# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 9th June 2025, 7.00pm**

## PUBLIC OPEN SESSION

No questions raised by the public present.

PRESENT:

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

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

Parish Clerk Mrs B Hodgetts

Members of the public – 2

County Councillor J. Hodges

**A presentation from Darren Allen, South Staffordshire Tree Inspector & Tree Team Operational Manager.**

He has been with SSDC for 3 years but started on a twelve-month contract to survey all the trees in the district. He is also the manager of the operational tree team. Currently 40,000 trees have been surveyed with more to do at the Railway walk, Essington & Great Wyrley canal, Baggeridge Country Park and industrial sites. This has never been done before, and it will create a lot of statistical data. The tree survey will cover the general health of the tree, including species, height, crown spread, condition of tree, any defects. The software used will create an asset value and carbon sequestration value. Any works required will be carried out by the tree team. There is a lot of Ash Dieback currently in the district. There are 3 members of the tree team. The tree stock is by far is the largest asset in the district is worth £520 million pounds.

Although the commercial side does take some time away from surveying, there is a value to offering commercial works to the public, especially to vulnerable residents.

Trees that require some works are tagged but What3words is also used, to make identification easier for the tree team.

The trees covered by TPO’s are being looked at by the Planning Tree Officer. If the survey raises a possible TPO, the application process is the same as the general public.

It will hopefully be possible to have ask for advice on planting schemes in the future, this will help parishes to plant the correct types of trees in the correct locations, especially flooding areas.

The Clerk has received an email from the Woodland Trust. It was greed to obtain information on the tree species that they would be supplying to ensue they are planted in the correct areas.

## 20/25 Apologies for absence

Apologies received and noted from Councillors P Davis and S Payne.

## 21/25 Reports

1. PCSO Tooth was unable to attend the meeting but provided a written report.
2. Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.
3. Written report from the County Councillor Hodges received. He is hopeful that the Parish Council will see some action on the items covered in the report very soon.

## 22/25 Declaration of Disclosable Pecuniary and other interests

Cllr N Caine declared an interest in item number 25/25 a) – transaction 5817

## 23/25 Code of conduct Dispensation requests

No requests received.

## 24/25 Minutes

1. **Resolved** that the minutes of the Parish Council Meeting held on 12th May 2025 were a true and correct record with a minor amendment.

**An error In item 01/25 was corrected as per Standing Order 10a i)s:**

**Councillor C Evans was shown as S Evans. The Chairman initialled the correction.**

1. Noted for information the draft minutes of the following committees/working parties:
   * 1. Notes from the informal meeting with the County Councillor meeting held on 28th May 2025
     2. Finance meeting held on 3rd June 2025

## 25/25 Finance

1. **Paid Expenditure Transactions** between paid between 01/05/24 and 31/05/24

**Resolved** payments approved.

**Payment Paid**

**Reference Date Tn no Gross Details**

DD ASH05 01/05/25 5801 £242.90 Ash Waste Services General Waste & Recycling Collection

Bacs DTE04 06/05/25 5802 £121.40 Down to Earth Play Area - Grass Cutting

Bacs DS05 08/05/25 5803 £400.00 Ditton Services PF - Grass Cutting

Bacs BRS04 08/05/25 5804 £264.42 Black Rose Solutions Limited Internal Audit

DebitCard 12/05/25 5805 £49.39 Printing Banners 2 x Banners for Best Kept Village

DebitCard 12/05/25 5806 £80.35 Pipestock Limited Pipe for Allotment Water Trough

Bacs 13/05/25 5807 £35.00 Community Foundation - Best Kept Village Entry 2025

DebitCard 14/05/25 5808 £105.49 Sainsbury's Refreshments for Gardener's Question Time

Bacs PEN04 16/05/25 5809 £3,445.90 Staffordshire County Pension Fund - April

Bacs IR04 16/05/25 5810 £3,854.95 Inland Revenue Tax & NI - April

DD A- 16/05/25 5811 £26.67 Waterplus Allotment - Water

DD BT04 19/05/25 5812 £92.62 BT Telephone & Broadband

DD GAS04 20/05/25 5813 £567.41 Total Energies Gas & Power Ltd Gas

DD EDF04 21/05/25 5814 £962.46 EDF Energy Pavilion - Electricity

CHG HSBC04 21/05/25 5815 £5.40 HSBC UK Bank Charges

Bacs WSM05 22/05/25 5816 £552.05 Weston Sawmill Allotment - Birdmouth fencing

Bacs Clean04 22/05/25 5817 £90.00 B Osagie Pavilion Cleaning

Bacs 22/05/25 5818 £13.50 Codsall Stone & Paving allotment- trough supplies

Bacs 22/05/25 5819 £17.42 TFM Farm & Country Allotment - trough supplies

Bacs 22/05/25 5820 £5.81 TFM Farm & Country Superstore Overpayment ERROR

DD ELEC04 22/05/25 5821 £37.03 Total Energies Gas & Power Ltd Electricity

Bacs JCGS05 27/05/25 5822 £756.00 J C Garden Services Water Trough Installation

Bacs AEC05 28/05/25 5823 £160.80 Acquiesce Environmental Compliance Ltd -Legionella monitoring

DebitCard 29/05/25 5824 £47.50 South Staffordshire Council Garden Waste Subscription

