

PERTON PARISH COUNCIL

9th November 2022

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 November 2022 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 by the Parish Council to assist the Parish Clerk in the compilation of minutes. The recording will be deleted once the minutes have been approved.

AGENDA

92/22 - Public Open Session

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

93/22 - To receive apologies for absence

94/22 - To receive for information Police, Fire and Crime reports

- a) Police report
- b) To consider the purchasing of smart doorbells for vulnerable residents
- c) Anders Square security - to consider the installation of CCTV various locations
- d) To consider removal of roof on Youth Shelter as suggested by Staffordshire Police - Crime Prevention
- e) Police, Fire and Crime Commissioner – reminder of meeting 28th November 2023 at 7pm

95/22 - Declaration of Disclosable Pecuniary Interest

To receive Declarations of Disclosable Pecuniary and Other Interests from the Agenda

96/22 - Code of Conduct

To receive any 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)

97/22 - Minutes

- a) To approve minutes of the Parish Council meeting held on 10th October 2022.
- b) To receive for information draft minutes from the following committees/working parties:
 - i. Management Committee held 12th October 2022
 - ii. Allotment Committee held on 19th October 2022
 - iii. Finance meeting held on 8th November 2022

98/22 - Finance

- a) To approve list of Payments for October 2022
- 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 purchasing a Defibrillator for the East side of the village cost approx. £1500
- f) To consider adding Christmas Fair lights to Parish Council asset register – no additional premium
- g) To consider purchasing updated reference books – SLCC Clerks Manual £67.50 and Charles Arnold Baker Local Council Administration 13th Edition £163.00
- h) To consider the costs for office equipment following office staff workspace assessment £738.11

- i) To receive the inspection report for the Outdoor Gym equipment

99/22 – Applications for grant –

To consider the applications received from the following organisations: £2,000 left in budget

- a) Perton Art Group - £500
- b) Chill Out Clubs - £500
- c) Perton Library - £480
- d) Perton Cuppa Club £1,000

100/22 Allotments

- a) To receive an update on the allotment site - closing date for tenders 23rd November
- b) To appoint members to review the tender documents
- c) To approve Allotment Tenancy agreement as recommended by the Allotment Committee
- d) To approve Rule book as recommended by the Allotment Committee
- e) To consider cost of allotment plot – Allotment Committee recommend £50 for a half plot.
- f) To consider the costs for installation of 5 x water troughs from the developer £7,330.68
- g) To consider the draft financial agreement from County Homes

101/22 – Health & Safety

To receive an update from the Health & Safety working party

102/22 - Queens Platinum Jubilee

- a) To receive an update on the rose garden
- b) To receive an update on the Firework display held on Sunday 6th November 2022
- c) To consider ideas to mark the Kings Coronation on 6th May 2023 to be budgeted 2023/24

103/22 - Staffordshire County Council

- a) To receive for information report from the County Councillor
- b) To receive a report on flooding
- c) To discuss flooding at Dippons Lane
- d) To consider costs for proposed safety measures crossing Wrottesley Park Road at Bluebell wood
 - I. Pedestrian crossing warning sign
 - II. Bollards

104/22 – South Staffordshire Council

- a) To receive for information reports from District Councillors
- b) To consider priority paths for repair as highlighted by the District Council
- c) To discuss and consider the open space / verge cutting implications
- d) To receive an update from the Parish Summit held on 20th October 2022
- e) Planning Applications:

Applications for consideration previously distributed:

Application no. : 22/00984/FUL

Location: 61 Hawksmoor Drive, Perton, WV6 7TL

Proposed: first floor side extension

Applications returned since last meeting:

Application no. : 22/00913/FUL

Location: 2 Farleigh Road, Perton, WV6 7RH

Proposed: New driveway and boundary fence (retrospective)

Comments: No objections received

Application no. : 22/00760/FUL

Location: Southfork, Holyhead Road, Kingswood, WV7 3AP

Proposed: Demolition of existing pool house and reduction of the size of existing outdoor pool. Extension of the house to enclose the reduced pool and create a new gym and office/study room.

Comments: No objections received

Application no. : 22/00973/FUL

Location: 79 Leasowe Drive, Perton, WV6 7TX

Proposed: First floor side and single storey rear extension.

Comments: No objections received

105/22 – Pepperhill Solar Farm

To consider formal comments to the planning application 22/03068/FUL for 36.6 ha installation of Solar Panels, Holyhead Road, Albrighton Shropshire

106/22 – Reports - to note and receive for information

- a) Weekly Clerk's reports previously distributed
- b) Clerk updates on the following
 - Foodbank
 - Princess Irene Regiment

107/22 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 12th December 2022

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 10th October 2022, 7.00pm

PRESENT:

Councillors, Mrs P Allen, AA Bourke, N Caine, P Davis, Mrs L Dew, K Elder (Chairman), D Glynn (Vice Chairman), Mrs R Heseltine, A James, C Rathbone, J Sherlock and J Turner
 Parish Clerk Mrs B Hodgetts
 Assistant Clerk Mrs L Higgins

Also in attendance:

PCSO A Tooth (part of the meeting)

Members of the public – None

74/22 - PUBLIC OPEN SESSION

No public in attendance.

75/22 - APOLOGIES FOR ABSENCE

Apologies received and noted from Councillor Mrs B Walters

76/22 - POLICE, FIRE AND CRIME REPORT

PCSO A Tooth presented a written report. The report was made available for members.

Providing smart doorbells for residents were discussed, the Police have a set criteria. Clerk to contact the Community Wellbeing and Partnership Officer at South Staffordshire Council to see if there was a 'bulk' buy option and what the cost would be. The council could consider purchasing some for vulnerable residents.

Presentation from Rachel Porter, South Staffordshire Environmental Crime and Enforcement Officer on fly tipping. Some very interesting information was available. SSDC does take fly tipping seriously.

When fixed penalties are issued, legislation states that the money must go back into prevention and tackling fly tipping. A fine is a criminal conviction.

Smart doorbells, dash cams and Go Pro recordings can be sent to the District Council and used as evidence.

77/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations received.

78/22 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No request for dispensation received.

79/22 – STANDING ORDERS

Resolved to adopt the new model standing orders as previously distributed with the following amendment.

3 i) to remove the following wording: *and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking.*

Councillors to complete an Agenda Item Request Form for items they wish to be added to the agenda. The Clerk will forward a list of Parish Council Powers for information.

80/22 - MINUTES

- a) **Resolved** that the minutes of the Parish Council Meeting held on 26th September 2022 were agreed as a true and correct record.
- b) Noted for information the draft minutes of the following committees/working parties:
 - Health & Safety working party held on 28th September 2022
 - Finance Committee meeting held on 4th October 2022

81/22 - FINANCE

- a) **Paid Expenditure Transactions** between paid between 01/09/22 and 30/09/22.

Resolved payments approved.

Payment Reference	Paid date	Tn no	Gross	Details
DD ASH08	01/09/22	4730	£150.10	Ash Waste Services Waste Collection
DD Rates09	01/09/22	4731	£1,435.00	South Staffordshire Council Rates - September
DD	06/09/22	4732	£10.51	Brightpay Connect Monthly Subscription
Bacs	06/09/22	4733	£150.00	Refunded Deposit Latham - 01/10/22
DebitCard	13/09/22	4734	£40.00	Codsall Flowers Queen's Wreath
Bacs STN08	14/09/22	4735	£159.42	Seton Chair Trolley
Bacs	14/09/22	4736	£31.25	Amazon First Aid Kit Refills & Picture Hanging
Bacs PEN08	16/09/22	4737	£3,128.63	Staffordshire County Pension - August
Bacs IR08	16/09/22	4738	£2,639.32	Inland Revenue Tax & NI - August
DD BT08	20/09/22	4739	£77.54	British Telecom Telephone & Broadband Charges
DD Elec08	21/09/22	4740	£380.66	Eon Next Electricity Charges - August
CHG HSBC08	21/09/22	4741	£7.81	HSBC UK Bank Charges
Bacs PCR09	23/09/22	4742	£158.30	Ricoh Rental Charges: 1st Sept - 30th Nov
Bacs	23/09/22	4743	£960.00	Mazars External Audit for Year Ending 31/03/22
Bacs AE09	23/09/22	4744	£84.00	Acquiesce Environmental Compliance Legionella monitoring
Bacs ESPO09	23/09/22	4745	£30.01	ESPO Stationary and Cleaning Products
DD Gas09	23/09/22	4746	£4.37	Total Energies Gas & Power Ltd - Payment Query
DD Water09	26/09/22	4747	£98.98	Waterplus - Water Charges 08/08/22 - 08/09/22
Bacs	28/09/22	4748	£81.17	Halls SMSPaper Towels & Centre Feed
Bacs WDL09	28/09/22	4749	£252.00	Whitehill Direct Ltd Replacement Noticeboard Door - Mercia Dv
CreditCard 09	28/09/22	4750	£43.20	Trade print Custom Print Coasters
CreditCard 09	28/09/22	4751	£80.00	My Picture - United Arts Canvas Prints for Foyer
Bacs	29/09/22	4752	£14.98	Amazon Replacement LED Bulb
Bacs	30/09/22	4753	£10,770.13	Salaries M6

September total £20,787.38

- 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.

82/22 – WROTTSLEY PARK ROAD DEVELOPMENT

- a) An update on the handover of the allotments was given. The developer hopes to be able to complete the S106 obligations by the middle of November. There will be a 2m high metal fence and gate along two of the open sides on the site.
- b) The cost for installation of electricity is £4614.03 and water £7,510.25 plus civil costs £3,375.00 – total of £15,499.28. **Resolved** to accept these costs which will be paid from the S106 money. The request has been sent by South Staffordshire District Council, the index linked amount is £95,000.
- c) Consideration was given to the installation costs for three water troughs for £7,330.68. **Resolved** to request the cost for five water troughs but to also clarify the size and material of the proposed troughs.
- d) Unfortunately, the draft financial agreement to cover the installation costs with Housing Plus Group was not available.
- e) **Resolved** to name the allotment site *Perton Jubilee Allotments*.

Resolved to change the order of business 10a vi)

88/22 - STAFFORDSHIRE COUNTY COUNCIL

- a) Councillor D Williams met with members to discuss visibility when crossing from Bluebell Wood over to Brownies and the Staffordshire way. Various options were discussed. The road is in line with national guidance and there is nothing the County Council has to legally do, however because of the use by pedestrians it was agreed that something could be done. The visual splay could be improved by flattening the large hedge, county will approach SSDC Street Scene to get this done. Some bollards with reflectors could be installed and will be costed by SCC. Solar lighting was also discussed. Roundels and painted road signs onto the highway are only used when the speed limit changes. Signage would be a problem as the junction is staggered and County Highways will not allow installation. A short section of tarmac was suggested but that would be an expensive option. **Resolved** Clerk to research Speed Indicator Device options eg. Flashing 'Pedestrians crossing', a section 50 licence would be required at a cost of £250, posts would also need to be installed at an additional cost.

Cllr David Williams explained that County Highways are now called Staffordshire Highways and are transforming and changing the way they work. Trying to work with communities and do 'what they can, rather than what they can't do.'

83/22 – CHILDREN'S PLAY AREA

An error in the quotation takes the overall amount for play area safety surface repairs to £18,383 an increase of £414. This is still the best quote received.

84/22 – THE CHURCH AT PERTON – CHRISTMAS TREE FESTIVAL

Thanks were received from the Christmas Fair Committee for the funding towards the Christmas lights.

Resolved that the office staff will decorate a 3ft real tree for inclusion in the festival.

85/22 – PERTON CITIZEN OF THE YEAR 2022/23

Resolved to hold the Citizen of the Year award for 2022/23. Application forms to be distributed around the businesses within the village.

