



# PERTON PARISH COUNCIL

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8<sup>th</sup> June 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, 13<sup>th</sup> June 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**

### **23/22 - 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)*

### **24/22 – Apologies for Absence**

### **25/22 – To receive for information Police, Fire and Crime reports**

### **26/22 – Declaration of Disclosable Pecuniary Interest**

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

### **27/22 – Code of Conduct – Dispensation**

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

### **28/22 - Minutes**

- a) To approve minutes of the Parish Council meeting held on 9<sup>th</sup> May 2022.
- b) To receive for information draft minutes from the following committees/working parties:
  - i. Planning Committee meeting held Thursday 19<sup>th</sup> May 2022
  - ii. HR Committee meeting held 25<sup>th</sup> May 2022
  - iii. Finance meeting held on 7<sup>th</sup> June 2022

### **29/22 – Finance**

- a) To approve list of Payments for May 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 funding CILCA (£410) for the Assistant Clerk along with group support (£275) provided by SPCA.
- f) To consider purchasing a battery hedge trimmer

### **30/22 – Food bank**

- a) To consider using the new room as a food bank storeroom
- b) To consider funding for storage options

### **31/22 – Notice boards**

- a) To receive quotation for replacement door panel for vandalised noticeboards for the following
  - a. Mercia Drive
  - b. Anders Square

### **32/22 – Queens Platinum Jubilee – to consider**

- a) Update on Rose Garden
- b) Update on the Big Lunch event Sunday 5<sup>th</sup> June 2022
- c) To consider firework display for 6<sup>th</sup> November 2022

### **33/22 –Wrottesley Park Development**

- a) Allotments
  - i. To receive for information an update on the allotment site
- b) Housing development
  - i. To receive for information an update
  - ii. To receive an update on road and site name

**34/22 – Locality Enabler** – Locality Working is about improving the quality of life within the community and the way in which services are provided within the community.

- a) To discuss weed killing and grass cutting schedules for Perton.

### **35/22 - Staffordshire County Council**

- a) To receive for information written report from the County Councillor
- b) To receive update on flooding at Dippons Lane
- c) To consider introduction of Wrottesley Park Rd Weight Limit
- d) To consider the re-instatement of previous filter lane markings on A41 traffic lights

### **36/22 – South Staffordshire Council**

- a) To receive for information written reports from District Councillors
- b) To consider the options for Installation of Doctor Nightingale’s bench
- c) To consider options for the south traffic Island maintenance
- d) Planning Applications:

**Applications for consideration previously distributed:**

No applications received

**Applications returned since last meeting:**

**Application no. :** 22/00496/FUL

**Location:** 3 Repton Avenue, Perton, WV6 7TD

**Proposed:** Single storey rear extension for open plan area, garage conversion with internal alterations throughout the property

**Comments:** No objections received

### **37/22 – Reports - to note and receive for information**

- a) Weekly Clerk’s Reports previously distributed
- b) Speedwatch update

### **38/22 - Date and time of next meeting – Perton Civic Centre, Board room 7pm**

Full Council Meeting of Perton Parish Council – 11<sup>th</sup> July 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 Planning Committee held at Perton Civic Centre on Thursday 19<sup>th</sup> May 2022, 2.15pm

## Present:

Councillors Mrs P Allen, K Elder, D Glynn, C Rathbone

Assistant Parish Clerk Mrs L Higgins

## P01/22 - APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr N Caine.

## P02/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Cllr Mrs P Allen declared an interest in all planning applications as a member of the South Staffordshire District Council Planning Committee.

## P03/22 – REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

## P04/22 - MINUTES

**Resolved** that the minutes of the planning meeting held on 28<sup>th</sup> November 2019 having previously been distributed, were signed by the Chairman as a true and correct record.

## P05/22 – PLANNING APPLICATIONS

To note Planning applications submitted to South Staffordshire Council since the last meeting.

21/00300/VAR	<b>Highcroft, Holyhead Road, Kingswood, WV7 3AN</b> Demolition of existing two storey garage/workshop, demolition of existing single storey garden room, replacement with 3 bed detached dormer bungalow (revision of scheme allowed at appeal)  <b>Comments:</b> Perton Parish Council have no objection to this proposal	Approved
21/00746/FUL	<b>6 Paxton Avenue, Perton, WV6 7SG</b> Double storey side extension. New Application to amend previously approved 21/00428/FUL  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/00773/FUL	<b>18 Sandown Drive, Perton, WV6 7PS</b> Single Storey front & rear extensions plus 2 storey side extension  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/00667/FUL	<b>3 Broughton Court, Perton, WV6 7RL</b> Construction of single storey rear extension  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/00844/FUL	<b>61 Hawksmoor Drive, Perton, WV6 7TL</b> Two storey side and rear extension, single storey rear extension and first floor side extension  <b>Comments:</b> This application has been called in for a site visit by a district member.	Plans Amended and resubmitted (see below)
21/00809/FUL	<b>24 Peverill Road, Perton, WV6 7PH</b> Proposed two storey side extension  <b>Comments:</b> Perton Parish Council raised no objections to this planning application	Approved

