# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 14th October 2024, 7.00pm**

PRESENT:

Councillors Mrs P Allen, Mrs S Beardsmore, N Caine, P Davis (Chairman), Mrs J Evans, C Evans, D Glynn, Mrs R Heseltine, Mrs A James, C Rathbone, J Sargent, J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Members of the public – 2

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

## 94/24 PUBLIC OPEN SESSION

No questions from the members of public present

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

## 108/24 STAFFORDSHIRE COUNTY COUNCIL

1. County Cllr J Abrahams – updated the council on matters including:
	* £500 from the community fund has been approved towards the allotment sign.
	* Climate Change fund - application approved towards LED lighting in the Civic Centre.
	* Unfortunately, Cllr J Abrahams hasn’t had a very good response to the queries raised at the last meeting.
	* A site visit has been arranged for the crossing at the new development and also invited will be the Cabinet member for Highways on 15th November. Barn Lane could also be visited.
	* Markings on the A41 have been repainted following resurfacing.

Councillor comments

 The chevron on the island has still not been repaired.

## 95/24 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs S Payne and K Elder

## 96/24 REPORTS – received for information

1. Police, Fire and Crime Reports –an update on the meeting held on 18th September with the Police, Fire and Crime Commissioner, Ben Adams was given by the Chairman. This should be an annual event.

 It was noted that a Police surgery was done between 9am and 10am on a Sunday morning. This is not a sensible time, there are no shops open. Agreed to write to the Chief Inspector and Ben Adams.

1. Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.

## 97/24 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

 100/24 a) Transactions 5504, 5505 and 5539 – Cllr N Caine (Pecuniary Interest)

 100/24 f) Transactions 5525 – Cllrs P Davis and Mrs R Heseltine (Pecuniary Interest)

## 98/24 CODE OF CONDUCT DISPENSATIONS REQUESTS

No declarations received

## 99/24 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 9th September 2024 were a true and correct record.
2. **Resolved** that the minutes of the Extra Ordinary Parish Council Meeting held on 26th September 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 22nd August & 19th September 2024
		2. Allotment Committee meeting held on 4th September 2024
		3. Finance meeting held on 8th October 2024

## 100/24 FINANCE

1. **Paid Expenditure Transactions** between paid between 01/09/24 and 30/09/24

**Resolved** payments approved.

**Payment Paid**

**Reference Date Tn no Gross Details**

DD ASH08 02/09/24 5495 £239.09 Ash Waste Services General Waste & Recycling Collection

CreditCard 02/09/24 5496 £120.18 Vistaprint Allotment Signs

CreditCard 02/09/24 5497 £32.00 HSBC UK Credit Card Annual Fee

DD Rates09 02/09/24 5498 £1,248.00 South Staffordshire Council Business Rates - September

Bacs 04/09/24 5499 £64.94 Amazon Weed Membrane & Hawthorne

Bacs AEC08a 04/09/24 5500 £414.00 Acquiesce Env. Compliance Ltd Legionella Risk Assessment

DD BPayCon08 04/09/24 5501 £13.66 Brightpay Connect Monthly Subscript

DD Ricoh O- 06/09/24 5502 £210.96 Ricoh Office - Rental Charges and Copies 01/08/24-31/10/24

Bacs 09/09/24 5503 £143.97 Halls SMS Hand Towels & Centrefeed Rolls

Bacs Clean08 11/09/24 5504 £30.00 B Osagie Pavilion - Cleaning

Bacs GC08 11/09/24 5505 £269.94 N P Caine Playing Fields - Grass Cutting

Bacs 11/09/24 5506 £27.99 Amazon Letter Box for Pavilion

Bacs SSDC09 11/09/24 5507 £180.00 South Staffordshire Council Premises License Fee

Bacs 11/09/24 5508 £1,260.00 Mazars External Audit

Bacs DTE08 11/09/24 5509 £116.40 Down to Earth Play Area - Grass Cutting

Bacs WC09 11/09/24 5510 £748.74 Wolverhampton Council Allotment Sign

Bacs LTWC09 11/09/24 5511 £50.00 Lesley The Window Cleaner Civic Centre

Bacs RHM09 11/09/24 5512 £9.00 R Holdcroft Milage Reclaim - Training

Bacs CPRE09 12/09/24 5513 £10.00 CPRE Staffordshire Training - Planning x2

Bacs TCC09 12/09/24 5514 £160.00 The Cuppa Club Grant - 53/24 i)

Bacs PEN08 13/09/24 5515 £3,698.37 Staffordshire County Pension Fund Pension - August