86/22 – HEALTH & SAFETY

- a) An update on the work that the Health & Safety working group are undertaking was given. This is a large piece of work and they are currently looking at all the policies and using the HSE website for guidance.
- b) A workstation assessment for the office staff to ensure that health and wellbeing can be maintained can be completed by Staffordshire County Council for £100. **Resolved** to approve and the Clerk to arrange as soon as possible.

87/22 – PLATINUM JUBILEE

- a) Rose Garden - nothing further to update on the planting.
- b) 3 quotations for ground clearance were received. **Resolved** to approve the District Council quotation for £500 + VAT. District Councillors present declared an interest and did not vote.
- c) **Resolved** to name the site *Platinum Jubilee Rose Garden*.
- d) Firework display 6th November – Perton Middle School have agreed that the Parish Council can use their field for the display. A draft poster was shown to members. External lighting around the site to be discussed with the school. Cllr Allen reminded Councillors that if they wish to donate to the firework budget please put it in writing to the Clerk. A further meeting with the school would be required. **Resolved** to increase the insurance cover at a cost of £112. Councillors agreed to visit the residents who will be impacted by the event.

88/22 - STAFFORDSHIRE COUNTY COUNCIL

- a) A written report was received from County Councillor Abrahams. The report was noted for information.

Additional comments:

SCC have obtained additional funding as part of a trial for environmental work in association with SSDC. The trial will include clearing of the A41 footpaths.

County Homes assured the council that access to the show and view homes will be safe and car parking will be available.

89/22 - SOUTH STAFFORDSHIRE COUNCIL

- a) District Council written report presented from Cllr P Davis and Mrs R Heseltine. Verbal reports presented by Mrs P Allen , AA Bourke and N Caine. The reports were noted for information.
- b) Planning Applications:

Applications for consideration previously distributed:

Application no. : 22/00881/FUL

Location: 55 St. Andrews Drive, Perton, WV6 7YL

Proposed: rear and side extension and reposition fence.

Comments: No objections received

Application no. : 22/00926/TTREE

Location: Lad adjacent to 15 Hoylake Road, Perton, WV6 7YS

Proposed: Dismantle and remove tree with foreseeable failure risk.

Comments: A replacement tree should be planted.

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

License Application received

Location: Perton Farm Shop, Wrottesley Park Road, Perton WV6 7HL

Proposed: Street trading consent for food trailer (old, converted horse box) to be placed at the side of the shop.

Comments: No objection to the proposal as long as it conforms with licensing regulations, they do however have some concerns with over expansion of the proposed location.

90/22 – REPORTS TO NOTE AND RECEIVE FOR INFORMATION

- a) Weekly Clerk's Reports previously distributed.
- b) Clerks update on the following:

Foodbank

A volunteer is collecting approximately 6 parcels a week from Wombourne. The Church do not think we need to order racking at the moment.

Princess Irene Regiment

The contact details for Perton Parish Council have been passed to the Wolverhampton Mayor's office.

91/22 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 14th November 2022

Meeting closed at 9.40pm

Signed
Chairman

Date:

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 30/09/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Co-operative Bank	£2,544.22
HSBC Current Account	£20,262.42
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	£179,056.64

RECEIPTS	Net	Vat	Gross
Parish Council	£219,301.98	£0.00	£219,301.98
Civic Centre	£30,525.56	£0.00	£30,525.56
Total Receipts	£249,827.54	£0.00	£249,827.54
PAYMENTS	Net	Vat	Gross
Parish Council	£76,110.68	£2,874.84	£78,985.52
Civic Centre	£68,893.74	£3,083.05	£71,976.79
Total Payments	£145,004.42	£5,957.89	£150,962.31

Closing

Ordinary Accounts

Co-operative Bank	£2,044.22
HSBC Current Account	£119,627.65
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	£277,921.87

Uncleared and Unpresented

Statement Closing

Ordinary Accounts

Co-operative Bank	£2,044.22
HSBC Current Account	£119,627.65
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	£277,921.87

97/22
b1)

Minutes of the meeting of Perton Parish Council Management Committee held on Wednesday 12th October 2022, 7.00pm

Present:

Councillors Mrs P Allen, AA Bourke, P Davis, D Glynn, Mrs R Heseltine (Chairman), Mrs B Walters

Parish Clerk Mrs B Hodgetts

M01/22 - APOLOGIES FOR ABSENCE

Apologies were received and noted for Cllr N Caine.

M02/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of interest were received.

M03/22 - MINUTES

Resolved that the minutes of the Management Committee meeting held on 16th February 2022, were a true and correct record.

M04/22 – CIVIC CENTRE

a) Management report

- Annual PAT testing completed
- 3 x Bulk heads replaced
- Electricity cost to increase from January 2023 by 5p per unit to 20.461. This is still cheaper than anything currently on the market
- Intumescent strips replaced in fire doors
- Dripping tap in kitchen repaired
- Faulty tap in ladies toilet replaced
- New photocopier received and networked
- Lift quarterly service carried out on 11th May and the LOLER report 23rd September – no issues raised
- Lights in the bar converted to LED bulbs
- Citron Hygiene implementing a 7.2% price rise from January 2023
- Ash Waste to increase the waste collection to £2.72 per lift
- Canvas prints in the foyer
- New coasters in boardroom

b) **Resolved** to amend the hirer terms and conditions to include fire regulations.

The Parish Council should be aware of a nominated person from Lakeside Community Church who is responsible for locking and unlocking the building when there is no caretaker on site.

c) Quotations for the provision of a projector and screen were discussed. The cost for a fixed projector would be £9900 or monthly leave for a 3 year term £119. It was **Resolved** that a business case would need to be made to agree these costs. To review this item in 12 months time.

d) Consideration was given to the planting scheme for the land adjacent to the patio area. **Resolved** that evergreens should be planted to ensure colour all year round. A low post and rail fence to be put at the front to stop bikes and pedestrians disturbing the plants. Councillors suggested we ask the District Council to cut a 'window' into the trees and bushes so that hirers could see more of the lake when using the Lakeside Hall.

- e) Quotations for an external sign were presented. **Resolved** Clerk to confirm the scale used on the visual. Once confirmed it was agreed to accept the quotation from Signs Now at a cost of £831.99.
- f) Options for replacing the metal grills at the front of the stage were presented. **Resolved** to order 4 x MDF sheets with the Ockley pattern at a cost of £30 each.
- g) The water heater in the nursery toilets is turned off as no one used the area. Unfortunately this therefore fails the Legionella test. **Resolved** clerk to look at the options to remedy this.
- h) Plyvine Caterers have informed the Council that they will not run a bar unless there are 100+ attendees. This may limit the number of functions that the centre has. They have instigated changes to the commission from 20% to 10% on takings over £500, this was £250 previously.

M05/25 - DATE AND TIME OF NEXT MEETING

Wednesday 23rd November at 7.00pm.

Meeting closed at 7.57pm

Signed
Chairman

Date:

Minutes of the Allotment Committee meeting of Perton Parish Council

Held at Perton Civic Centre Wednesday 19th October 2022 at 6pm

97/22
b ii)

Present:

Councillors, P Davis (Chairman), C Rathbone, K Elder, Mrs R Heseltine

Residents, Mrs S Horrobin and R Snape

other: Mrs B Hodgetts Parish Clerk

A01/22 - APOLOGIES FOR ABSENCE

Apologies received and noted from J Powell

A02/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declaration of disclosable pecuniary and other interests received.

A03/22 - MINUTES OF MEETING

Resolved that the minutes of the allotment meeting held on 7th April 2022 having previously been distributed, were signed by the Chairman as a true and correct record.

A04/22 – SITE LAYOUT

The architect drawings have gone out for tender and will close on 23rd November 2022.

The developer has to provide £95,000 to formalise the plots The costs of electricity and water to the site is approximately £22,000. There may have to be compromise but without any idea of costs no decision can be made at this point.

A05/22 – RULE BOOK

Resolved to make the additional changes to the rule book and tenancy agreement and present to the Parish Council for full ratification. **Resolved** Clerk to research options and costs.

A06/22 –WATER & ELECTRICITY

The parish council have agreed the costs for the installation of water and electricity to the perimeter of the site.

A07/22 – ITESM FOR NEXT AGENDA

It was suggested that the committee look at future speakers and to apply to Question time again.

A08/22 – DATE AND TIME OF NEXT MEETING

Resolved the next meeting to be held on 18th January 2023 and a public meeting to be held on 25th January 2023

Meeting closed at 6.40pm

Signed
Chairman

Date:

97/22
biii)

Minutes of the meeting of Perton Parish Council

Finance Committee meeting held on Tuesday 8th November 2022 at 10.00am

Present:

Councillors Mrs P Allen, N Caine, P Davis and D Glynn (Chairman)

Assistant Clerk Mrs L Higgins

F38/22 - APOLOGIES FOR ABSENCE

Apoloies were received from Councillors K Elder and Mrs R Heseltine

F39/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

A declaration of pecuniary or other interests received from Cllr N Caine for expenditure transaction 4766.

F40/22 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

F41/22 - MINUTES OF MEETING

Resolved that the minutes of the Meeting held on 4th October 2022, previously distributed, were a true and correct record and signed by the Chairman.

F42/22 - ACCOUNTS PAID

The Assistant Clerk presented a list of payments up to 31st October 2022. **Resolved** that all payments were correct and authorised. Payments for Thorne Architecture Ltd and The Great Outdoor Gym Company were discussed.

F43/22 - INCOME RECEIVED

The schedule of income received up to 31st October 2022 was reviewed and accepted for information.

F44/22 - BUDGET TO DATE

The budget to date was reviewed and noted. **Resolved** that £1,000 would be vired from Co-op Bank, Community Support to Grants.

F45/22 - RECONCILIATIONS

The Assistant Clerk presented the HSBC bank statement number 191 dated 31st October 2022 for reconciliation to the cashbook. Also presented for scrutiny the Co-op bank, Petty Cash records and the CCLA Public Sector Deposit Fund. **Resolved** that all reconciliations were correct along with the Petty Cash balance and were signed-off by two Councillors and the Assistant Clerk.

F46/22 - DATE AND TIME OF NEXT MEETING

Tuesday 6th December 2022 at 10.00am.