21/00816/FUL	<b>3 Buttermere Court, Perton, WV6 7PP</b> Proposed single storey extension to rear and extension to porch  <b>Comments:</b> Perton Parish Council raised no objections to this planning application	Approved
21/00907/FUL	<b>Ridge Acre, Pattingham Road, Perton, WV6 7HD</b> Proposed two storey extension to rear, full height dormer with terrace and balustrade to upper storey and associated landscape works  <b>Comments:</b> Perton Parish Council raised no objections to this planning application	Approved
21/00841/LUP	<b>5 The Pastures, Perton, WV6 7UJ</b> Proposed single storey rear extension  <b>Comments:</b> Perton Parish Council raised no objections to this planning application	Approved
21/00988/FUL	<b>106 Richmond Drive, Perton, WV6 7UQ</b> Proposed two storey side extension  <b>Comments:</b> Perton Parish Council object to this proposal due to inappropriate over development of the site	Approved
21/00844/FUL	<b>61 Hawksmoor Drive, Perton, WV6 7TL</b> AMENDED PLANS: Proposed two storey side and rear extension, single storey rear extension and first floor side extension  <b>Comments:</b> Perton Parish Council object to this proposal due to excessive size and inappropriate over development of the site	Approved

21/00906/FUL	<b>18 Bader Road, Perton, WV6 7TL</b> Double storey side extension and single storey front porch extension  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/01133/VAR	<b>Longville, Pattingham Road, Perton, WV6 7HD</b> Variation of previously approved application 20/00779/FUL  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/01159/FUL	<b>Hunterswood, Pattingham Road, Perton, WV6 7HD</b> Proposed Single Storey Rear Extension, Double and Single Storey Front Extensions, First Floor Side Extension and New Basement Level  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/01244/FUL	<b>8 Cunningham Road, Perton, WV6 7XJ</b> Proposed single storey extension to side and rear  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/01277/FUL	<b>10 Fowler Close, Perton, WV6 7YQ</b> Proposed double storey side and single storey rear extensions  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/01270/FUL	<b>Hillside, Newport Road, Kingswood, WV7 3AJ</b> Proposed rear two storey extension and detached garage. Existing garage demolished  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved

21/01279/FUL	<b>5 Itchen Grove, Perton, WV6 7QY</b> Proposed single storey side and rear extension and new porch to front  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Application withdrawn 17/12
21/01302/FUL	<b>41 Dunster Grove, Perton, WV6 7RU</b> Proposed double storey side extension above existing single storey side extension  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
21/01335/FUL	<b>28 The Wheatlands, Perton, WV6 7XP</b> Proposed extension over garage to create a new bedroom and make another bigger  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00009/FUL	<b>Kelmsdun, Pattingham Road, Perton, WV6 7HD</b> Proposed first floor bay window extension and garage dormer window  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00049/FUL	<b>Moorland House, Pattingham Road, Perton, WV6 7HD</b> Proposed two storey front and first floor side extension  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00080/FUL	<b>8 Cabot Grove, Perton, WV6 7TQ</b> Proposed two storey side and single storey rear extension  <b>Comments:</b> Perton Parish Council wish to accept the planning officers recommendations for this proposal	Approved
22/00117/FUL	<b>Manesty, Pattingham Road, Perton, WV6 7HD</b> Proposed rear balcony extension and loft conversion  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00129/FUL	<b>Amber Verde, Pattingham Road, Perton, WV6 7HD</b> Proposed replacement dwelling of the bungalow for a large contemporary home  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Awaiting Decision
22/00152/FUL	<b>26 Dunster Grove, Perton, WV6 7RU</b> Proposed double storey side extension to provide kitchen and utility extension to ground floor and 2 bedrooms and bathroom above  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00209/FUL	<b>6 The Belfry, Perton, WV6 7YX</b> Proposed first floor corner infill extension.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00202/FUL	<b>15 Ayrton Close, Perton, WV6 7PE</b> Proposed two storey side extension and single storey extension to front and rear	Approved

	<b>Comments:</b> Perton Parish Council raised no objection to this proposal	
22/00239/FUL	<b>15 Guthrum Close, Perton, WV6 7NN</b> Proposed single storey rear extension.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00224/FUL	<b>5 Deepmere Cottages, Wrottesley Road West, Perton, WV6 7LE</b> Proposed ground and first floor extension to create ground floor family room and first floor bedroom.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00247/FUL	<b>24 Reynolds Grove, Perton, WV6 7NY</b> Proposed two storey side extension.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00299/FUL	<b>12 Formby Avenue, Perton, WV6 7YU</b> Proposed first floor side extension.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Approved
22/00336/FUL	<b>10 Cabot Grove, Perton, WV6 7TQ</b> Proposed double storey side and single storey rear extension.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Awaiting Decision
22/00266/FUL	<b>3 St Andrews Drive, Perton, WV6 7YL</b> Proposed double storey side and single storey rear extensions.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Awaiting Decision
22/00365/FUL	<b>Highcroft, Holyhead Road, Kingswood, WV7 3AN</b> Proposed double storey side and single storey rear extension.  <b>Comments:</b> Perton Parish Council raised no objection to this proposal	Awaiting Decision

## P06/22 – DECISIONS

To note decisions from South Staffordshire District Council as shown in the above table.

## P07/22 – APPLICATIONS FOR CONSIDERATION

**Application No:** 22/00282/LUP

**Proposed:** Single storey front extension

**Location:** 23 Severn Drive, Perton, WV6 7QU

**Resolved** no objections raised

**Application No.** 22/00193/FUL

**Proposed:** Siting of storage containers (retrospective)

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

**Resolved** Perton Parish Council objects to this proposal on the following grounds:

Overdevelopment on greenbelt land, additional traffic on an already busy road. Potential flooding issues.

