# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 13th November 2023, 7.00pm**

## **PRESENT:**

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

Mrs R Heseltine, Mrs A James, S Payne, C Rathbone, J Sargent , J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Also in attendance

PCSO A Tooth and Sargeant H Small

2 members of public

County Councillor J Abrahams (part of the meeting)

## 106/23 PUBLIC OPEN SESSION

There were no questions or comments from the public present.

## 107/23 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs P Allen and D Glynn (Chairman)

**Resolved** to change the order of business (item number 119/23 a)) as per standing order 10a vi)

## 119/23 - STAFFORDSHIRE COUNTY COUNCIL

1. Cllr Jak Abrahams presented his report to members:
* Severn Drive surfacing cannot be completed due to budget constraints
* Confirm location of the grit
* Wrottesley Park Road defects completed
* Potholes on Parkway partially completed, some off the Parkway still to be done. Any further defects report on the system and inform Cllr Abrahams of the reference number
* Resurface of A454 Bridgnorth Road at Trescott has been completed
* Dippons Lane broken pipe in culvert replaced. Although this doesn’t solve the issue
* Investment for next year will be pathways on Mercia Drive

 Other comments

* £1,000 granted towards Christmas lights
* Time scale required for implementation of the carriageway signage and bollards at entrance of Bluebell wood. County Councillor Abrahams to pursue
* White lines need amending on the approach to the traffic lights on the A41 for traffic turning left into Perton. Also when traffic is turning right from Wrottesley Park Road towards Wolverhampton the filter lane should be on green. A site meeting to be arranged
* To inform Cllr Abrahams of any projects for 2024 in writing
1. Severn Trent – The Clerk had contacted again but still no response received. **Resolved** to try and find a contact that can facilitate the requirements.
2. **Resolved** to request a traffic count at Wrottesley Village. Councillor Abrahams will raise this with the County Council.

Cllr Abrahams left the meeting.

## 108/23 REPORTS – received for information

1. A written report from PCSO A Tooth was made available to members. Sargeant Small was introduced to the members.
2. Weekly Clerks reports – previously distributed.

## 109/23 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

113/23 b) Cllr N Caine – payment from PPFA account for works completed

115/23 c) Princess Irene Brigade - Cllr K Elder,

119/23 d) Perton library Juneau project – Cllrs K Elder

## 110/23 REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

## 111/23 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 9th October 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 18th October 2023
		2. Finance Committee meeting held on 7th November 2023
		3. Playing Fields Working Party held on 5th December 2023

## 112/23 FINANCE

1. **Paid Expenditure Transactions** between paid between 01/10/23 and 31/10/23.

**Resolved** payments approved.

**Payment Date**

**Reference Paid Tn no Gross Details**

DD ASH10 02/10/23 5108 £265.20 ASH Waste Services Ltd General Waste & Recycling

DD Rates 02/10/23 5109 £1,248.00 South Staffordshire Council Business Rates - October

DD BPay9 04/10/23 5110 £11.69 Brightpay Connect Monthly Subscript

Bacs 05/10/23 5111 £134.28 Halls SMS - Hand Towels, Centre Feed Rolls

Bacs 05/10/23 5112 £1,168.89 PPL/PRS Royalties

DD Ricoh 06/10/23 5113 £205.72 Ricoh Rental Charges & copies: 01/09/23 - 30/11/23

Bacs DMBR10 11/10/23 5114 £35.28 Vendaid Hot Drinks Consumables

Bacs TS10 11/10/23 5115 £100.00 Tactical Services - First Aid Cover for Fireworks

