# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 9th October 2023, 7.00pm**

## **PRESENT:**

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

C Evans, D Glynn (Chairman), Mrs R Heseltine, Mrs A James, S Payne, C Rathbone, J Sargent

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Also in attendance

Ryan Taylor, South Staffordshire Council - Street Scene Performance and Climate Change Manager

Members of the public – 4

## 86/23 PUBLIC OPEN SESSION

A resident has suggested that give way signs should be placed at all junctions with side roads and The Parkway. To discuss additional road signage at the next Parish Council meeting.

Two representatives from Perton Golf Club attended to introduce themselves and explain what they envisage for the business. When planning application is submitted it would be good for the members to have a site visit.

Ryan Taylor, Street Scene Performance and Climate Change Manager, presented the action plan for the management of open spaces. Suggested a working party be formed at the next parish council meeting to discuss in depth.

## 87/23 APOLOGIES FOR ABSENCE

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

## 88/23 REPORTS – received for information

1. A written report from PCSO S Fryer was made available to members.
2. Weekly Clerks reports – previously distributed.

## 89/23 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

92/23 a) Transaction 5088 Perton Playing Fields Association grant – Cllrs P Davis, K Elder, Mrs J Evans, C Evans, D Glynn, Mrs R Heseltine, C Rathbone, Mrs P Allen - **Dispensations granted minute number 68/23**

93/23 d) Perton Playing Fields Request for £10,000 – Cllrs, P Davis. K Elder, Mrs J Evans, C Evans, D Glynn, Mrs R Heseltine, C Rathbone, Mrs P Allen - **Dispensations granted minute number 68/23**

## 90/23 REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

## 91/23 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 11th September 2023 were a true and correct record.
2. Noted for information the draft minutes of the following committees/working parties:
	* 1. Management Committee held on 13th September 2023
		2. Perton Playing Fields Association (PPFA) 28th September 2023
		3. Finance Committee meeting held on 3rd October 2023

## 92/23 FINANCE

1. **Paid Expenditure Transactions** between paid between 01/09/23 and 30/09/23.

**Resolved** payments approved.

**Payment Date**

**Reference Paid Tn no Gross Details**

DD ASH09 01/09/23 5077 £198.48 ASH Waste Services Ltd General Waste & Recycling Collection

DD Rates09 01/09/23 5078 £1,248.00 South Staffordshire Council Business Rates - September

Bacs 04/09/23 5079 £540.00 The Great Outdoor Gym Company Annual Service

Bacs DTE08 04/09/23 5080 £112.32 Down to Earth Play Area Grass Cutting

DD BPay 06/09/23 5081 £11.69 Brightpay Connect Monthly Subscript

Bacs PEN08 08/09/23 5082 £3,194.69 Staffordshire County Pension Fund Pension - August

Bacs IR08 08/09/23 5083 £2,576.95 Inland Revenue Tax & NI - August

DD RICOH08 08/09/23 5084 £88.04 Ricoh Office Photocopy Rental

Bacs HAGS09 13/09/23 5085 £62.66 HAGS-SMP Ltd Play Area Repairs

Bacs SSDC 13/09/23 5086 £180.00 South Staffordshire Council - Annual Premises Licence

Bacs SPCA09 13/09/23 5087 £36.00 Staffordshire Parish Councils Association Training -

Bacs PPFA09 14/09/23 5088 £750.00 Perton Playing Fields Association Grant - Minute no: 71/23 i)

DD BT08 18/09/23 5089 £94.71 British Telecom Telephone & Broadband

CHG HSBC09 21/09/23 5090 £6.84 HSBC UK Bank Charges

Bacs APC09 22/09/23 5091 £57.36 Allen Pavitt Contracts Ltd Replacement Chair Fee

DD Water08 25/09/23 5092 £74.41 Waterplus Water Charges 08/08/23 - 08/09/23

Bacs 27/09/23 5093 £37.25 Amazon Padlock for Allotments and Dutch Flag

Bacs AE09 27/09/23 5094 £84.00 Acquiesce Environmental Compliance Legionella Monitoring

Bacs NALC09 27/09/23 5095 £60.00 National Association Local Council - Foundation Award Scheme

Bacs WT09 27/09/23 5096 £840.00 Westcotec Ltd Cancellation Fee for VAS

Bacs UKFC09 27/09/23 5097 £2,145.00 The UK Firework Company Ltd Balance for Firework display

Bacs EDGE09 27/09/23 5098 £867.54 Edge IT Systems Ltd Annual Licence Fee & Tablet SetUp

Bacs Film09 27/09/23 5099 £300.00 Arts Alive Film Screening - A Man Called Otto

Bacs Zurich 27/09/23 5100 £4,004.91 Zurich Municipal - Insurance Premium

DD ELEC08 27/09/23 5101 £633.83 Total Energies Gas & Power Ltd Electricity charges August

CreditCard 28/09/23 5102 £299.97 Screwfix Direct 3 x Firedoor Retainers

Bacs 29/09/23 5103 £11,553.52 Salaries M6

PettyCashTop 28/09/23 5104 £191.16 Home & Motorsave Various

PettyCashTop 28/09/23 5105 £20.19 Sainsbury's Tea, Coffee & Sugar

PettyCashTop 28/09/23 5106 £3.10 Post Office Limited Postage

Bacs 12/09/23 5107 £250.00 Kingsway Food Bank Grant Payment - 71/23 h)

 **Total £30,522.62**

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.

