.50
57	Photocopies	£0.00	£0.00	£5.30	£5.30
Total Civic Centre		£55,150.00	£55,150.00	£15,359.84	-£39,790.16
Allotments					
301	Plot Rent	£0.00	£0.00	£0.00	£0.00
302	NSALG Membership Fee	£0.00	£0.00	£0.00	£0.00
303	s106 Funding	£0.00	£0.00	£0.00	£0.00
Total Allotments		£0.00	£0.00	£0.00	£0.00
Total Income		£284,928.00	£284,928.00	£130,324.31	-£154,603.69



48/23 f)

Perton Parish Council

Application for Grant

Name of Organisation	Perton Kingsway Foodbank.
Name and Address of Applicant	40 Samanah Harrobin Main office - 2-3 High Street Wombourne WVS9 9DN
Telephone No.	07814 791026
Email address:	samharrobin76 @ outlook.com
Position in Organisation	Co-ordinator.
Type of organisation	<u>Local Group</u> / <u>Registered Charity</u> / National Charity (delete as appropriate)
Are you affiliated to other groups?	No.
Aims of Organisation:	Foodbank.
Numbers in Organisation:	Adult members: 10 - Volunteers Under 16: 0
Please provide the number residing in:	South Staffordshire: 6 Perton: 4
Subscriptions/charges to members	Yes / <u>No</u>
Brief description of why the grant is required	Subsidised meals for children under 12 for £1.00. at local Cafe during the school holidays (6 weeks).
Total cost of scheme	£ 1,000
What has been done to raise money yourselves?	Our own funds, 41 Club Perton
Have you applied for other grants? If so, where from?	No
Amount of grant requested	£ 1,000
Any other supporting information	We have used our own funds to support this scheme at Easter for 2 weeks and at Whitsun for 1 week. The scheme is a huge success.

Please attach a set of the latest accounts. The application will not be considered if these are not submitted.

New groups that do not have a set of accounts can still apply, but they must show how they will benefit the parish.

All applicants must, where possible, make themselves available to attend the parish council meeting.

Failure to do so may delay any decision if further information is required.

Perton Kingsway Foodbank - Subsidised lunches throughout the school holidays in Perton

Please find attached an application for a grant to help us to continue to provide a very successful scheme we have been running over recent months. We have, using our own funds, subsidised lunches for accompanied children under 12 years old to pay £1.00, using a local business, Café 29. In partnership with Café 29 we have successfully run this scheme for two weeks at Easter and one week at Whitsun (May half term). This scheme is for ANY family who may wish to use the scheme due to the current cost of living crisis. As you will be aware, families are now under even more financial stress and pressure as mortgages have increased very steeply as well as food, household costs etc and we are very conscious that whilst we are trying our best to support families in receipt of benefits, there is a whole other majority whom are struggling in our community. We would like to kindly ask if the Perton Parish Council would support this scheme. The costs are £150.00 per week so are asking if we can apply for a grant for £1000 to cover the whole of the holiday period which is 6 ½ weeks. I hope you will give this request consideration and await your response with keen interest.

Please find attached a copy of accounts for your perusal.

Samantha Horrobin

Perton Kingsway Foodbank



48/23 g)

Perton Parish Council

Application for Grant

Name of Organisation	PERTON PLAYING FIELDS ASSOCIATION
Name and Address of Applicant	CLIVE RATHBONE 23 COSTORS COURT PERTON WVG TN
Telephone No.	0744 832990
Email address:	clive.rathbone@sky.com
Position in Organisation	CHAIRMAN
Type of organisation	Local Group / Registered Charity / National Charity (delete as appropriate)
Are you affiliated to other groups?	NO
Aims of Organisation:	TO PROVIDE PITCHES FOR FOOTBALL AND OTHER ACTIVITIES
Numbers in Organisation:	Adult members: 1 SENIOR TEAM Under 16: 5 JUNIOR TEAMS
Please provide the number residing in:	South Staffordshire: Perton: APPROX 100
Subscriptions/charges to members	Yes / NO
Brief description of why the grant is required	WE CHARGE A HIRE FEE FOR PITCHES HOWEVER WE MAINTAIN THE PAVILION THE COST OF THIS EXCEEDS OUR INCOME
Total cost of scheme	£
What has been done to raise money yourselves?	WE HAVE APPLIED AND BEEN SUCCESSFUL IN OTHER GRANTS. HOWEVER INCOME EXCEEDS COSTS
Have you applied for other grants? If so, where from?	YES NATIONAL LOTTERY AND COVID GRANTS
Amount of grant requested	£ 2,000
Any other supporting information	

Please attach a set of the latest accounts. The application will not be considered if these are not submitted.

New groups that do not have a set of accounts can still apply, but they must show how they will benefit the parish.

All applicants must, where possible, make themselves available to attend the parish council meeting. Failure to do so may delay any decision if further information is required.

PERTON PLAYING FIELDS ASSOCIATION

Trading address Perton Pavilion Dippons Lane Perton South Staffs WV6 7NR

All Correspondence to

23 Cosford Court
Perton
South Staffs
WV6 7LN

clive.rathbone@sky.com

3d July 2023

In support of Grant application for Perton Playing Fields Association

The main purpose of the Playing Fields Association is to provide pitches for recreational use of local sports teams, mainly for football. This currently consists of one adult team and five junior teams in addition to this the PPFA looks after and maintains the Pavillion.

