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

PRESENT:

Councillors Mrs P Allen, Mrs S Beardsmore, N Caine, P Davis (Chairman), K Elder, Mrs J Evans, C Evans, D Glynn, Mrs A James, C Rathbone, J Sargent, 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)

## 111/24 PUBLIC OPEN SESSION

Two ladies present were interested in helping start a junior Park Run. They were informed of where the council were at and that we would be in contact when a meeting date had been set to further discuss with volunteers.

## 112/24 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs R Heseltine, Mrs A James, S Payne and J Turner.

## 113/24 REPORTS – received for information

1. Police, Fire and Crime Reports – an overview of crime statistics for South Staffordshire had been received from the Chief Inspector. Several comments were made that the council would have appreciated more substance to the report and no future plans. **Resolved** to pass on the survey comments passed onto Chief Inspector Norbury. Codsall Parish Council are looking to hold an all parish meeting with representatives from Staffordshire Police, to offer use of the Civic Centre.
2. Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.

## 114/24 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

118/24 a) Transactions 5555 – Cllr N Caine (other Interest)

## 115/24 CODE OF CONDUCT DISPENSATIONS REQUESTS

No declarations received

## 116/24 MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 14th October 2024 were a true and correct record.
2. Noted for information the draft minutes of the following committees/working parties:
   * 1. Allotment Committee meeting held on 16th October 2024
     2. Management Committee held on 30th October 2024
     3. Finance meeting held on 5th November 2024

## 117/24 STAFFORDSHIRE COUNTY COUNCIL

1. County Cllr J Abrahams – updated the council on matters including:
   * A site meeting with a Highways representative has been rescheduled for 25th November at 3pm. Meet at the Civic Centre.
   * A flooding meeting on 29th October raised the issue of work at the pumping station and the River Penk. Cllr Mrs P Allen gave a further update. **Resolved** to invite Ryan Taylor from SSDC and the County Flood officers to meet with the Parish Council.
   * County Councillors will be undertaking a walk around the River Penk and talk about trouble spots on 27th November.
   * Residents living near to Perton Middle School are getting abuse from parents and parking on the dropped kerbs blocking driveways.
   * Car that went through a residents wall – site is to be cleared
   * Match funding offered for grit bins offered.

Councillor comments

* + The chevron on the island has still not been repaired. Also two lampposts require repair.
  + Some time ago the County Council website used to chow which potholes have been repaired. Unfortunately this appears not the case anymore. Cllr Abrahams will confirm this and will also send the list her receives.
  + Road safety for ‘over 60’ initiative - Staffordshire County Council would like to pilot providing road safety information, as well as ‘Planning your driving retirement’ to 4 or 5 groups of 30-40 mature road users; car drivers, pedestrians, cyclists, mobility scooter users, **Resolved** the Clerk to forward details of Perton Carpet Bowls, the Cuppa Club, Perton Library and The Wellbeing Café.
  + Additional Civil Parking Enforcement is required across the district.

## 118/24 FINANCE

1. **Paid Expenditure Transactions** paid between 01/10/24 and 31/10/24

**Resolved** payments approved.

**Payment Paid**

**Reference Date Tn no Gross Details**

DD 01/10/24 5544 £342.12 Ash Waste Services General Waste & Recycling Collection

DD 01/10/24 5545 £1,248.00 South Staffordshire Council - Business Rates - October

Bacs 02/10/24 5546 £4,796.17 Zurich Municipal Insurance Premium

DD 04/10/24 5547 £12.65 Brightpay Connect Monthly Subscription

DD 04/10/24 5548 £167.77 Ricoh Centre - Rental Charges and Copies 01/09/24-30/11/24

DebitCard 04/10/24 5562 -£101.08 Nothing But Padlocks Replacement Padlock REFUND

Bacs 07/10/24 5549 £1,260.00 D L S Electrical T/A Replacement Lights to LED

Bacs 09/10/24 5550 £202.80 S G S Systems Limited Call out and Repair to Alarm Fault

Bacs 09/10/24 5551 £172.66 Lads & Lasses School wear Staff Uniforms

Bacs 11/10/24 5552 £3,319.99 Staffordshire County Pension Fund Pension - September

Bacs 11/10/24 5553 £2,510.09 Inland Revenue Tax & NI - September

Bacs 14/10/24 5554 £999.26 PPL/PRS PPL/PRS Royalties

Bacs 15/10/24 5555 £60.00 B Osagie Pavilion - Cleaning

Bacs 15/10/24 5556 £116.40 Down to Earth Play Area - Grass Cutting

Bacs 15/10/24 5557 £323.28 ESPO Stationery and Cleaning Products

Bacs 15/10/24 5558 £60.00 Graham Brickstock Lectures Gardening Lecture 13/09/24

DD 16/10/24 5559 £15.51 Total Energies Gas & Power Ltd Civic Centre - Electricity

