



PERTON PARISH COUNCIL

8th March 2023

Dear Councillor

You are summoned to the Meeting of Perton Parish Council, to be held in the Board room, Perton Civic Centre on Monday, 13th March 2023 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.

A minute's silence will be observed for former Parish Councillor Mrs Christine Young who has sadly passed away.

AGENDA

173/22 - 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)

174/22 -To receive apologies for absence

175/22 - To receive for information Police, Fire and Crime reports

176/22 - Declaration of Disclosable Pecuniary Interest

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

177/22 - Code of Conduct

- a) 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)

178/22 - Minutes

- a) To approve minutes of the Parish Council meeting held on 13th February 2023
- b) To approve minutes of the Extra Ordinary meeting of the Parish Council held on 6th March 2023.
- c) To receive for information draft minutes from the following committees/working parties:
 - i. Management Committee 15th February 2023
 - ii. Kings Coronation working party 28th February 2023
 - iii. Allotment Committee 1st March 2023
 - iv. Finance Committee held 7th March 2023

179/22 - Finance

- a) To approve list of Payments for February 2023
- 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 submitting comments to the Remuneration Panel sitting in July 2023

180/22 - Best Kept Village

To consider entry to the 2023 competition at a cost of £27.50

181/22 - Citizen of the Year Award

To consider the four nominations received

182/22 - Policies

To review the following;

- a) Asset register
- b) Risk management - no amendments proposed
- c) Freedom of Information - no amendments proposed
- d) GDPR Data Audit - no amendments proposed

183/22 –Civic Centre

To consider recommendations from the Management Committee for no increase on room hire charges 2023/24

184/22 – Wrottesley Park Road development

- a) To receive an update on the allotment site
- b) To receive an update from the developer

185/22 – Health & Safety

To receive an update from the Health & Safety working party

186/22 – Kings Coronation

To consider the suggestions from the King's Coronation working party;

- a) School Children souvenirs - wooden engraved medal and parish council personalised wildflower seeds. Total cost per child £1. Total cost £1,075
- b) To join The Church At Perton who are considering holding an afternoon Tea on Sunday 7th May. The Civic Centre could be made available and light refreshments provided.
- c) To purchase Coronation lamppost discs at £4.99 each
- d) To purchase Coronation flags – approximately £20
- e) To purchase a Coronation Souvenir book when available for each of the schools to supplement the Queens Platinum Jubilee book supplied in 2022.
- f) To consider a celebratory Firework Display in November

187/22 - Staffordshire County Council

- a) To receive for information a report from the County Councillor
- b) To receive an update on the Pump house, Dippons Lane following discussion with Severn Trent
- c) To consider the Staffordshire Local Flood Risk Management Strategy (2023-27) consultation
- d) To consider the Consultation on divisional boundaries for SCC

188/22 – South Staffordshire District Council

- a) To receive for information reports from District Councillors
- b) To consider a response to the consultation for increase of fares charged by Hackney Carriages
- c) To consider Community Services presentation options
- d) To receive an update on CCTV controlled by SSDC to monitor the play area and youth shelter
- e) Planning Applications:

Applications for consideration previously distributed:

Application no. : 23/00121/FUL

Location: 11 Kelso Gardens, Perton, WV6 7XS

Proposed: Erection of fully accessible bungalow in the grounds of 11 Kelso Gardens with associated parking and landscaping.

189/22 – Reports - to note and receive for information

- a) Weekly Clerk's reports previously distributed
- b) Perton Playing Fields Association finance report year to date

190/22 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council – 17th April 2023

Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 13th February 2023, 7.00pm

PRESENT:

Councillors Mrs P Allen, AA Bourke, N Caine, P Davis, K Elder (Chairman), D Glynn (Vice Chairman), Mrs R Heseltine, Mrs A James, C Rathbone, J Sherlock and J Turner

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Also in attendance: County Councillor J Abrahams

Members of the public – 2

151/22 - PUBLIC OPEN SESSION

Trees on the new development have been cut down, these were not on the original plans to remove – Councillor N Caine will follow this up with the District Council.

Pot holes, loose drain covers rocking and tarmac around manholes missing – Councillor J Abrahams to follow this up with Highways.

Policing and ticketing of illegal parking in Wombourne – why can't Perton have the same? PCSO to be contacted.

A suggestion to place notices on lampposts asking residents to be mindful of double parking to allow emergency service access. Councillor J Abrahams to contact Highways with the proposal.

152/22 - APOLOGIES FOR ABSENCE

Apologies received and noted from Councillors R Bradley, Mrs L Dew and Mrs B Walters

153/22 – A Councillor vacancy has arisen. Councillor S Wilkes failed to attend a meeting within six months (Local Government Act Section 85 (1) and (2)). **Resolved** No co-option necessary due to the elections in May.

154/22 - POLICE, FIRE AND CRIME REPORT

PCSO A Tooth provided a written report but was unfortunately not available to attend the meeting.

There appears to be more car crime but no burglaries. It would be helpful if the parish understood what the policing priorities are.

Residents must report any incidents, some feel it does not help when there is no direct telephone numbers to contact the Police.

155/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

The following declarations were made:

158/22 h) Basic tree survey and inspection training – Councillor N Caine

158/22 i) The Church At Perton – Councillors Mrs P Allen and C Rathbone

158/22 j) The Carnival – Councillor Mrs P Allen

158/22 k) Perton Playing Fields Grant – Councillors Mrs P Allen, N Caine, P Davis, K Elder, D Glynn, Mrs R Heseltine, C Rathbone

165/22 c) Planning - Application no. : 23/00060/FUL – Councillor P Davis

156/22 - CODE OF CONDUCT DISPENSATIONS

a) No requests for dispensation received.

b) The Civility & Respect pledge - this is an additional pledge to back up the Code of Conduct. Training sessions have been attended by the Clerk, Assistant Clerk, Chairman and Vice Chairman. **Resolved** to sign up to the pledge.

157/22 – MINUTES

- a) **Resolved** that the minutes of the Parish Council Meeting held on 9th January 2023 were agreed as a true and correct record.
- b) **Resolved** that the minutes of the Precept Meeting held on 16th January 2023 were agreed as a true and correct record.
- c) Noted for information the draft minutes of the following committees/working parties:
 - i) Allotment Committee meeting 18th January 2023
 - ii) Allotment public meeting 25th January 2023
 - iii) H & S working party held 1st February 2023
 - iv) Finance meeting held on 7th February 2023

158/22 - FINANCE

- a) **Paid Expenditure Transactions** between paid between 01/01/23 and 31/01/23
Resolved payments approved.

Payment Ref	Date Paid	Tn no	Net	Details
DD ASH12	03/01/23	4861	£217.92	Ash Waste Services General & Recycle Waste Collection
DD Rates01	03/01/23	4862	£1,435.00	South Staffordshire Council Rates - January
DD BPay	06/01/23	4863	£10.51	Brightpay Connect Monthly Subscription
Bacs PPL/PRS	11/01/23	4864	£758.94	PPL/PRS Royalties
Bacs	11/01/23	4865	£32.61	Vendaaid Hot Drinks Consumables
Bacs	11/01/23	4866	£225.98	Citron Hygiene UK Limited Sanitary and Nappy Bins Annual Contract
Bacs DLS	11/01/23	4867	£890.00	D L S Electrical - Removal of Christmas Lights in Anders Square
Bacs PEN12	13/01/23	4868	£3,316.26	Staffordshire County Council Pension - December
Bacs IR12	13/01/23	4869	£2,781.05	Inland Revenue Tax & NI - December
Bacs	16/01/23	4870	£128.92	Halls SMS Paper Towels, Toilet Roll & Centre
Bacs	16/01/23	4871	£72.00	Breakthrough Training - Personal Resilience Comms & Strategies Ltd
DD BT12	17/01/23	4872	£80.11	British Telecom Telephone & Broadband Charges
DebitCard	18/01/23	4873	£38.93	National Association Of Local Councils Staff Training –
Bacs Film01	19/01/23	4874	£300.00	Arts Alive Film Screening - Downton Abbey A Ne
CHG HSBC12	21/01/23	4875	£15.21	HSBC UK Bank Charges
DD Water01	24/01/23	4876	£110.30	Waterplus Water Charges 08/12/22 - 08/01/23
DD Elec12	24/01/23	4877	£545.72	Eon Next Electricity Electricity Charges - December
Bacs	25/01/23	4878	£106.16	Amazon Replacement LED Bulbs
Bacs AE01	25/01/23	4879	£84.00	Acquiesce Environmental Legionella Monitoring Compliance Limited
Bacs	25/01/23	4880	£1,104.60	Edge IT Systems Ltd Annual Licence Fee
DD Gas12	25/01/23	4881	£1,331.41	Total Energies Gas & Power Gas Charges 24/11/22 - 31/12/22
Bacs TNS01	25/01/23	4882	£183.60	Tap N Shower UK Ltd Urinal Flush Control Unit
Bacs	27/01/23	4883	£11,838.63	Salaries M10
CreditCard	30/01/23	4884	£72.00	Angora Business Staff Training - Fire Safety
Bacs ACC01	31/01/23	4885	£1,536.00	A.C. Contracts (Codsall) Ltd Fixed Electrical Testing and Repair

Total £27,215.86

- b) Cash book to date received and noted for information.
- c) Income statement to date received and noted for information.
- d) Expenditure and budget to date received and noted for information.
- e) New warding arrangements. It was **Resolved** to advertise on two pages the new arrangement for voting in Perton Place magazine at a cost £200 + vat.
- f) Councillor remuneration was discussed and the cost of legal advice recommended by South Staffordshire Council. Following discussion and a vote it was **Resolved** that the remuneration remain the same for 2023/24 and will be an individual choice to donate back to the Parish budget, therefore no legal advice will be sought.

