# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 11th March 2024, 7.00pm**

## **PRESENT:**

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

D Glynn (Chairman), Mrs R Heseltine, J Sargent, J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Also in attendance:

PCSO A Tooth (part of the meeting)

3 members of public

## 178/23 PUBLIC OPEN SESSION

A resident raised the issue of the lower lake path refurbishment and felt it was not completed properly. Also grassed areas which had been churned up and not repaired by external companies. District Councillors confirmed that there are obviously funding constraints and engaging with external companies is not an easy task.

## 179/23 APOLOGIES FOR ABSENCE

Apologies received from Councillors N Caine, Mrs J Evans and S Payne.

## 180/23 REPORTS – received for information

1. A written report from PCSO A Tooth was made available to members.
2. Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.

## 181/23 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

184/23 f) Concessionary room rate request – Cllr K Elder

186/23 b) i. Hire charges – Cllrs P Davis, D Glynn and Mrs R Heseltine

189/23 May Day Carnival – Cllrs Mrs P Allen, Mrs R Heseltine and Mrs B Walters

## 182/23 REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

## 183/23 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 12th February 2024 were a true and correct record.
2. Noted for information the draft minutes of the following committees/working parties:
	* 1. Management Committee meeting held on 21st February 2024
		2. Pavilion & Playing Fields working party held on 28th February 2024
		3. Allotment Committee meeting held on 28th February 2024
		4. Finance Committee meeting held on 5th March 2024

## 184/23 FINANCE

1. **Paid Expenditure Transactions** between paid between 01/02/24 and 29/02/24.

**Resolved** payments approved.

**Payment Date**

**Reference Paid Tn no Gross Details**

DD ASH01 01/02/24 5248 £226.10 ASH Waste Services Ltd General Waste & Recycling Collection

DD BPayCon01 06/02/24 5249 £11.69 Brightpay Connect Monthly Subscript

Bacs 07/02/24 5250 £43.01 Amazon Picture Hooks and Replacement LED

Bacs JWS01 07/02/24 5251 £312.00 J Whittingham & Son Christmas Tree for Anders Square

Bacs EDGE02 07/02/24 5252 £1,471.14 Edge IT Systems Ltd Annual Licence Fee

Bacs Clean01 07/02/24 5253 £45.00 B Osagie Pavilion - Cleaning

Bacs GC01 07/02/24 5254 £165.09 N P Caine Playing Fields - Grass Cutting

Bacs ESPO02 12/02/24 5255 £74.34 ESPO Cleaning Products and Equipment

DD PF- 12/02/24 5256 £74.56 Waterplus Pavilion - Water Charges

DD PF-ELEC01 12/02/24 5257 £1,133.21 Opus Energy Limited Pavilion - Electricity Charges

Bacs 13/02/24 5258 £122.81 Halls SMS Hand Towels & Centre feed Rolls

Bacs FCL01 14/02/24 5259 £51,900.00 Fairways Contracting Allotment Works - 50% Payment

Bacs ESPO02a 16/02/24 5260 £96.00 ESPO Cleaning Products & Bin Bags

Bacs PEN01 16/02/24 5261 £3,560.12 Staffordshire County Pension Fund - January

Bacs IR01 16/02/24 5262 £3,463.39 Inland Revenue Tax & NI - January

Bacs KFB01 16/02/24 5263 £500.00 Kingsway Food Bank Grant Payment - 166/23 e)

DD BT01 19/02/24 5264 £122.38 British Telecom Telephone & Broadband

DD CC- 20/02/24 5265 £117.31 Waterplus Civic Centre - Water Charges

DD GAS01 20/02/24 5266 £1,291.28 Total Energies Gas & Power Ltd Gas Charges - January

CHG HSBC02 21/02/24 5267 £10.41 HSBC UK Bank Charges

DD ELEC01 22/02/24 5268 £979.00 Total Energies Gas & Power Ltd Electricity Charges - January

Bacs 23/02/24 5269 £12,203.94 Salaries M11

DD WATER02 23/02/24 5270 £421.79 Everflow Limited Civic Centre & Pavilion Water Charges

DD DM02 26/02/24 5271 £169.87 Siemens Qrtly Lease - Feb-Apr

CreditCard 26/02/24 5272 £77.92 Temu - Whaleco UK Allotment Plot Markers

CreditCard 26/02/24 5273 £329.99 The Green Reaper Ltd Grass Roler

Bacs Film02 28/02/24 5274 £300.00 Arts Alive Film Screening - The Great Escaper

Bacs EAL02 28/02/24 5275 £270.00 Enville Ales Limited Glasses for Bar

Bacs NALC02 28/02/24 5276 £60.00 National Association of Local Council Awards Scheme

 **Total £79,552.35**

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. Bank accounts - **Resolved** to close the PPFA Lloyds Bank account and the Co-op account for the year end.
5. Support Staffordshire request for concessionary room hire for the event on 20th June 2024. **Resolved** to approve the rate of £21 per hour.

## 185/23 PAVILION AND PLAYING FIELDS

* + - 1. The working party has started work on the Heads of Terms in preparation to submit to the District Council following approval from the Parish Council. Some grant funders require a longer lease than currently held.
			2. An update on funding opportunities was presented. The District Council has a large amount of funding available but would need to be spent before September. Advice is being taken from the District Council.