Bacs 16/10/24 5560 £57.60 Turfworld Limited Replacement Turf

DD 17/10/24 5561 £83.16 British Telecom Telephone & Broadband

DebitCard 18/10/24 5563 £19.73 Sealant Wholesale Sealant for Boiler House Repairs

DebitCard 18/10/24 5564 £128.70 Pitchcare.Com Grass Matting and Seed for Play Are

DebitCard 18/10/24 5565 £77.50 Codsall Stone & Paving Gravel & Top Soil for Play Area

DebitCard 18/10/24 5566 £45.96 Toolstation Black Paint for Youth Shelter

DebitCard 18/10/24 5567 £33.50 Wickes Cement and Sealant for Play Area

DebitCard 18/10/24 5568 £35.98 Screwfix Direct Bolts, Washers & Nuts for Play Area

CHG 21/10/24 5569 £6.20 HSBC UK Bank Charges

Bacs 22/10/24 5570 £1,200.00 The Great Outdoor Gym Co. Annual Service Inspection

Bacs 22/10/24 5571 £12.00 Equals Money PLC Platform Fee

DD 22/10/24 5572 £197.87 EDF Energy Pavilion Electricity Charges

DD 22/10/24 5573 £169.96 Total Energies Gas & Power Ltd Civic Centre - Electricity

Bacs 23/10/24 5574 £84.00 Acquiesce Environmental Compliance Ltd Legionella Monitoring

DebitCard 23/10/24 5575 £45.96 Toolstation Outdoor Paint for Youth Shelter

Bacs 25/10/24 5576 £13,418.30 Salaries M7

Bacs 28/10/24 5577 £263.47 Halls SMS Hand Towels, Toilet Rolls & Centre

Bacs 29/10/24 5578 £420.00 Acquiesce Env. Compliance Ltd Pavilion - Legionella

CreditCard 30/10/24 5579 £106.28 Pipe stock Limited Pipework for water trough

CreditCard 30/10/24 5580 £80.75 Royal British Legion 20 x large poppy for lampposts

CreditCard 30/10/24 5581 £144.25 TFM Farm & Country Superstore Ltd - Water Trough for Allotments

**Total £32,136.79**

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. An update on the firework display was given and £735.62 collected in donations. This will be split 50/50 between The Kingswood Trust and Compton Care**.** A donation of £500 will be made to the Middle school for allowing use of their facility.
5. **Resolved** to approve the three-year agreement with Black Rose Solutions until 2027 for the internal audit at £210 plus mileage and vat.
6. **Resolved** to approve the annual subscription for CPRE at a cost of £60
7. Items suggested for the budget 2025/26 include Electric heating for the Civic Centre, this could be a phased project. The purchase of laptops/tablets for councillors. Any other suggestions to be forwarded to the Clerk.

## 119/24 GRANTS/CONCESSIONARY ROOM RATE REQUESTS

* + - 1. Perton Primary Academy request a grant of £1,500 towards books for their new library building. **Resolved** to grant £700 towards the project.
      2. Perton Primary Academy requested concessionary room rate for a possible event in 2025. **Resolved** to approve the concessionary room rate.

## 120/24 CIVIC CENTRE & CHILDREN’S PLAY AREA MAINTENANCE

1. A quote for all the repairs that the Caretakers cannot undertake was received from the manufacturers at a cost of £11,546.31 + vat. **Resolved** to approve the quotation.
2. A verbal update on the repairs carried out by the Caretakers was given.

## 121/24 PRINSES IRENE BRIGADE

An update on the visit by the Brigade was given. It was a very good day, with a variety of personnel attending. 3 veterans visited Perton 1st School. This was very well received and **Resolved** that next year consideration should be given to include the other two schools.

They have advised that a financial contribution towards the memorial could be given. The Parish Council to follow this up.

## 122/24 WAR MEMORIAL

An update on the Airfield marker from Airfields of Britain Conservation Trust was given by the Clerk. **Resolved** Clerk to pursue this.