- g) NALC Award Scheme – **Resolved** to apply for the Foundation Award at a cost of £130.
- h) Basic Tree survey and inspection training at a cost of £140 - Cllr N Caine wished to attend unfortunately the Clerk has been made aware that this session is now fully booked.

Councillors Mrs P Allen and C Rathbone left the meeting.

- i) The Church At Perton request compensation for slabs damaged by the cherry picker used to install the Christmas lights. **Resolved** to approve the £400 compensation requested. Parish Council to always ensure that vehicles will only enter Anders Square past the library and any damage be covered by the contractor.

Councillor C Rathbone re-joined the meeting.

- j) Concessionary room hire for Perton Carnival – **Resolved** to approve free room hire for the event to be held on 1st May 2023.

Councillor P Allen re-joined the meeting.

Councillors AA Bourke, N Caine, K Elder, D Glynn, Mrs R Heseltine and C Rathbone left the meeting.

- k) Perton Playing Fields Association have requested a grant of £7,500 towards the roof repairs at the Pavilion. Following discussion, it was **Resolved** a grant of £6,500 be approved with the following conditions:
 - i) Regular accounts to be presented to the council for information.
 - ii) The annual accounts to be presented to the council for information.
 - iii) Any excess funds from the grant to be returned to the Parish Council.

Councillors AA Bourke, N Caine, K Elder, D Glynn, Mrs R Heseltine and C Rathbone re-joined the meeting.

159/22 – DATES FOR 2023-24

- a) **Resolved** to agree the proposed dates for Parish Council meetings including committees.
- b) **Resolved** to agree the proposed dates for Flicks in the Sticks.

160/22 – CIVIC CENTRE

A revised quotation for load testing the lighting bars was received for £1547.24. The Clerk has contacted the Insurance Company to see if this is something that can be added to the current LOLER contract, unfortunately no final cost has been received. **Resolved** Clerk to accept the lowest quote when information is received from Zurich.

161/22 – ALLOTMENTS

- a) Tenders for the ground works had been assessed and weighted by the Chairman of Full Council, Chairman of the Allotment Committee and Clerk. Results previously distributed. It was **Resolved** to appoint company A, Fairways Ltd.

A brief update on the allotment waiting list and the public meeting was given by the Clerk.

- b) A brief update on the development was given by the Clerk.

162/22 – HEALTH & SAFETY

- a) The working party met on 1st February 2023 to finalise various policies for adoption.
- b) Policies proposed for adoption;
 - i) Health, Safety and wellbeing- **Resolved** to adopt
 - ii) Legionella and water management - **Resolved** to adopt
 - iii) Asbestos - **Resolved** to adopt

163/22 – QUEENS PLATINUM JUBILEE

It was **Resolved** that the Queens Platinum Jubilee working party be renamed The King's Coronation working party. Members to remain the same and meet to discuss celebration options as soon as possible.

The Church At Perton are considering holding an afternoon tea and a songs of praise.

164/22 - STAFFORDSHIRE COUNTY COUNCIL

- a) A verbal report was received from Councillor Abrahams.
- Councillor Abrahams voted for the medium term financial strategy to put more money into highways.
 - Boundary Review - SCC have challenged the suggestions from the commission and are waiting for a response. Councillor Abrahams will forward the County Council's response and also a clearer map. Councillor N Caine informed the Parish Council of his response and will forward a copy to the Parish Council.
 - Pedestrian crossing at the allotments – Councillor Abrahams will support this proposal and will raise it with Highways.
 - Councillors stated that it may be a requirement for additional street lighting on Wrottesley Park Road due to the development.
 - Councillor Abrahams spoke to Inspector Cotton regarding CCTV in Anders Square.
 - Nothing further on the weight restriction for Wrottesley Park Road.
 - The modifications to the traffic lights at the A41 have been completed under s106 requirements.
 - Speed reduction through Trescott - no objections have been received following the end of the consultation period. No date for implementation has been agreed.
- b) Dippons Lane - Severn Trent and Highways have done all the work they are required to do and state that landowners are responsible now. There is no flooding at Dippons Lane but the effluent is still coming out when there is heavy rain. Cllr Abrahams request Severn Trent visit the site to understand the issues with overflow from the pump house.
- Severn Trent will organise a meeting to give an overview of what they aim to achieve in Perton long term after April 2023..
- c) Consultation on Divisional boundaries for Staffordshire County Council, discussed at item a) **Resolved** to defer to the next meeting.
- d) Pedestrian crossing at the allotments – discussed at a). There was some discussion on the reshaping of the outer south island and access to the new development.

165/22 - SOUTH STAFFORDSHIRE COUNCIL

- a) District Council written reports presented from Councillors P Davis and Mrs R Heseltine. Verbal reports presented by Councillors Mrs P Allen, AA Bourke and N Caine. The reports were noted for information.
- b) The purchase of a CCTV camera to cover the play area and youth shelter to be managed by the District Council was discussed. The initial installation costs are approximately £5135 with a monthly sum of £330 for a 5g sim card and an annual maintenance contract at a cost of £380. Councillor felt that the monthly cost for the Sim card was very expensive. **Resolved** to contact SCC to see what the cost is for the bus lane camera. How do other councils manage this if they have CCTV. **Resolved** to get further information.
- District Council have installed a camera in Anders Square for a short period of time.
- c) Planning Applications:
Applications for consideration previously distributed: None received
Applications returned since last meeting:
Application no. : 23/00033/COU
Location: 10 Anders Square, Perton, WV6 7QH
Proposed: Change of use from Off Licence to Micropub
No objections raised

Councillor P Davis left the meeting.

Application no. : 23/00060/FUL

Location: Wrottesley Home Farm, Holyhead Road, Codsall, WV8 2HT

Proposed: Conversion of the redundant barns to 4 residential dwellings, including access, landscaping, parking and associated works.

No objections raised

Councillor P Davis re-joined the meeting.

Applications returned since last meeting:

Application no. : 22/01162/FUL

Location: Perton Court Cottage, Pattingham Road, Perton, WV6 7HD

Proposed: Front, rear and side extension

Comments: No objections received

166/22 – REPORTS TO NOTE AND RECEIVED FOR INFORMATION

- a) Weekly Clerk's reports previously distributed
- b) Youth Chill Out Club – Concerns have been raised with the District Council.

167/22 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting – 13th March 2023

Meeting closed at 9.30pm

Signed
Chairman

Date:

Minutes of the Extra Ordinary meeting of Perton Parish Council, held at Perton Civic Centre on Monday 6th March 2023, 7.00pm

PRESENT:

Councillors Mrs P Allen, AA Bourke, P Davis, K Elder (Chairman), D Glynn (Vice Chairman), Mrs R Heseltine and J Sherlock

Parish Clerk Mrs B Hodgetts

Assistant Parish Clerk Mrs L Higgins

Also in attendance:

Members of the public – 2

168/22 - PUBLIC OPEN SESSION

No members of public present.

169/22 - APOLOGIES FOR ABSENCE

Apologies received and noted from Councillor N Caine

170/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

The following declarations were made:

154/22 Civic Centre hire Saturday mornings for Chill Out Club – Councillor Mrs P Allen

171/22 – CIVIC CENTRE HIRE ON SATURDAYS FOR CHILL OUT CLUB

Following much discussion, it was **RESOLVED** not to offer the Civic Centre due to a number of concerns.

172/22 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting – 13th March 2023

Meeting closed at 7.49pm

Signed
Chairman

Date:

178/22 c) i

Minutes of the Allotment Committee meeting of Perton Parish Council

Held at Perton Civic Centre Wednesday 1st March 2023 at 6pm

Present:

Councillors – AA Bourke, P Davis (Chairman), Mrs R Heseltine
Residents, Mrs S Horrobin, J Powell

other: Mrs B Hodgetts Parish Clerk

A16/22 - APOLOGIES FOR ABSENCE

Apologies received and noted from K Elder and D Glynn

A17/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declaration of disclosable pecuniary and other interests received.

A18/22 - MINUTES OF MEETING

Resolved that the minutes of the allotment meeting held on 18th February 2023 having previously been distributed, were signed by the Chairman as a true and correct record.

A19/22 – SITE

The Parish Council have appointed a contractor for the work. The cost is more than budgeted for. It was suggested the Clerk look into funding options. An application for funding the composting toilet through the National lottery could be submitted.

A20/22 – PRESENTATION

Mick Poultney will be presenting the Raised Beds & No Dig Cultivation on Wednesday 8th March . There will be various gardening books available, it was suggested that a donation could be made for them.

A21/22 – ITEMS FOR NEXT AGENDA

The following suggestions were made

- BBC Gardeners World
- Future speakers
- Sheds & bases to gauge interest

A22/22 – DATE AND TIME OF NEXT MEETING

Resolved the next meeting to be held on Wednesday 10th May 2023 at 6pm.

Meeting closed at 6.43pm

Signed
Chairman

Date:

Minutes of the meeting of Perton Parish Council Management Committee held on Wednesday 15th February 2023, 7.00pm

Present:

Councillors AA Bourke, N Caine, P Davis, D Glynn, Mrs R Heseltine (Chairman),

Parish Clerk Mrs B Hodgetts

M06/22 - APOLOGIES FOR ABSENCE

Apologies were received and noted for Councillor Mrs P Allen.