## 186/23

## Solar panels - An update was given by the Clerk. The contractor is waiting for DNO approval which should be no later than 3rd April. The Clerk has confirmed that the funding will still be available in the new financial year.

## Hire charges 2024/25

## Room hire - Resolved to increase by £1 per hour for all rooms.

1. Lakeside Community Church - **Resolved** to increase by £3 per week to £130.
2. Harlequin Pantomime Package – **Resolved** to increase to £5,300 to include all rehearsals and additional Sundays as requested.
3. Intruder alarm upgrade – **Resolved** to approve the upgrade to a Dualcom Radio - Radio system Grade 2 at a cost of £220 plus VAT plus BT cancellation charges

## 187/23 ALLOTMENTS

1. An update on the allotments was given.
2. A simple opening ceremony to be held on Wednesday 27th March as long as the work is completed. **Resolved** Clerk to invite the Chairman of the District Council and the resident who has been on the waiting list the longest.
3. The revised tenancy documents are not quite finalised. The proposed presentation for the public meeting being held on 18th March was shown to the council.
4. The costs for the plots recommended by the Allotment Committee were as follows:
5. Full Plot - not available
6. Half plot - £50, **Resolved** to approve
7. Quarter plot - £25, **Resolved** to approve
8. Raised beds – two sizes £15 & £10, **Resolved** to approve
9. A vacancy has arisen on the committee. **Resolved** that Cllr Mrs B Walters will join the committee

## 188/23 MELROSE DRIVE

A resident has asked the council to consider options for grass cutting near to their property. **Resolved** the councillors to meet with the resident.

## 189/23 MAY DAY CARNIVAL

The carnival committee would like to ask the councillors to consider making a bottle or cash donation to the bottle stall.

## 190/23 HEALTH & SAFETY

An update on the risk assessments and Key Performance Indicators (KPI’s) was presented to the council.

## 191/23 - STAFFORDSHIRE COUNTY COUNCIL

1. No report received from the County Councillor. Cllr Abrahams personally funded 50% of the new grass roller for the football pitches.
2. Severn Trent – **Resolved** to write to the Chairman or Managing Director highlighting our request and concerns.
3. Forest of Mercia have sourced a Silver Birch for the centre of the inner north traffic island. District Council have confirmed the island forms part of the adopted highway/verge cutting program.

## 192/23 - SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllrs Mrs P Allen, P Davis, C Evans and Mrs R Heseltine. The reports were noted for information. Reports are available on the Parish Council website.
2. Planning Applications:

**Applications for consideration previously distributed:**

**Application no. :** 24/00160/FULHH

**Location:** 2 Harald Close, Perton, WV6 7NJ

**Proposed:** extension and conversion of existing garage, first floor extension over garage and porch extension

**Comments:** Perton Parish Council raised no objections to this proposal.

**Application no. :** 24/00176/FULHH

**Location:** 11 The Staddlestones, Perton, WV6 7UH

**Proposed:** single storey side extension

**Comments:** Perton Parish Council raised no objections to this proposal.

**Application no. :** 24/00069/BUHOEX

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

**Proposed:** additional storey dwelling built directly above footprint of original 2 storey dwelling to create 3 storey dwelling

**Comments:** Perton Parish Council raised concern that this is overdevelopment of a property.

**Applications returned since previous meeting:**

**Application no. :** 24/00039/FULHH

 **Location:** Longview, Pattingham Road, Perton, WV6 7HD

**Proposed:** new photovoltaic panels

**Comments:** Perton Parish Council raised no objections to this proposal

**Application no. :** 24/00097/FULHH

 **Location:** 29 Hoylake Road, Perton, WV6 7YS

**Proposed:** first floor extension

**Comments:** Perton Parish Council raised no objections to this proposal

## 193/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council - 8th April 2024

Annual Parish Meeting - 22nd April 2024

**Meeting closed at 8.45pm**

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

Chairman

Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/23 and 29/02/24 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 £244,629.72 £0.00 £244,629.72

 Civic Centre £80,818.59 £0.00 £80,818.59

 Allotments £95,539.92 £0.00 £95,539.92

 Pavilion & Playing Fields £1,222.00 £0.00 £1,222.00

 Total Receipts £422,210.23 £0.00 £422,210.23

 PAYMENTS Net Vat Gross

 Parish Council £180,794.88 £4,028.06 £184,822.94

 Civic Centre £126,152.12 £6,356.74 £132,508.86

 Allotments £45,589.57 £9,108.53 £54,698.10

 Pavilion & Playing Fields £4,902.98 £361.26 £5,264.24

 Total Payments £357,439.55 £19,854.59 £377,294.14

Closing

**Ordinary Accounts**

Co-operative Bank £41.07

HSBC Current Account £45,586.53

Petty Cash Account £250.00

Public Sector Deposit Fund £171,000.00

 £216,877.60

Total £216,877.60

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

Co-operative Bank £41.07

HSBC Current Account £45,586.53

Petty Cash Account £250.00

Public Sector Deposit Fund £171,000.00

Total £216,877.60