# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 8th January 2024, 7.00pm**

## **PRESENT:**

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

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

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Also in attendance:

1 member of public

## 140/23 PUBLIC OPEN SESSION

There were no questions or comments from the public present.

## 141/23 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs A James and J Turner

## 142/23 REPORTS – received for information

1. A written report from PCSO S Fryer was made available to members.
2. Weekly Clerks reports – previously distributed. The reports are also available on the website.

## 143/23 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

146/23 a) 5168, 5185 and 5187 payments – Cllr N Caine.

## 144/23 REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

## 145/23 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 11th December 2023 were a true and correct record.
2. Noted for information the draft minutes of the following committees/working parties:
	* 1. Finance Committee meeting held on Thursday 4th January 2024

## 146/23 FINANCE

1. **Paid Expenditure Transactions** between paid between 01/12/23 and 31/12/23.

**Resolved** payments approved.

**Payment Date**

**Reference Paid Tn no Gross Details**

DD ASH11 01/12/23 5165 £224.90 ASH Waste Services Ltd General Waste & Recycling Collection

DD Rates12 01/12/23 5166 £1,248.00 South Staffordshire Council Business Rates - December

Bacs DLSa 04/12/23 5167 £1,080.00 D L S Electrical - Installation of Xmas Lights

Bacs SPCA11 04/12/23 5168 £33.40 Staffordshire Parish Council Ass. Training - Bid Writing 23/11/23

Bacs SGS11 04/12/23 5169 £1,182.00 S G S Systems Limited CCTV Additional Cameras

Bacs 04/12/23 5170 £215.47 Halls SMS Hand Towels, Centre Feed & Toilet R

Bacs HRJ11 04/12/23 5171 £600.00 H R J Gould Ltd Christmas Tree - Anders Square

DebitCard 04/12/23 5172 £58.50 South Staffordshire Council Planning Application Fee

DD 05/12/23 5173 £91.23 Waterplus Water Charges - Pavilion

Bacs PEN10 07/12/23 5174 £4,977.25 Staffordshire County Pension Fund - October

DD BPayCon11 07/12/23 5175 £11.69 Brightpay - Connect Monthly Subscript ion

Bacs IR11 08/12/23 5176 £5,945.65 Inland Revenue Tax & NI - November

DD Ricoh11a 08/12/23 5177 £171.64 Ricoh Office - Rental Charges: 01/11/23 - 31/01/24 and Copies

Debit Card 11/12/23 5178 £37.50 South Staffordshire Council Planning Application Additional Fee

DebitCard 11/12/23 5179 £13.20 TerraQuest Location Plan for Solar Panel Planning Application

DebitCard 12/12/23 5180 £35.20 Sainsbury's Refreshments for December PC Meeting

Bacs 14/12/23 5181 £291.17 South Staffordshire Council Pavilion Business Rates

Bacs BFS12 14/12/23 5182 £561.36 Banner Fire & Security Fire Extinguisher annual maintenance

Bacs 14/12/23 5183 £213.70 Concept Elevators (UK) Ltd Annual Service Contract

Bacs BUS12 14/12/23 5184 £1,026.00 Shelutions Cleaning of Bus Shelters x19

Bacs GC11 14/12/23 5185 £48.00 N P Caine Playing Fields - Grass Cutting

Bacs EDF11 14/12/23 5186 £774.45 EDF Energy Pavilion - Electricity (3 months)

Bacs Clean 14/12/23 5187 £60.00 B Osagie Pavilion - Cleaning

Bacs WPC11 14/12/23 5188 £117.00 Wombourne Parish Council Training - Fire Marshall x3

WATER11 18/12/23 5189 £800.18 Waterplus Pavilion - Water Charges

DD BT11 18/12/23 5190 £93.93 British Telecom Telephone & Broadband

Bacs WC12 18/12/23 5191 £138.91 Wolverhampton Council 25 x HI-VIS Vests

Bacs MDG12 18/12/23 5192 £822.00 MDG Construction Ltd Skylight Repair - Civic Centre

Bacs FRTS12 19/12/23 5193 £83.20 First Rescue Training Supplies Ltd - Replacement Defib Pads