M07/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

The following Declarations were made:

M09/22 b) Room hire charges – Councillors N Caine, P Davis, D Glynn, Mrs R Heseltine

M08/22 - MINUTES

Resolved that the minutes of the Management Committee meeting held on 12th October 2022, were a true and correct record.

M09/22 – CIVIC CENTRE

a) Management report

- Annual safety check of the heating system completed
- Water contract taken out with Everflow – will give approximately £50 saving per annum
- Annual fire extinguisher check completed
- Water damaged floor from leaking radiator in Lakeside Hall
- Covid stickers removed from Lakeside Hall floor has removed some of the varnish
- The men's urinal sensor for flushing was not operating correctly and overflowing the urinals. A new sensor has been purchased.

b) Room hire charges - **Resolved** to propose to Full Council that no increase be applied for the financial year 2023/24

c) Lakeside Hall - quotations received for repair of the water damaged floor. A radiator was leaking when the staff returned to the building after the Christmas break. Some planks have warped when drying out.

Repair of the damaged area only is £1,575. To scrub and seal the rest of the floor at the same time would cost £1,875 giving a total of £3,450.

Alternatively, to repair, machine sand, vacuum and apply 4 coats of heavy duty seal to the whole floor would be £4,950. The insurers have been contacted to see if a claim could be made and if it would affect the premium. **Resolved** to progress the repair through insurance and to accept the quotation for full refurbishment of the floor at a total cost of £4,950 with the council covering the balance of £3,375.

M10/22 - DATE AND TIME OF NEXT MEETING

Wednesday 24th May 2023 at 7.00pm.

Meeting closed at 7.43pm

Signed
Chairman

Date:

Kings Coronation meeting

178(22 C) ii

28th February 2023

Present: Penny Allen and Rita Heseltine

Apologies received from Keith Elder, Dave Glynn and Becky Hodgetts.

The Carnival will be a Coronation parade and will look for a King and a Queen to lead it and all to have hand flags. Bunting in the square will be required.

Penny has found various items that the Parish Council could buy for all the children at the three schools. One of the items is a 5cm wooden medal at 50p each with a small ribbon threaded through, a metal medal is £1.30 including the ribbon.

A packet of wildflower seeds are 50p each. Across the packet the council's name could be printed. Seeds could be bought for the schools to use in their own gardens. Seeds could also be bought to plant in a dedicated area, to be thought of..

Numbers for the schools will be required.

Could the Parish Council join with the Church on Sunday 7th May which may be having an afternoon tea then followed by a thanksgiving service. 2 – 4pm. The council could provide Scones and jam. The doors between the two building could be opened.

There are different coronation flags. One in the Civic Centre with a portrait and perhaps one for the hall if we are doing the afternoon tea. We may have to look at purchasing more bunting. It may be possible to borrow the village show bunting. Music could be played, a live pianist would be nice.

There are also round coronation lamppost discs which could be ordered. Councillors could purchase their own if required.

Coronation book could be purchased for each school to supplement the Jubilee book purchased to each school.

The fireworks display was discussed for November. The event for the Platinum Jubilee was extremely popular. If the budget can be found it could be a popular event. This would be advertised as a Coronation event.

The area of land adjacent to the Lakeside Hall patio. could have plants with a royal connection. There are a varieties of ground cover, King Charles likes delphiniums, sweet William could be sown. Queens' favourites rose was Lily of the Valley. There are others that might be suitable.

It was mentioned that the Prince and Princess of Wales had recently opened some allotments, could we look at getting someone for Perton allotments when they are ready.

Meeting closed at 7.40pm

178/229iv

Minutes of the meeting of Perton Parish Council

Finance Committee meeting held on Tuesday 7th March 2023 at 10.00am

Present:

Councillors Mrs P Allen, N Caine, K Elder, D Glynn (Chairman) and Mrs R Heseltine

Assistant Clerk Mrs L Higgins

F74/22 - APOLOGIES FOR ABSENCE

No apologies for received

F75/22 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

A declaration of pecuniary or other interests received from Cllrs N Caine for expenditure transaction 4897 and from Mrs P Allen for expenditure transaction 4894.

F76/22 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

F77/22 - MINUTES OF MEETING

Resolved that the minutes of the Meeting held on 7th February 2023, previously distributed, were a true and correct record and signed by the Chairman.

F78/22 - ACCOUNTS PAID

The Assistant Clerk presented a list of payments up to 28th February 2023. **Resolved** that all payments were correct and authorised. Payments to The Church at Perton and Total Energies Gas & Power were discussed.

F79/22 - INCOME RECEIVED

The schedule of income received up to 28th February 2023 was reviewed and accepted for information.

F80/22 - BUDGET TO DATE

The budget to date was reviewed and noted.

F81/22 - RECONCILIATIONS

The Clerk presented the HSBC bank statement number 209 dated 28th February 2023 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.

F82/22 - DATE AND TIME OF NEXT MEETING

Tuesday 11th April 2023 at 10.00am.

Meeting closed at 10.23am

Signed
Chairman

Date:

Paid Expenditure Transactions

179/22 a.

paid between 01/02/23 and 28/02/23

Payment Reference	Paid date	Tn no	Gross	Details
Bacs	01/02/23	4886	£42.00	Edge IT Systems Ltd End of Year Support Package
DD ASH01	01/02/23	4887	£189.04	Ash Waste Services - General & Recycle Waste
Bacs DepRef	06/02/23	4888	£50.00	Refunded Deposit- 28/01/23
DD BPayCon01	06/02/23	4889	£10.51	Brightpay subscription BrightPay Connect Monthly
Bacs AsAb01	08/02/23	4890	£453.60	Assa Abloy Annual Service Contract
Bacs SSDC01	08/02/23	4891	£494.77	South Staffordshire Council Clearance of the Rose Garden
Bacs	13/02/23	4892	£95.97	Halls SMS Paper Towels & Centre Feed
Bacs ESPO01	13/02/23	4893	£275.93	ESPO Stationery and Cleaning Products
BACS TCAP02	15/02/23	4894	£400.00	The Church At Perton damaged slabs Repair
Bacs IR01	17/02/23	4895	£2,986.11	Inland Revenue Tax & NI - January
DD BT01 1	7/02/23	4896	£81.03	British Telecom Telephone & Broadband Charges
Bacs PEN01	17/02/23	4897	£3,488.83	Staffordshire County Pension Fund- January
DD GAS01	20/02/23	4898	£834.18	Total Energies Gas & Power Gas Charges 31/12/22
Bacs DepRef	20/02/23	4899	£50.00	Refunded Deposit - 11/02/23
CHG HSBC01	21/02/23	4900	£7.38	HSBC UKBank Charges
Bacs AE02	23/02/23	4901	£84.00	Acquiesce Environmental Compliance Ltd Legionella Monitoring
Bacs	23/02/23	4902	£679.02	Zurich Municipal Testing of Lighting Bars
Bacs	24/02/23	4903	£11,377.70	Salaries M11
DD WATER02	24/02/23	4904	£110.28	Waterplus Water Charges 08/01/23 - 08/02/23
Bacs DepRef	24/02/23	4905	£100.00	Refunded Deposit - 18/02/23
DD DMR02	27/02/23	4906	£169.87	Siemens Qtrly Lease - Feb-April 2023
Total			£21,980.22	

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 28/02/23 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	£229,170.36	£0.00	£229,170.36
Civic Centre	£78,761.44	£0.00	£78,761.44
Total Receipts	£307,931.80	£0.00	£307,931.80

PAYMENTS	Net	Vat	Gross
Parish Council	£168,574.70	£9,232.53	£177,807.23
Civic Centre	£132,640.41	£5,513.11	£138,153.52
Total Payments	£301,215.11	£14,745.64	£315,960.75

Closing Balances

Ordinary Accounts

Co-operative Bank	£1,441.07
HSBC Current Account	£13,336.62
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	<u>£171,027.69</u>

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

Co-operative Bank	£1,441.07
HSBC Current Account	£13,336.62
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	<u>£171,027.69</u>

Signed _____

Chair

Clerk / Responsible Financial Officer

179/22 c)

Summary of Income April 2022 - March 2023																
Community Centre & Parish Receipted Income					Community Centre & Parish BACS Income							Business Income				
Room Hire		Refund Deposit	Other	Photo Copies	Drinks	PPC events	Room Hire		Refund Deposit	Precept	Interest	Grant	Other	Plyvine Commission	Agency Fee	Total income
£		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Apr	518.00	50.00					1,526.50	107,500.00	65.41	903.78						110,563.69
May	1,473.50			10.60			4,392.50	250.00	79.33			750.00		74.84		7,030.77
June	1,357.50						5,420.17	150.00	171.57			250.00				7,349.24
July	817.00					160.00	3,469.57	250.00	175.76							5,123.92
Aug	1,056.50						3,775.00		183.94							5,288.00
Sept	1,277.00	100.00		1.40			4,971.81	200.00	251.81					169.90		114,724.48
Oct	1,224.50			15.00		176.00	6,504.11	250.00	235.94				150.00	56.32		8,734.43
Nov	1,289.70			2.50			5,372.56		424.92							7,239.68
Dec	1,139.75			0.90			3,433.00		517.84				18.35			5,382.40
Jan	864.00					36.00	15,685.50	550.00	491.21				58.25			17,928.20
Feb	531.50	150.00					10,661.00	498.00	528.08				1.20			12,659.36
Mar																0.00
=	11,548.95	300.00	0.00	30.40	0.00	372.00	65,211.72	2,148.00	3,125.81	1,131.58	1,000.00			301.06	1,854.65	302,024.17
																YTD + / -
																11,112.72
																To Date
																302,024.17
																290,911.45

