6th September 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, 11th September 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

## **65/23 - Public Open Session**

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.*

## **66/23 Apologies for Absence –** to note apologies received from Councillors

## **67/23 To receive reports for information**

## Police, Fire and Crime reports

1. Weekly clerks reports – previously distributed

## **68/23 Declaration of Interest** To receive Declarations and Other Interests from the Agenda. Councillors are reminded of their responsibility to declare any disclosable pecuniary and other interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.

## **69/23 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)

## **70/23 Minutes**

1. To approve minutes of the Parish Council meeting held on 10th July 2023
2. To approve minutes of the Extra Ordinary meeting held on 4th September 2023
3. To correct attendance on Minutes for 12th June 2023
4. To receive for information draft minutes or notes from the following committees/working parties:
	* 1. Youth working party held on 3rd July 2023
		2. Health & Safety working party held on 19th July 2023
		3. Finance Meeting held on 5th September 2023
		4. Perton Playing Fields Association 7th September 2023

## **71/23 Finance**

1. To approve list of Payments for July and August 2023
2. To receive the Cash Book to date for information
3. To receive the Income Statement to date for information
4. To receive the Expenditure and Budget to date for information
5. To consider whole council Councillor Introduction course delivered by SPCA £350
6. To consider bus shelter cleaning at a cost of £45 per shelter + £10 for any graffiti removal
7. To consider accepting an offer of free cleaning of the war memorial stone
8. To consider the grant request for £250 from Perton Kingsway Foodbank
9. To consider the £1,000 loan for Perton Playing Fields Association
10. To consider purchasing a further 10 x A3 self-adhesive 30mph signs @ £15.99 each

**72/23 Audit**

* + - 1. To receive the External audit report for the year ended 31st March 2023
			2. To consider appointment of internal audit arrangements for 2023/24 - Black Rose Solutions Ltd at £35 per hour plus mileage and VAT

**73/23 CCTV**

1. To confirm cost of CCTV for installation near to the youth shelter £4,650
2. To consider 5g SIM contracts options
3. To consider service & maintenance Contract £420 per annum

**74/23 Policies for review**

* + - 1. Health, Safety & Wellbeing Policy
			2. Safeguarding and Child Protection Policy

**75/23 Policies for adoption**

1. Glass & glazing
2. Working at Height
3. Manual handling

**76/23 – Civic Centre**

1. **Bar Services** - to discuss options for bar services following Plyvine notice of withdrawal
2. **Lakeside Hall** - to consider free use of the Lakeside Hall for the Chairmans Civic Sunday on Sunday 29th October 2023. All councillors are invited to attend the Church Service at 12.30pm The Church At Perton before a buffet lunch
3. **Emergency lighting and Fire alarm** – to confirm the cost of remedial works required following annual service £390 + VAT

**77/23 Trees -** to consider the provision of additional trees around the Parkway

## **78/23 Princess Irene Regiment**

1. To review and consider the itinerary for the planned visit to Perton on Friday 10th November 2023
2. To consider provision of refreshments for the visit
3. To consider twinning Perton with a Dutch village
4. To consider a suitable memorial to the Brigade

## **79/23 Allotments**

1. To receive update
2. To consider appointing the Clerk, in conjunction with the Chairman, delegated authority to sign any interim agreements on site access on behalf of the Parish Council, Councillors to be kept informed
3. To consider purchasing the Allotments online package from AdvantEdge
4. Initial set up and training £390 + vat
5. Provide a tablet to be used £216 + vat
6. annual cost £249.90 + vat

**80/23 Perton Primary Academy -** Invitation for a Councillor to apply for a Governor vacancy

**81/23 Christmas -** to receive an update on delivery and installation of tree in Anders Square

**82/23 South Inner traffic island**

1. To receive quotations for ground works
2. To consider a replacement tree for the centre of the island

## **83/23 - Staffordshire County Council**

1. To receive for information written report from the County Councillor
2. To receive update on meeting with Severn Trent
3. To discuss speed reduction options for Wrottesley Park Road following Highways decision to not approve digital signage
4. Concessionary travel – publicity for information

## **84/23 – South Staffordshire Council**

1. To receive for information written reports from District Councillors
2. Planning Applications:

## **Applications for consideration previously distributed:**

##  **Application no**. : 23/00703/FULHH

##  **Location:** 52 Hawksmoor Drive, Perton, WV6 7TE

## **Proposed:** First floor side extension with front dormer window and accommodation in attic space

## **Application no. :** 23/00712/FULHH

##  **Location:** 48 Wren Avenue, Perton, WV6 7TS

**Proposed:** Proposed garage conversion and single storey extension to rear of existing two storey detached dwelling

## **Applications returned since last meeting:**

##  **Application no. :** 23/00565/FULHH

##  **Location:** 22 Shawbury Grove, Perton, WV6 7LH

## **Proposed:** single storey ground floor extension to provide new porch and downstairs WC

## **Comments:** No objections received

##  **Application no. :** 23/00583/FULHH

##  **Location:** 12 Bader Road, Perton, WV6 7UY

## **Proposed:** ground floor extension to rear and first floor extension over existing garage

## **Comments:** No objections received

## **Application no. :** 23/00632/FULHH

##  **Location:** 36 Itchen Grove, Perton, WV6 7QY

## **Proposed:** single storey front extension

## **Comments:** No objections received

## **85/23 - Date and time of next meeting – Perton Civic Centre, Board room 7pm**

Full Council Meeting of Perton Parish Council – 9th October 2023

**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.