Bacs Film12 20/12/23 5194 £300.00 Arts Alive Film Screening - Bolans Shoes

Bacs ECI12 20/12/23 5195 £121.20 Evac Chair International Maintenance Contract

CHG HSBC12 21/12/23 5197 £14.04 HSBC UK Bank Charges

Bacs 22/12/23 5196 £11,777.05 Salary M9

Bacs AE12 22/12/23 5198 £84.00 Acquiesce Environmental Compliance Ltd Legionella Monitoring

Bacs 22/12/23 5199 £179.24 Halls SMS Toilet Rolls

DD GAS11 27/12/23 5200 £914.85 Total Energies Gas & Power Gas Charges - November

DD ELEC11 28/12/23 5201 £891.54 Total Energies Gas & Power Electricity Charges - November

CreditCard 28/12/23 5202 £34.70 MP Fittings Replacement Toilet Door Lock

DD Water11 29/12/23 5203 £97.90 Waterplus Water Charges - Civic Centre

 **Total £35,370.05**

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 purchasing 10 x A3 30mph self-adhesive stickers for the bus shelters. The cost of these stickers has increased by £4 each to £19.99 + vat. **Resolved** to review following refurbishment of the bus shelters

## 147/23 PAVILION & PLAYING FIELDS

1. Lease – a date has not been set for the discussion with District Council as yet. **Resolved** confirm availability with Councillors Mrs J Evans and P Davis.
2. Pitch improvements – unfortunately the soil sampling has not been completed due to illness and weather. **Resolved** to arrange as soon as possible.
3. Refurbishment of the Pavilion – unfortunately the District Council have confirmed that the proposed maintenance cannot be funded through the Police & Crime Commissioner funding stream. **Resolved** to look at other options.

## 148/23 SOLAR PANELS

The solar panel planning application form has been submitted 23/00998/OTHERS but no decision has been received.

## 149/23 CHRISTMAS 2024

**Resolved** to form a working party with the following Councillors Mrs P Allen, Mrs S Beardsmore, P Davis, Mrs R Heseltine and Mrs B Walters. The working party will consider the options of providing something for the lonely, vulnerable and isolated residents in the run up to Christmas.

## 150/23 ALLOTMENTS

The land transfer has been signed by both parties. The developer has given permission for the contractor to start on site whilst the documents are being finalised. The contractor is scheduled to commence work on Monday 15th January 2024.

The section 106 monies for £93,539.92 has been applied for and a contract is being drawn up by SSDC.

There are currently 91 residents on the waiting list, with a minimum of 59 half plots and 8 raised beds being available.

## 151/23 - STAFFORDSHIRE COUNTY COUNCIL

* + - 1. No report received from the County Councillor. The Council are aware that a highways meeting was held to which not everyone was invited. **Resolved** the Clerk request that all councillors are made aware of any meetings in future.
			2. Severn Trent - Cllr K Elder has tried contacting Severn Trent again, unfortunately there has still been no response.

## 152/23 - SOUTH STAFFORDSHIRE COUNCIL

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

## 153/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

1. **Resolved** that the Precept meeting on 15th January 2024 be rescheduled for 7.30pm, to allow all Councillors the opportunity of attending for the council photograph at 7pm.
2. Full Council Meeting of Perton Parish Council - 12th February 2024

**Meeting closed at 8.40pm**

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

Chairman

Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/23 and 30/11/23 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 £242,123.35 £0.00 £242,123.35

 Civic Centre £63,752.18 £0.00 £63,752.18

 Pavilion & Playing Fields £526.00 £0.00 £526.00

 Total Receipts £306,401.53 £0.00 £306,401.53

 PAYMENTS Net Vat Gross

 Parish Council £145,971.87 £3,236.07 £149,207.94

 Civic Centre £100,382.49 £5,046.90 £105,429.39

 Allotments £796.70 £159.34 £956.04

 Pavilion & Playing Fields £2,465.65 £106.13 £2,571.78

 Total Payments £249,616.71 £8,548.44 £258,165.15

Closing

**Ordinary Accounts**

Co-operative Bank £441.07

HSBC Current Account £8,506.82

Petty Cash Account £250.00

Public Sector Deposit Fund £211,000.00

 £220,197.89

Total £220,197.89

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £441.07

HSBC Current Account £8,506.82

Petty Cash Account £250.00

Public Sector Deposit Fund £211,000.00

Total £220,197.89