Refunded Deposits	Income	Notes
2022/23	2021/22	This Year v Last Year
£	£	
100.00	118,761.41	resiat grant received £12,000 in apr 2021
300.00	4,922.25	Additional room hire (covid lockdown 2021)
100.00	7,511.83	
374.00	6,270.55	
150.00	3,302.00	
250.00	111,512.73	£2,500 increase in precept against 2021/22
	9,480.56	High street grant £4890 from SSDC in Nov '21
	11,770.76	Pulmonary (part payment) and Harlequin
	5,721.34	Pulmonary (part payment)
	6,296.46	
	19,592.77	
	290,911.45	

179(22 d)

Financial Budget Comparison

Comparison between 01/04/22 and 28/02/23 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	£2,660.88	£10.88
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	£3,125.81	£3,075.81
5	Events	£200.00	£200.00	£372.00	£172.00
6	Funding	£0.00	£0.00	£1,000.00	£1,000.00
7	Miscellaneous	£0.00	£0.00	£150.00	£150.00
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	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£217,900.00	£217,900.00	£228,266.58	£10,366.58
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	£1,000.00	-£700.00
53	Drinks Machine (hot)	£0.00	£0.00	£356.28	£356.28
54	Hire of Rooms	£50,000.00	£50,000.00	£76,142.00	£26,142.00
56	Photocopies	£0.00	£0.00	£43.60	£43.60
57	Funding	£0.00	£0.00	£0.00	£0.00
Total Civic Centre		£51,700.00	£51,700.00	£77,842.94	£26,142.94
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	£306,109.52	£36,509.52
EXPENDITURE					
Parish Council					
101	Salaries	£94,737.00	£94,737.00	£87,728.05	£7,008.95
102	Litter Salaries	£12,336.00	£12,336.00	£11,811.32	£524.68
103	Litter Supplies	£150.00	£150.00	£75.90	£74.10
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	£13,040.88	£2,242.47

Financial Budget Comparison

Comparison between 01/04/22 and 28/02/23 inclusive. Includes due and unpaid transactions.

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

		2022/2023	revised	Actual Net	Balance
108	Christmas Decorations	£4,000.00	£4,000.00	£2,280.00	£1,720.00
109	Civic Functions/Civic Sunday	£1,000.00	£1,000.00	£50.83	£949.17
110	Civic Awards	£200.00	£200.00	£54.66	£145.34
112	Office Equipment	£2,000.00	£2,000.00	£1,658.03	£341.97
114	Contingency	£22,550.00	£10,740.00	£0.00	£10,740.00
115	CCTV	£0.00	£0.00	£0.00	£0.00
116	Events	£1,000.00	£3,500.00	£3,416.50	£83.50
117	Graffiti Removal	£300.00	£300.00	£0.00	£300.00
118	Grants & Donations	£6,000.00	£6,000.00	£1,000.00	£5,000.00
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	£2,500.00	£2,329.59	£170.41
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	£27,500.00	£24,950.46	£2,549.54
126	Photocopier	£500.00	£500.00	£296.61	£203.39
127	Premises Licence Fee	£200.00	£200.00	£360.00	-£160.00
128	Staff Training	£1,000.00	£1,000.00	£1,007.44	-£7.44
129	Stationery & Postage	£500.00	£500.00	£456.40	£43.60
130	Subscriptions	£1,650.00	£1,650.00	£846.89	£803.11
131	SUSSED - Holiday Activities	£0.00	£0.00	£0.00	£0.00
132	Telephone & Broadband	£600.00	£600.00	£356.42	£243.58
133	Website	£250.00	£250.00	£258.33	-£8.33
134	Ringfenced Items	£70,000.00	£81,416.65	£5,336.17	£76,080.48
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 baskets	£3,500.00	£3,500.00	£3,448.22	£51.78
138	Partnership Working	£10,000.00	£10,000.00	£513.47	£9,486.53
139	Skatepark	£0.00	£10,000.00	£0.00	£10,000.00
140	Co-op Bank: Community Support	£2,544.22	£2,544.22	£1,103.15	£1,441.07
Total Parish Council		£263,667.22	£299,517.22	£168,574.70	£130,942.52
Civic Centre					
201	Salaries	£85,500.00	£85,500.00	£84,599.24	£900.76
202	Advertising	£0.00	£0.00	£0.00	£0.00
203	Automatic Doors	£3,400.00	£3,400.00	£378.00	£3,022.00

Financial Budget Comparison

Comparison between 01/04/22 and 28/02/23 inclusive. Includes due and unpaid transactions.

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

		2022/2023	revised	Actual Net	Balance
204	Boilers	£1,000.00	£1,000.00	£445.00	£555.00
205	CCTV Cameras	£4,000.00	£1,000.00	£0.00	£1,000.00
206	Office Equipment	£500.00	£500.00	£352.50	£147.50
207	Consumables	£1,212.00	£1,212.00	£1,273.11	-£61.11
208	Drinks Machine	£700.00	£700.00	£566.24	£133.76
209	Electricity	£5,000.00	£5,000.00	£3,459.07	£1,540.93
210	Electrical Inspection	£2,500.00	£2,500.00	£1,404.45	£1,095.55
211	Fire & Security Alarms	£1,200.00	£1,200.00	£959.23	£240.77
212	Fire Extinguisher Maintenance	£250.00	£250.00	£191.00	£59.00
213	Gas	£9,000.00	£12,000.00	£11,095.78	£904.22
214	General Maintenance	£2,000.00	£2,000.00	£2,232.69	-£232.69
215	Legionella Monitoring	£1,000.00	£1,000.00	£1,065.00	-£65.00
216	Insurance Renewal	£1,900.00	£1,900.00	£1,752.66	£147.34
217	Lifts	£2,000.00	£2,000.00	£168.00	£1,832.00
218	Performing Rights Society & PPL	£1,000.00	£1,000.00	£632.45	£367.55
219	Miscellaneous CC	£500.00	£1,500.00	£1,170.66	£329.34
220	Photocopier	£500.00	£500.00	£296.59	£203.41
221	Rates	£16,000.00	£16,000.00	£14,346.25	£1,653.75
222	Refreshments	£400.00	£400.00	£56.99	£343.01
223	Refund of Deposits	£1,700.00	£1,700.00	£2,374.00	-£674.00
224	Refuse Collection	£2,000.00	£2,000.00	£1,813.80	£186.20
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	£356.43	£243.57
228	Water & Sewerage	£1,500.00	£1,500.00	£1,512.70	-£12.70
229	Bank Charges	£0.00	£150.00	£138.57	£11.43
Total Civic Centre		£145,512.00	£146,662.00	£132,640.41	£14,021.59
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		£409,179.22	£446,179.22	£301,215.11	£144,964.11

Financial Budget Comparison

Comparison between 01/04/22 and 28/02/23 inclusive. Includes due and unpaid transactions.

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

	2022/2023	revised	Actual Net	Balance
Total Income	£269,600.00	£269,600.00	£306,109.52	£36,509.52
Total Expenditure	£409,179.22	£446,179.22	£301,215.11	£144,964.11
Total Net Balance	-£139,579.22	-£176,579.22	£4,894.41	



PERTON PARISH COUNCIL
Asset Register 2021/22
as at 31st March 2023

182/22 a)