If planning permission is granted, conditions must state that the number of containers must not be increased, no external lighting to be installed and access only permitted during shop opening hours.

This will be called in to the planning committee by a District member.

**Application No.** 22/00427/FUL

**Proposed:** Erection of fully accessible bungalow in the grounds of the property with associated parking and landscaping.

**Location:** 11 Kelso Gardens, Perton WV6 7XS

**Resolved** Perton Parish Council objects to this proposal on the following grounds:

Overdevelopment. No access via the Parkway which will cause issues for construction traffic and residents. As there are already 4 properties accessed from this shared driveway, another property will cause parking and access issues on an already overcrowded street.

There are flooding and drainage issues in this area and an additional property would add to that.

There are concerns over whether the property supports minimum requirements, as the property and garden will be very small, the garden of the existing property will also be drastically reduced.

A similar application has been refused in the past – 17/00529/FUL

This will be called in to the planning committee by a District member.

Councillors confirmed that there was no pre-determination in respect to the applications considered.

**P08/22 – DATE AND TIME OF NEXT MEETING**

Date to be confirmed

**Meeting closed at 3.08pm**

Signed .....  
Chairman

Date: .....

# Minutes of the meeting of Perton Parish Council Human Resources Committee held on Wednesday 25<sup>th</sup> May 2022, 7.00pm

## Present:

Councillors, P Davis, , K Elder, D Glynn, Mrs R Heseltine Mrs B Walters (Chairman)

Parish Clerk Mrs B Hodgetts

## HR01/22 - APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr, Mrs PA Allen, AA Bourke, Mrs L Dew

## HR02/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests received.

## HR03/22 –MINUTES

**Resolved** that the minutes of the HR Committee meeting held on 13<sup>th</sup> April 2022, previously distributed, were a true and correct record and signed by the Chairman.

## HR04/22 – REVISED JOB DESCRIPTIONS

Amendments to the job descriptions for the Civic Centre Caretaker and relief caretaker were reviewed. Clerk to confirm that the Clerks job description was amended as suggested.

## HR05/22 – EMPLOYEE CONTRACTS

Employee contract was reviewed and agreed that it covered all aspects except training. A requirement to if non-compulsory training is completed there should be a clawback option if the employee leaves the councils employment. **Resolved** clerk to take advice on wording from the District Council. Full Council has approved costs for any legal service advice.

## HR06/22 – RELIEF CARETAKER

It was Resolved to delay this until September when requirements can be re-assessed.

## HR07/22 – DATE AND TIME OF NEXT MEETING

Wednesday 7<sup>th</sup> September 2022 at 7pm

## CONFIDENTIAL AGENDA

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

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

### HR08/22 – STAFFING MATTERS

An update was given by the Clerk. A referral to Occupational Health has been submitted.

Meeting closed at 8.23pm

Signed .....  
Chairman

Date: .....



# Minutes of the meeting of Perton Parish Council

## Finance Committee meeting held on Tuesday 7<sup>th</sup> June 2022 at 10.00am

### Present:

Councillors Mrs P Allen, N Caine, D Glynn (Chairman) Mrs R Heseltine and C Rathbone

Parish Clerk Mrs B Hodgetts  
Assistant Clerk Mrs L Higgins

### F01/22 - APOLOGIES FOR ABSENCE

Apologies were received from Councillors K Elder and P Davis

### F02/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No Declarations received.

### F03/22 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

### F04/22 - MINUTES OF MEETING

**Resolved** that the minutes of the Meeting held on 3<sup>rd</sup> May 2022, previously distributed, were a true and correct record and signed by the Chairman.

### F05/22 - ACCOUNTS PAID

The Assistant Clerk presented a list of payments up to 31<sup>st</sup> May 2022. **Resolved** that all payments were correct and authorised. Payment for Bradmore Bouncy Castles and Dangerous Sheep Events Ltd discussed.

### F06/22 - INCOME RECEIVED

The schedule of income received up to 31<sup>st</sup> May 2022 was reviewed and accepted for information.

### F07/22 - BUDGET TO DATE

The budget to date was reviewed and noted. **Resolved** to transfer £1000 from Contingency to Commemorative Events (Ringfenced).

### F08/22 - RECONCILIATIONS

The Assistant Clerk presented the HSBC bank statement number 172 dated 31<sup>st</sup> May 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.

### F09/22 – BACS & DIRECT DEBIT PAYEES APPROVAL

The Assistant Clerk presented a list of payees as per Financial Regulations Requirements. **Resolved** that all payees are approved.

### F10/22 - DATE AND TIME OF NEXT MEETING

Tuesday 5<sup>th</sup> July 2022 at 10.00am.

Meeting closed at 10.31am

Signed .....  
Chairman

Date: .....

