# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 8th September 2025, 7.00pm**

## PUBLIC OPEN SESSION

Concern regarding a neighbour and a potential planning application was brought to the attention of the Council. Councillors agreed to review the application once it had been submitted.

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, Mrs A James, C Rathbone, J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Members of the public – 3

County Councillor J. Hodges (part of the meeting)

## 47/25 Apologies for absence

Apologies received and noted from Councillor J Sargent.

Councillors were advised that the Chairman had received S. Payne’s resignation. The legal notice has been displayed. Electors have until 15th September 2025 to call an election.

The bike is a tribute to the work that PCSO Tooth does for the village and has enabled him to spend more time in the village.

## 48/25 Reports

1. PCSO Tooth presented the Police report and gave an explanation on the law with scooters and e-bikes. Report available on the Parish Council website.

A PSPO is in place in Anders Square, PCSO Tooth will be educating the young people in the first instance.

It was suggested that the MP should be contacted to suggest that when a scooter is purchased a record of purchaser should be kept. This suggestion to add to the next agenda.

Mobile ANPR cameras are being purchased for South Staffordshire. A site along Wrottesley Park Road has been identified.

1. Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.
2. Perton Meadows update was presented for information

## 49/25 Declaration of Disclosable Pecuniary and other interests

Declarations received as follows:

50/25 c) Perton Meadows – Cllr K Elder

## 50/25 Code of Conduct Dispensation requests

No requests for dispensations received.

**51/25 Staffordshire County Council**

1. Staffordshire Council Climate Change report 2023 - 24 presented for information.
2. A report was presented verbally by the County Councillor. The report is available on the Parish Council website.

The inner south traffic island is looking ok. Weeds will be cut back. The tree is bending and requires a taller stake.

It was suggested more bulbs could be planted around the Parkway. Cllr J Hodges will hopefully be able to provide some community funding. £37.99 for 15kg or £50 for 20kg.

The Wolverhampton/Perton sign is still waiting for repair.

Land fund update

Highways will look at installing a Toucan with speed reduction from the Golf Club to the gate on Wrottesley Park Road to 30mph.

Highways have agreed they will add directional arrows at roundabouts.

SCC want roundabout model movement to confirm there will be no capacity issues with directional signs. Land fund traffic consultants will carry this out.

SCC want Land Fund to demonstrate the feasibility of a footpath from the new development to Wrottesley Park Road, Land Fund agree this is not feasible, practical, safe or appropriate and would remove the need for a Toucan crossing.

The Parish Council are asked to make a formal comment supporting the Toucan crossing when the application is received. A copy of the email to be sent to Cllr Hodges.

1. **Resolved** to approve the quotation for walkway works, Wrottesley Park Road at a cost of £2580 + vat.
2. The issue of litter picking and weed removal on the A41 from the Wolverhampton boundary was also discussed as part of an earlier item. Could the parish litter pick do something? This has been raised numerous times with Street Scene. Cllr Hodges will contact Highways.

**52/25 South Staffordshire Council**

1. Received for information written reports from District Councillors
2. The Parish Council **Resolved** to that they recommend **No Changes** to the Community Governance review for Perton.
3. Received for information details for Village Centre Networks. Cllrs are asked to promote the initiative.
4. Planning Applications:

**Planning Applications returned since last meeting:**

**Application no**. : 25/00522/FULHH

**Location**: 101 Richmond Drive, Perton, WV6 7RP

**Proposed:** Front, side and rear extension

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

**Application no**. : 25/00363/FUL

**Location**: Land North East of Dippons Lane, Perton

**Proposed:** Change of use to establish a secure dog walking facility and erection of shed for agricultural and maintenance purposes

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

**Application no**. : 25/00653/FULHH

**Location**: 24 Richmond Drive, Perton, WV6 7RR

**Proposed:** First floor and ground floor side extension

**Comments:** Perton Parish Council raised no objections to this proposal but note that as this is a large extension at the end of a common drive, with the drive length reducing and number of bedrooms increasing, we would like to ensure there is adequate parking to accommodate this.