## 123/24 PAVILION AND PLAYING FIELDS

1. An update on the playing fields was given.
2. **Resolved** to purchase 2 grit bins for the Pavilion from Kingfisher at a cost of £187.90 + vat.
3. Park Run – this item was covered in the public session.
4. An update on the grant position was given. The applications and s106 are what are funding the repairs etc. The funding will need to be spent by end of March 2025.
5. The CCTV drainage inspection has been completed. Awaiting the report. **Resolved** Clerk will chase
6. The fire exit doors on the front of the Pavilion need replacing. A cost to replace and reconfigure the referees room was given at approximately £5,000. **Resolved** the work is necessary and to provide the same doors as installed at the rear of the building.
7. Three quotes for decorating the Pavilion have been received. **Resolved** to appoint Bill Thompson at a cost of £3,100 for all walls, ceilings & woodwork, inclusive of all materials & rubbish clearance.
8. Monthly legionella testing needs to be established. The current Civic Centre contractor can do the Pavilion and Civic Centre on a monthly basis plus additional cleaning of the showers quarterly at a cost of £174 + vat per month.  **Resolved** to Accept the quotation with Acquiesce Environmental Compliance Ltd.
9. Some remedial work on the water system in the Pavilion is required.  **Resolved** to approve the quote of £309.70 + vat from Acquiesce Environmental Compliance Ltd.
10. **Resolved** to look at having a deep clean of the Pavilion once it has been decorated. **Resolved** quotes to be brought to the next meeting. Showers in the pavilion should be looked at as part of the grant money. The water meter move is still being looked at. To also obtain quotes for new electric consumer units.
11. **Resolved** in principle to form a Perton Parish Football Committee to take on running of the pitches with specified expenditure rights.

## 124/24 ALLOTMENT SITE

An update on the site was given. There is Japanese knot weed on some of the developers land near to the allotments. The developers will keep us informed.

Unfortunately, the additional water trough will require a trench digging one metre deep to enable linking it with the pipework already in situ. The contractor also informed us of the incorrect size pipe, therefore the Council will need to purchase more. It was suggested the pipe already purchased could be sold to plot holders for cloche supports. The gate has still not been installed at the top of the site the Clerk is chasing this.

## 125/24 BEST KEPT VILLAGE

Perton was awarded winner of the Environmental Award and they were also commended for Community Spirit. To request that a judge visit the parish council to help understand what is looked for.

## 126/24 HEALTH & SAFETY

## An update on health and safety was given.

## 127/24 POLICIES – for review

1. Bus shelter – no amendment required. **Resolved** to look at the volunteer policy to ensure they are covered.
2. CCTV – **Resolved** to ensure the distinction between the Civic Centre CCTV and CCTV recently purchased outdoors at the Children’s play area is clear.
3. Public Participation – no amendment required.

## 128/24 CORRESPONDENCE

1. The Clerk informed the Council that the meeting with the Rural Housing enabler was not required as his remit is to look at affordable housing for villages with a population of 3,000 or less.
2. Citizen’s Advice are looking at providing an advice outreach service again. They will be collating the responses received from several parishes, including Perton and will be in touch.
3. Sakura Cherry Trees – **Resolved** to request a free tree. Location to be determined.
4. Penkridge Parish Council have requested support for their motion for debate at SPCA Annual meeting. Penkridge Parish Council request that SPCA consider, within their area, that it should become a Unitary Authority. **Resolved** not to support this proposal.

## 129/24 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. Planning Applications:

**Applications for consideration previously distributed:**

**Application no**. : 24/00096/FULHH

**Location**:1 36 Lytham Road, Perton, WV6 7YY

**Proposed:** Single storey rear/side extension and front porch

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

## 130/24 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 9th December 2024

**Meeting closed at 9.10pm**

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

Chairman

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 31/10/24 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 £356,861.93 £0.00 £356,861.93

Civic Centre £90,225.25 £0.00 £90,225.25

Allotments £2,191.50 £0.00 £2,191.50

Pavilion & Playing Fields £7,194.76 £0.00 £7,194.76

Total Receipts £456,473.44 £0.00 £456,473.44

PAYMENTS Net Vat Gross

Parish Council £142,141.53 £3,064.71 £145,206.24

Civic Centre £96,903.41 £4,875.50 £101,778.91

Allotments £5,148.18 £776.43 £5,924.61

Pavilion & Playing Fields £13,932.34 £1,860.87 £15,793.21

Total Payments £258,125.46 £10,577.51 £268,702.97

Closing

**Ordinary Accounts**

HSBC Current Account £15,924.13

Petty Cash Account £0.00

Prepayment Card £250.00

Public Sector Deposit Fund £341,000.00

£357,174.13

Total £357,174.13

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

HSBC Current Account £15,924.13

Petty Cash Account £0.00

Prepayment Card £250.00

Public Sector Deposit Fund £341,000.00

Total £357,174.13