Office Contents	Location	Date Acquired	Purchase Price	Insurance Value
Lap Top	Civic Centre (Clerks Office) <i>Pool use</i>	Apr-20	750.00	
Desktop PC	Civic Centre (Clerks Office) <i>Datastore</i>	Nov-13	613.00	
Lap top	Civic Centre (Clerks Office) <i>Clerk</i>	Mar-20	750.00	
Desktop PC	Civic Centre (Admin Office) <i>Admin Asst</i>	Jun-19	647.00	
Desktop PC	Civic Centre (Clerks Office) <i>Asst. Clerk</i>	Aug-18	479.00	
Office Furniture: Desks	Civic Centre (Clerks/admin Office)	Estimated	800.00	
Office Furniture: Two Filing Cabinets	Civic Centre (Clerks Office)	Estimated	400.00	
Office Furniture: Three Chairs	Civic Centre (Clerks/Admin Office)	Estimated	180.00	
Office Furniture: Blinds	Civic Centre (Clerks Office)	Estimated	400.00	
Book case	Civic Centre (Clerks Office)	donated	0.00	
Hot drinks vending machine	Civic Centre (board room & Foyer)			5728.86
Scanner/printer	Civic Centre (Clerks Office)	Apr-21	293.00	
Photocopier (5 year lease)	Photocopy store room	Sep-17	0.00	5000.00
		Total	£5,312.00	£17,265.09
General Contents (including Stock)	Location	Date Acquired	Purchase Price	Insurance Value
3 Notice Boards + Leaflet Dispensers	Civic Centre	Dec-06	1100.00	
CCTV	Civic Centre	May-07	2301.00	
Xmas Lights / Decorations	Civic Centre	Dec-07	1405.00	
Christmas Lights	Civic Centre	Oct-05	9926.00	
Christmas Lights	Civic Centre	Nov-17	488.00	
Christmas Lights (donated)	Anders Square	Nov-22	0.00	
12ft Artificial Christmas Tree	Lakeside Hall, Civic Centre	Jan-13	215.00	
4 x 6ft Artificial Christmas Trees	Civic Centre	Sep-19	200.00	
42 Folding Tables	Lakeside Hall, Civic Centre	Nov-02	2881.00	
159 Stacking Banqueting Chairs	Lakeside Hall, Civic Centre	Nov-02	4611.00	
110 Aluminium Stacking Banqueting Chairs	Lakeside Hall, Civic Centre	Sep-11	5784.00	
100 Aluminium Stacking Banqueting Chairs	Lakeside Hall, Civic Centre	Nov-11	5231.00	
Sound System	Lakeside Hall, Civic Centre	Jan-04	3007.00	
Stage Lighting Control Equipment	Lakeside Hall, Civic Centre	Sep-10	3722.00	
Stage Curtains	Lakeside Hall, Civic Centre	Apr-06	2224.00	
Curtains & Blackout Blinds	Lakeside Hall, Civic Centre	Sep-10	3419.00	
Floor Scrubber	Lakeside Hall, Civic Centre	Apr-13	1900.00	
Floor Polisher	Lakeside Hall, Civic Centre	Apr-13	458.00	
6 Tables & 15 Chairs	Airman's Lounge Bar, Civic Centre	Jul-13	3048.00	
Curtains & Blind	Airman's Lounge Bar, Civic Centre	Jul-13	330.00	
10 Tables & 20 Plastic Chairs	New Room, Civic Centre	Estimated	1500.00	
18ft Board Room Table & 30 Board Room Chairs	Board Room, Civic Centre	Sep-99	5827.00	
15 Computer Chairs	Board Room, Civic Centre	Estimated	900.00	
Scaffold Access Tower	Civic Centre	Mar-11	1155.00	
Cutlery/Crockery	Kitchen, Civic Centre	Estimated	680.00	
Fridges, Dishwasher, Microwave, water boiler	Kitchen, Civic Centre	Nov-15	2851.00	
Chairman's Chain of Office	Civic Centre	Jul-86	780.00	
Vice-Chairman's Medallion	Civic Centre	Dec-99	272.00	
		Total	£66,215.00	£79,797.48
Street Furniture	Location	Date Acquired	Purchase Price	Insurance Value
10 Bus Shelters	The Parkway (outer Parkway)	Estimated	28430.00	
1 Bus Shelters	Coleridge Drive	Jan-07	5208.00	
7 bus Shelters	The Inner Parkway + Gainsborough	Dec-15	20643.00	
1 bus shelter	Nr Richmond Drive (inner Parkway)	Oct-18	4490.00	
1 Notice Boards	The Parkway	Jun-13	1225.00	
3 Notice Boards	The Parkway	Apr-14	3510.00	
2 Notice Boards	Kingswood & Trescott	Mar-11	940.00	
1 Notice Board	Anders Square	Oct-06	1415.00	
2 x Village Road Maps	The Parkway: North & South Entrances	Jan-07	2264.00	
3 x Bench Seats	Play Area, Anders Square	Dec-08	1459.00	
1 x bench seat	Perton Playing Fields	Dec-17	270.00	
2 x Perton Queen's Diamond Jubilee Road Signs	Traffic Roundabouts: Pear & Partridge ,	Oct-12	6060.00	
Playing Fields Bye-Laws Signs	Perton Playing Fields	Jul-08	832.00	
Speed Impact Device	Various sites	May-21	2625.00	
Playground / Muga Signs	Play Area & Muga, Anders Square	Nov-08	742.00	
		Total	£80,113.00	£90,209.33
Gates and Fences	Location	Date Acquired	Purchase Price	Insurance Value
Gates/fencing	rear of building between centre / church	Mar-97	1844.00	
War Memorial Fencing and Gate	War Memorial, Anders Square	Apr-13	1745.00	
Fencing at Play Area	Play Area, Anders Square	Aug-08	1988.00	
		Total	£5,577.00	£7,047.57
Benches	Location	Date Acquired	Purchase Price	Insurance Value
3 x Picnic Benches	Green space next Childrens play area	Jul-21	1050.00	
1 x Picnic Benches	Green space next Childrens play area	Nov-21	350.00	
1 x Planter benches	Civic Centre patio	Jul-21	425.00	
Planter benches	Anders Square	Nov-21	425.00	
		Total	£2,250.00	£2,317.50
Wayfinder signs	Location	Date Acquired	Purchase Price	Insurance Value
2 x Wayfinder signs	1x church, 1 x childrens play area	Jul-21	1740.00	
		Total	£1,740.00	£1,792.20
Defibrillators	Location	Date Acquired	Purchase Price	Insurance Value
BT telephone box with Defibrillator	The Parkway	Jun-17	1506.00	
Defibrillator Kit	Civic Centre	Nov-15	1330.00	
		Total	£2,836.00	£5,463.64
War Memorial	Location	Date Acquired	Purchase Price	Insurance Value
War Memorial Boulder	War Memorial, Anders Square	Insurance	1.00	
World War 1 Memorial	War Memorial, Anders Square	Oct-14	1229.00	
WW1 Centenary memorial stone	War Memorial, Anders Square	Oct-18	1188.00	
Silent Soldier statue	War Memorial, Anders Square	Jun-18	750.00	
		Total	£3,168.00	£8,328.77

Play Area (Equipment & surfaces)	Location	Date Acquired	Purchase Price	Insurance Value
Playground Equipment / Installation	Play Area, Anders Square	Aug-08	77423.00	
Junior multiplay / Installation	Play Area, Anders Square	Jul-18	23350.00	
Multi-use Games Area / Installation	MUGA, Anders Square	Aug-08	105081.00	
Outdoor Gym Installation	Outdoor Gym, Anders Square	May-13	19912.00	
		Total	£225,766.00	£261,342.06
Fixtures & Fittings	Total risk sum insured		£392,977.00	£473,563.64
Civic Centre Building	Total building sum insured		£2,207,467.00	£3,282,551.48
		Total	£2,600,444.00	£3,756,115.12
Assets disposed of during 2022/ 2023				
		Total	0.00	
Assets acquired during 2022 / 2023				
	Rear building gates/fence		1844.00	
	Christmas Lights (donated)		0.00	
		Total	1844.00	
	Asset Increase/Decrease		£1,844.00	
	Total insured		£2,602,288.00	
	Audit Figure 2022		£2,598,600.00	
	Audit Figure 2023		£2,600,444.00	
	Variance 2022 less 2023		£1,844.00	
	% Variance		0.07	

Lines of Cover applying

Part A – Material Damage

Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

Sums Insured

Premises Address	Buildings Sum Insured	Loss of Rent	Contents (a)	Contents (b)	Contents (c)	Contents (d)	Contents (e)	Contents (f)	Contents (g)
1. Community Centre, Address, Perton Civic Centre, Church Road, Perton, Wolverhampton, Staffordshire, WV6 7PD	£3,282,551.48	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

For Premises: 1

Insured Perils applicable to Material Damage: 1-16

Excesses Applicable to Premises

The following Excesses apply to each and every loss arising in respect of each and every separate premises:

Accidental Damage	£250
Theft	£250
Riot civil commotion and Malicious Persons	£250
Storm or Flood	£250
Escape of Water	£250
Falling Trees or Branches	£250
Subsidence	£1,000

Operative Endorsements: 1, 2, 3, 5, 6, 7, 8 & 9 (please refer to the Endorsement section of the policy wording)

Part C – All Risks

Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other Contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer Equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

Additional Items:

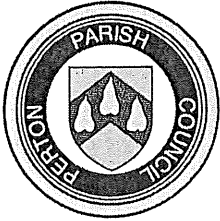
Where no premises address is shown, the item is not based at one location and cover is provided anywhere within the territorial limits.

Item Description	Sum Insured	Excess
Office Contents	£11,364.36 ✓	£250
General Contents	£79,797.48 ✓	£250
Street Furniture	£87,505.58 ✓	£250
Gates & Fences	£5,203.57 ✓	£250
War Memorials	£8,328.77 ✓	£250
Play Equipment	£217,936.75	£250
Surfaces	£3,514.21 ✓	£250
Other Surfaces	£39,891.10 ✓	£250
Defibrillators	£5,463.64 ✓	£250
Hot Drinks Vending Machine	£5,900.73 ✓	£250
Speed Impact Device	£2,703.75 ✓	£100
Benches	£2,317.50 ✓	£100
Wayfinder Sign x 2	£1,792.20 ✓	£100
Gates & Fencing	£1,844.00 ✓	£100

The excess stated applies to each and every loss.

473563.64

Operative Endorsements: 1, 2, 3 & 7 (please refer to the Endorsement section of the policy wording)



182/22 b)

PERTON PARISH COUNCIL

Risk management

This document has been produced to enable the Parish Council to assess and identify the risks that it faces and satisfy itself that it has taken adequate steps to minimize them. In conducting this exercise the following plan was followed.

- Identify the areas to be reviewed.
- Identify what the risk may be and level of risk
- Evaluate the management and control of the risk and record all findings.
- Review, assess and revise as required.

