



PERTON PARISH COUNCIL

8th October 2024

Dear Councillor

You are summoned to the Meeting of Perton Parish Council, to be held in the Board room, Perton Civic Centre on Monday 14th October 2024 at 7.00pm.

Yours faithfully

Mrs Becky Hodgetts,
Clerk to the Council

All persons attending this meeting are hereby notified that this meeting will be recorded to assist the Parish Clerk in the compilation of minutes. The recording will be deleted once the minutes have been approved.

AGENDA

94/24 - Public Open Session

Members of the Public are invited to address the Parish Council (limited to 3 minutes per person as per Standing Order number 3G) *Time for this session is limited to 30 minutes as per Standing Order number 3F.*

95/24 Apologies for Absence – to note apologies received from Councillors

96/24 To receive reports for information

- a) Police, Fire and Crime reports – To receive an update on the Police, Fire and Crime Commissioner meeting held on 18th September 2024
- b) Weekly Clerk's reports – previously distributed also available on the website

97/24 Declaration of Interest To receive Declarations and Other Interests from the Agenda. Councillors are reminded of their responsibility to declare any disclosable pecuniary and other interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.

98/24 Code of Conduct – Dispensation - To approve requests for Code of Conduct Dispensations.
(A request for a dispensation must be made in writing to the Clerk and be granted by decision of the Council)

99/24 Minutes

- a) To approve minutes of the Parish Council meeting held on 9th September 2024
- b) To approve minutes of the Extra Ordinary Parish Council meeting held on 26th September 2024
- c) To receive for information draft minutes or notes from the following committees/working parties:
 - i. Pavilion and Playing Fields Working Party meetings held 22nd August & 19th September 2024.
 - ii. Allotment Committee meeting held on 4th September 2024 – to follow
 - iii. Finance meeting held on 8th October 2024

100/24 Finance

- a) To approve list of Payments for September 2024
- b) To receive the Cash Book to date for information
- c) To receive the Income Statement to date for information
- d) To receive the Expenditure and Budget to date for information
- e) To consider the costs for replacement self closing gate at the Play area £975 + vat

- f) To consider the cost for welding cracked joints in the Muga shelter £210 + vat
- g) To consider the cost for changing the remaining Civic Centre lights for LED £310 + vat
- h) To consider the cost for works to fire doors in Civic Centre (quotes to follow)
- i) To receive an update on the firework display and consider Chairmans Charity collection

101/24 Prinses Irene Brigade

- a) To consider the cost of new memorial stone
- c) To consider the arrangements for hosting the Brigade on 8th November 2024 and cost for providing lunch

102/24 War memorial

To receive an update on the installation of an airfield marker from the Airfields of Britain Conservation Trust.

103/24 Pavilion and Playing Fields

- a) To receive an update on the provision of a Nursery in the Pavilion
- b) To receive an update on the Park Run
- c) To receive an update on grant applications
- d) To receive an update on the Playing fields and drainage

104/24 Allotments

- a) To receive an update
- b) To consider and agree costs for an additional water trough to be installed at the site at a cost of £180.00 + vat

105/24 Health & Safety

To receive and update

106/24 Policies for Review

Business Continuity – amended staff details

107/24 Correspondence

- a) To receive and consider information from ‘EmPower in Homes’
- b) To receive and consider information on Rural Housing through rural Housing Enablers
- c) Best Kept Village Competition – to agree two representatives to attend the awards ceremony on 23rd October 2024 at 6.30pm

108/24 Staffordshire County Council

- a) To receive for information written report from the County Councillor
- b) To receive correspondence from Flood Officers
- c) To consider painting of subways

109/24 South Staffordshire Council

- a) To receive for information written reports from District Councillors
- b) To consider and discuss application ideas for the village centre improvement fund
- c) To nominate a representative to attend the Service of Remembrance on Monday 11th November 2024 at 11.00am
- d) To discuss dredging/maintenance of Upper and Lower Lakes and feeder streams to both
- e) Planning Applications:

Applications for consideration previously distributed:

Application no. : 24/00694/FULHH

Location: 1 Grasmere Avenue, Perton, WV6 7PW

Proposed: Single storey side extension

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

- a) Full Council Meeting of Perton Parish Council – 11th November 2024
- b) To approve change of date for Management committee from 23rd October to 30th October at 7pm.

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.

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

- a) Police, Fire and Crime Reports – Report from Chief Inspector Tim Norbury previously distributed. Reports are available on the Parish Council website.
- b) 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.
- c) 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

- a) 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.

- b) 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

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

78/24 FINANCE

- a) **Paid Expenditure Transactions** between paid between 01/07/24 and 31/07/24

Resolved payments approved.

Payment Reference	Paid 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 SMSHand 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 Reference	Paid 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

- b) Cash book to date received and noted for information.
- c) Income statement to date received and noted for information.
- d) Expenditure and budget to date received and noted for information.
- e) **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.

- f) **Resolved** to grant request of £150 to cover the Table Tennis Club insurance.

Councillors Mrs R Heseltine and P Davis rejoined the meeting

- g) 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.
- h) 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.
- i) 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

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

80/24 PRINSES IRENE BRIGADE

- a) A quote for the draft design as agreed previously was for £2,000 **Resolved** to obtain further quotes.
- b) 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.
- c) 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

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

82/24 CHRISTMAS

- a) 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.

- b) **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

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

84/24 ALLOTMENT SITE

- a) A proposed management structure was presented to the Council following recommendation from the Allotment Committee. **Resolved** to approve the new structure.
- b) **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

- a) An update on the health and safety was given. Training to be arranged for the staff that didn't attend the first session.
- b) KPI's – these are being worked on, a list was distributed. Any amendments please let the Clerk know.
- c) 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

- a) Item discussed earlier in the meeting.
- b) The lack of a safe crossing at Wrottesley Park Road was discussed.

87/24 SOUTH STAFFORDSHIRE COUNCIL

- a) 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.
- b) 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.
- c) 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.

- d) District Council are discussing the options for fencing around the upper lake where the vegetation has been cut back.
- e) 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.
- f) An update on the meadows within South Staffordshire was presented.
- g) 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
Chairman

Date:

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

Minutes of the Extra Ordinary meeting of Perton Parish Council, held at Perton Civic Centre on Monday 26th September 2024, 7.00pm

PRESENT:

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

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Members of the public – none

89/24 Apologies for Absence – to note apologies received from Councillors

90/24 Code of Conduct – Dispensation

No dispensations received

91/24 CCTV drain survey playing fields

Resolved to approve the CCTV survey of the drainage on the playing fields at a cost of £875 +vat to assess the condition of the drains

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.

92/24 Staffing

Resolved to approve the additional staffing requirements as presented until the end of the financial year. An interim report to be given in December.

