# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 9th September 2024, 7.00pm**

PRESENT:

Councillors Mrs P Allen, Mrs S Beardsmore, N Caine, P Davis (Chairman), K Elder, D Glynn, Mrs R Heseltine,

S Payne, J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Members of the public – 5

Also in attendance was County Councillor J Abrahams (Part of the meeting)

PCSO’s Tooth and Carter (part of the meeting)

A minute’s silence was held for the death of Mr Alan Black. He was a serving member of Perton Parish Council from 2007 to 2011.

## 72/24 PUBLIC OPEN SESSION

A resident made the Councillors aware of the continuing issue around the grids at the pumping station. Severn Trent do appear to be cleaning them but concern was raised that it is continuing to happen in the first place.

They also raised the issue of the crossing on Wrottesley Park Road, near to Brownies. The resident was informed that the parish council are to meet with the Community Highway Manager to discuss options for a Speed Indicator Device (SID) and also a better surface for where the grass verge was removed which is now just mud. The issues should be logged on the MyStaffs app.

The issue of overgrowth on the footpath around the Parkway was brought to the council’s attention. District Councillor Mrs R Heseltine confirmed that these issues were discussed on her recent District Council Ward Walk. Other District Councillors will also raise the issues. Road sweeping was also raised on a ward walk.

There is also dog mess everywhere. Councillor N Caine has agreed to spray the stencils on the footpaths asking residents to pick up after their dog.

Mrs S Horrobin gave a presentation on the Kingsway Food Bank and what it means to Perton.

## 73/24 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs J Evans, C Evans, Mrs A James, C Rathbone and J Sargent.

## 74/24 REPORTS – received for information

1. Police, Fire and Crime Reports – Report from Chief Inspector Tim Norbury previously distributed. Reports are available on the Parish Council website.
2. The PCSO’s were asked if the recent use of Police resources should be helping people empty items into a skip. PCSO Tooth explained that it was a community project alongside Bromford. They were speaking to residents as a community project. A Police Community Support Officers have totally different responsibilities. They build relationships with the community.
3. Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.

**Resolved** to change order of business as per Standing Order 10 vi)

## 86/24 STAFFORDSHIRE COUNTY COUNCIL

1. County Cllr J Abrahams – updated the council on matters including:

Completion of line marking on Severn Drive and the Parkway

Climate Change fund - happy to support the application for either level 1 or level 2 funding.

The Community Fund has several applications but the paperwork needs forwarding as soon as possible.

Unfortunately Cllr J Abrahams will be standing down as the County Councillor for Pattingham & Perton at the next election.

Councillor comments

Pleased that the surface of the A41 was being redressed. Can the lines for the left turn to Perton be extended to accommodate more cars? When the pedestrian crossing was installed the lanes were narrowed. Can the lights be re-timed to allow the left-hand lane to proceed when straight on is red, this would allow better traffic flow.

1. Due to the increase in people crossing Wrottesley Park Road for the new village and the allotments the current crossing facilities are not sufficient. The road becomes two lanes coming from Jenny Walkers Lane. It needs to have a pedestrian crossing installed. Cllr Abrahams will investigate this.

## 75/24 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

 78/24a) Transactions 5471 and 5472 – Cllr N Caine (Pecuniary Interest)

 78/24 f) Table Tennis Club grant – Cllrs P Davis and Mrs R Heseltine (Pecuniary Interest)

 87/24 f) SSDC wild meadow report - Cllr K Elder

## 76/24 CODE OF CONDUCT DISPENSATIONS REQUESTS

No declarations received

## 77/24 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 8th July 2024 were a true and correct record.
2. **Resolved** that the minutes of the Extra Ordinary Parish Council Meeting held on 27th August 2024 were a true and correct record.
3. Noted for information the draft minutes of the following committees/working parties:
	* 1. Pavilion and Playing Fields Working Party meeting held on 15th July 2024
		2. Allotment Committee meeting held on 24th July 2024
		3. Finance meeting held on 3rd September 2024
		4. Allotment Committee meeting held on 4th September 2024

## 78/24 FINANCE

1. **Paid Expenditure Transactions** between paid between 01/07/24 and 31/07/24

**Resolved** payments approved.

**Payment Paid**

**Reference Date Tn no Gross Details**

DD ASH06 01/07/24 5424 £294.96 Ash Waste Services General Waste & Recycling Collection

DD Rates07 01/07/24 5425 £1,248.00 South Staffordshire Council - Business Rates - July

Bacs Re- 01/07/24 5426 £5.00 Ikea A4 Picture Frame x2 reimburseBH

Bacs Re- 01/07/24 5427 £42.98 Dimmingsdale Hanging Baskets for Anders Sq reimburse