Meeting closed at 10.43am

Signed
Chairman

Date:

Paid Expenditure Transactions

98/22 a)

paid between 01/10/22 and 31/10/22

Payment Reference	Paid date	Tn no	Net	Details
Bacs Zurich	03/10/22	4754	£3,605.32	Zurich Municipal Insurance Premium
DD ASH09	03/10/22	4755	£178.19	Ash Waste Services General & Recycle Waste Collection
DD Rates10	03/10/22	4756	£1,435.00	South Staffordshire Council Rates - October
bacs	05/10/22	4757	£10.78	Amazon Smoke Detector Testing Spray
Bacs	05/10/22	4758	£49.96	Halls SMS Toilet Roll
Bacs AED10	05/10/22	4759	£71.51	AEDdonate Replacement Defib Pads
Bacs SSDC	05/10/22	4760	£180.00	South Staffordshire Council Annual Premises Licence fee
Bacs MSOa	05/10/22	4761	£42.22	Communicate Better MSOffice365 Business Service
Bacs YPCC09	05/10/22	4762	£362.34	Your Printer Cartridge Company
Bacs OP09	05/10/22	4763	£120.00	Online Playgrounds Binder and Resin for Safety Flooring
DD BPayCon09	06/10/22	4764	£10.51	BrightPay Connect Monthly Subscription
Bacs TA10	13/10/22	4765	£1,140.00	Thorne Architecture Ltd Allotments Drawings - for tender
Bacs SPCA10	13/10/22	4766	£275.00	SPCA Training Course - CiLCA Portfolio
Bacs UKFC10	13/10/22	4767	£1,650.00	The UK Firework Company Ltd Public Firework Display
Bacs	13/10/22	4768	£1,126.80	The Great Outdoor Gym Company - Gym Repairs
Bacs	14/10/22	4769	£100.20	Amazon Replacement LED Bulbs
Bacs TS10	14/10/22	4770	£100.00	Tactile Services - First Aid Cover for Fireworks Event
Bacs PEN09	14/10/22	4771	£3,149.52	Staffordshire County Council Pension - September
Bacs IR09	14/10/22	4772	£2,652.43	Inland Revenue Tax & NI - September
Bacs SE10	14/10/22	4773	£436.32	Signs Express Updates to Finger Posts
Bacs ESPO09	14/10/22	4774	£92.58	ESPO Printer Paper and 2023 Diary
Bacs SLCC10	14/10/22	4775	£18.00	SLCC Enterprises Ltd Training - Civility & Respect
Bacs HAPTC10	14/10/22	4776	£30.00	HAPTC Training: Civility & Respect
Bacs DepRef	17/10/22	4777	£50.00	Refunded Deposit 08/10/22
DD BT09	17/10/22	4778	£77.61	British Telecom Telephone & Broadband Charges
Bacs Film10	19/10/22	4779	£300.00	Arts Alive Film Screening - The Duke
Bacs	19/10/22	4780	£112.00	Zurich Municipal Additional Insurance to cover firework
DD Elec09	21/10/22	4781	£389.58	Eon Next Electricity Electricity charges -September
CHG HSBC09	21/10/22	4782	£8.95	HSBC UK Bank Charges
DD Water10	25/10/22	4783	£95.42	Waterplus Water Charges 08/09/22 - 08/10/22
Bacs SCC10	26/10/22	4784	£100.00	Staffordshire County Work Place Assessment
Bacs SG10	26/10/22	4785	£62.28	Suregreen Ltd Steel Fencing Pin -
Bacs	28/10/22	4786	£10,630.25	Salaries SalaryM7
Bacs	28/10/22	4787	£150.00	Refunded Deposit cancelled function 17/12/22
Bacs	28/10/22	4788	£100.00	Refunded Deposit Bakare - 22/10/22
CreditCard 10	31/10/22	4789	£20.94	Think Sport Walking Brace Weather Cover
Total			£28,933.71	

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 31/10/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Co-operative Bank	£2,544.22
HSBC Current Account	£20,262.42
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	£179,056.64

	Net	Vat	Gross
RECEIPTS			
Parish Council	£225,944.37	£0.00	£225,944.37
Civic Centre	£38,575.29	£0.00	£38,575.29
Total Receipts	£264,519.66	£0.00	£264,519.66
PAYMENTS			
Parish Council	£92,893.90	£3,790.22	£96,684.12
Civic Centre	£79,950.92	£3,260.98	£83,211.90
Total Payments	£172,844.82	£7,051.20	£179,896.02

Closing

Ordinary Accounts

Co-operative Bank	£2,044.22
HSBC Current Account	£5,386.06
Petty Cash Account	£250.00
Public Sector Deposit Fund	£256,000.00
Total	£263,680.28

Uncleared and Unpresented

Statement Closing

Ordinary Accounts

Co-operative Bank	£2,044.22
HSBC Current Account	£5,386.06
Petty Cash Account	£250.00
Public Sector Deposit Fund	£256,000.00
Total	£263,680.28

Signed

Chair

Clerk / Responsible Financial

98/220

Summary of Income April 2022 - March 2023																	
Community Centre & Parish Receipted Income				Community Centre & Parish BACS Income												Notes	
Business Income										Business Income				Total income 2022/23	Income 2021/22		Refunded Deposits 2022/23
Room Hire	Refund Deposit	Other	Photo Copies	Drinks	PPC events	Room Hire	Refund Deposit	Precept	Interest	Grant	Other	Plyvine Commission	Agency Fee				
£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
Apr	518.00	50.00				1,526.50		107,500.00	65.41		903.78				118,761.41	100.00	
May	1,473.50		10.60			4,392.50	250.00		79.33	750.00		74.84			4,922.25		
June	1,357.50					5,420.17	150.00		171.57	250.00					7,511.83		
July	817.00				160.00	3,469.57	250.00		175.76						300.00		
Aug	1,056.50					3,775.00			183.94						6,270.55	100.00	
Sept	1,277.00	100.00	1.40			4,971.81	200.00	107,500.00	251.81			169.90			3,302.00	374.00	
Oct	1,224.50		15.00		176.00	6,504.11	250.00		235.94			56.32			111,512.73	150.00	
Nov															9,480.56	250.00	
Dec															11,770.76		
Jan															5,361.56		
Feb															5,721.34		
Mar															6,296.46		
															19,592.77		
=	7,724.00	150.00	0.00	27.00	0.00	336.00	30,059.66	1,100.00	215,000.00	1,163.76	1,000.00	903.78	301.06	1,049.27	258,814.53	261,761.33	
															YTD +/-	To Date	
															-2,946.80	258,814.53	

£15,500 owed in NHS invoices up to end of Sept (does not include Oct room hire)

Financial Budget Comparison

Comparison between 01/04/22 and 31/10/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	revised	Actual Net	Balance
INCOME					
Parish Council					
1	Litter - Agency Fee	£2,650.00	£2,650.00	£1,582.94	-£1,067.06
2	VAT reclaimed	£0.00	£0.00	£5,957.89	£5,957.89
3	Precept	£215,000.00	£215,000.00	£215,000.00	£0.00
4	Public Sector Deposit Fund Interest	£50.00	£50.00	£1,163.76	£1,113.76
5	Events	£200.00	£200.00	£336.00	£136.00
6	Funding	£0.00	£0.00	£1,000.00	£1,000.00
7	Miscellaneous	£0.00	£0.00	£0.00	£0.00
8	Perton Walkers Map	£0.00	£0.00	£0.00	£0.00
9	Summer SUSSED	£0.00	£0.00	£0.00	£0.00
10	Co-op Bank - Community Support Hub (Covid-19)	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£217,900.00	£217,900.00	£225,040.59	£7,140.59
Civic Centre					
50	Administration Charges	£0.00	£0.00	£0.00	£0.00
51	Bar Commission	£0.00	£0.00	£301.06	£301.06
52	Deposit - Room Hire (Refundable)	£1,700.00	£1,700.00	£900.00	-£800.00
53	Drinks Machine (hot)	£0.00	£0.00	£279.68	£279.68
54	Hire of Rooms	£50,000.00	£50,000.00	£36,149.25	-£13,850.75
55	Covid-19 Furlough Payment	£0.00	£0.00	£0.00	£0.00
56	Photocopies	£0.00	£0.00	£27.00	£27.00
57	Funding	£0.00	£0.00	£0.00	£0.00
Total Civic Centre		£51,700.00	£51,700.00	£37,656.99	-£14,043.01
Allotments					
301	Plot Rent	£0.00	£0.00	£0.00	£0.00
302	NSALG Membership Fee	£0.00	£0.00	£0.00	£0.00
Total Allotments		£0.00	£0.00	£0.00	£0.00
Total Income		£269,600.00	£269,600.00	£262,697.58	-£6,902.42
EXPENDITURE					
Parish Council					
101	Salaries	£94,737.00	£94,737.00	£53,611.40	£41,125.60
102	Litter Salaries	£12,336.00	£12,336.00	£6,969.79	£5,366.21
103	Litter Supplies	£150.00	£150.00	£17.45	£132.55
104	Advertising & Signage	£300.00	£300.00	£127.07	£172.93
105	Audit	£900.00	£900.00	£975.35	-£75.35
106	Bus Shelter Maintenance	£1,000.00	£1,000.00	£762.50	£237.50
107	Members' Allowances	£15,700.00	£15,283.35	£8,206.34	£7,077.01
108	Christmas Decorations	£4,000.00	£4,000.00	£0.00	£4,000.00

Financial Budget Comparison

Comparison between 01/04/22 and 31/10/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	revised	Actual Net	Balance
109	Civic Functions/Civic Sunday	£1,000.00	£1,000.00	£0.00	£1,000.00
110	Civic Awards	£200.00	£200.00	£54.66	£145.34
111	Community Paths Initiative	£0.00	£0.00	£0.00	£0.00
112	Computers	£2,000.00	£2,000.00	£976.99	£1,023.01
113	Conferences	£0.00	£0.00	£0.00	£0.00
114	Contingency	£22,550.00	£18,740.00	£0.00	£18,740.00
115	Elections	£0.00	£0.00	£0.00	£0.00
116	Events	£1,000.00	£3,500.00	£3,218.40	£281.60
117	Graffiti Removal	£300.00	£300.00	£0.00	£300.00
118	Grants & Donations	£6,000.00	£6,000.00	£0.00	£6,000.00
119	Play Area Inspection	£150.00	£150.00	£150.00	£0.00
120	H&S Consultancy Services	£1,500.00	£1,660.00	£1,660.00	£0.00
121	Insurance Renewal	£2,000.00	£2,000.00	£1,914.66	£85.34
122	Miscellaneous PPC	£1,000.00	£1,000.00	£732.12	£267.88
123	Newsletter	£400.00	£400.00	£200.00	£200.00
124	Notice Boards	£500.00	£500.00	£405.80	£94.20
125	Play Area / Outdoor Activities	£5,000.00	£5,000.00	£1,579.00	£3,421.00
126	Photocopier	£500.00	£500.00	£191.22	£308.78
127	Premises Licence Fee	£200.00	£200.00	£360.00	-£160.00
128	Staff Training	£1,000.00	£1,000.00	£350.00	£650.00
129	Stationery & Postage	£500.00	£500.00	£337.25	£162.75
130	Subscriptions	£1,650.00	£1,650.00	£775.89	£874.11
131	SUSSED - Holiday Activities	£0.00	£0.00	£0.00	£0.00
132	Telephone & Broadband	£600.00	£600.00	£224.13	£375.87
133	Website	£250.00	£250.00	£108.33	£141.67
134	Ringfenced Items	£80,000.00	£81,416.65	£4,923.86	£76,492.79
135	Walkers Map	£0.00	£0.00	£0.00	£0.00
136	War Memorial Maintenance	£200.00	£200.00	£0.00	£200.00
137	Flowers tubs & hanging	£3,500.00	£3,500.00	£3,448.22	£51.78
138	Partnership Working	£10,000.00	£10,000.00	£113.47	£9,886.53
139	Skatepark	£10,000.00	£10,000.00	£0.00	£10,000.00
140	Co-op Bank: Community Support Hub (Covid-19)	£2,544.22	£2,544.22	£500.00	£2,044.22
	RINGFENCED				
141	Covid-19 PPE	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£283,667.22	£283,517.22	£92,893.90	£190,623.32
Civic Centre					
201	Salaries	£85,500.00	£85,500.00	£49,023.69	£36,476.31
202	Advertising	£0.00	£0.00	£0.00	£0.00
203	Automatic Doors	£3,400.00	£3,400.00	£0.00	£3,400.00
204	Boilers	£1,000.00	£1,000.00	£0.00	£1,000.00
205	CCTV Cameras	£1,000.00	£1,000.00	£0.00	£1,000.00
206	Computers	£500.00	£500.00	£78.00	£422.00
207	Consumables	£1,212.00	£1,212.00	£611.09	£600.91
208	Drinks Machine	£700.00	£700.00	£283.12	£416.88
209	Electricity	£5,000.00	£5,000.00	£2,230.69	£2,769.31