93/24 Date and time of next meeting – Perton Civic Centre, Board room 7pm

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

99/24c i)

Working Party for the Pavilion & Playing Fields

Minutes of the Meeting

held on 22nd August 2024 at 19.00 hrs

Perton Civic Centre Boardroom

1. Present

- 1.1. Judith Evans (chair), Phil Davis, Keith Elder, Becky Hodgetts
- 1.2. Apologies received from Penny Allen

2. Matters arising

- 2.1. Briefing on the meeting with Mark and Imre at SSDC on 20 August attended by Phil, Becky and Judith
 - 2.1.1. A productive and helpful meeting in which all our proposals were met with positive support. Our proposals for use of the building, the fields, and the adjacent woodland are in harmony with SSDC initiatives. We will be able to enjoy useful advice and other support from SSDC and its associated partners because of this.
 - 2.1.2. They were aware of the proposal to accommodate the Hub Nursery in the Pavilion and are hopeful we will achieve this. They advise that we keep any building extension and the new storage area within the existing security fenced area as this will likely be preferred for planning. They feel it might be possible to have a secure garden beyond the security fence perimeter, say into the Gainsborough field, but advise that we endeavour to find a layout that also keeps it within the existing compound area.
 - 2.1.3. We discussed the plan to provide a Park Run both for adults and juniors around the perimeter of the fields. Imre and Mark think this will be well received and keenly supported. It will be the first one in South Staffordshire. They can see no immediate problem with us going ahead with it and will put us in touch with others interested to help us to establish it. They further advised that we apply to the Park Run Organisation and that we change our SPF (formerly L-Up2) application to covering the drainage costs and improvement works to the land.
 - 2.1.4. Our request to extend our use into the Woodland area to provide a Disabled Walk, provision for the elderly, and a Family Woodland Experience was well received as activities they are keen to encourage. It is advisable for us to include some costing for this in the SPF grant application as it meets the objectives for it. Help with disabled aids and woodland furniture is available from other grants, including VCSE which we have already considered for this purpose.
 - 2.1.5. Accommodating the land use needs for our proposals appears prima facie possible under our lease renewal and, potentially, by licences for the Nursery and Scouts. Further discussion of this is being arranged by Imre on our behalf. The top field can come within our new lease. Our use of the woodland needs further consideration for what is the best legal arrangement.

2.2. Update on pitch maintenance and pavilion use

2.2.1. The Pavilion is back in use by football teams. New door keys have been cut and are being distributed to the coaches who had keys before. They must be cut by our Parish Office because it is an insured security door.

2.2.2. The mower broke again. We stopped Nigel from sending it back for further costly work since this would have brought recent repair work to some £1,000; double the cost of the mower! It is much too small for our cutting needs and an appropriate size one is far too expensive for us to buy and maintain.

2.2.2.1. Preliminary exploration of the cost of hiring machinery or using a contractor reveal that a mowing service like Dippons Services is the cheapest option and offers a very good cutting service with quality, high-cost mowers that we cannot consider buying or renting.

2.2.2.2. *It is recommended that we swap to this service* for our mowing requirements. Dippons cuts pitches in the locality and works within our local teams' fixtures constraints. Nigel can continue to be employed for line marking and other pitch maintenance if Parish Council wishes to do this.

3. **Projects, funding sources, and grant applications – what, who, when?**

3.1. We agreed to follow Imre and Mark's suggestion to change our SPF (L-Up2) application to being for the fields instead of for the Pavilion. Penny also informed by email that she was happy for this too. Keith has already written it for the Pavilion. Judith agreed to change it to the new purpose. Becky will contact Draintech and other companies for site meetings. Imre and Mark urged us to get it in as soon as possible. We can include Fairways quote (£30,500). Getting all quotes is a tough job but we will try to put it in by close of September.

3.2. We will look at VCSE or other suitable applications for the supporting disabled aids, woodland furniture, etc. to support the financing of the field projects alongside SPF.

3.3. To meet deadlines, we will put exploring Groundworks on hold but will continue to investigate costs and funds (e.g. Green-Solutions or its successor) for the solar panels.

3.4. This new plan leaves us without funding in the pipeline for the Pavilion works. Becky and Keith will investigate whether money may be available from s106. The Community Fund does grants for larger capital projects and there isn't a deadline for it.

4. **Next meeting**

4.1. We will all concentrate on doing our tasks for site meetings, grant application writing, and quote chasing up, and communicate by email for the time being.

4.2. Probably reconvene later in September to update and consolidate.

Working Party for the Pavilion & Playing Fields

Minutes of the Meeting

held on 19th September 2024 at 14.00 hrs
Perton Civic Centre Boardroom

1. Present

1.1. Penny Allen, Phil Davis, Keith Elder, Judith Evans, Louise Higgins, Becky Hodgetts

2. Recap on progress

2.1. We have progressed on target and fulfilled the remit given us last September. The playing pitches are back in use and in high demand. The Pavilion is repaired, and the compound is tidy and functional. The lease renewal is ready to be activated.

2.1.1. Our maintenance of the pitches has restored them to a standard appropriate for the type of teams that use it and the hire rates we charge. Spiking and continued care will continue to improve drainage. We will shortly be able to reinstate a pitch on the top field as a 'stop-gap' pitch for the junior team in very wet weather.

2.1.2. Relations with, and between, the football coaches are restored. They co-operate on pitch allocation and do line marking. Our new mowing contractor works directly with the teams, uses top quality pitch equipment, and it is costing us less than before.

2.1.3. Administrative load for the pitches has reduced and we are moving successfully to an overseer role. The hire invoicing system is in place and working. There are dedicated communication systems for all the administration: pitch allocation, mowing, pitch care, invoicing. The new football season has started with minimal involvement of us.

2.1.4. The Pavilion is repaired and in use by football teams, including the kitchen. It is ready for short-term changes needed to house the Nursery on weekdays, including a shared garden. It remains feasible to do this in time for January. Our new relationship with the Scouts is of special benefit to this aim, and to future improvement of the buildings and the compound.

2.2. Ideas for increased use of the building and the fields are ready for final proposals to Parish Council. We have identified they are in line with SSDC policy for development of sports and leisure amenities and in harmony with other plans locally, and SSDC has expressed support for our proposals. We have prepared things in readiness for changes to our lease to accommodate the proposals. We are preparing final documents for SSDC and will prepare a handover report for Parish Council. *Judith* to contact SSDC about their legal services and the period to use the deposit.

3. Grant applications

3.1. Parish Council agreed in principle to the Nursery using the Pavilion. Our costs for its short-term requirements to install them for January and for any long-term additions Council may want to make, are covered by our s106 application. For the time being we will continue to work toward the Nursery starting in January. If we fail in this, it is unclear whether they will continue to want the Pavilion. Our understanding is that their contribution money has a January deadline.