Bacs IR08 13/09/24 5516 £3,415.88 Inland Revenue Tax & NI - August

Bacs CPRE09 13/09/24 5517 £5.00 CPRE Staffordshire Training - Parish Councils and Plan

DebitCard 16/09/24 5518 £21.45 Sainsbury's Refreshments for Allotment Speaker

DD BT08 17/09/24 5519 £83.16 British Telecom Telephone & Broadband

Bacs Ditton09 18/09/24 5520 £600.00 Ditton Services Playing Fields Grass Cutting

Bacs 18/09/24 5521 £49.43 Amazon Table Cloths and Vases for Civic Su

Bacs Film09 18/09/24 5522 £300.00 Arts Alive Flicks in the Sticks - 'Wicked Litt

Bacs EF09 20/09/24 5523 £78.00 Everflow Limited Water Meter Site Inspection

CHG HSBC09 21/09/24 5524 £7.65 HSBC UK Bank Charges

Bacs PTTC09 23/09/24 5525 £150.00 Perton Table Tennis Club Grant - 78/24 f)

DD ELEC08 23/09/24 5526 £48.79 Total Energies Gas & Power Ltd Civic Centre - Electricity

DebitCard 23/09/24 5527 £59.69 Sainsbury's Refreshments for Civic Sunday

Bacs FLP09 25/09/24 5528 £38.80 Fenland Leisure Products Ltd Play Area Repairs

Bacs 25/09/24 5529 £25.89 Amazon Play Area Repairs

Bacs UTL09 25/09/24 5530 £348.00 Ultimate Temperature Solutions Ltd Toilet Repairs

Bacs UKFC09 25/09/24 5531 £2,145.00 The UK Firework Company Ltd 55% Balance Firework Display

Bacs ESPO09 25/09/24 5532 £23.16 ESPO First Aid Supplies

Bacs NALC09 25/09/24 5533 £48.00 NALC Local Councils Award Scheme

DebitCard 25/09/24 5534 £108.22 Nothing But Padlocks Replacement Padlock

Bacs 27/09/24 5535 £12,537.60 Salaries SalaryM6

CreditCard 30/09/24 5536 £99.76 Jamieson Brothers Daffodil Bulbs for traffic islands

CreditCard 30/09/24 5537 £476.22 Grassline Line Marker and paint

Bacs 30/09/24 5538 £84.00 Acquiesce Env. Compliance Ltd Legionella Monitoring

Bacs 0/09/24 5539 £251.48 N P Caine Playing Fields Goals Repair - parts

Bacs 30/09/24 5540 £578.40 Jenny's Kitchen Ltd Civic Sunday Afternoon Tea

Bacs 30/09/24 5541 £115.20 Dangerous Sheep Events Civic Sunday Drinks

Bacs 30/09/24 5542 £45.99 Zoro UK Ltd Allotments - Replacement Padlock

Bacs 30/09/24 5543 £1,056.00 Acquiesce Env. Compliance Ltd Pavilion - Legionella Work

**Total £31,848.01**

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 play area pedestrian gate at a cost of £975 + vat
5. **Resolved** to approve the cost for welding the MUGA youth shelter at a cost of £210 +VAT
6. **Resolved** to approve the cost for replacing the remaining Civic Centre lights for Led at a cost of £310
7. **Resolved** to approve the cost for repair and refurbishment of the stage fire doors at a cost of £450
8. **Resolved** to have a Chairman’s Charity collection at the Fireworks event on 3rd November for Compton Care and The Kingswood Trust. Councillors were asked to help with set up from 12.30pm if possible.

## 101/24 PRINSES IRENE BRIGADE

1. Three quotes for the plaque design were presented to the Council. **Resolved** to appoint Wombourne Funeral Services at a cost of £2,000 inc. VAT.
2. Costs for the Bunker at The Mount Golf & Country Club, Jenny’s Kitchen and Wrottesley Arms were discussed. **Resolved** to provide a budget of £12.50 per person and the Clerk to discuss with Jenny’s Kitchen the best buffet options.

## 102/24 WAR MEMORIAL

The Clerk has emailed the Trust but has had no response to date.  **Resolved** to pursue this.

## 103/24 PAVILION AND PLAYING FIELDS

1. Following further discussion the Nursery providers have decided not to go ahead in the Pavilion.
2. An update on the Park Run was given. This is a huge task, but SSDC are behind it. A volunteer group needs to be organised. Cllr John Sergeant has offered to be the representative from the Parish Council. **Resolved** to organise a meeting in November. SSDC to be approached to see who will volunteer on their behalf.
3. Applications to the UK Prosperity Fund is being finalised. An application to the VCSE has been submitted. Pitchpower have sent a comprehensive report with example costs. The s106 agreement has been received. **Resolved** Clerk to sign with the Chairman as witness.