Financial Budget Comparison

Comparison between 01/04/22 and 31/10/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	revised	Actual Net	Balance
210	Electrical Inspection	£2,500.00	£2,500.00	£124.45	£2,375.55
211	Fire & Security Alarms	£1,200.00	£1,200.00	£959.23	£240.77
212	Fire Extinguisher Maintenance	£250.00	£250.00	£0.00	£250.00
213	Gas	£9,000.00	£9,000.00	£8,663.30	£336.70
214	General Maintenance	£2,000.00	£2,000.00	£1,081.92	£918.08
215	Legionella Monitoring	£1,000.00	£1,000.00	£715.00	£285.00
216	Insurance Renewal	£1,900.00	£1,900.00	£1,752.66	£147.34
217	Lifts	£2,000.00	£2,000.00	£0.00	£2,000.00
218	Performing Rights Society &	£1,000.00	£1,000.00	£0.00	£1,000.00
219	Miscellaneous CC	£500.00	£500.00	£311.67	£188.33
220	Photocopier	£500.00	£500.00	£191.20	£308.80
221	Rates	£16,000.00	£16,000.00	£10,041.25	£5,958.75
222	Refreshments	£400.00	£400.00	£39.14	£360.86
223	Refund of Deposits	£1,700.00	£1,700.00	£1,674.00	£26.00
224	Refuse Collection	£2,000.00	£2,000.00	£957.91	£1,042.09
225	Staff Uniforms	£50.00	£50.00	£0.00	£50.00
226	Stationery & Postage	£100.00	£100.00	£0.00	£100.00
227	Telephone & Broadband	£600.00	£600.00	£224.17	£375.83
228	Water & Sewerage	£1,500.00	£1,500.00	£891.16	£608.84
229	Bank Charges	£0.00	£150.00	£97.27	£52.73
Total Civic Centre		£142,512.00	£142,662.00	£79,950.92	£62,711.08
Allotments					
351	NSALG Membership Fee	£0.00	£0.00	£0.00	£0.00
352	Maintenance	£0.00	£0.00	£0.00	£0.00
353	Electric	£0.00	£0.00	£0.00	£0.00
354	Water	£0.00	£0.00	£0.00	£0.00
Total Allotments		£0.00	£0.00	£0.00	£0.00
Total Expenditure		£426,179.22	£426,179.22	£172,844.82	£253,334.40
Total Income		£269,600.00	£269,600.00	£262,697.58	-£6,902.42
Total Expenditure		£426,179.22	£426,179.22	£172,844.82	£253,334.40
Total Net Balance		-£156,579.22	-£156,579.22	£89,852.76	

Work station assessment report

98/22 h)

Sue:

Sue has no underlying health issues. Her chair was worn and uncomfortable however and the angle of her upper legs when seated was inappropriate. She would benefit from a new chair and a foot stool to raise her feet. I have attached a link to potential suppliers of this equipment. I have looked at our normal supplier, Allsorts, and I can't see any suitable chairs so I've sent links to Staples who have a wider range. To avoid stiffness whilst seated Sue tells me she spends time away from her desk throughout the work day carrying out other tasks

Chair: First Blue High Back Posture Office Chair (staples.co.uk)

Footrest: Office Depot Footrest Height Adjustable 440 x 330 x 105 cm | Viking Direct UK (viking-direct.co.uk)

Louise:

Due to Louise's history of back pain she would benefit from a deeper chair with additional lumbar support. I have attached a link. She should also take regular microbreaks away from her desk, ideally every 25 – 30 minutes. She may wish to download 'Workrave' this is a free app that encourages microbreaks:

Chair: Avior Snowdon Blue Heavy Duty Office Chair – CH0903 (staples.co.uk)

Becky:

Again, due to your history of back pain you would benefit from a deeper chair with lumbar support as well as a footstool to position your legs in a comfortable angle. I have attached the same links. Due to your history of RSI I would also recommend an ergonomic mouse. I have attached a link.

As I advised Louise, you should also take regular microbreaks away from your desk, ideally every 25 – 30 minutes to avoid postural fatigue and stiffness.

Chair: Avior Snowdon Blue Heavy Duty Office Chair – CH0903 (staples.co.uk)

Footrest:: Office Depot Footrest Height Adjustable 440 x 330 x 105 cm | Viking Direct UK (viking-direct.co.uk)

Ergonomic mouse: R-GO Black/Silver Medium Right Handed Wireless Ergonomic Mouse - RGOHEWL (staples.co.uk)

Operational Inspection

Site Information

Site Name:	Perton Council
Site Address:	Perton Civic Centre, WV6 7PD
Date of Inspection:	28 th October, 2019
Inspector:	Mr. Andrew Kirby
Risk Assessment:	Low Risk



Key: Severity: 5 = V High; 4 = High; 3 = Moderate; 2 = Slight; 1 = Negligible

Likelihood: 5 = Almost Certain; 4 = Likely; 3 = Even Chance; 2 = Unlikely; 1 = Improbable

Residual Risk = Severity x Likelihood: Score 1 to 5 = Low; 6 to 15 = Medium; 16-25 = High

Risk Rating: Low

Item: Recumbent Bike
Manufacturer: The Great Outdoor Gym Co Ltd
Surfacing: grass matting
Equipment Standards Compliance: EN16630
Surfacing Standards Compliance: EN1177



Findings: ALL OK

Risk Rating: Low

Item: Dips/Leg raise
Manufacturer: The Great Outdoor Gym Co Ltd
Surfacing: grass matting
Equipment Standards Compliance: EN16630
Surfacing Standards Compliance: EN1177



Findings:

Findings 1: Some Graffiti on Dips/Leg Raise – may be offensive to others. Please consider removal.

Risk Rating: Low

Item: Hand Bike

Manufacturer: The Great Outdoor Gym Co Ltd

Surfacing: grass matting

Equipment Standards Compliance: EN16630

Surfacing Standards Compliance: EN1177



Findings: ALL OK

Risk Rating: Low

Item: Fitness Bike

Manufacturer: The Great Outdoor Gym Co Ltd

Surfacing: grass matting

Equipment Standards Compliance: EN16630

Surfacing Standards Compliance: EN1177



Findings: ALL OK

Risk Rating: Low

Item: Cross Trainer

Manufacturer: The Great Outdoor Gym Co Ltd

Surfacing: grass matting

Equipment Standards Compliance: EN16630

Surfacing Standards Compliance: EN1177



Findings: ALL OK

Risk Rating: Low

Item: Leg Press/Oblique
Manufacturer: The Great Outdoor Gym Co Ltd
Surfacing: grass matting
Equipment Standards Compliance: EN16630
Surfacing Standards Compliance: EN1177



Findings: ALL OK

Risk Rating: Low

Item: Bench
Manufacturer: The Great Outdoor Gym Co Ltd
Surfacing: grass matting
Equipment Standards Compliance: EN16630
Surfacing Standards Compliance: EN1177



Findings: ALL OK

Risk Rating: Low

Item: Chest
Press/Seated Row
Manufacturer: The
Great Outdoor Gym
Co Ltd
Surfacing: grass
matting
Equipment Standards
Compliance: EN16630
Surfacing Standards
Compliance:
EN1177



Findings:

Findings 1: Rust on most of the pivot pins on the Chest Press/Seated Row – Touch up suggested.

Overall comments:

All okay for continued use. Your Maintenance Contract is now up for renewal, the price to renew will be £870.00. Please forward a PO in to either sam@tgogc.com or jill@tgogc.com if you would like to go ahead.



Perton Parish Council

Application for Grant

Name of Organisation	Perton Art Group
Name and Address of Applicant	[REDACTED] [REDACTED] Perton Nr Wolverhampton Staffordshire [REDACTED]
Telephone No.	01902 [REDACTED]
Email address:	[REDACTED]
Position in Organisation	Organiser
Type of organisation	Local Group / Unregistered Small Charity
Are you affiliated to other groups?	Support Staffordshire (in progress)
Aims of Organisation:	To advance education, to reduce social isolation and promote wellbeing for the public benefit in Perton and the surrounding area, in a safe, supportive and open environment by; meeting and participating in drawing and painting, and, sharing each others experiences of drawing and painting, and, providing an opportunity to learn new techniques.
Numbers in Organisation:	Adult members: currently 12 (before membership drive) Under 16: 0
Please provide the number residing in:	South Staffordshire: 12 Perton :10
Subscriptions/charges to members	Yes / No
Brief description of why the grant is required	To build membership post Covid and provide skilled tuition. (See attached sheet.)
Total cost of scheme	£2,180
What has been done to raise money yourselves?	Subscription, membership and workshop fees
Have you applied for other grants? If so, where from?	No
Amount of grant requested	£500
Any other supporting information	Please see attached supporting information.

Please attach a set of the latest accounts. The application will not be considered if these are not submitted.

New groups that do not have a set of accounts can still apply, but they must show how they will benefit the parish.

All applicants must, where possible, make themselves available to attend the parish council meeting. Failure to do so may delay any decision if further information is required.



Perton Parish Council

Application for Grant

Name of Organisation	Chill Out Clubs
Name and Address of Applicant	[REDACTED] Bridgtown Cannock Staffordshire
Telephone No.	[REDACTED]
Email address:	simon.birkedale@chilloutclubs.com
Position in Organisation	Youth Programme Director
Type of organisation	Youth Group
Are you affiliated to other groups?	Chill Out Clubs – Perton Chill Out Club is the local Club
Aims of Organisation:	Healthy and Happy, Safe and Supported, Independent and Prosperous
Numbers in Organisation:	Adult members: 1 Lead Worker and 6-8 volunteers per night (2 nights per week) Under 16: Young Volunteers as appropriate, Young People attending (age 8-18 – Juniors 8-13, Seniors 13-18) aim for at least 20-30 per session (40-60 per night) – capacity for 100 per night
Please provide the number residing in:	South Staffordshire: Some from wider area (maybe 20%) – so 8-12 young people per night - up to 20 per night capacity Perton: Most would reside in Perton (maybe 80%) – so 32 – 48 young people per night – up to 80 per night capacity
Subscriptions/charges to members	Yes
Brief description of why the grant is required	I would like to provide a voucher scheme to help disadvantaged young people that may not otherwise be able to attend the Chill Out Clubs Health and Wellbeing youth project (perhaps due to cost), so we could try and target young people involved with ASB or that are disengaging in some other way. I would like to request £500 for this purpose. Young people already get the first session free to see if they like the clubs and this then provides an additional 125 vouchers so they can continue to attend free of charge as whilst still covering our costs. South Staffordshire District Council have provided start up funded for equipment etc for each site in phase 1 and I have included a copy of the funding bid (costed for one area) as this gives you an idea of what will be spent at each club and the activities we will be carrying out.