- 3.1.1. At our first meeting, the things that were important to them for starting up in the Pavilion were an entrance/reception foyer, a secure garden, and extra room to keep babies separate from toddlers. The entrance and the garden are under discussion as shared amenities with the Scouts. The extra room has been discussed with architects and with Mark Grafton, our SPF builder. We are still waiting for information asked for by the architects from the Nursery. It is hoped that some firmer idea will be available in time for our October Parish Council meeting.
- 3.1.2. The meeting with them on 30 September to be rearranged. *Judith and Becky* to coordinate this. Meetings between the Nursery and the Scouts to continue.
- 3.2. Parish Council agreed in principle to establishing a Park Run on the leased fields and were favourable toward the other ideas for multi-use of the open space. The Working Party is following SSDC advise to submit an SPF application to fund costs for these and we are currently holding site meetings and getting in quotes. DrainTec is doing a camera investigation and jetting of the existing system to inform on what is needed.
- 3.2.1. The deadline for the SPF application is ASAP. *Judith* to rewrite the submission as necessary, hold final site meetings, and get all quotes. *Judith and Louise* to enter details online.
- 3.2.2. We will submit a VCSE application for the disabled aids and woodland furniture. The deadline is 30 September. *Keith* to ask Helene for suggestions on suitable aids for the disabled walk. *Judith and Louise* to write up and submit the application.
- 3.3. PowerPitch assessment of work for their grant is for a high standard of pitch beyond the type we offer. We will advise Council of our reservations, and the advice of Rob Sharratt and Mark Jenkinson at SSDC not to hike ourselves to an unrealistic level because of its high cost of annual maintenance and expensive renewal needs, both for grass and 4G pitches.
- 3.4. The Football Foundation supplies storage containers and goal posts. *Chris Smith* knows what is wanted and can do the application. Hard standing can be s106 or SPF funding.
- 3.5. We do not require a sports coach or sports development officer at present. In the short-term we are more in need of a groundsman for the pitches which we may be able to get assistance with through the Football Foundation, and a caretaker-cleaner for the Pavilion which we may be able to resolve financing in conjunction with the Nursery.
- 3.6. There are several more grants available. They carry conditions, deadlines and match funding, and are for specified purposes that require proposals to be made first to Council. We noted it is necessary to avoid expenditure disproportionate to providing a Pavilion and Playing Fields, or which might onerously tie the Parish Council to future financing.

4. Date of next meeting

- 4.1. Continue to communicate by email for the time being and reconvene to update and consolidate before October's Parish Council meeting.

Minutes of the Allotment Committee meeting of Perton Parish Council Held at Perton Civic Centre Wednesday 4th September 2024 at 6pm

Present:

Councillors – Mrs S Beardsmore, P Davis (Chairman), K. Elder, C Evans, D Glynn, Mrs R Heseltine, C Rathbone

Residents - Mrs S Horrobin & R Snape

2 Members of the public

Other: Mrs B Hodgetts (Parish Clerk)

A25/24 - APOLOGIES FOR ABSENCE

No apologies received

A26/24 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declaration of disclosable pecuniary and other interests received.

A27/24 - MINUTES OF MEETING

Resolved that the minutes of the allotment meeting held on 3rd July 2024 having previously been distributed, were signed by the Chairman as a true and correct record.

A28/24 –ALLOTMENT REPORT

- Site for Defib confirmed with The Mount Golf and Country Club. Waiting for installation costs.
- Non plot holders have been accessing the site.
- Unfortunately, the King won't be coming to officially open the allotments.
- Gates to be closed at all times for security.
- Signs have been ordered requesting gates be locked and stating the site is private land.
- Unfortunately, there was an issue with the gate padlock. This has now been replaced.
- Weed membrane used to cover the section in front of the raised beds
- 5 Hawthorne plants ordered to fill the gap in hedge.

A29/24 – SITE

- a) A presentation was given outlining a different way that the allotments could be managed. A management association could be formed to do the day to day management of the site. The association would report to a small committee of parish councillors who have no vested interest, perhaps twice a year, they would then report back to Full Council. They would need a budget to work with which would be decided by the Parish Council. **Resolved** unanimously to recommend this option to Full Council.
- b) The broken padlock was discussed as part of the report.
- c) An additional pedestrian gate is required at the top of the allotment. This will help with safety and also prompt access to the Defib at the golf club if it is required. Two quotes have been received. Following discussion it was **Resolved** to recommend Profence at a cost of £1150 + vat to Full Council.
- d) The section of land at the rear of plots 32 – 37 was discussed. Following much discussion it was Resolved to charge those plots an additional 10% (£5 for this year) then it would become part of their plot. Access through the wooded area would cease to exist.
- e) It was suggested that the land at the rear of the could be utilised for a community building in the future. There is a section of grass matting along the front edge of the site which has been installed to accommodate a structure. This needs further discussion. Men is sheds would like to help with the swaps table but need ideas of requirements. It was suggested about 6ft long and weatherproof.

- f) The weather on the day of the competition was not very good. One negative comment had been received. If the Management Association is agreed they can choose if they run a competition or not. Some photos of the allotments were passed around the table. **Resolved** to create a montage for display.
- g) New Water trough - There will be 33 metres of pipe required but the depth and size of the water pipe installed by the contractor need to be understood. Some sample digs need to be completed. To monitor the requirement for the new plots.
- h) The boundary hedge onto Wrottesley Park Road requires cutting back for visibility. **Resolved** to obtain quotes. It was resolved to keep the height of the hedge as much as possible as it acts as a security screen and also a wind break.

A30/24 – PRESENTATION

A reminder to all plot holders will be emailed out.

A31/24 – ITEMS FOR NEXT AGENDA

No items for next agenda proposed.

It was proposed that committee members who have plots can be advertised.

A32/23 – DATE AND TIME OF NEXT MEETING

Resolved - Committee meeting to be held on Wednesday 16th October 2024 at **6pm**

Meeting closed at 7.28pm

Signed
Chairman

Date:

Minutes of the meeting of Perton Parish Council

Finance Committee meeting held on Tuesday 8th October 2024 at 10.00am

Present:

Councillors D Glynn (Chairman) Mrs R Heseltine and C Rathbone

Assistant Parish Clerk Mrs L Higgins

F32/24 - APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs P Allen, N Caine, P Davis and C Evans

F33/24 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

A declaration of pecuniary or other interests received from Cllr Mrs R Heseltine for expenditure transaction 5525.

F34/24 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

F35/24 - MINUTES OF MEETING

Resolved that the minutes of the Meeting held on 3rd September 2024 and 4th April 2024, previously distributed, were a true and correct record and signed by the Chairman.

F36/24 - ACCOUNTS PAID

The Assistant Clerk presented a list of payments up to 30th September 2024. **Resolved** that all payments were correct and authorised. Payments for Nothing but Padlocks and Zoro UK Ltd were discussed.

F37/24 - INCOME RECEIVED

The schedule of income received up to 30th September 2024 was reviewed and accepted for information.

F38/24 – BUDGET TO DATE & VIREMENTS

The budget to date was reviewed and noted. **Resolved** that the following virements be made

- £1,500 from Power (220) to Playing Fields Grass Cutting (452)

F39/24 - RECONCILIATIONS

The Assistant Clerk presented the HSBC bank statement number 298 dated 30th September 2024 for reconciliation to the cashbook. Also presented for scrutiny was the CCLA Public Sector Deposit Fund and the expenditure invoices and payment authorisation lists for September 2024.