Bacs DTE09 11/10/23 5116 £112.32 Down to Earth Play Area Grass Cutting

Bacs 11/10/23 5117 £108.63 Amazon Various

Bacs PEN09 12/10/23 5118 £3,222.53 Staffordshire County Pension fund - September

Bacs IR09 12/10/23 5119 £2,715.39 Inland Revenue Tax & NI - September

DD BT09 17/10/23 5120 £93.93 British Telecom Telephone & Broadband

CHG HSBC10 21/10/23 5121 £11.74 HSBC UK Bank Charges

DD Water09 24/10/23 5122 £116.51 Waterplus Water Charges 08/09/23 - 08/10/23

Bacs AE10 25/10/23 5123 £84.00 Acquiesce Environmental Compliance Ltd Legionella Monitoring

Bacs 25/10/23 5124 £21.16 Halls SMS Centrefeed Rolls

DD Elec09 26/10/23 5125 £646.67 Total Energies Gas & Power Ltd Electricity Charges – Sept

Bacs SGS09 27/10/23 5126 £468.00 S G S Systems Limited Fire & Intruder Alarm Remedial Work

Bacs 27/10/23 5127 £11,111.71 Salaries M7

CreditCard 30/10/23 5128 £97.93 Premier Netting Fencing Rods & Mesh Fencing

 **Total** **£21,979.58**

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 continue with the annual subscription to CPRE at a cost of £36 per annum.
5. **Resolved** to grant Perton Middle School £500 as a thank you for allowing the firework display to be held on their premises.
6. The inner South Island work has been completed, there is a shortfall of £100 due to unforeseen circumstances. **Resolved** to approve the additional £100 payment. Installation of a tree to be added to the next agenda.

## 113/23 PERTON PLAYING FIELDS ASSOCIATION

1. An update on the scout lease from the working party was noted for information. The trustee lease has been dissolved. There are only 6 years left on the scout lease and 11 years on Perton Parish Council. This is to be reviewed. The working party to look at access to the pavilion and playing fields.
2. Accounts – an up-to-date account balance was noted for information. The balance of the Lloyds bank account will be transferred to the Parish Council account from 1st December. There are still three outstanding invoices for the PPFA.

## 114/23 PERTON CIVIC CENTRE

1. Solar Panels – The council has been notified that the grant application was successful. The amount of grant is £40,000. This leaves a short fall of £7177.19. **Resolved** to go ahead with the installation and use the ringfenced Civic Centre maintenance budget to fund the shortfall.
2. A Certificate of Lawfulness will be required for the solar panels.  **Resolved** to apply for the certificate at a cost of £58.50.
3. Bar provision - Three options were presented to the Council. Two were for the Parish Council to operate with or without agency staff and the third is Dangerous Sheep to manage the bar on the Councils behalf. The Parish Council would refurbish the bar area and provide glasses and glass fronted fridges once Plyvine have removed all their equipment. **Resolved** to agree that Dangerous Sheep manage the bar provision from January 2024, initially on a 12 month contract.
4. **Resolved** to install Covenantal sounders in the three toilets at a cost of £445 + vat.
5. **Resolved** to approve Staffordshire County Council complete a bespoke Fire Risk Assessment at a cost of £750. Keep in mind inspections above the ceilings.

## 115/23 EVENTS

* + - 1. Fireworks – The display held on Sunday 5th November was attended by a large crowd and raised £593.80 in donations for charity. An additional cheque received for the Chairman’s charity for £50 allows for donations to be made to Breast Cancer UK for £346.90 and £296.90 to Compton Care.
			2. Firework display 2024 - **Resolved** following full discussion to hold a firework display on Sunday 3rd November 2024 at a cost of £3250 + VAT. As it is a community event admission will remain free for all.
			3. Princess Irene Brigade – the visit on 10th November was a huge success. The brigade presented a picture to the Chairman which will be hung in the boardroom. They were shown the memorial site where discussions have been had around a suitable memorial. They have also suggested a number of potential villages for twinning. They are keen to come back in 2024 and perhaps open the Dutch garden, memorial or visit the schools.
			4. The provision of a Christmas meal for vulnerable and lonely residents. The suggestion was a lunchtime meal at the Pear and Partridge on 7th December. Questions were raised on how we get this out to the public and target the right people, some suggestions included Facebook and free magazines **Resolved** not to fund the meal this year and look at it at the start of 2024.