We receive income from the teams who use the pitches, however this is nowhere sufficient to meet the running costs. We employ two staff, a groundsman and a cleaner but it is upkeep of the building which incurs the greatest expense. We have recently replaced the roof on the Pavilion as the previous roof had several leaks which reoccurred on a regular basis. For this we applied and were successful in obtaining a grant from the National lottery. We also received a contribution towards the cost from the Parish Council.

We have in the past received a biannual grant totaling £4,000.00. However, we have not received this since 2021 in which year we received £2,000.00. We did however receive a covid recovery grant from the District Council which did put us in a strong position. However, as well as the roof we have recently purchased a new mower which cost £4,500 and installed a defibrillator as well as maintaining the pitches and building. The total cost of these schemes has left us with insufficient funds to continue in the short term.

In addition to those items mentioned we also have to insure the building the cost of which is well in excess of 1000.00 and general maintainanace.

We have recently had enquiries from teams and organisations who wish to use the facilities and this may well put us in a position where we become self sufficient but in the short term we have a shortfall in our funds which is the reason for this application,

Yours Faithfully,



Chairman Perton Playing Fields Association.

Perton Playing Fields Association

Receipts and Payments account – 1st April 2022 - 31st March 2023

Receipts		Payments	
Pitch hire	£2126.00	Pavilion Cleaning	£689.75
Room hire	£162.00	Mowing	£2035.28
Electricity recharge	£227.72	Petrol/oil	£277.30
Grant	£10,000.00	Lining - labour & materials	£744.00
		Water	£620.80
		Electricity	£648.10
		Insurance	£1,266.29
		Miscellaneous	£90.88
		Repairs	£278.58
Total Income	£12,515.72	Total payments	£6,650.98

Opening Bank statement 1 st April 2022	£ 7,834.83
Add income	£12,515.72
Less expenditure to	<u>£ 6,650.98</u>
	£13,699.57
Bank statement 31 st March 2023	£13,699.57
Uncleared payments	£0
Uncleared receipts	£0
Balance to date	£13,669.57

Independent examiners report to the committee of Perton Playing Fields Association

In accordance with instructions given to me I have examined the financial information of Perton Playing Fields Association for the period ended 31st March 2023 from the entity's accounting records and from information and explanations you have given me.

As a member of the Institute of Chartered Accountants in England and Wales (CAEW), I am subject to its ethical and other professional requirements which are details at icaew.com/membershandbook. You have approved the financial information for the period and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation. My work has been undertaken solely to prepare for your approval the financial information of Perton Playing Fields Association in accordance with ICAEW technical release TECH 08/16 AAF. I have not verified the accuracy or completeness of the accounting records or information and explanations you have given to me and do not, therefore express any audit opinion on the financial information.

Signature

Date.....

DW Bickley FCA

Chartered Accountant

11 Berkeley Close, Perton, Wolverhampton, WV6 7RX

District Councillor's Report – Christopher Evans

July 2023

6th June - Wellbeing Committee: This Committee operated under a joint code of practice with the County Council. Health and Wellbeing is primarily a County function but the District has responsibility in this area in relation to the services that it provides. This is primarily Leisure, environmental health and housing.

Residents in many areas are struggling to access to GP practices and dentists. The Committee cannot scrutinize GP practices directly. The ICS / Primary Care NHS group do this. However, it is important for Parish Councillors to be aware that this is an issue across South Staffordshire (and farther afield).

The problems are Australia and Canada have a perceived better offer both in monetary and reputational terms, the 8am rush for an appointment is not working well and Pharmacies are alleviating the pressure on GPs but in turn this is causing a shortage of pharmacies for outpatients.

In addition, we had a presentation on South Staffordshire Council's priorities to reduce crime, which are:

- Cross-border crime: focus on vehicle crime across conurbations.
- Domestic abuse and violence against women and girls.
- Anti-social behaviour.
- Community cohesion.
- Perception v Reality – Do people feel safe both in the dark and in the daylight.

Received an update from Healthwatch, the organization tasked with preventing hospital scandals.

7th June – Social Media training: Attended this session providing advice on the use of Social Media when acting as a Councillor.

8th June – Parish Summit:

- Undertook training on the Code of Conduct.
- Attended a session from Better Health. This is a Staffordshire County Council initiative aimed at tackling the causes of obesity and promoting a healthy life-style.

They are new to South Staffordshire. Going forward, they will offer grants to organizations who promote their aims as stated above.

- Attended a session by Homes Plus. They are a merger of three previous Housing Associations. The presenters gave an overview of what they offered their tenants.

14th June – Planning training: Attended a session on planning.

20th June – Audit & Risk Committee: Scrutinized the Council's latest financial position.

26th June – High Street and Village Centre Appraisal Briefing: Attended a session on this project aimed at identifying and removing blockers, e.g. limited parking, poor accessibility, to small and medium businesses in high streets and village centres. This is aimed at the larger village centres such as Perton. The project is currently out for consultation. The project team are particularly interested in any business proprietor or community bod who would be particularly useful for them to speak to during this consultative phase if any Parish Councillor knows of anybody.

27th June – Full Council: Attended Full Council.

29th June – Attended a confidential session providing an update on progress of the Local Plan.