Resolved that all reconciliations and expenditure payments were correct along with the Equals Prepaid card balance and were signed-off by two Councillors and the Assistant Clerk.

F40/24 - DATE AND TIME OF NEXT MEETING

Tuesday 5th November 2024 at 10.00am.

Meeting closed at 10.29am

Signed
Chairman

Date:

100/24-a)

Start of year 01/04/24

Paid Expenditure Transactions

paid between 01/09/24 and 30/09/24

Payment Reference	Paid date	Tn no	Order no	Gross Details	Heading
DD ASH08	02/09/24	5495		£239.09 Ash Waste Services	223 General Waste & Recycling Collectio
CreditCard VP08	02/09/24	5496		£120.18 Vistaprint	355 Allotment Signs
CreditCard HSBC08	02/09/24	5497		£32.00 HSBC UK	204 Credit Card Annual Fee
DD Rates09	02/09/24	5498		£1,248.00 South Staffordshire Council - Rates	221 Business Rates - September
Bacs AMAZON08	04/09/24	5499		£64.94 Amazon	355 Weed Membrane & Hawthorne
Bacs AEC08a	04/09/24	5500		£414.00 Acquiesce Environmental Compliance Limited	214 Legionella Risk Assessment
DD BPayCon08	04/09/24	5501		£13.66 Brightpay	121/2 Brightpay Connect Monthly Subscript
DD Ricoh O-08	06/09/24	5502		£210.96 Ricoh	123/2 Office - Rental Charges and Copies 01/08/24-31/10/24
Bacs HALLS08	09/09/24	5503		£143.97 Halls SMS	207/2 Hand Towels & Centrefeed Rolls
Bacs Clean08	11/09/24	5504		£30.00 B Osagie	451/1 Pavilion - Cleaning
Bacs GC08	11/09/24	5505		£269.94 N P Caine	452/1 Playing Fields - Grass Cutting
Bacs AMAZON09	11/09/24	5506		£27.99 Amazon	455 Letter Box for Pavilion
Bacs SSDC09	11/09/24	5507		£180.00 South Staffordshire Council	125 Premises License Fee
Bacs AUDIT09	11/09/24	5508		£1,260.00 Mazars	105/1 External Audit
Bacs DTE08	11/09/24	5509		£116.40 Down to Earth	124/4 Play Area - Grass Cutting
Bacs WC09	11/09/24	5510		£748.74 Wolverhampton Council	356 Allotment Sign
Bacs LTWC09	11/09/24	5511		£50.00 Lesley The Window Cleaner	212 Civic Centre - Window Cleaning
Bacs RHM09	11/09/24	5512		£9.00 R Holdcroft	127 Milage Reclaim - Training
Bacs CPRE09	12/09/24	5513		£10.00 CPRE Staffordshire	127 Training - Planning x2
Bacs TCC09	12/09/24	5514		£160.00 The Cuppa Club	115 Grant - 53/24 i)
Bacs PEN08	13/09/24	5515		£3,698.37 Staffordshire County Pension Fund	201/4 Pension - August
Bacs IR08	13/09/24	5516		£3,415.88 Inland Revenue	201/3 Tax & NI - August
Bacs CPRE09	13/09/24	5517		£5.00 CPRE Staffordshire	127 Training - Parish Councils and Plan

Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/09/24 and 30/09/24

Payment

Reference	Paid date	Th no	Order no	Gross Details	Heading
DebitCard Sains09a	16/09/24	5518		£21.45 Sainsbury's	Refreshments for Allotment Speaker 112
DD BT08	17/09/24	5519		£83.16 British Telecom	Telephone & Broadband 225
Bacs Ditton09	18/09/24	5520		£600.00 Ditton Services	Playing Fields Grass Cutting 452/1
Bacs AMAZON09a	18/09/24	5521		£49.43 Amazon	Table Cloths and Vases for Civic Su 109
Bacs Film09	18/09/24	5522		£300.00 Arts Alive	Flicks in the Sticks - 'Wicked Litt 112
Bacs EF09	20/09/24	5523		£78.00 Everflow Limited	Water Meter Site Inspection 455
CHG HSBC09	21/09/24	5524		£7.65 HSBC UK	Bank Charges 204
Bacs PTTC09	23/09/24	5525		£150.00 Perton Table Tennis Club	Grant - 78/24 f) 115
DD ELEC08	23/09/24	5526		£48.79 Total Energies Gas & Power Ltd	Civic Centre - Electricity 220
DebitCard SAINS09	23/09/24	5527		£59.69 Sainsbury's	Refreshments for Civic Sunday 109
Bacs FLP09	25/09/24	5528		£38.80 Fenland Leisure Products Ltd	Play Area Repairs 124/5
Bacs AMAZON09b	25/09/24	5529		£25.89 Amazon	Play Area Repairs 124/5
Bacs UTL09	25/09/24	5530		£348.00 Ultimate Temperature Solutions Ltd	Toilet Repairs 212
Bacs UKFC09	25/09/24	5531		£2,145.00 The UK Firework Company Ltd	55% Balance for Firework Display 03 112
Bacs ESPO09	25/09/24	5532		£23.16 ESPO	First Aid Supplies 217/2
Bacs NALC09	25/09/24	5533		£48.00 National Association Of Local Councils	Local Councils Award Scheme - Regis 129
DebitCard NBP09	25/09/24	5534		£108.22 Nothing But Padlocks	Replacement Padlock 355
Bacs SalaryM6	27/09/24	5535		£12,537.60 Salaries	Salaries 201/1
CreditCard JB09	30/09/24	5536		£99.76 Jamieson Brothers	Daffodil Bulbs for traffic islands 113
CreditCard GL09	30/09/24	5537		£476.22 Grassline	Line Marker and paint 453/2
Bacs AE09	30/09/24	5538		£84.00 Acquiesce Environmental Compliance Limited	Legionella Monitoring 214
Bacs NPC09	30/09/24	5539		£251.48 N P Caine	Playing Fields Goals Repair - parts 455
Bacs JC09	30/09/24	5540		£578.40 Jenny's Kitchen Ltd	Civic Sunday Afternoon Tea 109

03/10/24 11:37 AM Vs: 9.02.02

Perton Parish Council

Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/09/24 and 30/09/24

Payment

Reference	Paid date	Tr no	Order no	Gross Details	Heading
Bacs DSE09	30/09/24	5541		£115.20 Dangerous Sheep Events	109 Civic Sunday Drinks
Bacs ZORO09	30/09/24	5542		£45.99 Zoro UK Ltd	355 Allotments - Replacement Padlock
Bacs AEC09a	30/09/24	5543		£1,056.00 Acquiresce Environmental Compliance Limited	455 Pavilion - Legionella Work