## Electronic Payees

B.L. WALTERS  
Banner Fire & Security  
Black Rose  
C. HARVEY  
C.A. RATHBONE  
Cafe 29  
Citron Hygiene Ltd  
Communicate Better  
Concept Elevators  
Connect Pages  
CCLA  
CNG Energy Ltd  
D.J. GLYNN  
Dangerous sheep  
DLS Electrical  
DOWN TO EARTH MAIN  
E. DEW  
EdgeIT Systems Ltd  
Evac Chair  
ESPO  
Fenland Leisure  
FAAC Entrance  
H ROSSINGTON  
HAGS-SMP Ltd  
HALLS SMS  
HMRC PAYE/NIC CUMB  
Ignis Group Ltd  
J. DOCKERY  
J. TURNER  
J.E. SHERLOCK  
J.W. LEAVER  
K.S. ELDER  
L.M. HIGGINS  
Lads & Lasses  
Mazars  
N.P. CAINE  
NATIONAL ALLOTMENT  
P. ALLEN  
P.E. DAVIS  
Perton Carnival  
PLANTSCAPE  
PLAY INSPECTION CO  
PPL/PRS  
R HODGETTS  
R.A. HESELTINE  
R.F. BRADLEY  
Reformed Plastics  
Ricoh UK  
RB SERVICES  
S. MARKS  
S.M. WILKES  
Shelutions Urban  
South Staffs Council  
Staffordshire Pari  
Staffs CC SAF  
Support Staffordshire  
SGS Systems Ltd  
SKIPTON BUSINESS F  
STAFFORDSHIRE C/C  
The Bookbinders  
The Community Foundation  
THE UNITY GROUP  
THESAURUS SOFTWARE  
Vendaid Ltd  
Westcotec Ltd  
Weston Sawmill  
YourPrinterCompany  
Zurich Municipal

# Paid Expenditure Transactions

paid between 01/05/22 and 31/05/22

Payment Ref	Paid date	Tn no	Gross	Details
DD ASH04	03/05/22	4612	£185.28	Ash Waste Services General & Recycle Waste Collection
DD Rates05	03/05/22	4613	£1,435.00	South Staffordshire Council Rates - May
Bacs SSDC05	05/05/22	4614	£474.00	South Staffordshire Council Various
Bacs DTE04	05/05/22	4615	£108.00	Down to Earth Grass Cutting to Playground
Bacs AE04	05/05/22	4616	£84.00	Acquiesce Environmental compliance Ltd Legionella Monitoring
Bacs ESPO04	05/05/22	4617	£211.69	ESPO Stationary and Cleaning Products
Bacs	05/05/22	4618	£6.99	Amazon Staple Remover
Bacs ESPO05	11/05/22	4619	£111.18	ESPO Stationary
Bacs PEN04	13/05/22	4620	£3,168.06	Staffordshire County Pension fund April
Bacs IR04	13/05/22	4621	£2,985.19	Inland Revenue Tax & NI - April
DD Water04	13/05/22	4622	£370.63	Waterplus Charges 08/01/22 - 28/04/22
DD BPayCon04	13/05/22	4623	£7.14	Brightpay Connect Monthly Subscription
Bacs BBC05	16/05/22	4624	£95.00	Bradmore Bouncy Castles Bouncy Castle Hire for Jubilee
Bacs BRS05	16/05/22	4625	£210.42	Black Rose Solutions Limited Internal Audit
DDB BT04	17/05/22	4626	£76.24	British Telecom Telephone & Broadband Charges
Bacs DSE05a	17/05/22	4627	£667.50	Dangerous Sheep Events Platinum Jubilee Celebration 25%
CHG HSBC04	21/05/22	4628	£12.97	HSBC UK Bank Charges
DDB Elec04	24/05/22	4629	£377.22	Eon Next Electricity Charges - April
Bacs AE05	25/05/22	4630	£84.00	Acquiesce Environmental Compliance Ltd Legionella Monitoring
DDB DMR05	25/05/22	4631	£169.87	Siemens Qtrly Lease - May-July
Bacs	27/05/22	4632	£10,386.32	Salaries M2
Bacs SCP05	30/05/22	4633	£25.64	Severn C Products Ltd Elizabeth Jubilee Bears
Bacs DSE05b	30/05/22	4634	£2,002.50	Dangerous Sheep Events Platinum Jubilee Celebration Balance
Bacs PCR05	30/05/22	4635	£242.78	Ricoh Rental and Copy Charges:
Bacs	30/05/22	4636	£24.99	Amazon Platinum Jubilee Decorations
Bacs 3	01/05/22	4637	£113.88	Halls SMS Paper Towels, Centre Feed & Toilet Rolls
Bacs TS05	30/05/22	4638	£150.00	Tacticle Services First Aid Cover for Jubilee Event
CreditCard 05	30/05/22	4639	£152.48	PVC Safety Signs Safety Signs
CreditCard 05	30/05/22	4640	£21.00	South Staffordshire Council TEN - Jubilee Event
CreditCard 05	30/05/22	4641	£140.74	Vinyl Banners Printing Jubilee Event Banners
CreditCard 05	30/05/22	4642	£28.94	Toolstation New Taps and Fixings
CreditCard 05	30/05/22	4643	£52.59	Royal British Legion Jubilee Lamp Post Signs
Bacs CP05	31/05/22	4644	£240.00	Connect Pages Advertising

**Total £24,422.24**

# Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 31/05/22 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	<u>£179,056.64</u>

RECEIPTS	Net	Vat	Gross
Parish Council	£109,298.52	£0.00	£109,298.52
Civic Centre	£7,615.84	£0.00	£7,615.84
Total Receipts	<u>£116,914.36</u>	<u>£0.00</u>	<u>£116,914.36</u>
PAYMENTS	Net	Vat	Gross
Parish Council	£26,973.35	£968.09	£27,941.44
Civic Centre	£20,411.77	£446.72	£20,858.49
Total Payments	<u>£47,385.12</u>	<u>£1,414.81</u>	<u>£48,799.93</u>