## 93/23 PERTON PLAYING FIELDS ASSOCIATION

1. An update from the working party was noted for information.
2. Accounts – unfortunately the bank had not sent all the necessary paperwork through to enable internet banking**. Resolved** the Clerk to circulate as soon as possible.
3. The Trust Deed was explained to members and made the made trustees of the Playing Fields Association financially liable. Following discussion with South Staffordshire Council it was suggested that the lease be extinguished.

**Resolved** unanimously to extinguish the Trustees of the Perton Playing Fields Association.

**Resolved** unanimously to terminate the sub lease made on 25th January 1984 by the Parish Council of Perton (formerly Wrottesley) to The Trustees of the Perton Playing Fields Association. Control of the Pavilion and playing fields reverts to the Parish Council.

The Chairman thanked the Trustees, Playing Fields Association members, working party and anyone else connected with the Association. It was requested that all keys and paperwork be returned to the Clerk.

Following termination of the sub lease dated 25th January 1984, the following was agreed:

1. **Resolved** to terminate the lease with the Scout Corporation dated 29th November 2001 and extensions or variations of it.
2. **Resolved** to draw up a new lease.

There will be no variation to the head lease dated 14th March 1983.

 Members of now closed working party will continue to look at the issues. To formalise a new working party at the next council meeting.

1. **Resolved** to approve the request for up to £10,000 for urgent remedial works to the Pavilion. Further quotations will be sought.

## 94/23 FIREWORKS

Members volunteered to help with set up and marshalling of the event on Sunday 5th November at 6pm. **Resolved** to have donation buckets with proceeds being divided between Compton Hospice and Breast Cancer.

## 95/23 CCTV

An update on installation was noted for information. The cost for testing and installation will be £235.

## 96/23 POLICIES FOR REVIEW

1. Bring Your Own Device **- Resolved** no amendments
2. Bus shelter - **Resolved** no amendments
3. **Business Continuity - Resolved** to update the key holders listed

## 97/23 PROVISION OF BAR SERVICES

1. Discussion was held on the proposal to use agency staff to run a bar for functions. **Resolved** to refer back to the Management Committee.
2. Consideration was given to additional CCTV**. Resolved** to approve the installation of cameras in the Airman’s lounge, Cellar and kitchen at a cost of £985.

## 98/23 BEST KEPT VILLAGE COMPETITION

It was agreed that the council should participate in the competition when it opens in 2024. **Resolved** to form a working party at the November meeting.

## 99/23 PRINCESS IRENE REGIMENT

1. The itinerary for the planned visit to Perton on Friday 10th November 2023 was presented.
2. **Resolved** to provide a buffet lunch to be served in the Lakeside Hall.
3. A site for the flower bed of Dutch bulbs was agreed close to the rose garden **Resolved** Clerk to request permission from the District Council.

## 100/23 ALLOTMENTS

1. An update on the site was given by the Clerk. Severn Homes would like to make a community donation, various options discussed.
2. A draft land transfer has been distributed to the Council prior to the meeting. **Resolved** that the questions raised be taken back to the solicitors for clarification and await the full document.

## 101/23 CITIZEN OF THE YEAR

**Resolved** to open for nominations until March 1st 2024

## 102/23 CHRISTMAS

* + - 1. Delivery and installation of the Christmas tree will be £760 this year. The total cost for the Christmas lights in Anders Square will be £2,920. **Resolved** to approve the expenditure.
			2. Christmas Fair Committee - **Resolved** approve free use of the room for Saturday 2nd December.

## 103/23 - STAFFORDSHIRE COUNTY COUNCIL

1. No report available.
2. Severn Trent – The Clerk had contacted again but no response received.

## 104/23 - SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllrs P Davis, C Evans and Mrs R Heseltine and verbal report from Cllr Mrs P Allen. The reports were noted for information.
2. Planning Applications:

##  Applications for consideration previously distributed:

 **Application no**. : 23/00716/FULHH

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

**Proposed:** Demolition of existing dwelling and replacement with new 4 bedroom detached dwelling.

**Resolved:** No objections received

## 105/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 13th November 2023

**Meeting closed at 9.18pm**

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

Chairman

Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/23 and 30/09/23 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 £232,378.56 £0.00 £232,378.56

 Civic Centre £40,752.16 £0.00 £40,752.16

 Total Receipts £273,130.72 £0.00 £273,130.72

 PAYMENTS Net Vat Gross

 Parish Council £103,159.90 £2,445.98 £105,605.88

 Civic Centre £62,038.38 £3,322.86 £65,361.24

 Allotments £796.70 £159.34 £956.04

 Total Payments £165,994.98 £5,928.18 £171,923.16

Closing

**Ordinary Accounts**

Co-operative Bank £441.07

HSBC Current Account £21,478.00

Petty Cash Account £250.00

Public Sector Deposit Fund £251,000.00

 £273,169.07

Total £273,169.07

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £441.07

HSBC Current Account £21,478.00

Petty Cash Account £250.00

Public Sector Deposit Fund £251,000.00

Total £273,169.07