Total

£31,848.01

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 Balances

Ordinary Accounts

HSBC Current Account	£14,318.25
Petty Cash Account	£0.00
Prepayment Card	£250.00
Public Sector Deposit Fund	£271,000.00
	<u>£285,568.25</u>
Total	£285,568.25

Uncleared and Unpresented effects

Statement Closing Balances

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

Signed _____

Chair

Clerk / Responsible Financial Officer

Income 2024-25

100(24 c)

Summary of Income April 2024 - March 2025															
Community Centre & Parish Received and BACS Income															
											Business Income				
Room Hire	Refund Deposit	Allotments	Precept	Interest	Scouts utilities	PPC events	Grants	Commission	Photo copies	Pitch hire	Agency Fee	Total income	Income	Notes	
£	£		£	£			£			£	£	£	£		
Apr	200.00	1,406.00	124,000.50	751.51		52.00		82.33		387.00	306.77	134,716.11	115,199.62		
May	-542.00	211.00		660.28				22.18	2.50	81.00	319.55	5,624.51	8,452.89		
June	300.00	-13.00		989.66		36.00	40,000.00	15.25		209.00	332.33	49,293.74	11,586.60	£11500.50 increase in precept + allotment rent	
July	-150.00	50.00		916.56						138.00	319.55	7,105.11	7,164.94	Diabetic eye screening /additional Pulmonary received grant payment	
Aug	50.00			899.77	300.26		3,605.00	47.55	1.25	388.00	345.11	14,003.19	8,101.55	Increased room hire	
Sept	50.00	25.00	124,000.50	804.73		81.00		5.44		934.50	332.33	132,528.25	120,963.65		
Oct												0.00	6,481.99		
Nov												0.00	7,060.23		
Dec												0.00	13,900.41		
Jan												0.00	12,423.92		
Feb												0.00	103,384.78		
Mar												0.00	14,802.79		
=	-92.00	1,679.00	248,001.00	5,022.51	300.26	169.00	43,605.00	172.75	3.75	2,137.50	1,955.64	343,270.91	271,469.25		
												YTD + / -	To Date		
												71,801.66	343,270.91		

Financial Budget Comparison

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/2025	revised	Actual Net	Balance
INCOME					
Parish Council					
1	Precept	£248,001.00	£248,001.00	£248,001.00	£0.00
2	VAT reclaimed	£5,000.00	£5,000.00	£0.00	-£5,000.00
3	Litter - Agency Fee	£3,850.00	£3,850.00	£1,648.87	-£2,201.13
4	Public Sector Deposit Fund Interest	£4,000.00	£4,000.00	£5,022.51	£1,022.51
5	Events	£100.00	£100.00	£169.00	£69.00
6	Funding	£0.00	£0.00	£0.00	£0.00
7	Miscellaneous	£0.00	£0.00	£0.00	£0.00
8	Perton Walkers Map	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£260,951.00	£260,951.00	£254,841.38	-£6,109.62
Civic Centre					
51	Bar Commission	£0.00	£0.00	£0.00	£0.00
52	Bar Charges	£0.00	£0.00	£0.00	£0.00
53	Deposit - Room Hire (Refundable)	£0.00	£0.00	-£100.00	-£100.00
54	Drinks Machine (hot)	£200.00	£200.00	£172.75	-£27.25
55	Funding	£0.00	£0.00	£40,000.00	£40,000.00
56	Hire of Rooms	£60,000.00	£60,000.00	£36,412.00	-£23,588.00
57	Photocopies	£10.00	£10.00	£3.75	-£6.25
Total Civic Centre		£60,210.00	£60,210.00	£76,488.50	£16,278.50
Allotments					
301	Plot Rent	£1,750.00	£1,750.00	£1,025.00	-£725.00
302	NSALG Membership Fee	£0.00	£0.00	-£30.00	-£30.00
303	s106 Funding	£0.00	£0.00	£0.00	£0.00
304	Misc	£0.00	£0.00	£684.00	£684.00
Total Allotments		£1,750.00	£1,750.00	£1,679.00	-£71.00
Pavilion & Playing Fields					
401	Pitch Hire	£2,500.00	£2,500.00	£2,155.50	-£344.50
402	Room Hire	£0.00	£0.00	£0.00	£0.00
403	Scouts Utilities	£500.00	£500.00	£300.26	-£199.74
404	Funding	£0.00	£0.00	£3,605.00	£3,605.00
Total Pavilion & Playing Fields		£3,000.00	£3,000.00	£6,060.76	£3,060.76
Total Income		£325,911.00	£325,911.00	£339,069.64	£13,158.64

Financial Budget Comparison

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/2025	revised	Actual Net	Balance
EXPENDITURE					
Parish Council					
101	Salaries	£106,310.00	£106,310.00	£48,303.46	£58,006.54
102	Litter Salaries	£16,000.00	£16,000.00	£7,767.69	£8,232.31
103	Members' Allowances	£14,000.00	£14,000.00	£6,983.12	£7,016.88
104	Advertising & Signage	£300.00	£300.00	£0.00	£300.00
105	Audit	£1,200.00	£1,200.00	£1,247.47	-£47.47
106	Bus Shelter Maintenance	£2,500.00	£2,500.00	£213.26	£2,286.74
107	CCTV - Anders Square	£5,000.00	£5,000.00	£406.00	£4,594.00
108	Christmas Decorations	£3,000.00	£3,000.00	£0.00	£3,000.00
109	Civic Functions/Civic Sunday	£750.00	£750.00	£671.87	£78.13
110	Civic Awards	£200.00	£200.00	£59.00	£141.00
111	Contingency	£15,000.00	£12,000.00	£239.00	£11,761.00
112	Events	£6,000.00	£6,000.00	£2,719.20	£3,280.80
113	Flowers tubs & hanging baskets	£3,750.00	£3,750.00	£3,305.12	£444.88
114	Graffiti Removal	£100.00	£300.00	£285.59	£14.41
115	Grants & Donations	£4,000.00	£3,800.00	£1,010.00	£2,790.00
116	H&S Consultancy Services	£2,000.00	£2,000.00	£1,500.00	£500.00
117	Insurance Renewal	£2,100.00	£2,100.00	£0.00	£2,100.00
118	Litter Supplies	£150.00	£150.00	£76.84	£73.16
119	Newsletter	£400.00	£400.00	£100.00	£300.00
120	Notice Boards	£1,000.00	£1,000.00	£0.00	£1,000.00
121	Office Equipment	£2,500.00	£14,300.00	£361.66	£13,938.34
122	Partnership Working	£5,000.00	£5,000.00	£5,000.00	£0.00
123	Photocopier	£650.00	£650.00	£434.86	£215.14
124	Play Area / Outdoor Activities	£2,000.00	£3,600.00	£2,246.41	£1,353.59
125	Premises Licence Fee	£180.00	£180.00	£180.00	£0.00
126	Skatepark	£0.00	£0.00	£0.00	£0.00
127	Staff Training	£2,000.00	£2,000.00	£1,449.59	£550.41
128	Stationery & Postage	£500.00	£500.00	£59.70	£440.30
129	Subscriptions	£1,900.00	£1,900.00	£1,396.50	£503.50
130	Telephone & Broadband	£600.00	£600.00	£230.23	£369.77
131	Website	£300.00	£300.00	£108.33	£191.67
132	Walkers Map	£0.00	£0.00	£0.00	£0.00
133	War Memorial Maintenance	£5,000.00	£5,000.00	£0.00	£5,000.00
134	*Ringfenced Items*	£81,000.00	£69,000.00	£40,073.46	£28,926.54