This report will be reviewed and updated annually

Key

L low risk
M Medium Risk
H High Risk

Reviewed 8th March 2021 - agenda ref: 156/20 bii)
Reviewed 31st March 2022 - agenda ref: 175/21

Area	Risk	Level	Control/risk
Assets	Protection of physical assets	M	<ul style="list-style-type: none"> • Building and outdoor equipment insured with Zurich • Civic Centre To be re-valued every 5 years. Revaluation completed in 2017. • Asset register to be reviewed annually at the Annual Parish Council Meeting
	Security of buildings, equipment etc	M	<ul style="list-style-type: none"> • Intruder alarm for Civic centre connected to control centre. Serviced annually by SGS Systems. • CCTV installed around the perimeter. • Fire alarm and equipment serviced annually. • Full electrical inspection carried out July 2016, to be retested 2022 • PAT testing carried out annually in June
	Maintenance of buildings etc	M	<ul style="list-style-type: none"> • Buildings currently maintained on an ad hoc basis. • Any maintenance issues must be completed as soon as practicable
	Street Furniture (ie notice boards, bus shelters)	M	<ul style="list-style-type: none"> • Inspected on a regular basis. • Furniture adequately insured with Zurich .
Finance	Financial Management	L	<ul style="list-style-type: none"> • All financial transactions governed by Perton parish Council Governance Framework, Financial Regulations, Standing Orders and Governance and Accountability for Smaller Authorities in England (March 2018)
	Banking	L	<ul style="list-style-type: none"> • Financial Regulations and Standing Orders set out banking requirements. Reviewed annually at Annual Parish Council meeting. • Reserves held by CCLA, day to day running with HSBC and Co-op Bank. • Two signatures required for all expenditure.
	Risk of consequential loss of income	L	<ul style="list-style-type: none"> • Insurance cover with Zurich. Sum insured £240,000 to cover any business interruption. All files saved in the cloud using Microsoft OneDrive
	Loss of cash through theft or dishonesty	L	<ul style="list-style-type: none"> • Receipts issued for income received.
	Financial controls and records	L	<ul style="list-style-type: none"> • Bank reconciliation prepared by Clerk and checked by 2 councillors at monthly Finance meetings. Expenditure authorised by two signatories. • Confirm Council has the legal power

			<ul style="list-style-type: none"> Internal and external audit completed at least annually Financial Regulations and Standing Orders reviewed annually at Annual Parish Council meeting.
	Comply with VAT Regulations	L	<ul style="list-style-type: none"> VAT claims calculated by Clerk and checked by Assistant Clerk using Edge Accounting Software. Internal and external auditor to provide additional checks Refer to HMCE Notice 749 for further guidance when necessary Claims to be submitted on a regular basis
	Budgeting /precept request	L	<ul style="list-style-type: none"> Finance committee to review expenditure against budget monthly. Full council to receive a copy of the budget for information at monthly parish council meetings. Virements to be agreed as appropriate by the Finance committee. Precept to be agreed by full council in January for the next financial year.
	Complying with borrowing restrictions	L	<ul style="list-style-type: none"> No borrowing currently.
Liability	Risk to third party, property or individuals	M	<ul style="list-style-type: none"> Liability Insurance with Zurich Open spaces checked regularly. Any maintenance issues must be completed as soon as practicable
	Legal liability as consequence of asset ownership (especially Civic Centre, playground and Multi Use Games Area)	M	<ul style="list-style-type: none"> Liability Insurance with Zurich. Weekly checks of playground and MUGA., written records kept. Annual inspections carried out by The Play Inspection Company and a full report presented to the council.
Employer Liability	Comply with Employment Law	L	<ul style="list-style-type: none"> Membership of SPCA for guidance. SSDC also available for legal guidance
	Comply with HMRC requirements	L	<ul style="list-style-type: none"> Data processed by Brightpay payroll software. Internal and external auditor to carry out annual checks.

	Safety of Staff and visitors	L	<ul style="list-style-type: none"> Regular H&S risk assessments in conjunction with consultants John Ellis & Associates Staffordshire County Council Health, Safety and Wellbeing Service to be appointed from 1st April 2022 Reviewed and updated at least annually, or as required
Legal Liability	Ensuring activities are within legal powers	M	<ul style="list-style-type: none"> Legal advice to be sought where necessary.
	Proper and timely reporting via the Minutes	L	<ul style="list-style-type: none"> Minutes made available to press and public at the Parish Council office and via the website.
	Proper document control	L	<ul style="list-style-type: none"> Leases and legal documents in Parish Clerks Office. Other data storage to comply with the General Data Protection Regulations. Statutory notices to adhere to the legal requirements
Councillor propriety	Registers of Interests and gifts and hospitality in place	L	<ul style="list-style-type: none"> Register of Disclosable Pecuniary Interest to be completed at the start of term of office. Gifts and hospitality register to be updated as required. To be included as an agenda item in May of each year, for review
Data Protection	Breach of Confidentiality	L	<ul style="list-style-type: none"> Council registered with Information Commissioners Office Procedure/Policies put in place for General Data Protection Regulations (May 2018)

Information available from Perton Parish Council under the model publication scheme

INFORMATION TO BE PUBLISHED	HOW THE INFORMATION CAN BE OBTAINED	COST
CLASS 1 - WHO WE ARE AND WHAT WE DO (Organisational information, structures, locations and contacts)		
Who's who on the Council and its Committees	hard copy and website (www.pertonparishcouncil.gov.uk)	10p
Contact details for Parish Clerk and Council members	hard copy and website (www.pertonparishcouncil.gov.uk)	10p
Location of Parish Council office and accessibility details	hard copy and website (www.pertonparishcouncil.gov.uk)	10p
Staffing structure	hard copy	10p
CLASS 2 - WHAT WE SPEND AND HOW WE SPEND IT (Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit)		
Annual return form and report by auditor	hard copy	10p/page
Finalised budget	hard copy	10p/page
Precept request	hard copy	10p/page
Receipt / Payment / Bank Statements	hard copy	10p/page
Borrowing Approval letter	hard copy	10p/page
Financial Standing Orders and Regulations	hard copy	10p/page
Grants given and received	hard copy	10p/page
List of current contracts awarded and value of contract	hard copy	10p/page
Members' allowances and expenses	hard copy	10p/page
Internal Auditor's Report	hard copy	10p/page

Information available from Perton Parish Council under the model publication scheme

CLASS 3 – WHAT OUR PRIORITIES ARE AND HOW WE ARE DOING (Strategies and plans, performance indicators, audits, inspections and reviews)		
Parish Plan	hard copy and website (www.pertonparishcouncil.gov.uk)	
Annual Report to Parish Meeting	hard copy and website (www.pertonparishcouncil.gov.uk)	
CLASS 4 – HOW WE MAKE DECISIONS (Decision making processes and records of decisions)		
Timetable of meetings	hard copy and website (www.pertonparishcouncil.gov.uk)	10p
Agendas of meetings	hard copy and website (www.pertonparishcouncil.gov.uk)	10p
Minutes of meetings	hard copy and website (www.pertonparishcouncil.gov.uk)	10p
Reports presented to council meetings	hard copy and website (www.pertonparishcouncil.gov.uk)	10p/page
Responses to consultation papers	hard copy and website (www.pertonparishcouncil.gov.uk)	10p/page
Responses to planning applications	hard copy and website (www.pertonparishcouncil.gov.uk)	10p/page
Bye-laws	hard copy and website (www.pertonparishcouncil.gov.uk)	10p/page
CLASS 5 – OUR POLICIES AND PROCEDURES (Current written protocols, policies and procedures for delivering our services and responsibilities)		
Policies and procedures for the conduct of council business: Procedural standing orders Code of Conduct	hard copy hard copy	10p/page 10p/page

Information available from Perton Parish Council under the model publication scheme

<p>Policies and procedures for the provision of services and about the employment of staff:</p> <p>Health and safety policy</p> <p>Grievance procedure</p> <p>Disciplinary procedure</p> <p>Policies and procedures for handling requests for information</p> <p>Complaints procedures (including those covering requests for information and operating the publication scheme)</p> <p>Schedule of charges (for the publication of information)</p>	<p>hard copy</p> <p>hard copy</p> <p>hard copy</p> <p>hard copy</p> <p>hard copy</p> <p>hard copy</p>	<p>10p/page</p> <p>10p/page</p> <p>10p/page</p> <p>10p/page</p> <p>10p/page</p>
	hard copy	10p
<p>CLASS 6 – LISTS AND REGISTERS</p> <p>Currently maintained lists and registers only</p>		
Any publicly available register or list	hard copy	10p/page
Assets Register	hard copy	10p
Disclosure log	hard copy	10p/page
Register of members' interests	hard copy	10p/page
Register of gifts and hospitality	hard copy	10p/page
<p>CLASS 7 – THE SERVICES WE OFFER</p> <p>(Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses)</p>		
Civic Centre	Available by inspection	
Play areas	Available by inspection	
Bye-laws	hard copy and website (www.pertonparishcouncil.gov.uk)	10p/page
Bus shelters	Available by inspection	
Walkers Map / Map of Perton	hard copy and website (www.pertonparishcouncil.gov.uk)	20p

Information available from Perton Parish Council under the model publication scheme

Contact details:

Mrs R Hodgetts
Clerk to Perton Parish Council
Perton Civic Centre
Church Road
Perton
Wolverhampton WV6 7UN

Or email: clerk@pertonparishcouncil.gov.uk

SCHEDULE OF CHARGES

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying @ .10p per sheet (black & white)	Actual cost * 10p
	Postage	Actual cost of Royal Mail standard 2 nd class
Statutory Fee		In accordance with the relevant legislation (quote the actual statute)
Other	Information available online is free to download.	