99/22c)

Perton Parish Council

Application for Grant

Name of Organisation	Perton Library (Staffordshire Library and Arts)
Name and Address of Applicant	Scott Whitehouse Perton Library Severn Drive Perton WV67QU
Telephone No.	01902 506050
Email address:	scott.whitehouse@staffordshire.gov.uk
Position in Organisation	Library Development Officer
Type of organisation	Library and Arts Service
Are you affiliated to other groups?	For the purposes of this project - Wild About Perton, Friends of Perton Library
Aims of Organisation:	To deliver a library service to the Perton community engaging them in all aspects of the Library Offer, including the Universal Library Offers of Reading, Health and Wellbeing, Information and Digital, Culture and Creativity and the Childrens Promise. All activities support education, wellbeing and community cohesion, underpinned by our priority statement: <i>Connecting Communities, improving wellbeing and promoting equality through learning, literacy and cultural participation.</i>
Numbers in Organisation:	Statistics for 2018-19 - Staffordshire Libraries had 267,025 library members, over 2.7m physical library visits and 638,000 virtual visits and issued nearly 2.2m items.
Please provide the number residing in:	Member numbers/breakdown are not available, but in 2018-19 visits to libraries totalled: South Staffordshire: 330, 657 Perton : 66, 052 Those numbers have been heavily affected by the Covid Pandemic and this event, amongst others is a part of our programme to recover those visitor numbers by re-engaging with our community.
Subscriptions/charges to members	No
Brief description of why the grant is required	In 2022, after a two-year delay due to Covid, Perton Library in partnership with Wild About Perton and the Friends of Perton Library hosted a science fair for the community, which attracted 1000 visitors. A History Day in October of 2022 attracted almost 700 visitors. Perton Library has a long legacy of hosting well attended community events, working with partners and commissioning providers with available funds. The 2022 Science Fair was made possible due to a successful funding application to



Perton Parish Council

Application for Grant

	<p>the Millennium Point Trust who awarded us £2000. The grant allowed us to commission high quality providers, including Think Tank, Medical Mavericks, Zoolab and Andrew Lound (Astronaut experience), who supplemented our volunteer and local organisations. For 2023 we realise that we again need to offer some high-quality exhibitors and as such have already secured a grant from Wild About Perton, Friends of Perton Library and County Council Jak Abrahams for a total of £750. A further grant of £480 from Perton Parish Council would be used to commission Birmingham Museum's outreach team, Think Tank, to provide 4 interactive family workshops throughout the day which we believe would be a real highlight and big pull for families in the Perton community as they were this year.</p> <p>An example of the feedback received this year is attached with this application.</p>
Total cost of scheme	£1250
What has been done to raise money yourselves?	<p>Wild About Perton and Friends of Perton Library have offered £250 grants each. Friends applied to the County Councillor's fund for £250. This has just been approved by Councillor Jak Abrahams. We have booked Medical Mavericks and are about to approach Andrew Lound for a return visit using these grants. Libraries will offer support in kind, event organisation, staff time, marketing, social media, venue hosting.</p> <p>Other partners who have already agreed to give their time to support include Wolverhampton Astronomical Society, Archaeology in Mind, Staffordshire Museums, University of Warwick STEM Outreach Team. Friends of Perton Library and Wild About Perton will also support us with time/resources.</p>
Have you applied for other grants? If so, where from?	See above. We are also currently exploring supporting an application from Friends of Perton Library to the British Science Association.
Amount of grant requested	£ 480
Any other supporting information	We would be happy if Perton Parish Council could pay the Think Tank invoice directly, rather than a need to move funds between Parish and Library accounts. This worked well in the past when the Parish kindly awarded a grant to support an archaeology project.

Please attach a set of the latest accounts. The application will not be considered if these are not submitted.

New groups that do not have a set of accounts can still apply, but they must show how they will benefit the parish.

All applicants must, where possible, make themselves available to attend the parish council meeting. Failure to do so may delay any decision if further information is required.

Visitor comments from feedback slips – Perton Science Fair

"Everything was great. I hope to do this again. 😊"

"An excellent science fair. A good, diverse number of participants. Most interesting."

"Very entertaining and fun. I enjoyed Zoo Lab the best. 😊"

"The Think Tank, 'Science of Sport' was fascinating. I wish I had had the nerve to have a go but I'm a non-sporty 80-year-old so maybe next year?"

"Most enjoyable – looking forward to the next one"

"It was amazing! Lots to see and learn. We enjoyed Zoo Lab the best. Please keep it up. x"

"Very good indeed! I learned a lot and enjoyed everything. More please."

"A super event – thank you. Each activity was insightful. We particularly enjoyed the Keyhole surgery and Warwick University"

"Fantastic. Brilliant. Thank you."

"Very fun! 😊 Factual and interesting. The 'Science of Sport' was very interesting."



Perton Parish Council

Application for Grant

Name of Organisation	Perton Cuppa Club
Name and Address of Applicant	[REDACTED] Perton [REDACTED]
Telephone No.	01902 [REDACTED]
Email address:	[REDACTED]
Position in Organisation	Committee Chair person
Type of organisation	Local Group / Registered Charity / National Charity (delete as appropriate)
Are you affiliated to other groups?	No
Aims of Organisation:	To provide a service to vulnerable residents in the community.
Numbers in Organisation:	Adult members: 45 Under 16: 0
Please provide the number residing in:	South Staffordshire: 45 Perton : 43
Subscriptions/charges to members	Yes / No £10 per year plus cost of hot drink per visit
Brief description of why the grant is required	To provide a Christmas event in December for vulnerable residents in the community, this will include those that live on their own. We will provide food and entertainment to approximately 70 residents
Total cost of scheme	£1,000
What has been done to raise money yourselves?	Raffles and stall at the Carnival
Have you applied for other grants? If so, where from?	£500 From County Councillor Abrahams.
Amount of grant requested	£1,000
Any other supporting information	The cost of entertainment , hall and kitchen hire will be approximately £500 entertainment will be approximately £150. The costs for food is unknown as yet especially due to the almost daily increase costs but it will be purchased at trade prices.

Please attach a set of the latest accounts. The application will not be considered if these are not submitted.

New groups that do not have a set of accounts can still apply, but they must show how they will benefit the parish.

All applicants must, where possible, make themselves available to attend the parish council meeting. Failure to do so may delay any decision if further information is required.



THIS AGREEMENT made on the ##### between Perton Parish Council

(the Council) and _____ (the tenant) of

_____ (address)

By which it is agreed that:

1. The Council shall let to the tenant the Allotment Plot situated at Wrottesley Park Road and referenced as **PLOT#** in the Council's Allotment Register.
2. The Council shall let the Allotment Plot to the tenant for a term of one year commencing on the ##### and thereafter from year to year unless determined in accordance with the terms of the tenancy.
3. The tenant shall pay a yearly rent whether demanded or not which shall be payable in full on the ##### for every year after the first year of the tenancy on the 1st day of January.
4. Tenant will be required to join The National Allotment Society annually, which will include liability insurance.
5. The tenant shall use the Allotment Plot only for the cultivation of fruit, vegetables and flowers for use and consumption by him/her and his/her family.
6. The tenant shall not sell or undertake a business in respect of the cultivation and production of fruit, vegetables, and flowers in the Allotment Plot.
7. The tenant shall reside with Perton Parish in the first instance – *see definition (rules)*
8. During the tenancy, the tenant shall;
 - a) Keep the Allotment Plot clean in a good state of fertility and cultivation;
 - b) Not cause a nuisance or annoyance to the owners or occupiers of land adjoining the Allotment Plot;
 - c) Not keep livestock or poultry on the Allotment Plot.
 - d) Not assign the tenancy nor sub-let or part with the possession of any part of the Allotment Plot.
 - e) Tenants must maintain the dividing path between allotments on the right hand side of their allotment when facing the allotment.
 - f) Not fence Allotment Plots.
 - g) Not plant any tree, shrub, hedge or bush without first obtaining the Council's permission. The Council will only consider Dwarf varieties;
 - h) Not cut, lop or fell any tree growing on the Allotment Plot without first obtaining the Council's consent.
 - i) The tenant will take proper precautions when using spray pesticides to avoid or minimise any adverse effects on the environment or on neighbouring allotment plots, and comply, at all times, with current legislation.

If adjoining hedge trees and crops are adversely damaged then the plot holder must make good or replant as necessary.

Use non-residual chemicals and so far as possible select and use chemicals, whether for spraying, seed dressing or for any other purpose whatsoever, that will cause the least harm to members of the public, game birds and other wildlife.

Only commercially available products from garden and horticultural suppliers (no agricultural or professional horticultural products) shall be used for the control of pests, diseases or vegetation.

- j) Be responsible for ensuring that any person present in the Allotment Plot with or without the tenants permission does not suffer personal injury or damage to his/her property; refer to the attached risk assessment and observe the actions/instructions.
 - k) Permit an annual inspection of the Allotment Plot at all reasonable times by the council;
 - l) Not obstruct or permit the obstruction of any of the paths or roads which provide a means of access to and from the Allotment Plot or the Allotment Plot of another tenant;
9. The Tenant must always ensure that the gates are locked when entering and leaving the site. Combination locks must be scrambled and the code must not be given out. Codes will be changed annually.
10. The tenant shall observe additional rules, as per the rule book, the Council may make or revise for the regulation and management of the Allotment Plot by the Council.
11. The Council shall pay all rates, taxes, dues or other assessments which may at any time be levied or charged upon the Allotment Plot.
12. The tenancy may be terminated by the Council, serving on the tenant not less than 12 months' written notice to quit expiring on or before the 6th day of April or on or after the 29th day of September in any year.
13. The tenancy may be terminated by the Council by service of one month's notice on the tenant if:
- a) The rent is in arrears for 40 days or;
 - b) Three months after the commencement of the tenancy the tenant has not observed the rules referred to in clause 8;
14. The tenancy may be terminated by the tenant by serving on the Council not less than two months' written notice to quit. No compensation will be provided for early termination.
15. On the termination of the tenancy, the tenant shall remove any structures (e.g. cold frames) they have erected in the Allotment Plot unless the Council agreed otherwise, which shall be confirmed in writing to the tenant.
16. Any written notice required by the tenancy shall be sufficiently served if sent by recorded delivery to the parties known address. Any notice to be served by the tenant shall be addressed to the Parish Clerk.
17. The Parish Councils decision is final.

Signed _____ Date _____
The tenant

Tenant _____

address _____

email _____ telephone no. _____

ALLOTMENT RISK ASSESSMENT

RISK	LEVEL	COMMENT	ACTIONS/INSTRUCTIONS TO MINIMISE RISK
------	-------	---------	---------------------------------------

Machinery

To user	Medium	Operating machinery carries a medium level of risk unless the appropriate safety equipment is worn, and the machinery is operated correctly. Injuries to hands feet and face need to be guarded against.	Instructions for the use of machinery lies with the owner/operator. It is a requirement that plot holders wear the recommended safety equipment when operating machinery (irrespective of the owner).
To other Plot holders and visitors	Low	When strimmers and mowing machines are being used on an adjacent plot, stones and other flying objects can cause injuries to the face	The instructions for these items of equipment make particular reference to the dangers. It is the responsibility of the operator to take due care.
To Children	High	Children can act unpredictably exposing themselves to risk from machinery	It is the responsibility of the plot holder to ensure that children are supervised. When young children are present on a plot, cultivators or strimmers should only be used where there are two adults – one operating and one supervising. No children to operate machinery under any circumstances.

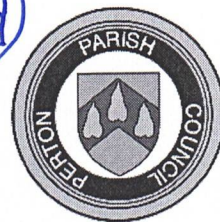
Weed-killers & Pesticides

To user	Low	There is a risk of chemicals if not used in accordance with the manufacturer's instructions	All chemicals should be used in accordance with the manufacturers' instructions. Sprayers etc. rinsed after use, in accordance with the manufacturers' instructions.
To other Plot holders & Visitors	Negligible		
To Children	Medium	Children can act unpredictably exposing themselves to risk from chemicals	If chemicals are held on a holders plot they should be stored securely and clearly identifiable. It is the responsibility of the plot holder to ensure that children are supervised.

Garden Tools & Equipment			
To user	Low		Garden tools and equipment should be used correctly, and appropriate gloves & footwear worn as necessary
To other Plot holders & Visitors	Negligible		Garden tools and equipment should not be left on common paths or left available for others to use.
To Children	Medium	Children can act unpredictably exposing themselves to risk from garden tools and equipment	It is the responsibility of the plot holder to ensure that children are supervised.