Financial Budget Comparison

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	revised	Actual Net	Balance
Total Parish Council	£285,390.00	£283,790.00	£126,428.36	£157,361.64
Civic Centre				
201 Salaries	£105,157.00	£105,157.00	£51,211.15	£53,945.85
202 Advertising	£100.00	£100.00	£0.00	£100.00
203 Automatic Doors	£1,500.00	£1,500.00	£0.00	£1,500.00
204 Bank Charges	£150.00	£150.00	£99.36	£50.64
205 Boilers	£1,000.00	£1,000.00	£0.00	£1,000.00
206 CCTV - Civic Centre	£500.00	£500.00	£0.00	£500.00
207 Consumables	£1,500.00	£1,500.00	£836.79	£663.21
208 Drinks Machine (Foyer)	£700.00	£700.00	£283.12	£416.88
209 Electrical Inspection	£200.00	£200.00	£104.50	£95.50
210 Fire & Security Alarms	£1,500.00	£1,500.00	£721.65	£778.35
211 Fire Extinguisher Maintenance	£500.00	£500.00	£0.00	£500.00
212 General Maintenance	£2,000.00	£16,000.00	£15,201.28	£798.72
213 Insurance Renewal	£2,100.00	£2,100.00	£0.00	£2,100.00
214 Legionella Monitoring	£1,000.00	£1,000.00	£765.00	£235.00
215 Lifts	£1,500.00	£1,500.00	£480.00	£1,020.00
216 Miscellaneous CC	£500.00	£500.00	£0.00	£500.00
217 Office Equipment	£500.00	£500.00	£19.30	£480.70
218 Performing Rights Society & PPL	£1,000.00	£1,000.00	£0.00	£1,000.00
219 Photocopier	£600.00	£600.00	£288.03	£311.97
220 Power (Gas & Electricity)	£18,000.00	£18,000.00	£3,109.29	£14,890.71
221 Rates	£15,000.00	£15,000.00	£7,483.00	£7,517.00
222 Refreshments	£200.00	£200.00	£22.49	£177.51
223 Refuse & Hygiene Services	£3,000.00	£3,000.00	£1,313.30	£1,686.70
224 Staff Uniforms	£100.00	£100.00	£0.00	£100.00
225 Telephone & Broadband	£600.00	£600.00	£225.23	£374.77
226 Water & Sewerage	£1,500.00	£1,500.00	£119.42	£1,380.58
Total Civic Centre	£160,407.00	£174,407.00	£82,282.91	£92,124.09
Allotments				
351 NSALG Membership Fee	£60.00	£60.00	£55.00	£5.00
352 Annual Licence Fee	£500.00	£500.00	£0.00	£500.00
353 Electric	£0.00	£0.00	£0.00	£0.00
354 Maintenance	£1,000.00	£1,000.00	£55.11	£944.89
355 Miscellaneous	£0.00	£4,000.00	£3,744.58	£255.42
356 S106	£0.00	£20,000.00	£1,108.95	£18,891.05
357 Water	£1,000.00	£1,000.00	£0.00	£1,000.00

Financial Budget Comparison

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	revised	Actual Net	Balance
Total Allotments	£2,560.00	£26,560.00	£4,963.64	£21,596.36
Pavilion & Playing Fields				
451 Cleaning	£1,170.00	£1,170.00	£270.00	£900.00
452 Grass Cutting	£1,560.00	£1,560.00	£2,228.42	-£668.42
453 Line Marking	£1,560.00	£1,560.00	£463.13	£1,096.87
454 Insurance	£1,500.00	£1,500.00	£0.00	£1,500.00
455 Maintenance	£6,150.00	£6,150.00	£7,343.99	-£1,193.99
456 Utilities	£4,000.00	£6,000.00	£1,459.47	£4,540.53
457 Rates	£1,600.00	£1,600.00	£1,521.95	£78.05
Total Pavilion & Playing Fields	£17,540.00	£19,540.00	£13,286.96	£6,253.04
Total Expenditure	<u>£465,897.00</u>	<u>£504,297.00</u>	<u>£226,961.87</u>	<u>£277,335.13</u>
Total Income	£325,911.00	£325,911.00	£339,069.64	£13,158.64
Total Expenditure	£465,897.00	£504,297.00	£226,961.87	£277,335.13
Total Net Balance	-£139,986.00	-£178,386.00	£112,107.77	

- 3.5 Losses
- Staff/Councillor through resignation
 - Staff/Councillor through death
 - Staff/Councillor through long-term injury/sickness
 - Staff/Councillors through death or serious injury whilst working for the Council
 - Equipment theft, breakage or major damage
 - Loss of Council record through theft, fire or corruption of files
- 3.6 The Clerk is the first point of contact for all emergencies and business continuity actions. The Clerk will implement all business continuity actions where possible.
- 3.7 If the clerk is not available and urgent action is required the Parish Chairman, Parish Vice Chairman, or Chairman of relevant committee should be contacted.

Council Contacts: 01902 745971

Clerk – clerk@pertonparishcouncil.gov.uk

Assistant Clerk – office@pertonparishcouncil.gov.uk

Admin Assistant – bookings@pertonparishcouncil.gov.uk

Civic Centre key holders

Key holder name

Becky Hodgetts (Clerk)

Louise Higgins (Assistant Clerk)

Caroline Harvey (Cleaner)

~~Hugh Rossington~~ Stephen Dwyer (Caretaker)

Richard Holdcroft (Caretaker)

~~Aaron Duxbury~~ Mark Hardiman (Relief Caretaker)

John Leaver (litter warden/relief caretaker)

Councillor Contact Details

<u>Wrottesley</u>			
Philip Davis	24 Raglan Avenue		p.davis@pertonparishcouncil.gov.uk
Sam Payne	31 Hoylake Road		s.payne@pertonparishcouncil.gov.uk
John Sargent	15 Parkdale Court		j.sargent@pertonparishcouncil.gov.uk
<u>East</u>			
Penny Allen	12 Cranbrook Gove		p.allen@pertonparishcouncil.gov.uk
Nigel Caine	120 Richmond Drive,		n.caine@pertonparishcouncil.gov.uk
Brenda Walters	17 Oatlands Way		b.walters@pertonparishcouncil.gov.uk
Judith Evans	High Elms, Mill Lane		j.evans@pertonparishcouncil.gov.uk
<u>Lakeside</u>			
Sue Beardsmore	27 Coleridge Drive		s.beardsmore@pertonparishcouncil.gov.uk
Keith Elder	47 St. Andrews Drive		k.elder@pertonparishcouncil.gov.uk
Christopher Evans	34 Egelwin Close		c.evans@pertonparishcouncil.gov.uk
David Glynn	16 Leasowe Drive		d.glynn@pertonparishcouncil.gov.uk

Support Staffordshire Update

Autumn 2024

Affordable Rural Housing

There is a pressing issue concerning the lack of affordable housing in rural regions. This disparity is impeding economic progress and eroding the social cohesion in rural communities.