Bacs Salary-M2 30/05/25 5825 £13,206.24 Salaries

**Total** £25,140.71

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. Lest We Forget bench - It was agreed to purchase another bench fat a cost of £407.50 + vat. A letter of concern from a resident near to the memorial stone was discussed. It was felt that it was the most appropriate siting and the Housing Association had approved the installation along with the lectern.
5. Maintenance options for the Outdoor Gym were previously distributed. **Resolved** to purchase the Silver option at a cost of £1,000 + vat.
6. A grant application from Perton FC received. **Resolved** to approve a grant of £500.
7. Options for the purchase of a projector and screen was discussed. **Resolved** to look at portable equipment within a budget of £2,000 + vat. To be reported at the next Parish Council meeting.
8. Options for microphones for the Board Room was discussed. **Resolved** to look at options within a budget of £300. To be reported at the next Parish Council meeting.
9. The South Staffordshire District Chairman – P Davis, will be holding his Civic Sunday at The Church At Perton with a reception at the Civic Centre. **Resolved** to approve the concessionary rate.

## 26/25 Documents for review

* + - 1. Financial Regulations – **Resolved** to approve with amendments.
      2. IT – **Resolved** to adopt the policy.
      3. Committee Terms of Reference:

1. Human Resources Committee – **Resolved** to approve with amendments.
2. Finance Committee – **Resolved** to approve with amendments.
3. Management Committee – **Resolved** to approve with amendments.
4. Allotment Oversight Committee – **Resolved** to defer until July meeting.
5. Planning Committee – **Resolved** to approve with amendments.
6. Working Parties – **Resolved** to approve with amendments.

## 27/25 Playing Fields and Pavilion

1. Consideration was given to membership of Staffs Playing Field Association, at a cost of £20 annual fee. **Resolved** to become a member of the Association.
2. Fencing options at the Pavilion to section off the compound, **Resolved** to defer to the July meeting.

## 28/25 South Staffordshire Council

1. District Council written report presented from Cllr P Davis, Cllr C Evans and Mrs R Heseltine. A verbal report was presented by Cllr Mrs P Allen. The reports were noted for information. All reports are available on the parish website.

District councillors to request that the rotten wooden posts opposite Pear and Partridge and the junction of Parkway and Gainsborough Drive be replaced.

Entrance to the playing fields from Richmond Drive entrance through the copse trees are overhanging he paths.  **Resolved** to contact SSDC to request they cut the trees back.

1. Management of the local assets as part of Devolution was discussed. **Resolved** to inform South Staffordshire District Council that Perton Parish Council would consider managing all green space within the Parish of Perton, including outlying hamlets. **Resolved** to appoint a land agent who would give a guide to management costs at a cost of £350. A full map of assets would need to be seen.

Cllr Mrs B Walters left the meeting.

**Resolved to move Standing order 10a x)**

1. Flooding – a meeting with the flood officers at SSDC confirmed that there was £997, 927 to spend before 2028 to resolved some of the flooding issues. There are 103 properties affected and the average cost per household is £33, 600.

The website [www.fairflood.org](http://www.fairflood.org) will calculate the risk of flooding.

Capacity at the Severn Trent works at Trescott is being increased. Tours of the pumping station for councillors could be arranged.

Cllr queries can be emailed to [cllr.enquiries@severntrent.co.uk](mailto:cllr.enquiries@severntrent.co.uk)

40,000 Variable Message Signs(VMS) will be installed at many flooding locations under a new project. These will warn of flooding and will turn off automatically when flood recedes.

1. SSDC have licences for Managing energy usage through Zellar. **Resolved** the Parish Council to opt into this scheme.
2. Planning Applications:

Applications for consideration previously distributed:

**Application no**. : 25/00435/FULHH

**Location**: 44 Beverston Road, Perton, WV6 7UG

**Proposed**: Rear single storey extension with flat roof

**Resolved**: No objections raised by Perton Parish Council

**Application no**. : 25/00376/FULHH

**Location:** 1 Stanley Court, Perton, WV6 7TG

**Proposed**: Two storey side extension

**Resolved**: No objections raised by Perton Parish Council

Councillors Mrs R Heseltine and C Evans abstained and took no part in the discussion.

## 29/25 – Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 14th July 2024

**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.

**Meeting closed at 8.52pm**

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

Chairman

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 31/05/25 inclusive. This may include

transactions with ledger dates outside this period.

Balances at the start of the year

**Ordinary Accounts**

HSBC Current Account £53,596.01

Prepayment Card £250.00

Public Sector Deposit Fund £161,000.00

Total £214,846.01

RECEIPTS Net Vat Gross

Parish Council £157,867.40 £0.00 £157,867.40

Civic Centre £14,345.69 £0.00 £14,345.69

Allotments £3,035.00 £0.00 £3,035.00

Pavilion & Playing Fields £575.50 £0.00 £575.50

Total Receipts £175,823.59 £0.00 £175,823.59

PAYMENTS Net Vat Gross

Parish Council £39,987.70 £2,862.60 £42,850.30

Civic Centre £35,413.75 £577.68 £35,991.43

Allotments £1,292.32 £246.26 £1,538.58

Pavilion & Playing Fields £3,912.77 £397.95 £4,310.72

Total Payments £80,606.54 £4,084.49 £84,691.03

Closing

**Ordinary Accounts**

HSBC Current Account £9,728.57

Prepayment Card £250.00

Public Sector Deposit Fund £296,000.00

£305,978.57

Total £305,978.57

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

HSBC Current Account £9,728.57

Prepayment Card £250.00

Public Sector Deposit Fund £296,000.00

Total £305,978.57