**Application no**. : 25/00607/FULM

**Location**: Bradshaws Farm Shop, Wrottesley Park Road, Perton, WV8 2HS

**Proposed:** Redevelopment of existing farm shop and the construction of four padel courts and clubhouse with associated parking, landscaping and access arrangements

**Comments:** Perton Parish Council raised no objections to this proposal but request that the planning officer thoroughly assess the Flood Risk Assessment, due to flooding issues in this area.

**Application no**. : 25/00642/FUHH

**Location**: Flyaway Cottage, Holyhead Road, Oaken, WV8 2HX

**Proposed:** Double storey side extension

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

## 53/25 Minutes

1. **Resolved** that the minutes of the Parish Council Meeting held on 14th July 2025 were a true and correct record.
2. Noted for information the draft minutes/notes of the following committees/working parties:
   * 1. Community Governance meeting 5th August 2025
     2. Adult Parkrun meeting held on 27th August 2025
     3. Finance Committee meeting held on 2nd September 2025

## 54/25 Standing orders

**Resolved** to add additional wording to standing order 7a) previous resolutions

## 55/25 Finance

1. **Paid Expenditure Transactions** between paid between 01/07/24 and 31/08/24

**Resolved** payments approved.

**Payment Paid**

**Reference Date Tn no Gross Details**

DD 01/07/25 5855 £297.12 Ash Waste Services General Waste & Recycling Collection

CreditCard 02/07/25 5856 £489.00 Black Country Metalworks Lest we Forget Bench

Bacs 07 02/07/25 5857 £20.00 Staffordshire Playing Fields Association Annual Membership

DD 06 04/07/25 5858 £191.54 Ricoh CC - Photocopier Hire & Copies

Bacs 06 04/07/25 5859 £414.10 Milbeck Communications Ltd CCTV SIM

DD 07/07/25 5860 £46.63 EDF Energy Pavilion - Electricity

Bacs 08/07/25 5861 £400.00 Ditton Services PF - Grass Cutting

Bacs 08/07/25 5862 £263.64 ESPO Cleaning Supplies & Stationery

Bacs 09/07/25 5863 £130.00 Kalidescope Domain name renewal

Bacs 09/07/25 5864 £121.20 Down to Earth Play Area - Grass Cutting

Bacs 11/07/25 5865 £4,028.27 Inland Revenue Tax & NI - June

Bacs 11/07/25 5866 £3,529.76 Staffordshire County Pension Fund Pension - June

Bacs 14/07/25 5867 £295.92 Kingswood Road Nurseries Hanging Baskets x8

PettyCash 14/07/25 5868 £133.13 Home & Motorsave Various Maintenance Items

PettyCash 14/07/25 5869 £49.95 Sainsbury's Refreshments for Annual Parish Meet

PettyCash 14/07/25 5870 £10.00 EE Office - Mobile Phone Top Up

PettyCash 14/07/25 5871 £35.00 Codsall Flowers Flowers for Citizen of the Year

Bacs ALK06 16/07/25 5872 £72.00 ALK Print LTD Newsletter

Bacs GBS07 16/07/25 5873 £3,780.00 G Burley & Sons Ltd Anders Square Planters

DD 16/07/25 5874 £73.50 Waterplus Allotment - Water

DD 17/07/25 5875 £41.78 Total Energies Gas & Power Ltd Gas

DD 21/07/25 5876 £32.91 Total Energies Gas & Power Ltd Electricity

CHG 21/07/25 5877 £9.95 HSBC UK Bank Charges

Bacs 21/07/25 5878 £13,566.00 Finding Fitness Ltd Outdoor Play Wall x 2

Bacs 23/07/25 5879 £84.00 National Allotment Society Membership Renewal

Bacs 23/07/25 5880 £39.95 Amazon Parkrun Key Safe

Bacs 23/07/25 5881 £160.80 Acquiesce Environmental Compliance Ltd Legionella Monitoring