Support Staffordshire empowers communities to be the best they can be. We support communities, individuals and organisations to work in collaboration, to bring about positive change in their community by actively encouraging social action

Rural Housing Enabler



Paul Keats - Rural Housing Enabler

The Role

Rural Communities are the backbone of our country, rich in heritage, culture, and a strong sense of community. Yet often they face unique challenges when it comes to housing, making initiatives like the Rural Housing Enabler programme essential. Paul's work involves working directly with communities to identify their housing needs and ensuring they have a voice in the development process. Paul's approach is rooted in partnership and participation, ensuring that the communities are not just beneficiaries but active participants in shaping their future.

The Programme

ACRE - Action with Communities in Rural England is the responsible body for the delivery of a £2.5 million programme funded by Defra that is creating a network of rural housing enablers.

What are your community's housing needs?

If you don't have an answer, you may need one soon. The UK government is moving ahead with a commitment to boost housing construction by around one-third more than current building levels, to tackle the housing crisis. How many people in your Parish need affordable housing? What type of affordable housing is needed? How many bedrooms? Any accessibility needs? Are local businesses and their employees being considered? The subject of housing is complex yet these questions and more can be answered with the help of Support Staffordshire's Rural Housing Enabler.



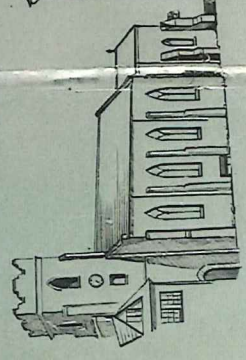
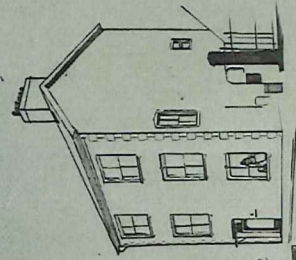
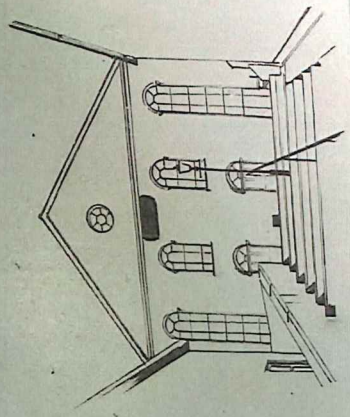
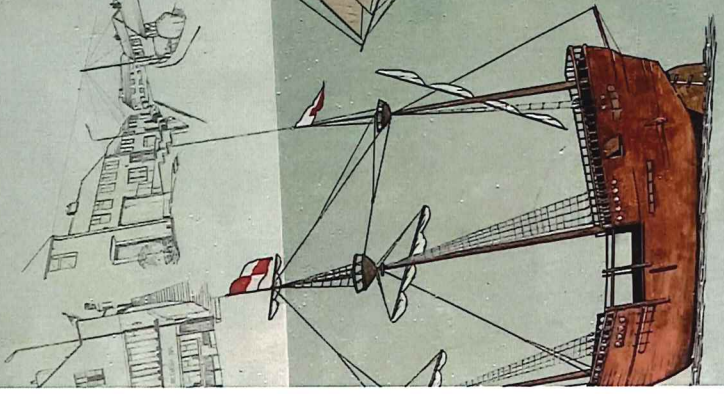
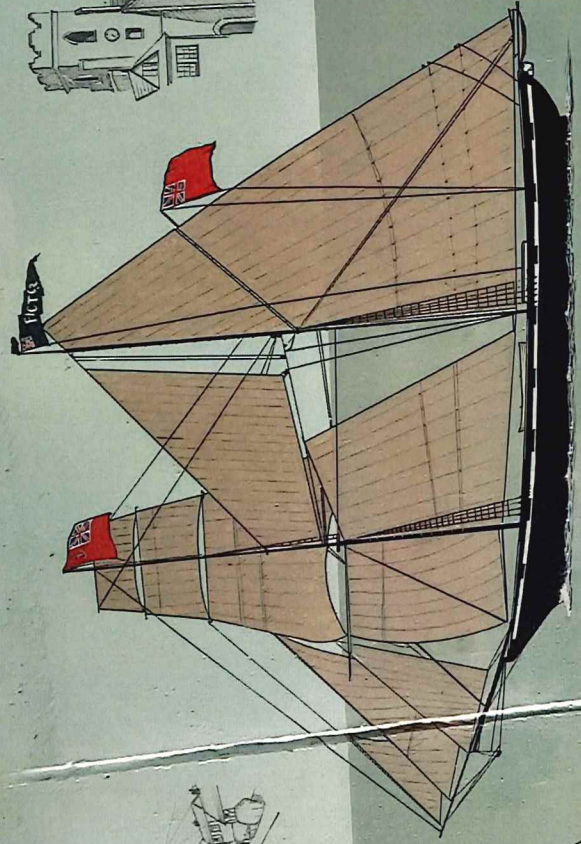
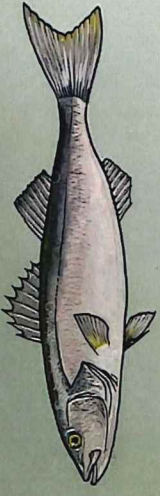
**07736
627914**