Bacs 02/07/24 5428 £182.56 Halls SMS Hand Towels, Toilet Rolls & Centrefeed

Bacs 02/07/24 5429 £75.54 Value Products Ltd Bleed Control Kit

Bacs 03/07/24 5430 £3,814.80 G Burley & Sons Ltd Anders Square Planters

DD 04/07/24 5431 £12.65 Brightpay Connect Monthly Subscription

DD PF- 04/07/24 5432 £265.22 Opus Energy Limited Pavilion - Electricity

DD 05/07/24 5433 £198.78 Ricoh Centre - Rental Charges and Copies 01/06/24-31/08/24

Bacs 05/07/24 5434 £177.95 Screwfix Direct Various Maintenance items

Bacs 08/07/24 5435 £320.21 ESPO Stationery and Cleaning Products

Bacs 09/07/24 5436 £1,680.00 Draintech Ladies Toilet works

Bacs 09/07/24 5437 £116.40 Down to Earth Play Area - Grass Cutting

Bacs 09/07/24 5438 £130.00 Kalidescope Domain Name Renewal

Bacs 09/07/24 5439 £30.00 B Osagie Pavilion - Cleaning

Bacs 09/07/24 5440 £466.15 N P Caine Playing Fields - Grass Cutting

Bacs 11/07/24 5441 £1,852.80 HAGS-SMP Ltd Damaged item replacement and wet po

Bacs 12/07/24 5442 £3,357.41 Staffordshire County Pension Fund - June

Bacs 12/07/24 5443 £3,181.83 Inland Revenue Tax & NI - June

Bacs 15/07/24 5444 £28.32 ESPO A3 Laminating Pouches

DebitCard 15/07/24 5445 £9.98 Home & Motorsave Spray Paint for Allotment Bay Signs

DebitCard 16/07/24 5446 £39.98 Amazon Weed Killer

Bacs NASLG 17/07/24 5447 £66.00 National Allotment Society Membership Renewal

DD BT06 17/07/24 5448 £83.16 British Telecom Telephone & Broadband

DD GAS06 19/07/24 5449 £75.89 Total Energies Gas & Power Ltd Civic Centre - Gas

CHG 21/07/24 5450 £11.58 HSBC UK Bank Charges

DD ELEC06 23/07/24 5451 £29.47 Total Energies Gas & Power Ltd Civic Centre - Electricity

Bacs DM07 24/07/24 5452 £5.59 Vendaid Drinks Machine Supplies

Bacs ALK06 24/07/24 5453 £120.00 ALK Print LTD Perton Place Advert

Bacs 24/07/24 5454 £487.20 Milbeck Communications Ltd CCTV SIM Card

Bacs AE07 24/07/24 5455 £84.00 Acquiesce Environmental Compliance Ltd Legionella Monitoring

Bacs 26/07/24 5456 £12,088.68 Salaries month 4

DebitCard 26/07/24 5457 £7.98 Home & Motorsave Batteries

Bacs MG07 30/07/24 5458 £42.00 Macrome Garage Battery for Mower

Bacs 30/07/24 5459 £50.00 Lesley The Window Cleaner Civic Centre - Window Cleaning

Bacs 30/07/24 5460 £540.05 The Lawnmower Hospital Ltd Mower Service & Replacement Blades

Bacs 30/07/24 5461 £6,180.00 MDG Construction Ltd Pavilion Works

Bacs 30/07/24 5462 £993.01 R Hand Services Ltd Camera Drains Inspection of Ladies

Bacs MPLC 30/07/24 5463 £391.52 MPLC Ltd Motion Picture Licence

PettyCash 31/07/24 5464 £24.95 Home & Motorsave Various Maintenance Items

PettyCash 31/07/24 5465 £13.50 Sainsbury's Petrol & Fuel Can

 **Total £38,826.10**

Paid Expenditure Transactions between paid between 01/08/24 and 30/08/24

**Payment Paid**

**Reference Date Tn no Gross Details**

DD ASH07 01/08/24 5466 £244.01 Ash Waste Services Waste & Recycling Collection

DD Rates08 01/08/24 5467 £1,248.00 South Staffordshire Council Business Rates - August