DebitCard 23/07/25 5882 £26.00 Wickes Replacement Taps

Bacs 25/07/25 5883 £13,144.02 July Salaries

DebitCard 29/07/25 5884 £21.89 Apecs Consult Ltd Oil for door

DebitCard 30/07/25 5885 £346.80 First Rescue Training and Supplies Replacement Defib battery

DebitCard 30/07/25 5886 £31.98 Amazon Allotment - Padlocks x 2

DD EDF06 31/07/25 5887 £84.96 EDF Energy Pavilion - Electricity

**Total £41,971.80**

**Paid between 01/08/25 and 31/08/25**

**Payment Paid Tn**

**Reference Date no Gross Details**

Bacs DTE07 01/08/25 5888 £121.20 Down to Earth Play Area - Grass Cutting

DD ASH08 01/08/25 5889 £242.90 Ash Waste Services General Waste & Recycling Collection

CreditCard 01/08/25 5890 £147.98 Paints 4 Trade Play Area & Bush Shelter Paint

CreditCard 01/08/25 5891 £59.33 Printing Banners Parkrun Carpark Banners

DD BT06-07 07/08/25 5892 £145.61 British Telecom Telephone & Broadband

DebitCard 07/08/25 5893 £20.48 Amazon Items for Parkrun

DebitCard 11/08/25 5894 £33.34 Sainsbury's Refreshments for Parkrun

Bacs PEN07 15/08/25 5895 £3,424.69 Staffordshire County Pension Fund - July

Bacs IR07 15/08/25 5896 £3,951.00 Inland Revenue Tax & NI - July

DD A-Water07 18/08/25 5897 £780.68 Waterplus Allotment - Water

DD GAS07 19/08/25 5898 £1.11 Total Energies Gas & Power Ltd Gas

Bacs 21/08/25 5899 £275.72 Amazon Various Maintenance Item

CHG HSBC07 21/08/25 5900 £9.29 HSBC UK Bank Charges

Bacs 26/08/25 5901 £65.58 ESPO Cleaning Supplies wall clock & batteries

Bacs 27/08/25 5902 £255.60 ESPO Outdoor Noticeboard - Pavilion

Bacs 28/08/25 5903 £484.34 Halls SMS Hand towels, Centrefeed rolls and T

Bacs DS08 28/08/25 5904 £400.00 Ditton Services PF - Grass Cutting

Bacs Salary- M5 29/08/25 5905 £14,859.25 Salaries August

**Total £25,278.10**

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. Following further information received from the manufacturers, the decision made at the previous meeting to purchase a projector, screen, and microphone was reconsidered.

**Resolved** to purchase a projector and screen with a budget of £250 excl vat. **Resolved** to purchase two omni directional conference speakers at a cost of £99.99 inc. vat each.

1. A new CCLA mandate was completed. **Resolved** to have the Parish Clerk Rebekah Hodgetts and Assistant Clerk Louise Higgins as signatories. Any ONE of the signatories is authorised to manage the account.
2. Insurance renewal for information– cost for 2025-26 is £5039.18, including the inspection of the lift and lighting bars, Long Term Agreement in place until 2027.

## 56/25 Concessionary room rate

1. Horticulture Exercise Art and Life CIC – **Resolved** approve the concessionary rate.
2. Support Staffordshire – **Resolved** approve the concessionary rate.

## 57/25 Audit

1. The External Audit report for year ending 31st March 2025 was presented to the council for information. No issues were raised by the auditor.
2. Internal Audit – Long Term Agreement in place until 2027 as per minute no. 118/24 f).

## 58/25 Policies

1. Disposal of Dead Animals in Public Spaces – **Resolved** to approve the policy
2. Co-option – **Resolved** to approve the policy

## 59/25 Play Area - The annual inspection report for 2025 was presented to the Council for information.

## 60/25 Prinses Irene Brigade

The Council considered buffet options from Jenny’s Kitchen and **Resolved** to approve the Pershore buffet at £8.10 per head. Cllr. P. Davis kindly agreed to prepare Leek and Potato soup to accompany the cold food.