## 116/23 POLICIES FOR REVIEW

1. Email & use of internet  **- Resolved** no amendments required
2. Employer Pension Discretionary - **Resolved** no amendments required
3. Employer Personal Data Retention**- Resolved** no amendments required

## 117/23 MEMBERSHIP OF COMMITTEES

1. Best Kept Village working party - **Resolved** that the members will comprise of Cllrs P Davis, K Elder, Mrs J Evans and Mrs R Heseltine.
2. Playing Fields and Pavilion working party – **Resolved** that the members will comprise of

Mrs P Allen, P Davis, K Elder and Mrs J Evans

All members of the dissolved Perton Playing Fields Association will be required to amend their Disclosable Pecuniary Interest.

1. Management Committee vacancy  **Resolved** that Cllr C Evans be appointed to the Committee.
2. Finance Committee vacancy – **Resolved** that Cllr S Payne be appointed to the Committee.

## 118/23 ALLOTMENTS

An update was presented to the Council and duly noted for information. The issue of access to three boxes on the site was discussed. **Resolved** to remove the word building in the lease. The Clerk along with Councillor Mrs J Evans to work on the wording to provide access to the site from external contractors.

## 119/23 - STAFFORDSHIRE COUNTY COUNCIL

1. Report presented earlier in the meeting.
2. Severn Trent discussed earlier in the meeting. **Resolved** Clerk to contact Severn Trent again.
3. Traffic count at Wrottesley Village discussed earlier in the meeting.
4. Perton Library Juneau project - noted for information.

## 120/23 - 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. The parish profile was noted for information. Further information is available on South Staffordshire Council website.
3. Local heritage assets - There is a cast iron mile post on A41. The vast majority of other assets are on private land, for example – the Wrottesley observatory and RAF Perton sign on the footpaths. The only structures on public land are the blast shelters and transport depot in Bluebell walk and Dutch camp, these are not under the Parish control other than bluebell walk. Should the walls along the A41 be included. **Resolved** to invite Councillor Mrs K Perry to attend a meeting.
4. Planning Applications:

##  Applications for consideration previously distributed:

 **Application no**. : 23/00880FULHH

 **Location:** Hunterswood, Pattingham Road WV6 7HD

**Proposed:** Amendment to application 21/01159/FUL for a single storey rear extension, double and single storey front extensions, first floor side extension to allow for a triple garage and basement provision

**Resolved:** No objections received but all contractor vehicles to be kept off the road

## 121/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

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

Members of the public left the room

**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.

**122/23 – Staffing update**

1. NALC Loval Government Services Pay Agreement 2023-24 was presented for information. Payment will be backdated to 1st April 2023 for all members of staff.
2. A member of staff will soon be on sick leave for 6 - 8 weeks following an operation.

**Meeting closed at 8.54pm**

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

Chairman

Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/23 and 31/10/23 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 £239,286.59 £0.00 £239,286.59

 Civic Centre £46,154.30 £0.00 £46,154.30

 Total Receipts £285,440.89 £0.00 £285,440.89

 PAYMENTS Net Vat Gross

 Parish Council £114,923.59 £2,496.29 £117,419.88

 Civic Centre £71,684.53 £3,842.29 £75,526.82

 Allotments £796.70 £159.34 £956.04

 Total Payments £187,404.82 £6,497.92 £193,902.74

Closing

**Ordinary Accounts**

Co-operative Bank £441.07

HSBC Current Account £11,808.59

Petty Cash Account £250.00

Public Sector Deposit Fund £251,000.00

 £263,499.66

Total £263,499.66

Uncleared and Unpresented 0.00

Statement Closing

**Ordinary Accounts**

Co-operative Bank £441.07

HSBC Current Account £11,808.59

Petty Cash Account £250.00

Public Sector Deposit Fund £251,000.00

Total £263,499.66