DebitCard 05/08/24 5468 £8.29 Sainsbury's Coffee & Sugar

DD BPay 05/08/24 5469 £13.15 Brightpay Connect Monthly Subscription

Bacs DTE07 06/08/24 5470 £116.40 Down to Earth Play Area - Grass Cutting

Bacs 07/08/24 5471 £45.00 B Osagie Pavilion - Cleaning

Bacs GC07 07/08/24 5472 £300.82 N P Caine Playing Fields - Grass Cutting

DebitCard 07/08/24 5473 £2.98 Home & Motorsave Batteries

Bacs PEN07 16/08/24 5474 £3,328.15 Staffordshire County Pension Fund - July

Bacs IR07 16/08/24 5475 £3,152.60 Inland Revenue Tax & NI - July

Bacs MDG08 16/08/24 5476 £522.00 MDG Construction Ltd Pavilion Works

DD BT07 16/08/24 5477 £83.16 British Telecom Telephone & Broadband

DebitCard 19/08/24 5478 £102.72 Screwfix Direct Paint for Subways

DebitCard 20/08/24 5479 £28.08 Amazon Ribbon and Rosettes for allotment awards

Bacs 21/08/24 5480 £196.20 The Play Inspection Company Annual Inspection

Bacs 21/08/24 5481 £100.00 Tactical Services First Aid Provision for Fireworks

CHG 21/08/24 5482 £9.44 HSBC UK Bank Charges

DD 23/08/24 5483 £61.69 Total Energies Gas & Power Ltd Civic Centre - Electricity

DebitCard 23/08/24 5484 £91.38 Apecs Consult Ltd Additional Keys for Pavilion

DebitCard 23/08/24 5485 £250.00 Codsall & Wergs Garden Vouchers for Allotment Comp

DebitCard 23/08/24 5486 £81.43 Nothing But Padlocks Replacement Padlock

DD DM08 23/08/24 5487 £169.87 Siemens Qtly Rental Aug-Nov

Bacs SCC08 29/08/24 5488 £200.00 Staffordshire County Perton Library Grant - 53/24 j)

Bacs AE08 29/08/24 5489 £84.00 Acquiesce Environmental Compliance Ltd Legionella Monitoring

Bacs TTS08 29/08/24 5490 £130.01 The Training Society (JLR Staff Training - Working at Height

Bacs TC08 29/08/24 5491 £792.30 TutorCare Staff Training - First Aid

Bacs 30/08/24 5492 £13,200.14 Salaries M5

DebitCard 30/08/24 5493 £77.94 First Rescue Training and Supplies Ltd Replacement Defib Pads

DrCr MPLC 30/08/24 5494 -£391.52 MPLC Ltd Motion Picture Licence - REFUND

**Total £24,248.24**

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 purchase a new line marker for the playing fields at a cost of £349 + vat

Councillors Mrs R Heseltine and P Davis left the meeting.

Cllr Mrs P Allen took the Chair for this item.

1. **Resolved** to grant request of £150 to cover the Table Tennis Club insurance.

Councillors Mrs R Heseltine and P Davis rejoined the meeting

1. The option for extending the rental on the hot drinks machine in the foyer and boardroom was raised. Full management and purchase of products would revert to the Parish Council plus a weekly payment of £13+vat to Vendaid. All monies from sale of drinks would remain with the Parish Council to offset some of the costs. **Resolved** following a full discussion it was agreed that the machines would be returned. Hot drinks for the boardroom would be provided with an urn. Hirers can have access to the kitchen for hot water.
2. Costs for the annual inspection of the gym equipment was distributed. **Resolved** to approve the silver inspection which provides a full inspection report at a cost of £1,000.
3. Insurance renewal - the Parish Council is currently in an LTA until 2027. **Resolved** to approve the payment of £4796.17

j) Climate Action Fund - **Resolved** to apply for the £1,500 for the next phase of LED lighting upgrade in the Civic Centre.

## 79/24 AUDIT

1. The External Audit report was noted for information.
2. **Resolved** to appoint Black Rose Solutions Ltd for the audit 2024/25 at £35 per hour + mileage.

## 80/24 PRINSES IRENE BRIGADE

1. A quote for the draft design as agreed previously was for £2,000 **Resolved** to obtain further quotes.
2. 100 mixed bulbs have been purchased and will be donated. Site will need clearing again and manure organised. It was suggested that the regiment could provide a plaque.
3. To look at options for hosting the brigade at lunchtime. Suggested to look at the cost of using the Golf Club Bunker Restaurant.

## 81/24 WAR MEMORIAL

* + - 1. **Resolved** to compile a residents survey on the current war memorial.
			2. **Resolved** to investigate the installation of an Airfield marker from the Airfields of Britain.

## 82/24 CHRISTMAS

1. The cost for purchase and installation of a 22ft Christmas tree in Anders Square. The tree will be purchased from Bradshaws. The cost of the tree and installation will be £1,100. There will be an additional delivery charge but awaiting costs. **Resolved** to approve the cost of the tree and the delivery cost to be approved by the Clerk in conjunction with the Chairman.
2. **Resolved** to approve the cost for installation and removal of the Christmas lights in Anders Square and the tree at £2,058.

## 83/24 PAVILION AND PLAYING FIELDS

1. The District Council were very supportive with everything suggested, especially the Park Run as there isn’t one in South Staffordshire.
2. **Resolved** to apply for the s106 money £81,176.47. To include pavilion works, drainage, sports coaching and equipment, storage and Park Run.
3. An architect has been appointed.
4. An update on the playing fields was given. Pitchpower have completed the sampling of the pitches.