Closing Balances

## Ordinary Accounts

Co-operative Bank	£2,044.22
HSBC Current Account	£8,876.85
Petty Cash Account	£250.00
Public Sector Deposit Fund	£236,000.00
Total	<u>£247,171.07</u>

Uncleared and Unpresented effects

Statement Closing Balances

## Ordinary Accounts

Co-operative Bank	£2,044.22
HSBC Current Account	£8,876.85
Petty Cash Account	£250.00
Public Sector Deposit Fund	£236,000.00
Total	<u>£247,171.07</u>

Signed

Chair

Clerk / Responsible Financial Officer

Summary of Income April 2022 - March 2023																									
Community Centre & Parish BACS Income																									
Community Centre & Parish Received Income																									
Business Income																									
Community Centre & Parish Received Income		Photo Copies		Drinks		PPC events		Room Hire		Refund Deposit		Precept		Interest		Grant		Other		Plyvine Commission		Agency Fee			
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																
May	1,473.50		10.60			4,392.50	250.00		79.33	750.00		74.84													
June																									
July																									
Aug																									
Sept																									
Oct																									
Nov																									
Dec																									
Jan																									
Feb																									
Mar																									
=	1,991.50	50.00	0.00	0.00	0.00	5,919.00	250.00	107,500.00	144.74	750.00	903.78	74.84	0.00												

Total income 2022/23	Income 2021/22	Refunded Deposits 2022/23	Notes
£	£	£	
110,563.69	118,761.41		
7,030.77	4,922.25		
0.00	7,511.83		
0.00	6,270.55		
0.00	3,302.00		
0.00	111,512.73		
0.00	9,480.56		
0.00	11,770.76		
0.00	5,361.56		
0.00	5,721.34		
0.00	6,296.46		
0.00	19,592.77		
<b>117,594.46</b>	<b>310,504.22</b>		
YTD +/-	To Date		
-1,166.95	117,594.46		

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0.00	19,592.77		
<b>117,594.46</b>	<b>310,504.22</b>		
YTD +/-	To Date		
-1,166.95	117,594.46		

re-start grant received £12,000 in apr 2021  
Additional room hire (covid lockdown 2021)

# Financial Budget Comparison

Comparison between 01/04/22 and 31/05/22 inclusive. Includes due and unpaid transactions.

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

<b>INCOME</b>					
		<b>2022/2023</b>	<b>revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Parish Council</b>					
1	Litter - Agency Fee	£2,650.00	£2,650.00	£0.00	£-2,650.00
3	Precept	£215,000.00	£215,000.00	£107,500.00	£-107,500.00
4	Public Sector Deposit Fund Interest	£50.00	£50.00	£144.74	£94.74
5	Events	£200.00	£200.00	£0.00	£-200.00
6	Funding	£0.00	£0.00	£750.00	£750.00
<b>Total Parish Council</b>		<b>£217,900.00</b>	<b>£217,900.00</b>	<b>£108,394.74</b>	<b>£-109,505.26</b>
<b>Civic Centre</b>					
51	Bar Commission	£0.00	£0.00	£74.84	£74.84
52	Deposit - Room Hire (Refundable)	£1,700.00	£1,700.00	£300.00	£-1,400.00
54	Hire of Rooms	£50,000.00	£50,000.00	£6,992.00	£-43,008.00
56	Photocopies	£0.00	£0.00	£10.60	£10.60
<b>Total Civic Centre</b>		<b>£51,700.00</b>	<b>£51,700.00</b>	<b>£7,377.44</b>	<b>£-44,322.56</b>
<b>Total Income</b>		<b>£269,600.00</b>	<b>£269,600.00</b>	<b>£115,772.18</b>	<b>£-153,827.82</b>
<b>EXPENDITURE</b>					
		<b>2022/2023</b>	<b>revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Parish Council</b>					
101	Salaries	£94,737.00	£94,737.00	£15,763.22	£78,973.78
102	Litter Salaries	£12,336.00	£12,336.00	£2,103.73	£10,232.27
103	Litter Supplies	£150.00	£150.00	£0.00	£150.00
104	Advertising & Signage	£300.00	£300.00	£127.07	£172.93
105	Audit	£900.00	£900.00	£175.35	£724.65
106	Bus Shelter Maintenance	£1,000.00	£1,000.00	£0.00	£1,000.00
107	Members' Allowances	£15,700.00	£15,700.00	£2,374.84	£13,325.16
108	Christmas Decorations	£4,000.00	£4,000.00	£0.00	£4,000.00
109	Civic Functions/Civic Sunday	£1,000.00	£1,000.00	£0.00	£1,000.00
110	Civic Awards	£200.00	£200.00	£0.00	£200.00
112	Computers	£2,000.00	£2,000.00	£5.95	£1,994.05
114	Contingency	£22,550.00	£22,400.00	£0.00	£21,400.00
116	Events	£1,000.00	£1,000.00	£66.50	£933.50
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 Grounds Maintenance & Inspection	£150.00	£150.00	£0.00	£150.00
120	H&S Consultancy Services	£1,500.00	£1,500.00	£1,500.00	£0.00
121	Insurance Renewal	£2,000.00	£2,000.00	£0.00	£2,000.00
122	Miscellaneous PPC	£1,000.00	£1,000.00	£0.00	£1,000.00
123	Newsletter	£400.00	£400.00	£200.00	£200.00
124	Notice Boards	£500.00	£500.00	£0.00	£500.00
125	Play Area / Outdoor Activities	£5,000.00	£4,000.00	£180.00	£3,820.00
126	Photocopier	£500.00	£500.00	£101.16	£398.84
127	Premises Licence Fee	£200.00	£200.00	£180.00	£20.00
128	Staff Training	£1,000.00	£1,000.00	£0.00	£1,000.00
129	Stationery & Postage	£500.00	£500.00	£139.42	£360.58
130	Subscriptions	£1,650.00	£1,650.00	£775.89	£874.11
132	Telephone & Broadband	£600.00	£600.00	£62.30	£537.70
133	Website	£250.00	£250.00	£0.00	£250.00
134	Ringfenced Items	£80,000.00	£80,000.00	£2,717.92	£78,282.08
136	War Memorial Maintenance	£200.00	£200.00	£0.00	£200.00
137	Flowers tubs & hanging	£3,500.00	£3,500.00	£0.00	£3,500.00
138	Partnership Working	£10,000.00	£10,000.00	£0.00	£10,000.00
139	Skatepark	£10,000.00	£10,000.00	£0.00	£10,000.00
140	Co-op Bank: Community Support Hub (Covid-19) RINGFENCED	£2,544.22	£2,544.22	£500.00	£2,044.22
<b>Total Parish Council</b>		<b>£283,667.22</b>	<b>£282,517.22</b>	<b>£26,973.35</b>	<b>£255,543.87</b>