Overhanging Branches	Low	Overhanging branches can cause injuries to plot holders, visitors and children	Low hanging branches and dangerous branches should be reported so that appropriate action may be taken.
Trip Hazards	Low	Poorly maintained paths and the entrance can present a trip hazard Plot holders, visitors and children	It is the responsibility of all plot holders to maintain their paths and to assist in the maintenance of common paths
Water butts	Low	Water butts can be hazard to young children	It is the responsibility of all plot holders to ensure that children are supervised

General Hazards (including seeds, berries, pathogens from compost heaps and manure)	Negligible		It is the responsibility of all plot holders to ensure that children are supervised and normal hygiene is observed.
Rats	Medium	Rats carry Weil's disease, although this is rare it is a serious disease.	The presence of rats should be reported to the Parish Council. Where rat poison has been laid down, notices are to be displayed to inform plot holders.



Wrottesley Park Road Allotments Rule Book

Throughout these rules 'The Council' will mean Perton Parish Council and includes any committee of the Council or any allotment managers appointed under the Allotment Acts, 1908 to 1950.

1. DEFINITION OF PERSONS ELIGIBLE TO BE TENANTS OF THE ALLOTMENT PLOTS

- a) Allocation shall be open to anyone over the age of 18
- b) Tenancy will be offered in the first instance to Perton Parish residents on the waiting list, where there are no parish residents on the waiting list the plot will be offered to the person at the top of the list from outside the parish boundary.
- c) Perton Parish covers Perton Village, Trescott and Kingswood.

2. AGREEMENTS FOR LETTING ALLOTMENT PLOTS

- a) Tenancy agreements are to be completed and signed by the prospective tenant and the Clerk to the Council.
- b) The tenant of an allotment plot takes responsibility for their plot and its contents from the date they sign the agreement and shall comply with the following conditions;
 - I. To use the allotment for their own personal use and not to carry out any business or sell produce from the allotment.
 - II. Not to cause any nuisance or annoyance to the occupiers of any other allotment site, or obstruct any path set out by the Council for the use of the occupiers of the allotments.
 - III. Tenants must maintain the dividing path between allotments on the right hand side of their allotment when facing the allotment.
 - IV. The tenant should always be a good neighbour and shall be fully responsible for the conduct of their family members and other guests visiting their allotment plot.
 - V. Children and guests must be fully supervised at all times.
 - VI. Not to underlet, assign or part with the possession of the allotment site or any part of it without written consent from the Council.
 - VII. Not without the written consent of the Council, cut or prune any timber or other trees as per agreement.
 - VIII. Not without written consent of the Council, erect any structure on the allotment site.
 - IX. Not to use barbed/razor wire anywhere on the allotment site.
 - X. To observe and perform any special condition which the Council considers necessary to preserve the allotment plot from deterioration.
 - XI. No dogs allowed, except assistance dogs, at anytime on the allotment site.
 - XII. Not to erect any notice or advertisement on the allotment site other than on the noticeboard provided.
 - XIII. The Tenant must always ensure that the gates are locked when entering and leaving the site. Combination locks must be scrambled and the code must not be given out. Codes will be changed annually.

3. PAYMENT AND REVISION OF RENT

- a) The rent, unless otherwise agreed in writing, shall be paid yearly in advance by 31st March in each year.
- b) The rent payable is reviewed annually each year by the Parish Council
- c) The rent is the same for all plots of similar size despite any difference in location
- d) The tenant must inform the Council of any change of address or other contact details as soon as practicable.
- e) Tenants who are unable to work their plot as a result of illness or have another reason for a long absence are advised to keep the council informed. Failure to do so may result in the allotment plot appearing to be neglected and lead to issuing non-cultivation letters and potentially notice to quit.

4. CULTIVATION

- a) At least 2/3rds of the plot must be cultivated and kept tidy at all times.
- b) The tenant must take all reasonable steps to eradicate all weeds such as thistles, ground elder, ragwort and brambles and ensure they do not spread to other plots.
- c) The tenant must not cause a nuisance to other plot holders by allowing weeds to seed.
- d) The Parish Council will inspect the plots periodically to ensure cultivation.
- e) No ornamental, forest trees or shrubs to be planted on the allotment plot.
- f) Tenants may grow any kind of vegetables, flowers, soft fruit, herbs or longer-term edible crops. Fruit trees or bushes may be planted only if they are of dwarf stock and should be sited where they will not create an obstacle or nuisance to others as they grow.

5. VEHICLES

- a) The allotments garden tenant must not bring or store any vehicle, caravan, trailer or vehicle parts onto the allotment plot. Tyres must not be brought onto the allotment site.
- b) Overnight stays are NOT permitted.
- c) To keep any parking space as part of the allotment plot in good order.

6. FIRES

- a) The Tenant must NOT use bonfires to dispose of refuse or compost.

7. USE OF CHEMICAL SPRAYS

- a) The tenant will take proper precautions when using spray pesticides to avoid or minimise any adverse effects on the environment or on neighbouring allotment plots, and comply, at all times, with current legislation.
- b) If adjoining hedge trees and crops are adversely damaged then the plot holder must make good or replant as necessary.
- c) Use non-residual chemicals and so far as possible select and use chemicals, whether for spraying, seed dressing or for any other purpose whatsoever, that will cause the least harm to members of the public, game birds and other wildlife.
- d) Only commercially available products from garden and horticultural suppliers (no agricultural or professional horticultural products) shall be used for the control of pests, diseases or vegetation.

8. FERTILISERS

- a) Organic fertilisers and pest deterrents are encouraged

9. BEE KEEPING

- a) Although the keeping of honeybees cannot be granted automatically, the council will support beekeeping on its allotment site wherever it is appropriate.
- b) Applications must be made in writing using our bee keeping application form and we will then carry out limited consultations on site. Each application will be determined on its own merit. The council recognises the ecological importance of all bee species and wishes to support initiatives to increase the number of bee colonies. (*see appendix a*)

10. BUILDINGS

- a) Sheds are not provided for each plot. These can be provided by the tenant but they must ensure the shed is kept in good order. Sheds and greenhouses must be no larger than 6ft x 4ft
- b) Greenhouses and poly tunnels will require approval in the first instance from the Parish Council. (*see appendix b*)
- c) When leaving the plot, the removal of the shed will be the responsibility of the outgoing tenant.

11. DISPOSAL OF RUBBISH

- a) The tenant is responsible for disposing of all rubbish from the allotment plot. This includes disposing of both green waste and other non-compostable items. The tenant must not deposit, or allow anyone else to deposit, rubbish anywhere on the allotment site, except manure and compost in such quantities as may be reasonably required for use in cultivation of that allotment plot.
- b) Tenants must not add to any rubbish illegally dumped on the site.
- c) The use of old carpet as a weed suppressant is prohibited, as a temporary measure weed membrane or cardboard may be used.
- d) Kitchen waste such as cooked food, meat and cheese or similar will attract vermin and must not be brought onto the allotment plot. Compost bins to be used for suitable materials only.

12. TERMINATION OF AGREEMENT

- a) The tenancy of an allotment plot shall, unless otherwise agreed in writing, terminate on the yearly rent day next after the death of the tenant, and shall also terminate whenever the tenancy or right of occupation of the Council terminates
- b) A tenant may resign the tenancy of an allotment by giving notice in writing to the Parish Council.
- c) A tenant will be allowed one month to clear the plot, unless the council decides that it is necessary to shorten this period. Any costs incurred by the Parish Council to clear rubbish from the allotment may be recovered from the outgoing tenant.
- d) The outgoing tenant shall forfeit any remaining balance of the annual rent. The succeeding tenant shall pay the proportion of rent due until the annual renewal date.
- e) The Council may terminate the agreement if any of the following apply;
 - I. Any plot holder that receives two consecutive tidy up notices and then fails to maintain their plot within 30 days, an immediate notice to quit will be issued.
 - II. If the tenant is in arrears for not less than 40 days.

- III. Immediate eviction will occur If the tenant is not observing the Rules affecting the allotment plot or any other term or condition of his tenancy.
- IV. Immediate eviction will occur If the tenant is physically and/or verbally abusive to Councillors, Officers or other tenants.



Application to keep bees on an allotment

Please complete this form with as much information as possible. Any person applying to keep bees must have either a formal qualification or have completed a theory and practical course with at least one year's experience.

Contact information

Name: _____

Telephone: _____

Address: _____

Email: _____

Site and plot number: _____

Emergency contact details

Under the terms of the allotment rules, you must provide us with two emergency contact numbers and display these on your plot.

Primary number: _____

Secondary number: _____

Qualifications

Do you have a formal
Beekeeping qualification?

Yes ☐No ☐

Have you performed
competently in a theory and
practical course?

Yes ☐No ☐

Please include evidence of the above in our application.

Experience

Do you have a minimum of
one year's experience?

Yes ☐No ☐

Please describe your beekeeping experience.



Application for Erection of a Shed, Greenhouse or Polytunnel

I hereby make application for permission to erect a greenhouse/poly-tunnel and I agree to comply with the regulations of the Council's Allotments terms in respect of the buildings maintenance and use of a greenhouse/poly-tunnel on allotments (*please circle relevant item*).

Whilst you should look upon this as little more than a formality, it is essential that you follow the steps below because:

- it is a condition of your lease for the allotment site
- it should ensure that buildings do not adversely affect neighbouring plots
- you must get written permission prior to erection
- you are limited to one shed or greenhouse
- small poly tunnels/cloches per plot

Type of structure requested (circle)	Greenhouse (or tall Poly Tunnel)	Poly-tunnel/cloche
Size of building	length:	length:
Maximum overall dimensions permitted for sheds or greenhouses are 1.8m x 1.2m (6ft x 4ft)	width: height: Max height 2.1m	width: height: Max height 1.3m
Main construction material No glass will be permitted in any part of a construction Quality of new or second hand shed is important	Wood/plywood chipboard polycarbonate/acrylic plastic steel/metal/aluminium	Plastic/steel/metal Will need to be firmly anchored in the ground

Any base can be of timber or slabs and should be removable. All buildings shall be constructed of new or perfectly sound materials. Please note –brick or concrete bases are not allowed. The final decision on the quality of the building resides with the Council.

Initials: Surname:

Address:

Email:

Plot Number:

Application Date:

Only good quality sheds, greenhouses or poly-tunnels will be permitted on an allotment plot. They must not affect the enjoyment of neighbouring plots. All structures are to be adequately secured to the ground to prevent uplift. Any structure erected which is found upon inspection to be unsatisfactory or unsightly will be required to be removed at resident's cost.

Any structure erected on an allotment is at the owner's expense and risk. If an allotment tenancy is terminated, then the outgoing tenant can offer any structure to the incoming tenant. If the new tenant does not wish to buy or accept it the Council may require the outgoing tenant to remove such a structure within 28 days. In the event of the structure not being removed from the site, the Council will take responsibility for the structure and will charge the owner for the cost of its removal.

Plot holders **must** obtain written permission from the Council prior to the construction of any structures. A tenant who puts up a structure without getting written permission first may be asked to take it down. No signs or advertising are allowed. Storage of flammable materials, petrol or spirits is **NOT** permitted (even in fuel tanks).

I agree to the terms and conditions and this document forms part of the tenancy agreement:

I agree to remove the construction upon termination of my tenancy on which it is situated without compensation being payable by the Council.

Name
(Signature of plot holder)

Date

Plot number -

Any Information you provide on this form will be held by Perton Parish Council in accordance with the Data Protection Act 2018. The information will be used to process your application to erect a greenhouse or poly tunnel on an allotment. Your information will not be shared with any third parties unless we are obliged to so by law. If you have any questions relating to the use of your data please contact clerk@pertonparishcouncil.gov.uk

FLOODING IN PERTON Information given 2022 to Cllr. A.Bourke

Good Morning Councillor Bourke

1. Following Royal Assent of the Flood and Water Management Act 2010, Lead Local Flood Authorities were setup.

LLFAs are county councils and unitary authorities. They lead in managing local flood risks (i.e. risks of flooding from surface water, ground water and ordinary (smaller) watercourses). This includes ensuring co-operation between the Risk Management Authorities in their area.