## 84/24 ALLOTMENT SITE

1. A proposed management structure was presented to the Council following recommendation from the Allotment Committee. **Resolved** to approve the new structure.
2. **Resolved** to install a pedestrian gate for emergencies only at the top of the site. A quote from Profence for £1150 + vat approved.

## 85/24 HEALTH & SAFETY

1. An update on the health and safety was given. Training to be arranged for the staff that didn’t attend the first session.
2. KPI’s – these are being worked on, a list was distributed. Any amendments please let the Clerk know.
3. The Children’s Play Area annual report was previously distributed. The Caretakers will start to look at the actions required.

## 86/24 STAFFORDSHIRE COUNTY COUNCIL

1. Item discussed earlier in the meeting.
2. The lack of a safe crossing at Wrottesley Park Road was discussed.

## 87/24 SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllr P Davis, Cllr C Evans and Mrs R Heseltine. A verbal report was given by Cllr Mrs P Allen. The reports were noted for information. All reports are available on the parish website.
2. Maintenance of the inner south island was discussed. SSDC should be adding the grass cutting to their schedule. **Resolved** to purchase some daffodil bulbs for the central area and also for the outer north island at £90 for approximately 1000 bulbs.
3. The upper lake board walk will be replaced imminently.

9.30pm **Resolved** to move standing order 3 x) to allow further time to complete the agenda.

1. District Council are discussing the options for fencing around the upper lake where the vegetation has been cut back.
2. SSDC are planting trees as part of their 50th Anniversary celebration. Sites have already been suggested along the river Penk from the bridge to Parkway this will create shade.
3. An update on the meadows within South Staffordshire was presented.
4. Planning Applications:

**Applications for consideration previously distributed:**

**Application no**. : 24/00644/COU

**Location**: Land to the North of Bradshaws Farm Shop, Wrottesley Park Road, Perton, WV8 2HS **Proposed:** Change of use of agricultural land to a fenced dog walking and exercising facility with associated parking.

**Application no**. : 24/00650/FULHH

**Location**: 1 Perton Court Farm Cottage, Pattingham Road Perton, WV6 8DD

**Proposed:** alteration to front boundary wall

**Application no**. : 24/00739/FULHH

**Location**: 2 Turnberry Close, Perton,WV6 7RE

**Proposed:** Retrospective planning application for the erection of single storey side extension to form garden equipment store.

**Applications returned since previous meeting**:

**Application no**. : 24/00576/FULHH

**Location**: The Haven, Newport Road, Kingswood, WV7 3AJ

**Proposed:** Single storey side extension.

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

**Application no**. : 24/00562/FULHH

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

**Proposed:** Demolition of existing dwelling and replacement with new 4 bedroom detached dwelling, along with landscaping works to include external below ground swimming pools to rear.

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

**Application no**. : 24/00619/FULHH

**Location**: 1 Wastwater Court, Perton, WV6 7PQ

**Proposed:** Single storey side and rear extension (in lieu of conservatory) with pitched roof.

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

## 88/24 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

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

**Meeting closed at 9.38pm**

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

Chairman

 Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/24 and 31/08/24 inclusive. This may include

 transactions with ledger dates outside this period.

 Balances at the start of the year

 **Ordinary Accounts**

 HSBC Current Account £8,153.66

 Petty Cash Account £250.00

 Prepayment Card £0.00

 Public Sector Deposit Fund £161,000.00

 Total £169,403.66

 RECEIPTS Net Vat Gross

 Parish Council £139,389.45 £0.00 £139,389.45

 Civic Centre £74,032.81 £0.00 £74,032.81

 Allotments £1,654.00 £0.00 £1,654.00

 Pavilion & Playing Fields £5,126.26 £0.00 £5,126.26

 Total Receipts £220,202.52 £0.00 £220,202.52

 PAYMENTS Net Vat Gross

 Parish Council £111,223.58 £1,847.85 £113,071.43

 Civic Centre £70,583.18 £4,168.36 £74,751.54

 Allotments £4,056.91 £570.18 £4,627.09

 Pavilion & Playing Fields £10,857.37 £1,410.74 £12,268.11

 Total Payments £196,721.04 £7,997.13 £204,718.17

Closing

**Ordinary Accounts**

HSBC Current Account £3,638.01

Petty Cash Account £0.00

Prepayment Card £250.00

Public Sector Deposit Fund £181,000.00

 £184,888.01

Total £184,888.01

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

HSBC Current Account £3,638.01

Petty Cash Account £0.00

Prepayment Card £250.00

Public Sector Deposit Fund £181,000.00

Total £184,888.01