<b>Civic Centre</b>					
201	Salaries	£85,500.00	£85,500.00	£14,520.14	£70,979.86
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	£0.00	£500.00
207	Consumables	£1,212.00	£1,212.00	£230.35	£981.65
208	Drinks Machine	£700.00	£700.00	£141.56	£558.44
209	Electricity	£5,000.00	£5,000.00	£714.61	£4,285.39
210	Electrical Inspection	£2,500.00	£2,500.00	£0.00	£2,500.00
211	Fire & Security Alarms	£1,200.00	£1,200.00	£0.00	£1,200.00
212	Fire Extinguisher Maintenance	£250.00	£250.00	£0.00	£250.00
213	Gas	£9,000.00	£9,000.00	£0.00	£9,000.00
214	General Maintenance	£2,000.00	£2,000.00	£24.12	£1,975.88
215	Legionella Monitoring	£1,000.00	£1,000.00	£435.00	£565.00
216	Insurance Renewal	£1,900.00	£1,900.00	£0.00	£1,900.00
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	£245.00	£255.00
220	Photocopier	£500.00	£500.00	£101.15	£398.85
221	Rates	£16,000.00	£16,000.00	£2,866.25	£13,133.75
222	Refreshments	£400.00	£400.00	£0.00	£400.00
223	Refund of Deposits	£1,700.00	£1,700.00	£400.00	£1,300.00
224	Refuse Collection	£2,000.00	£2,000.00	£279.48	£1,720.52
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	£62.31	£537.69
228	Water & Sewerage	£1,500.00	£1,500.00	£370.63	£1,129.37
229	Bank Charges	£0.00	£150.00	£21.17	£128.83
<b>Total Civic Centre</b>		<b>£142,512.00</b>	<b>£142,662.00</b>	<b>£20,411.77</b>	<b>£122,250.23</b>
<b>Total Expenditure</b>		<b>£426,179.22</b>	<b>£425,179.22</b>	<b>£47,385.12</b>	<b>£377,794.10</b>
Total Income		£269,600.00	£269,600.00	£115,772.18	-£153,827.82
Total Expenditure		£426,179.22	£425,179.22	£47,385.12	£377,794.10
<b>Total Net Balance</b>		<b>-£156,579.22</b>	<b>-£155,579.22</b>	<b>£68,387.06</b>	

**29/22 f) Hedge trimmer – Makita battery operated**

Amazon	with battery and charger	£195.00 + delivery FREE
Carvers	with battery – no charger	£165.00 + delivery - Collection
N & B Festool	with battery – no charger	£136.64 + Delivery FREE (option to add charger £26.99)

**30/22 b) Shelving systems minimum 150kg per shelf**

Racking Solutions	H1500mm x W750mm x D300mm	£34.99 + delivery £6.99
	H1800mm x W900mm x D300mm	£49.98 + delivery £7.99
Amazon	H1500mm x W700mm x D300mm	£36.99 + delivery FREE
	H1800mm x W900mm x D400mm	£36.95 + delivery FREE
	Additional shelves available £20.97	
Screwfix	H1800mm x W900mm x D440mm	£59.99 collection only
BigDug	H1780mm x W900mm x D300mm	£52.49 + delivery £15.00

**31/22 b) Notice Boards**

Anders Square – Polycarbonate – smash proof (current Perspex 3mm)

	3mm	4mm	5mm	Delivery
Perspex Sheet UK	£73.46	£97.94	£122.42	£4.95-£15.95 weight dependant
Polycarbonate store	£71.12	£91.40	£117.94	£9.95
Simply Plastics	£70.48	£93.98	£117.48	£9.95