The risk of flooding from surface water map was produced by the Environment Agency on behalf of government, using information and input from lead local flood authorities.

The map does not contain sufficient information for it to be used to determine flood risk to individual properties, but it does give you an indication of whether your area may be affected by surface water flooding and to what extent.

The EA mapping is not accurate enough to determine flood risk to individual properties, but an area can be determined to be at risk. An option would be to have an independent Surface Flood report – if you google ‘property surface flood risk report’ advice and details will be on the first page.

It is important that any company that does this report for you, surveys the locations and takes into account all known barriers for surface flow and not use solely the supplied EA mapping.

This information can then be presented to the Lead Local Flood Authority for review and if accepted be presented to the Environment agency for consideration of mapping change – it should be noted the map would not be changed for an individual property and has to take into account the complete watershed (Catchment)

2. An Example of Report and further details of Homecheck Flood Reports.

[Flood Reports | Flood Risk Reports - L&A Agency Services Limited \(lawagents.co.uk\)](http://lawagents.co.uk)

The Surface Flood Risk Mapping was created by the Environment Agency with the following parameters. Surface water flooding is influenced by features in the landscape, particularly buildings and roads. A model was produced showing the height of the ground level based on 2 metre squares. Then, to get a better picture of where would be affected by surface water, we improved the way flow paths through structures such as bridges and rail embankments were shown. Ground level was raised within building footprints by an average of 0.3 metres to represent the way that the average building would not flood internally until water outside is 0.3m deep. At that depth, the model allows water to flow slowly through the building. Roads were lowered by 0.125 metres, so that the model would reflect the way that surface water often flows along roads. Ground roughness was also varied to take into account different land use.

3. You can check other locations in Perton by visiting the below link and entering a postcode, I have attached a pdf detailing how the mapping was constructed.

[Check the long term flood risk for an area in England - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

4. Commercial Flood Risk report for individual houses

[Flood Reports | Flood Risk Reports - L&A Agency Services Limited \(lawagents.co.uk\)](http://lawagents.co.uk)

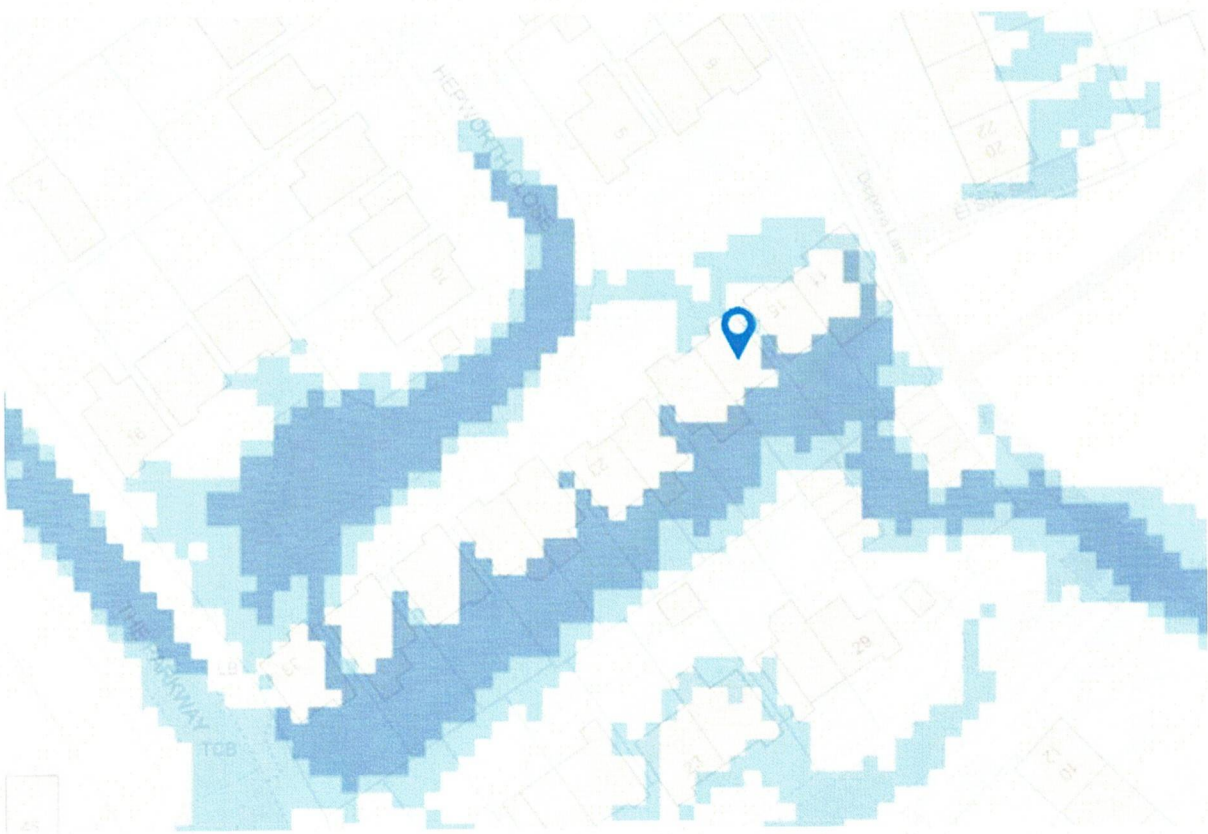
5. Risk of flooding from surface water

[LIT_8986_eff63d.pdf](#)



Extent of flooding from surface water

● High
 ● Medium
 ● Low
 ● Very low
 ⊕ Location you selected



Risk of flooding from surface water

Understanding and using the map



FLOODS
DESTROY
DESIRE
BE PREPARED

Providing flood risk information

Surface water flooding occurs when intense rainfall overwhelms drainage systems. Around 35,000 properties were affected by surface water during the major floods of 2007.

Unlike flooding from rivers, surface water flooding can happen many miles from a river, often in places that people wouldn't expect because it's a long way from a river or stream – it happens simply because there is nowhere else for the rainwater to go. In 2013 a national map showing the risk of flooding from surface water was published online. The map uses the latest improvements in data, technology and modelling to help you understand how likely it is to flood where you live, travel or work.

Creating the map

Managing the risk of flooding from surface water is the responsibility of Lead Local Flood Authorities. Lead Local Flood Authorities are the unitary authority or if there is no unitary authority, the county council for the area. They work in partnership with other organisations, including the Environment Agency, district councils, water and sewerage companies to manage local flood risks.

The risk of flooding from surface water map has been produced by the Environment Agency on behalf of government, using information and input from Lead Local Flood Authorities. It has been developed using cutting edge technology, with flood experts using models to observe how rain water flows and ponds, and producing maps that take local topography, weather patterns and historical data into account.

Land heights

Surface water flooding is influenced by features in the landscape, particularly buildings and roads. A model was produced showing the height of the ground level based on 2 metre squares. Then, to get a better picture of where would be affected by surface water, we improved the way flow paths through structures such as bridges and rail embankments were shown.

Ground level was raised within building footprints by an average of 0.3 metres to represent the way that the average building would not flood internally until water outside is 0.3m deep. At that depth, the model allows water to flow slowly through the building. Roads were lowered by 0.125 metres, so that the model would reflect the way that surface water often flows along roads. Ground roughness was also varied to take into account different land use.

Rainfall

Models were run to represent different storm severities, different storm durations, and the variation in rainfall over the whole country. These were adjusted to better represent the effects of drainage and the differences between the way water soaks into the ground in urban and rural areas, .

Areas identified at risk

The effects of the remaining rainfall were modelled to assess how the water moves across the ground and see where the water flows and ponds.

Local knowledge and information

Lead Local Flood Authorities reviewed the model results and compared them with their local and historic knowledge. Where Lead Local Flood Authorities could provide better local maps, we included these to create the risk of flooding from surface maps.

Depth and speed of water

Information on the depth and velocity or speed of the surface water is included. On the map on the Environment Agency website you can view three different depth bands and two velocity bands.

Quality of information

The risk of flooding from surface water map was given a rating based on how well we think the model performs, how good the data is, and based on feedback from the Lead Local Flood Authorities' knowledge of the area. The results show how the map can be used.

Accessing and using the map

Access to the map

The risk of flooding from surface water map is available on the Environment Agency website – www.environment-agency.gov.uk/flood. If you don't have access to the Internet, you can get a copy of the map posted or emailed to you by calling Floodline on 0845 988 1188.

Using the map

You can search the risk of flooding from surface water map on the Environment Agency website (www.environment-agency.gov.uk/flood) by postcode or town name. You can zoom in or pan out depending on the area you are interested in.

Once you find the location you are interested in, you can click on the location and will be provided with further information including detail about the level of risk, the name of your Lead Local Flood Authority, and access to depth and velocity information. There are four levels of flood risk. These are:

- High - each year, the area has a chance of flooding of greater than 1 in 30 (3.3%)
- Medium - each year, the area has a chance of flooding of between 1 in 100 (1%) and 1 in 30 (3.3%)
- Low - each year, the area has a chance of flooding of between 1 in 1000 (0.1%) and 1 in 100 (1%)
- Very low - each year, the area has a chance of flooding of less than 1 in 1000 (0.1%)

The map does not contain sufficient information for it to be used to determine flood risk to individual properties, but it does give you an indication of whether your area may be affected by surface water flooding and to what extent.

Floods can be devastating, so it is important to find out if you are at risk now rather than wait until it's too late. We do not currently provide flood warnings for flooding from surface water. The sporadic and intense nature of rainfall makes it very difficult to accurately predict when surface water flooding will happen. But there are simple steps you can take to prepare for this type of flooding.

- Check the [Environment Agency website](http://www.environment-agency.gov.uk) to see if you're at risk from other sources such as the river, the sea or reservoirs.

FLOODS
DESTROY
DESTRUCT
BE PREPARED

- Complete a simple flood plan - it only takes ten minutes and doing this in advance will save you valuable time and reduce damage if you're flooded.
- Check the three-day flood risk forecast on the Environment Agency website. This provides a county view of flood risk from all sources, including surface water, based on weather forecasts and predicted rainfall.
- Find out how to prepare your property for flooding. Flood defences can't eliminate all risks of flooding but there are some practical steps which will help to protect your home.

Sharing data

The surface water map is available online for people and communities. Lead Local Flood Authorities and other risk management authorities also have access to the maps and data.

The surface water map and information is available on request, under licence to insurers and other commercial users. We share our information with guidance and terms & conditions which explain how it should and shouldn't be used. Sharing the data enables everyone to make more informed decisions about flood risk.

Insurance

The risk of flooding from surface water map and data is available to insurers who may use it alongside other information to inform their decisions. Insurers are free to use whichever data they like to determine whether to offer insurance and at what price. Some insurers already have and use their own surface water information. How insurers decide to set premiums and excesses is up to them. The Environment Agency and local authorities have no role in determining insurance cover.

If you are selling or buying a house, an assessment of flood risk is included in standard solicitor's searches. Whilst the Environment Agency's information is not property specific, making it available to be included in these assessments, allows the prospective purchaser to understand risks in the area of the property and make better informed decisions about their purchase.

Questions about the map

More information about your local flood risk

If you would like more information about your local flood risk from surface water or the management of surface water flood risk then you will need to contact your Lead Local Flood Authority. You can find out who this is either by clicking on the highlighted area of the surface water map or by using the postcode search on www.gov.uk/find-your-local-council.