* the actual cost incurred by the public authority

182/22 d)

GDPR

Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
Contact details for members of the public including: <ul style="list-style-type: none"> name address telephone no email 	<ul style="list-style-type: none"> Direct correspondence via : <ul style="list-style-type: none"> ➢ Email ➢ Letter ➢ Website ➢ Telephone ➢ Meeting question Forwarded by third party i.e. another council, councillor or MP if appropriate 	<ul style="list-style-type: none"> Councillors Police MP Permission to be share sought from parishioner 	<ul style="list-style-type: none"> Computer Hard copy on file Email server Back up on external hard drive 	<ul style="list-style-type: none"> Security – breach of confidentiality Loss of data – impact on council 	<ul style="list-style-type: none"> PPC Computers Password protected Information stored in Onedrive. Microsoft GDPR compliant Locked office Alarmed building No personal data to be forwarded without prior permission 	Hard copy showing data sensitive information held until matter is dealt with and shredded when no longer required
Regular Civic Centre Hirers contact details including: <ul style="list-style-type: none"> name address telephone no email Bank details Insurance information 	<ul style="list-style-type: none"> Booking form provided by hirer Posters provided by hirer All other details provided by hirer 	<ul style="list-style-type: none"> Poster displayed on notice boards and website All other information shared with PPC staff 	<ul style="list-style-type: none"> Computer Hard copy on file Email server Back up on external hard drive Noticeboard Website 	<ul style="list-style-type: none"> Security – breach of confidentiality Loss of data – impact on council 	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant Locked office Alarmed building No personal data to be forwarded without prior permission 	As per Document retention Policy
Adhoc Civic Centre Hirers contact details including: <ul style="list-style-type: none"> name address telephone no email Bank details 	Booking form completed by hirer	<ul style="list-style-type: none"> PPC office staff Bar contract shared with bar provider 	<ul style="list-style-type: none"> Computer Hard copy on file Email server Back up on external hard drive 	<ul style="list-style-type: none"> Security – breach of confidentiality Loss of data – impact on council 	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant Locked office Alarmed building No personal data to be forwarded without prior permission 	As per Document retention Policy

GDPR

Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
Elections – details of candidates and	South Staffordshire District Council – Returning Officer.	Name, address and Political Party published on Parish website, social media and notice boards no earlier than the seventeenth day before election	Computer Hard Copy on file	Security – breach of confidentiality	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant Locked office Alarmed building No personal data to be forwarded without prior permission	As per Document retention Policy
Serving Councillor contact details including: <ul style="list-style-type: none"> name address telephone no email 	Provided by Councillors	District Council – Code of Conduct/Dispensation information Councillor name recorded in minutes Photograph, telephone number and email address available to view on Parish Council website	Computer Hard copy on file	Loss of data – impact on council	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant Locked office Alarmed building 	Held for term of office Named in minutes - held in perpetuity
Councillor Members allowance Register <ul style="list-style-type: none"> NI Number Bank details 	Provided by Councillors	Any electorate or Freedom of Information request	Computer Hard copy on file	Loss of data – impact on council	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant payroll details held on software provider 	held for 6 years (as per retention policy)

GDPR

Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
					<ul style="list-style-type: none"> server Locked office Alarmed building 	
Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
Details for employees including: <ul style="list-style-type: none"> name address telephone no email 	Details provided by employee as part of vacancy application/employment process	<ul style="list-style-type: none"> HMRC PPC Bank SCC - pension provider Brightpay payroll software 	<ul style="list-style-type: none"> Computer Hard copy on file Back up on external hard drive 	Security – breach of confidentiality Loss of data – impact on council	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant payroll details held on software provider server Locked office Alarmed building No personal data to be forwarded without prior permission	PPC Delete and destroy hard copy and delete from Brightpay payroll software when left employment. HMRC & SCC will retain information.
Staff employment information: <ul style="list-style-type: none"> Bank account no. NI number Contract of employment Pension information 	Details provided by employee as part of vacancy application/employment process	<ul style="list-style-type: none"> Inland Revenue PPC Bank SCC - pension provider Brightpay payroll software 	<ul style="list-style-type: none"> Computer Hard copy on file Back up on external hard drive 	Security – breach of confidentiality Loss of data – impact on council	<ul style="list-style-type: none"> PPC computers password protected Payroll details stored on software providers servers Locked office Alarmed building No personal data to be forwarded without prior permission	PPC Delete and destroy hard copy. HMRC will retain information. PPC to ensure deletion from Brightpay payroll software
Electoral register	Copies forwarded by SSDC	Subject to legal restrictions	<ul style="list-style-type: none"> Computer Backup 	Security – breach of confidentiality	<ul style="list-style-type: none"> PPC computers password protected Information stored in Onedrive. Microsoft GDPR compliant 	Delete once new revised register is received from SSDC

GDPR

Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
					<ul style="list-style-type: none"> Locked office Register SSDC password protected Locked office Alarmed building 	
Type of Data	Origins of Data	Who data is shared with	Where data is Kept	Risks/Issues	Controls	Deletion/disposal
Allotment Register If applicable	<ul style="list-style-type: none"> Direct correspondence via : <ul style="list-style-type: none"> Email Letter Website Telephone 	PPC Office staff	<ul style="list-style-type: none"> Computer Hard copy on file Back up on external hard drive 	Security – breach of confidentiality Loss of data – impact on council	<ul style="list-style-type: none"> PPC computers password protected & encrypted computer and external hard drive Register SSDC password protected Locked office Alarmed building 	Kept on file until plot becomes available

MISCELLANEOUS FORMS

Grants/Concessionary room rates	Forms completed by applicant	Councillors	<ul style="list-style-type: none"> Computer Hard copy on file Back up on external hard drive 	Security – breach of confidentiality	<ul style="list-style-type: none"> PPC computers password protected & encrypted computer and external hard drive Locked office Alarmed building 	As per Document retention Policy
Movie Pass	Forms completed by applicant	Councillors	<ul style="list-style-type: none"> Computer Hard copy on file Back up on external hard drive 	Security – breach of confidentiality	<ul style="list-style-type: none"> PPC computers password protected & encrypted computer and external hard drive Locked office Alarmed building 	Shred hard copy when pass given to resident Details kept on register

GDPR

Type of Data	Origins of Data	Who data is shared with	Where data is stored	Risks/Issues	Controls	Action
Planning Documents	Copies forwarded by SSDC	PPC office staff Parish Councillors Address recorded in minutes	<ul style="list-style-type: none"> Computer Hard copy on file Back up on external hard drive 	Security – breach of confidentiality	<ul style="list-style-type: none"> PPC computers password protected & encrypted computer and external hard drive Locked office Alarmed building 	Keep on file for 12 months following decision, then PPC to shred
Type of Data	Origins of Data	Who data is shared with	Where data is Kept	Risks/Issues	Controls	Deletion/disposal
CCTV	Recording equipment installed At Perton Civic Centre	Police	<ul style="list-style-type: none"> Hard drive of CCTV 	Security – breach of confidentiality	<ul style="list-style-type: none"> Data written over approximately every 14 days 	
Parishioner surveys	Forms completed by applicant	PPC office staff	<ul style="list-style-type: none"> Computer (spreadsheet) Hard copy on file Back up on external hard drive 	Security – breach of confidentiality		Shred hard copies once results recorded



PERTON PARISH COUNCIL

2023 - 2024 ROOM HIRE RATES

183/22

ROOM	MONDAY to FRIDAY PER HOUR (1 hour minimum hire)	FRIDAY EVENING (from 6pm onwards) & SATURDAY* PER HOUR (3 hours minimum hire)	DEPOSIT	21 st / Teen Parties DEPOSIT
Lakeside Hall	£30.00 / £20.00	£37.00 / £27.00	£100.00	£250.00
Terry Harding	£16.00 / £12.00	£22.00 / £17.00	—	—
Madeline Moore Bar (as meeting room) Ken Bott New Room	£14.00 / £11.00	£18.00 / £14.00	—	—
Boardroom	£16.00 / £12.00	£22.00 / £17.00	—	—