## 61/25 Allotments

1. Allotment Committee – **Resolved** to disband the committee
2. **Resolved** to form a working part with a remit of site and plot management including current changes in legislation and situations. The working party will consist of Cllrs Mrs S Beardsmore,

Mrs J Evans, C Evans, and Mrs B Walters. Allotments to be added to all agendas to allow updates.

1. Plot 59 was discussed. **Resolved** to lay membrane and bark chippings on the plot, and to position benches in the new area away from the car park.

## 62/25 Playing Fields and Pavilion

* + - 1. Parkrun - An update on the junior 2k and adult 5k was given. All users of the open space are communicating and working with each other. The events do need more volunteers.

Councillor Mrs P Allen thanked her colleagues and the Council for all the support given.

No-parking hatchings are needed in the Pavilion car park at the vehicle barrier to the fields, to ensure emergency vehicles can gain access if required. Cones will be placed in the meantime until a more permanent solution can be arranged.

* + - 1. Football

1. An update on the football was given as the new season has started.

**9.30pm Resolved to move standing order 10a x) to allow further time to complete the agenda.**

**Cllr Mrs B Walters left the meeting.**

1. The purchase of a new line marker was discussed. It was resolved to set a budget of £500, with the Clerk to liaise with the football coaches to determine the most suitable option.
   * + 1. Pavilion works
2. Fencing for the compound. **Resolved** to defer this item again to gather further information.

Permission given in principle to look for funding to provide a fenced area for the Scouts to use at the side of the building

## 63/25 Christmas

**Resolved** to accept the £1,009 quote for the purchase and installation of a 22ft Christmas tree in Anders Square. The £2,058 quote for lights installation was noted,it was **Resolved** to investigate alternative options for the installation of the lights, with a decision to be made in October.

## 64/25 War Memorial –

1. Consideration was given to installing a flagpole at the war memorial. Following a vote, it was **Resolved** that no flagpole will be provided at this time. 5 voted against, 3 voted for and 4 abstained.
2. **Resolved** to purchase 10 Remembrance Tommy lamppost signs at £4.99 each. Councillors should let the Clerk know as soon as possible if they wish to purchase one.

## 65/25 – Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 13th October 2025.

**CONFIDENTIAL AGENDA**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

In pursuance of the powers contained in section 1 of the above act, I move that the press and public be excluded from the meeting on the grounds that the business about to be transacted is of a confidential nature and that publicity will be prejudicial to the public interest.

**66/25 Staffing**

1. **Resolved** to approve the Groundsman job description and person specification.
2. **Resolved** to agree additional staffing requirements.

**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 10.09pm**

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

Chairman

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 31/08/25 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 £162,422.16 £0.00 £162,422.16

Civic Centre £36,605.53 £0.00 £36,605.53

Allotments £3,205.00 £0.00 £3,205.00

Pavilion & Playing Fields £1,034.50 £0.00 £1,034.50

Total Receipts £203,267.19 £0.00 £203,267.19

PAYMENTS Net Vat Gross

Parish Council £93,254.83 £6,293.79 £99,548.62

Civic Centre £67,270.67 £1,215.36 £68,486.03

Allotments £2,601.46 £311.12 £2,912.58

Pavilion & Playing Fields £5,578.64 £685.00 £6,263.64

Total Payments £168,705.60 £8,505.27 £177,210.87

Closing

**Ordinary Accounts**

HSBC Current Account £14,652.33

Prepayment Card £250.00

Public Sector Deposit Fund £226,000.00

£240,902.33

Total £240,902.33

Uncleared and Unpresented

Statement Closing

**Ordinary Accounts**

HSBC Current Account £14,652.33

Prepayment Card £250.00

Public Sector Deposit Fund £226,000.00

Total £240,902.33