The CCTV drainage inspection is currently being completed.

1. An update on the playing fields and drainage was given. The goalposts on pitch 4 have been re set but the ground has been washed away leaving the seats exposed. **Resolved** to look at options.

## 104/24 ALLOTMENT SITE

1. An update on the site was given.
2. **Resolved** to install an additional water trough at the site at a cost of £180 + vat

## 105/24 HEALTH & SAFETY

## An update on the health and safety was given. All members of staff have received training on health & Safety. Resolved that the parish council staff will score the risk assessments. First Aid training being held on 15th October 2024.

## 106/24 POLICIES

Business Continuity Policy amended the staff members and contact details.

## 107/24 CORRESPONDENCE

* + - 1. **Resolved** to invite Empower in Homes to a future meeting to introduce themselves.
			2. **Resolved** to invite the Rural Housing Enabler to a future meeting to introduce themselves.
			3. Best Kept Village Competition – **Resolved** to nominate Cllr Mrs Heseltine and the Parish Clerk to attend the awards ceremony on 23rd October 2024

## 108/24 STAFFORDSHIRE COUNTY COUNCIL

1. Item discussed earlier in the meeting.
2. Councillors were shown a presentation which included flooding maps. An old ordnance map shows a pond in Tettenhall Wood Penk Rise. Could an attenuation pond be sited there again instead of digging up Gainsborough Drive. There is a public meeting with Walsall Council and Staffordshire County Council to investigate the flooding in Perton on Tuesday 29th October 10:00 – 12:00. This is part of the A Fair (Flood: Aware, Informed, Resilient) approach to Community Flood Risk (FAIR) and part of the Flood & Coastal Resilience Innovation Programme funded by Defra and managed by the Environment Agency. **Resolved** Clerk to submit the following comments
* To ask that the flooding officers consider an attenuation pond in the Penk Rise area
* to hold a public meeting in the evening when more residents can attend
1. Perton Subways – painting of the subways was discussed. **Resolved** to see if any local artists would be interested in displaying their work, Perton related. To start with one wall in the subway between Harald Close and Browning Grove.

## 109/24 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. There was a full discussion on the Village Centre Improvement Fund. **Resolved** to apply for an updated Interpretation Board near to the upper lake and a new one at the War Memorial. To also provide a Remembrance bench at the War memorial. A clock on the Civic Centre was also discussed.
3. **Resolved** Councillor Glynn will represent Perton at the Service of Remembrance on Monday 11th November at 11am.
4. Dredging of the lake and the feeder streams was discussed. **Resolved** Clerk to contact the District Council asking for it to be done.
5. Planning Applications:

**Applications for consideration previously distributed:**

**Application no**. : 24/00694/FULHH

**Location**:1 Grasmere Avenue, Perton, WV6 7PW

**Proposed:** Single storey side extension

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

**Applications returned since previous meeting**:

**Application no**. : 24/00750/FULHH

**Location**: The Bull Ride, Holyhead Road, Codsall, WV8 2HT

**Proposed:** Single storey side extension and second storey infill extension

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

## 110/24 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

* + - 1. Full Council Meeting of Perton Parish Council – 11th November 2024
			2. To approve change of date for Management Committee from 23rd October to 30th October 2024 at 7pm

**Meeting closed at 9.10pm**

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

Chairman

 Financial Summary - Cashbook

 Summary of receipts and payments between 01/04/24 and 30/09/24 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 £264,608.01 £0.00 £264,608.01

 Civic Centre £80,383.00 £0.00 £80,383.00

 Allotments £1,679.00 £0.00 £1,679.00

 Pavilion & Playing Fields £6,060.76 £0.00 £6,060.76

 Total Receipts £352,730.77 £0.00 £352,730.77

 PAYMENTS Net Vat Gross

 Parish Council £126,428.36 £2,695.69 £129,124.05

 Civic Centre £82,282.91 £4,386.32 £86,669.23

 Allotments £4,963.64 £751.52 £5,715.16

 Pavilion & Playing Fields £13,286.96 £1,770.78 £15,057.74

 Total Payments £226,961.87 £9,604.31 £236,566.18

Closing

**Ordinary Accounts**

HSBC Current Account £14,318.25

Petty Cash Account £0.00

Prepayment Card £250.00

Public Sector Deposit Fund £271,000.00

 £285,568.25

Total £285,568.25

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

HSBC Current Account £14,318.25

Petty Cash Account £0.00

Prepayment Card £250.00

Public Sector Deposit Fund £271,000.00

Total £285,568.25