**Please contact your
Rural Housing Enabler
for more information
and how your Parish
can be helped**

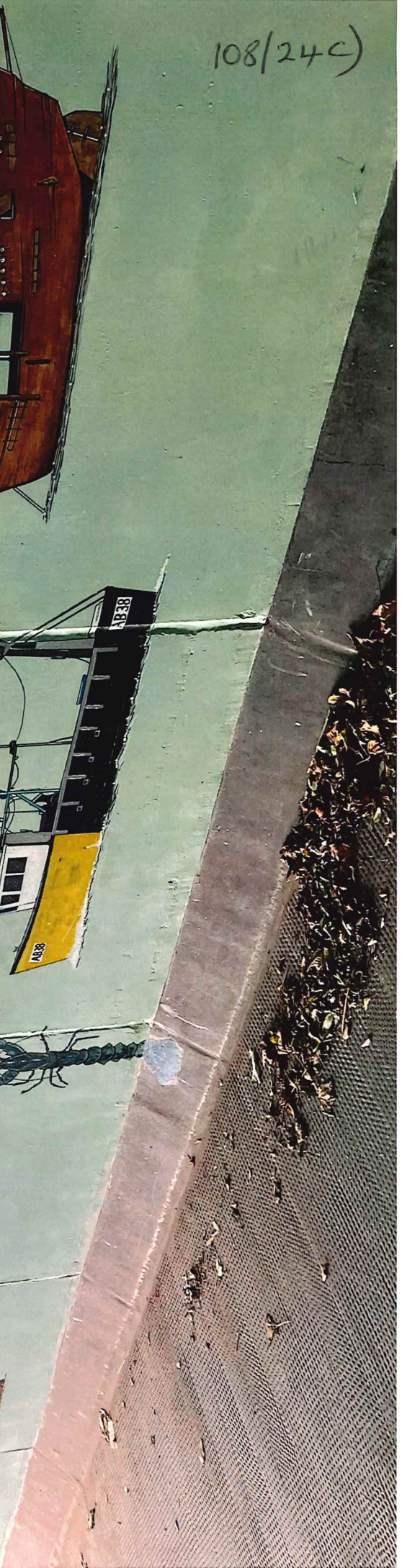
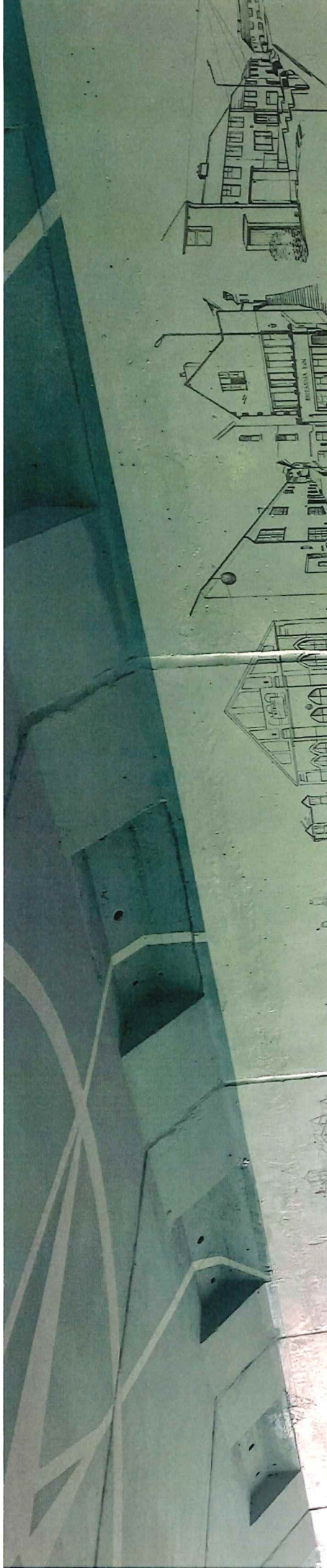
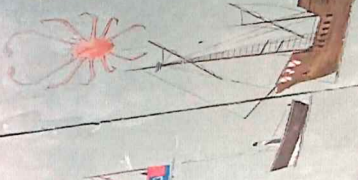
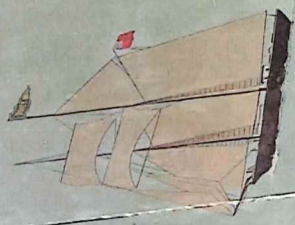
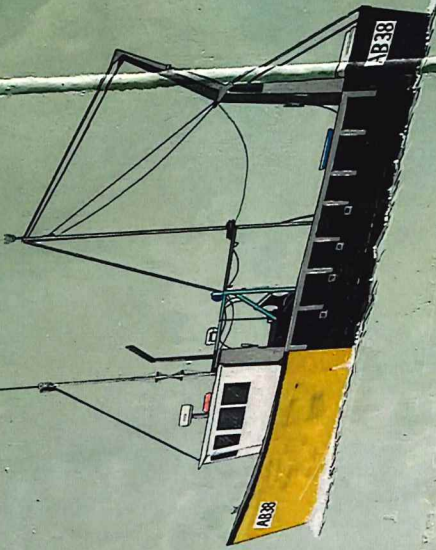
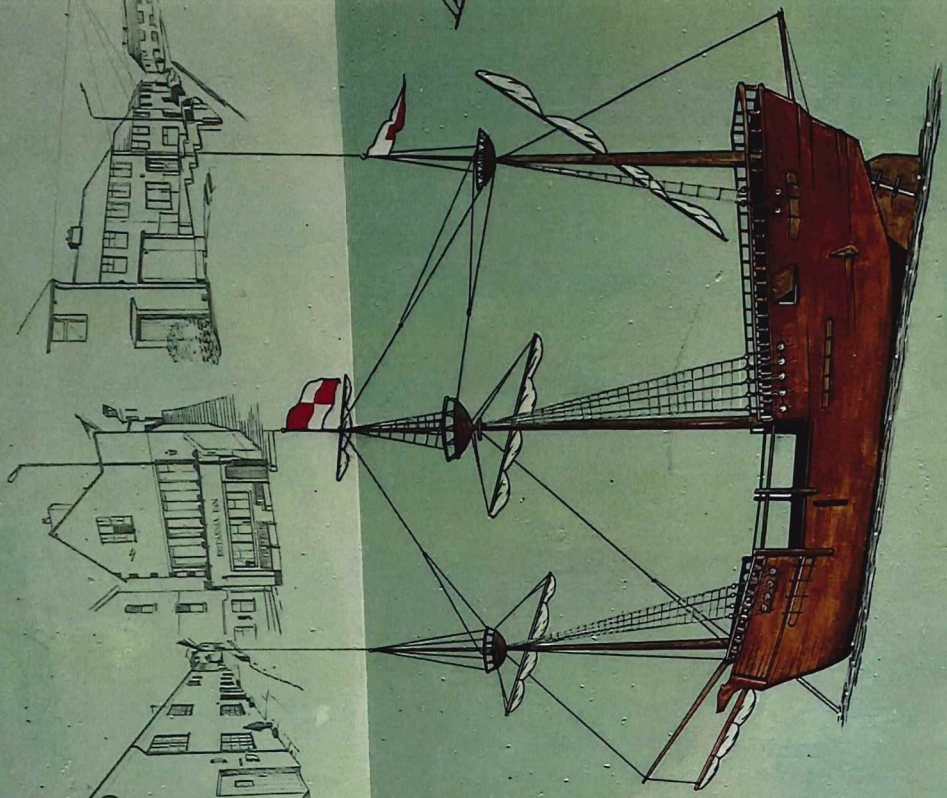


**[paul.keats@support
staffordshire.org.uk](mailto:paul.keats@supportstaffordshire.org.uk)**

108/24 c)



108/24C



109/24 b)

Idea for the Village Centre Improvement Fund

Once the work on the boardwalk is completed the area behind the boardwalk up to the playground could be improved to include:

1. An RAF Perton airfield memorial
2. Improved seating i.e. making it more family friendly
3. Refreshing all the planted borders
4. Outdoor games - e.g. all weather table tennis table
5. Interpretation board to reflect Perton's history etc
6. Linking boardwalk with the lake views in some way - needs a creative

Cut down the hedge around Upper Lake to open up