If you disagree with the map

If you disagree with the surface water map then you will need to provide appropriate evidence to your Lead Local Flood Authority for consideration. If agreed that your evidence should be considered, they will discuss timescales for changes with you. Lead Local Flood Authorities will already have a programme for their own modelling and mapping updates, so any changes that may arise from your evidence will need to be prioritised against other work. Without appropriate evidence, Lead Local Flood Authorities won't recommend changes to the map. Anecdotal evidence will not be considered.

Clerk (Perton Parish Council)

From: Mark Jenkinson <m.jenkinson@sstaffs.gov.uk>
Sent: 21 October 2022 15:47
To: Councillor Nigel Caine
Cc: Rita Heseltine (Councillor); Councillor Penny Allen; Councillor Philip Davis; Councillor Anthony Bourke; Keith Elder (Councillor); Clerk (Perton Parish Council)
Subject: RE: Perton - Footpath Maintenance

Hello Councillor Caine

Nigel the team met this morning and the following footpath locations in Perton have been highlighted as requiring attention as part of our winter works programme.

The team have deemed the footpath near the War Memorial is the key priority but could you and the other Perton Members, please rank the other paths in your priority order as we will do as much as we can budget allowing, but some may need to be picked up during next year's winter programme as we also need use the budget we have left to carry out work across other parts of the district.

- Within Bluebell Wood
- Within Open Space off Gainsborough Drive
- Between Lower Lake and Bluebell Wood
- Between Cornmill Grove and Oatlands Way
- Near War Memorial
- Within wood rear of Fowler Close

Many Thanks
Mark

Mark Jenkinson

Assistant Director Community Services
South Staffordshire Council

Tel: 01902 696533
www.sstaffs.gov.uk



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104/22 c)

Clerk (Perton Parish Council)

From: Mark Jenkinson <m.jenkinson@sstaffs.gov.uk>
Sent: Thursday, 20 October 2022, 14:15
To: Keith Elder (Councillor) <k.elder@pertonparishcouncil.gov.uk>
Cc: Clerk (Perton Parish Council) <clerk@pertonparishcouncil.gov.uk>
Subject: RE: Perton - Footpath Maintenance

Hello Keith

Thank you for your email , I hope you are well?

Keith apologies I thought we had responded on this matter, in terms of grass cutting and getting some synergy with the highway verge and open space cuts, there are three Options

1 , We reduce the number of cuts on the open spaces, so this comes in line with the highway verges.

2, We cut the verges at the same frequency as the open spaces funded by the Parish Council, taking this approach would incur additional costs, as for us to cut the verges at the same time as the open spaces would equate to an additional days' work every two weeks. Due to the schedules being quite tight for us to take on this work , would require it being undertaken on a Saturday. The additional cost, based on undertaking the work on a Saturday would be £5000 per annum for two operatives. Due to some work already being undertaken on a Saturday which is contractual we would have to rely on operatives wanting to come in to do the work.

3, Verge cutting, and open space cutting remains as is now.

(Keith the caveat with all the above options is we are funded via the County Council to cut the highway verges, should this funding reduce in the future we would need to review the number of cuts provided as we are already providing three additional cuts to the verges which are not funded)

Curb vegetation / weeds

We are working with Staffordshire County Council on several targeted areas across the district which includes tackling weeds in some curb sides – A key aspect of improving the aesthetics is weed control but without regular spraying it's not easy to get a solution that improves the aesthetics across the district. A new specialist sweeper was demoed a couple of weeks ago with a different type of brush however it didn't really make a massive difference and made more mess on the road which defeats what we are trying to achieve. Keith, I can't give a definitive answer on this one as part of our new sweeping contract we have gone from sweeping all main arterial roads from 3 times per year to over 4, and with the resources we have, its not possible to sweep all roads or get a better outcome without effective weed control and more resources going into the service. As stated above we are looking at options with the County Council which will go into budget setting this year , but ultimately I have a budget to work within and even if politically Members decided to put more money into Street Scene ,its likely something else across the council would have to reduce, so in isolation it would be great to do more within Street Scene but this would have consequences elsewhere and ultimately a political decisions if Members want street scene to do more than our core offer.

Many Thanks
Mark

Mark Jenkinson

Assistant Director Community Services
South Staffordshire Council

From: Pepperhill Solar Farm <info@pepperhillsolarfarm.co.uk>
Sent: 25 October 2022 12:04
To: Clerk (Perton Parish Council) <clerk@pertonparishcouncil.gov.uk>
Subject: Revised Layout: Pepperhill Solar Farm

Dear Becky,

Further to our previous communication, we are getting in touch to let you know that we have revised the layout for Pepperhill Solar Farm.

Please find the superseded layout and updated layout attached for your viewing, or to view the application, click [here](#) and search for the application using the reference number: 22/03068/FUL (Proposed Solar Farm To The South Of Holyhead Road Albrighton Shropshire).

In light of the changes we have made, we thought it would be useful for you to understand why we have updated the layout, as follows:

In consideration of the comments made on the planning application, we have reduced landscape views and visibility from;

- Boningale Village and St Chad's Church
- The Cowshed Pub and residents at Parkside Bungalow
- The setting of the Listed buildings - Upper Pepperhill house and Lower Pepperhill house.

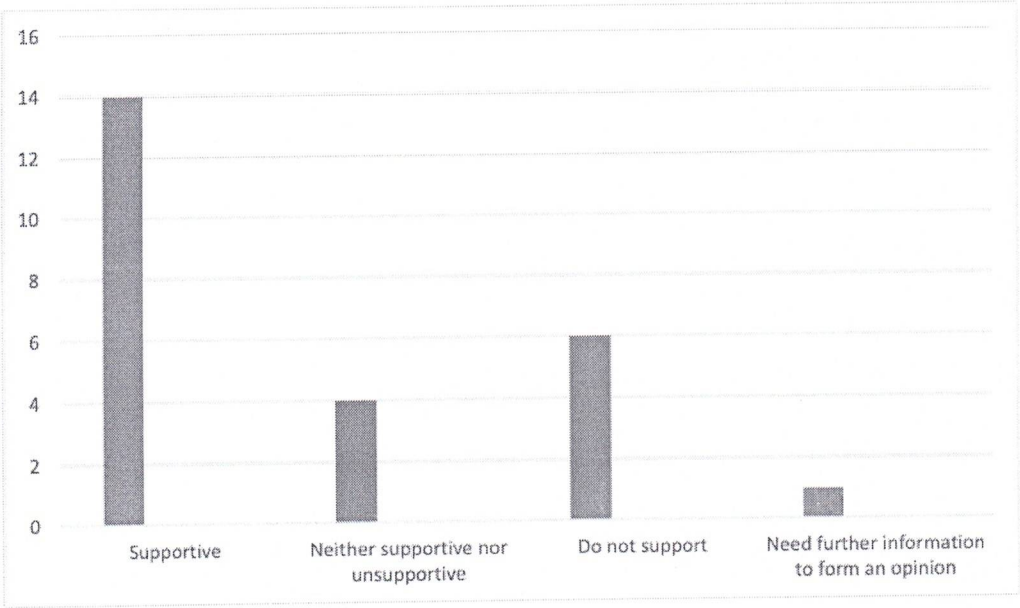
We recognise that the proposal is situated on Best and Most Versatile (BMV) land. However, the revisions we have made have reduced the amount of BMV land which will be used for solar panels by **14.6 ha** from 51.2 ha to 36.6 ha.

With respect to this, Pepperhill Solar Farm is proposed to occupy **0.05%** of the 100,132 hectares of arable land in Shropshire. However, the land will continue to utilise a multifunctional use of land: increasing biodiversity, sheep grazing and producing clean energy. At the end of its life, all solar equipment will be removed and the land will be returned to its original function / improved state.

We appreciate that we have received some local objections to the proposal, however, we feel it is important to provide a summary of the feedback we received during our consultation period held in April-May this year.

During this period, we contacted 298 addresses to invite them to our consultation events and to receive feedback on our proposal. In total, out of the 298 addresses contacted, we received only 26 feedback responses. As the graph below demonstrates, 53% respondents were supportive and 23% did not support.

Figure 4.2: Response to What are your views on our proposals for Pepperhill Solar Farm at this early stage?



As stated by Shropshire Council, the Council’s vision is to become net-neutral by 2030 to help fight against the serious threat of climate change. We are currently facing the impact of the climate and energy crisis which demonstrates the paramount **need** to move away from fossil fuels and say **yes** to low-carbon alternatives.

Pepperhill Solar Farm will enhance and complement the multifaceted use of land in the Patshull Park Estate which focuses on land management, sustainable farming and if the proposal is approved, clean energy.

To make steps towards Shropshire’s and the UK’s net zero targets, the decisions you make now have weight in achieving this reality. We therefore welcome you to comment and support our application for Pepperhill Solar Farm.

If you would like a meeting to discuss our proposal, please let me know and we can arrange a meeting.

Kind regards

Aislinn

Pepperhill Solar Farm

E: info@pepperhillsolarfarm.co.uk
T: 0800 082 0906
<https://www.pepperhillsolarfarm.co.uk/>

To: Keith Elder (Councillor) <k.elder@pertonparishcouncil.gov.uk>
Subject: FW: Perton & the Princess Irene Regiment

106/22 b)

Dear Keith Elder,

This year we will be visiting Wolverhampton and Congleton for our annually visit. I'm delighted to hear that we have an important place in your local history. In our regimental collection and even the offices where I work there are some signs still linked to Wrottesley Park, so for us as well an important place. Since the last years were cancelled during Covids this will be the first time visiting England again, and this year we also bring along some wounded soldiers from our regiment with us. I have to disappoint you that our schedule is quite busy for this year, would I have known this in advance I would booked and extra day. For 2023 it would be a nice welcome to give you a visit and have a look at the remains of the Dutch camp, I already made a note in my agenda.

Would you also be attending the commemoration at Jeffcock Cemetery?

Kind Regards,

Adriaan

Met vriendelijke groet,

A.P.J.A. (Adriaan) Vugts
Kapitein der Fuseliers

Regimentskapitein
Hoofd Sectie 1
06-14814253

.....
17 Pantserinfanteriebataljon GFPI
Koninklijke Landmacht
Ministerie van Defensie

De Ruiter van Steveninckkazerne | Eindhovenesdijk 42 | 5688 GN | Oirschot | Geb 242
Postbus 33 | 5688 ZG | Oirschot | MPC 75 A

.....
Regimentskapitein Garderegiment Fuseliers Prinses Irene
apja.vugts@mindef.nl
www.Fuseliers.nl



Van: Dimitriu, GR, LKOL, CLAS/ZZ/Opl&stage/TTW buiten <GR.Dimitriu@mindef.nl>

Verzonden: vrijdag 28 oktober 2022 11:19

Aan: Vugts, APJA, KAP, CLAS/13LTBRIG/17PAINFBAT/D-CIE/BATST/SIE S1 <APJA.Vugts@mindef.nl>

CC: Borrenbergs, JJH, AOO, CLAS/13LTBRIG/17PAINFBAT/D-CIE/BATST/BCGP <JJH.Borrenbergs@mindef.nl>

Onderwerp: Fwd: Perton & the Princess Irene Regiment

Kun jij deze oppakken Adriaan?

Van: "Keith Elder (Councillor)" <k.elder@pertonparishcouncil.gov.uk>

Datum: dinsdag 25 oktober 2022 om 12:37:02

Aan: "Dimitriu, GR, LKOL, CLAS/ZZ/Opl&stage/TTW buiten" <GR.Dimitriu@mindef.nl>

Ge "Clark (Perton Parish Council)" <clark@pertonparishcouncil.gov.uk> "Denny Allen (Councillor)"