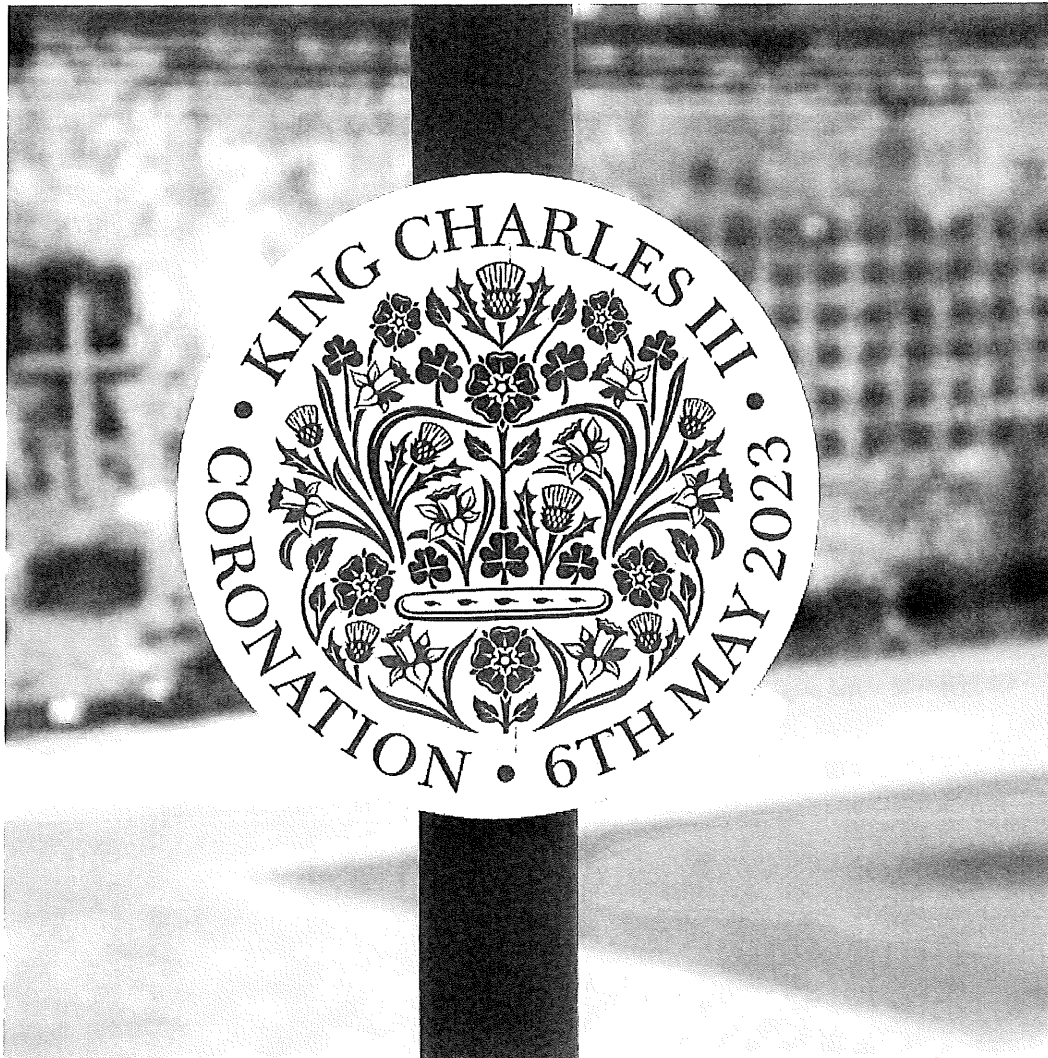
NB: * 'One Off' Saturday functions in the smaller rooms can only be booked when Lakeside Hall is in use.
Concessionary rate is shown in red.

KITCHEN ACCESS	MONDAY to FRIDAY PER 3 HOUR SESSION	FRIDAY EVENING (from 6pm onwards) & SATURDAY PER 3 HOUR SESSION	DEPOSIT
Tea/Coffee	£7.00 / £0	£7.00 / £0	£50.00
Cold Session	£22.00 / £16.00	£32.00 / £24.00	£50.00
Hot Session	£32.00 / £24.00	£47.00 / £32.00	£50.00

E-mail - bookings@pertonparishcouncil.gov.uk

Website - pertonparishcouncil.gov.uk

186/22 c)



**King Charles III Coronation 2023
Lamp Post Sign**

1ft x 1ft 30cm

£4.99

Language

English



Quantity

1 Pack (Includes 1 Sign)



Quantity

1



Order 10 - 5% discount

Order 25 - 10% discount

Staffordshire Local Flood Risk Management Strategy (2023-27) –

Your Views

Overview

The County Council has a duty to develop, maintain, apply and monitor the implementation of a Local Flood Risk Management Strategy as Lead Local Flood Authority under the Flood and Water Management Act 2010.

As the lead Local Flood Authority, Staffordshire County Council has launched a four-week consultation to gather views on its updated strategy to minimise and mitigate flood risk in our county. They are committed to working with local communities and organisations responsible for water courses, sewers and development to minimise the risk of flooding to properties from sources such as watercourses, surface water, and groundwater.

Since our last Strategy Staffordshire has faced 9 significant flood events between 2018 and 2022 so that now whilst one community may be recovering from a flood event another may be experiencing flooding at the same time in the County. Climate change is only likely to increase the frequency and intensity of the rain we see in the future.

As such, we have completed a review of our current strategy that was approved in 2015 and produced a revised draft version. This consists of a proposed strategy, setting out our vision and aims, as well as an action plan for how we will manage and reduce flooding in Staffordshire. We will work with others to prevent flooding through the planning process, to protect people from flooding, and to help people better plan, respond, and recover from flooding.

We have redesigned the draft strategy to be clearer and more succinct and taken on board the lessons and learning that have occurred in the period since the last strategy was approved. Of particular note, we wish to build upon the use of innovation and working with communities.

Your views matter, so we really want to know what you think to help shape the new strategy and our priorities for action. You can take part by completing the survey below.

Our consultation process will run from 15th February 2023 to 20th March 2023.

The consultation can be found here <https://bit.ly/3Ke9IwF>.

The consultation closes on 20 March. If you would like further information or have a query, please email the Flood Risk Management Team at: flood.team@staffordshire.gov.uk.

Review

187/22 d)

Staffordshire County Council

The Staffordshire County Council is currently 62 Members, the County Council have agreed that this should remain at 62.

However, there are numerous reasons, based upon the **South Staffordshire District Council Review, recently undertaken**, that gives good reasoning that, in the Southwest area, there be an additional County Member, as Perton consists of a large, populated area, and is similar to Wombourne which has set the precedence.

Facts

In the review, undertaken by the Boundary Commission (BCR), of South Staffordshire District Council (SSDC) various points are given to support this

Paragraph 100

The BC received 12 submissions which argued against Pattingham & Patshull being included within a District Ward with the more urban Perton Parish. The opening gambit for a separate County Councillor for Perton.

The now established District of 2 District Council seats would make an excellent County Ward with no over lapping Boundaries.

Paragraph 102

The BC then confirms that Lower Penn was geographically closer to Trysull, with shared interests, and better removed from Wombourne arrangement.

Paragraph 103

The County Councillor for Pattingham, Patshull and Perton, Jak Abrahams defends the unique character of Pattingham and Patshull, which has different needs to Perton. This being the extensive geographical area needed for the Parish requirements, needed to be represented by unique requirements due to its rural nature, and called for Trysull Ward to be included.

Paragraph 104

There were a number of submissions from Residents against inclusion with the larger and more urban Perton (or similar larger populations). Therefore, this gives evidence that Residents would like to remain rural and give the need for a Perton County area.

Paragraph 105

The BC states careful consideration, of evidence received, that Pattingham and Patshull residents do not share community interests with Perton Village residents and would possibly like to be linked with Trysull and surrounding areas. This also give the opportunity to amend County areas.

This gives an opportunity for all areas to retain their uniqueness and I would ask that a separate County area be established.

Clerk (Perton Parish Council)

From: Jenny Rhodes <J.Rhodes@sstaffs.gov.uk>
Sent: 02 March 2023 08:52
To: Group Mail Parish Clerks
Subject: Hackney carriage fare consultation
Attachments: PUBLIC NOTICE - COWC ON BEHALF OF SSDC HACKNEY CARRIAGE FARES - EXPRESS AND STAR - 1 MARCH 2023 - FINAL ARTWORK.pdf

On Behalf of Cllr Wendy Sutton, Chair Licensing and Regulatory Committee

To Parish Council Clerks and Managers

We are currently consulting on a proposal to increase the fare charged by hackney carriages in South Staffordshire.

Please find attached advert which we would appreciate you sharing and publishing in your circulars.

The consultation period will run from 1st March 2023 to 28th March 2023.

Notes: there is currently only one hackney carriage vehicle operating in South Staffordshire. (These are taxis that can be hailed, rather than private hire vehicles which must be pre booked.) The majority of vehicles operating in South Staffordshire are Private hire vehicles and they are able to increase their fees without consultation, and have done so recently.

South Staffordshire hackney carriage fares are currently the 175th lowest fare rate in the country. Our fares have not increased for twelve years, since 2010, with a two-mile journey on tariff one (the industry benchmark) costing £5.10. Every other licensing authority, apart from Pendle, has increased their fees more recently.

Engagement and consultation with the trade has been ongoing, with consideration given to inflation, labour shortages in the taxi industry, future anticipated costs, fares set by other authorities.

Please respond as per the advert with any comments on the consultation.

Regards

Jenny Rhodes

Environmental Health and Licensing Team Manager
Environmental Health & Licensing
South Staffordshire Council

Tel: 07980 752523
www.sstaffs.gov.uk



UK COUNCIL OF THE YEAR 2022

The Public Sector Transformation Awards

Stay Connected - sign up to receive free alerts and updates containing news and information.

South Staffs Council

Presentations from Community Services

Due to the success of recent fly tipping presentations to some Parish Council's, we would like to offer you the opportunity to express your interest in further presentations from Community Services.

Each individual presentation will last no longer than 15 minutes. Some topics can be combined into one 15 minute presentation.

Question Title

Are you interested in any of the following presentations?

- ☐ Fly Tipping & Covert Cameras
- ☐ Litter Picking (Volunteers)
- ☐ Abandoned Vehicles
- ☐ Grass Cutting
- ☐ Road Sweeping
- ☐ Trees & Tree Survey
- ☐ Bereavement Services
- ☐ Leisure & Wellbeing (Community Programmes)
- ☐ Everybody's Health
- ☐ Children's Activities (HAF Scheme, Space Scheme, Aspire, Active Youth Scheme)
- ☐ Waste & Recycling
- ☐ Licensing of Premises & Events
- ☐ Locality Enablers - How can we help?

Question Title

Are there any other topics that you would like presentations on?