**32/22 c) Fire works**

Possible display on Sunday 6<sup>th</sup> November

Company A	10 – 12 minutes £3,000
Company B	£120 per minute no music / £250 per minute with music (minimum spend £2,500)
Company C	Start at 4K
Company D	Small show £150 per minute / medium show £200 per minute – no music



35/22 b)

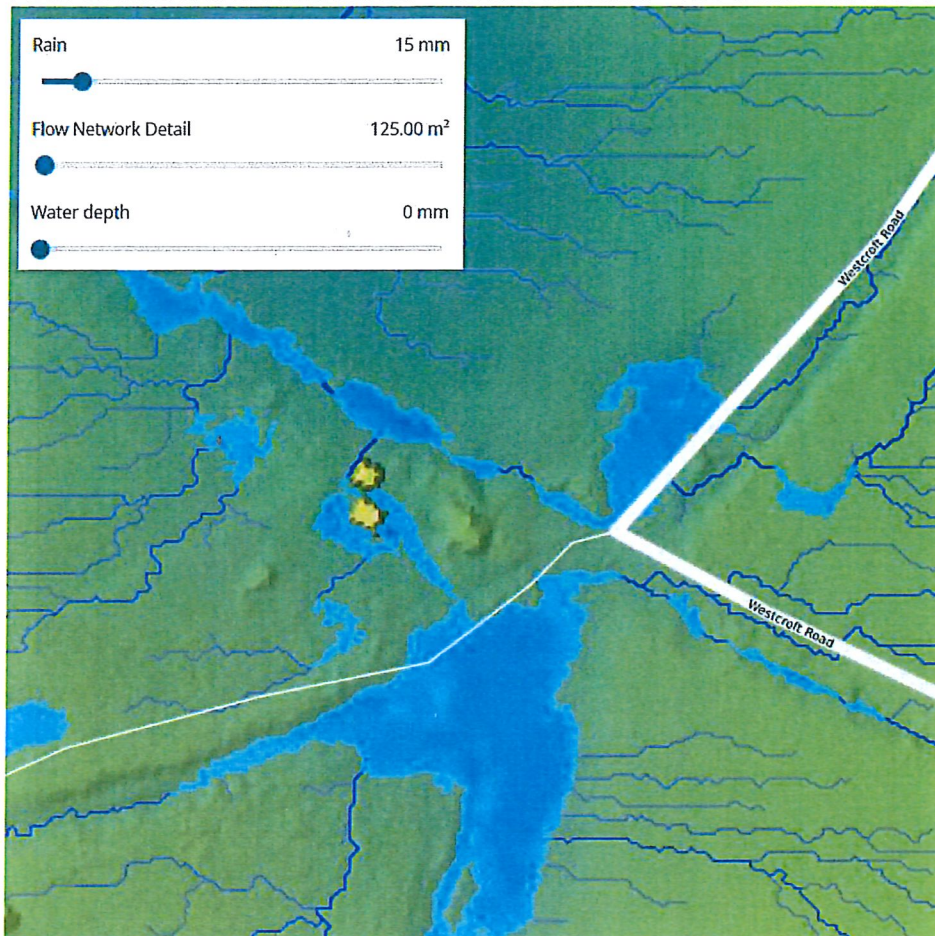
**From:** Firkins, Diane (E,I&S) <[diane.firkins@staffordshire.gov.uk](mailto:diane.firkins@staffordshire.gov.uk)>  
**Sent:** 01 June 2022 14:32  
**To:** Clerk (Perton Parish Council) <[clerk@pertonparishcouncil.gov.uk](mailto:clerk@pertonparishcouncil.gov.uk)>  
**Subject:** Dippons Lane

Hi Becky

Unfortunately we do not have any resources that we can "tap" into for ditch clearing especially as the work required is on third party land.

However Andrew Brett has done some modelling work as below the first image shows the ditches as they are now:

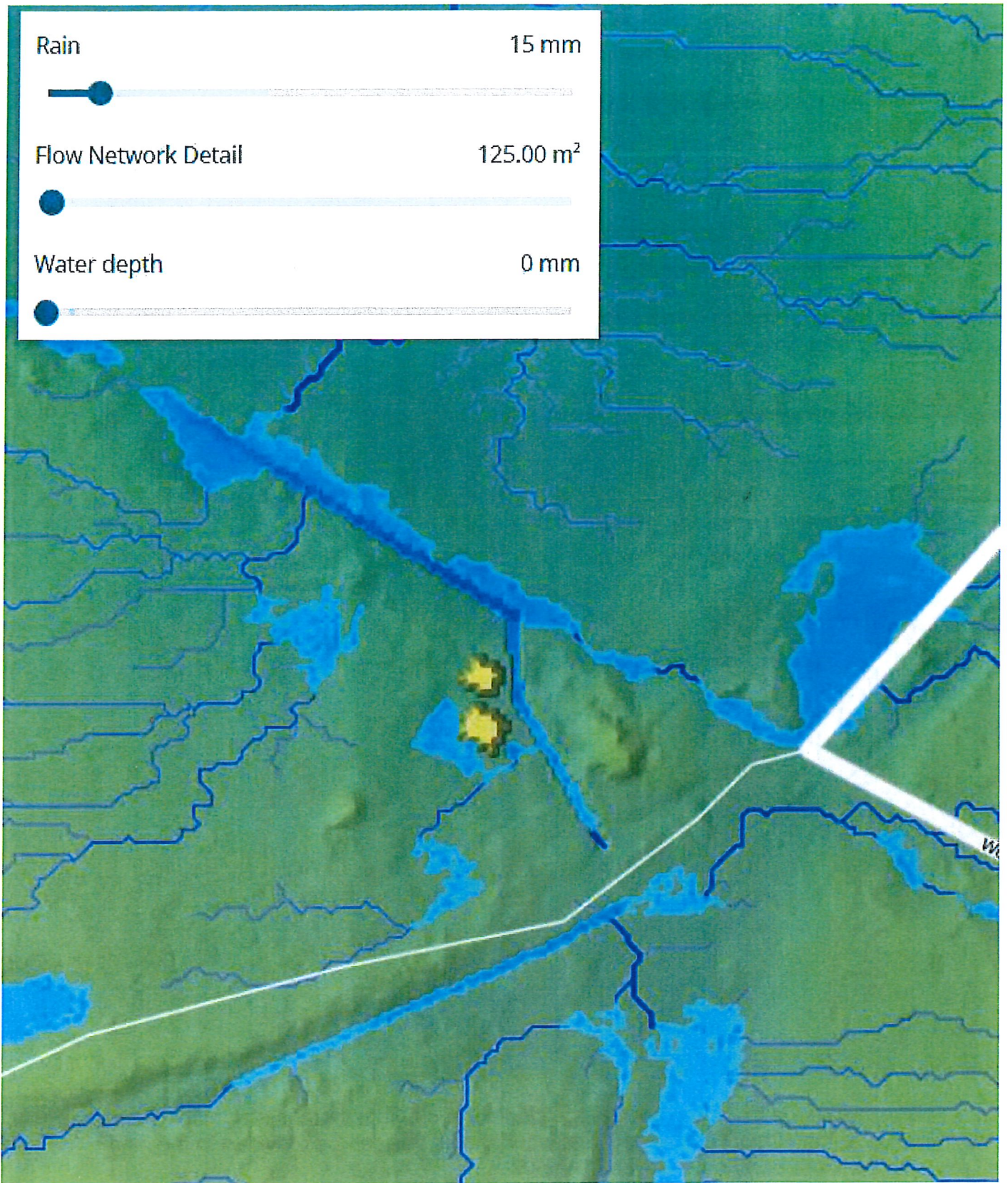
As is: Blocked and not maintained – 156mm of rainfall – not unlike what has been seen



This model below shows that if the ditches are cleared to 300 mm there is a significant improvement, there is also a big benefit for his land too, just wondering if this can be provided to the land owner, It may make him want to carry out the work himself?

By cleaning 300mm into the ditches and watercourse and clearing the culvert lidar model shows following





Attached is a PDF file this is what the crews have provide for us following todays visit, they have managed to access the culvert this time and jetted they said that the pipe is either a 12" or 15" outfall pipe which is large enough to take capacity. Now this has been jetted the culvert is running. However as we know the water has no where to go



as the ditches are blocked. However we could not get CCTV footage because of the lying water in the area.

I think that STW should be notified that we have carried out our work and it would be beneficial as they discharge water into the ditch course themselves for this ditch that they use is cleared, as our culvert is now clear this could add capacity to the ditch course they use and potentially cause backing up for them. So it is in their own interest to have this ditch course cleared.

I hope this helps.

Kind regards

Diane Firkins  
Community Highway Engagement Officer

South Staffs & Stafford - Gnosall & Doxey  
Economy, Infrastructure & Skills  
Staffordshire County Council  
No. 1 Staffordshire Place, Tipping Street, Stafford, ST16 2LP (based at Gailey)  
✉: Staffordshire County Council, Wedgwood Building, Tipping Street, Stafford, ST16 2DH  
[www.staffordshire.gov.uk](http://www.staffordshire.gov.uk)

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**From:** Hancock, Joel <Joel.Hancock@severntrent.co.uk>  
**Sent:** 07 June 2022 07:26  
**To:** Clerk (Perton Parish Council) <clerk@pertonparishcouncil.gov.uk>  
**Subject:** RE: Dippons Lane

ST Classification: OFFICIAL PERSONAL

Good Morning Becky,

I hope you're well.

Thank you for the below, it's good to see some action on the site.

I can see the comments made by Diane suggesting that it is within Severn Trent's best interest to clear the ditches ourselves, however, much like the councils comments in the first paragraph of their email, it is third party land and not Severn Trent's responsibility. Unfortunately we can't take responsibility for clearing the ditches.

I currently have a piece of work that I am going through to install drainage at the pump station itself, I'm hoping this work can start soon. This should prevent the overland flooding from reaching and overwhelming the pump station and, as such, should alleviate any further failures at the pump station causing the foul line to back up. This unfortunately will not prevent the flooding on the road – just in the pump station compound itself.

As suggested by Diane below, I would recommend that this information is sent to and discussed with the land owner to see if the figures help discussions progress.

I'm happy to discuss further if required, if you would like another joint call to discuss then I am more than happy to join from a Severn Trent perspective.

Thanks,

**Joel Hancock** | **Catchment Lead, Central West** | **Customer Network Operations**  
Mobile: 07815 977099 | Email: [Joel.Hancock@severntrent.co.uk](mailto:Joel.Hancock@severntrent.co.uk)