



PERTON PARISH COUNCIL

6th March 2024

Dear Councillor

You are summoned to the Meeting of Perton Parish Council, to be held in the Board room, Perton Civic Centre on Monday, 11th March 2024 at 7.00pm.

Yours faithfully

Mrs Becky Hodgetts,
Clerk to the Council

All persons attending this meeting are hereby notified that this meeting will be recorded 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

178/23 - Public Open Session

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

179/23 Apologies for Absence – to note apologies received from Councillors

180/23 To receive reports for information

- a) Police, Fire and Crime reports
- b) Weekly Clerk's reports – previously distributed also available on the website

181/23 Declaration of Interest To receive Declarations and Other Interests from the Agenda. Councillors are reminded of their responsibility to declare any disclosable pecuniary and other interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.

182/23 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)

183/23 Minutes

- a) To approve minutes of the Parish Council meeting held on 12th February 2024
- b) To receive for information draft minutes or notes from the following committees/working parties:
 - i. Management Committee on 21st February 2024
 - ii. Playing Fields Working Party on 28th February 2024
 - iii. Allotment Committee on 28th February 2024
 - iv. Finance meeting held on 5th March 2024

184/23 Finance

- a) To approve list of Payments for February 2024
- b) To receive the Cash Book to date for information
- c) To receive the Income Statement to date for information
- d) To receive the Expenditure and Budget to date for information
- e) To consider closure of Parish Council Co-op Bank account and Perton Playing Fields Association Lloyds Bank account. Transfer of funds to Perton Parish Council HSBC account
- f) To consider concessionary room hire rates for Support Staffordshire community event to be held on 20th June 2024

185/23 Pavilion and Playing Fields

- a) Update on lease discussion
- b) Update on funding for Pavilion and Playing fields

186/23 Civic Centre

- a) Solar Panels - To receive an update
- b) Hire Charges – to consider the following room hire increased charges for 2024-25
 - i. £1 per hour increase all rooms for 2024-25
 - ii. Lakeside Community Church – increase of £3 per week
 - iii. Harlequin Pantomime Package – increase to £5300 to include additional rehearsals and additional Sunday
- c) To consider changes to the intruder alarm telephone line due to external network issues

187/23 Allotments

- a) To receive an update
- b) To consider official opening
- c) To approve the revised Tenancy documents
- d) To confirm costs recommended by the allotment committee
 - I. Full plot - no full plots available
 - II. Half plot - £50
 - III. Quarter plot - £25
 - IV. Raised beds – two sizes £15 & £10
- e) Vacancy – to consider nominations an additional committee member due to resignation.

188/23 Melrose Drive - To consider residents correspondence regarding grass cutting

189/23 May Day Carnival – To request that Councillors consider making a bottle or cash donation to the bottle stall.

190/23 Health & Safety - To receive an update

191/23 Staffordshire County Council

- a) To receive for information written report from the County Councillor
- b) To receive Severn Trent update for information

192/23 South Staffordshire Council

- a) To receive for information written reports from District Councillors
- b) Planning Applications:

Applications for consideration previously distributed:

Application no. : 24/00160/FULHH

Location: 2 Harald Close, Perton, WV6 7NJ

Proposed: extension and conversion of existing garage, first floor extension over garage and porch extension

Application no. : 24/00176/FULHH

Location: 11 The Staddlestones, Perton, WV6 7UH

Proposed: single storey side extension

Application no. : 24/00069/BUHOEX

Location: Hunterswood, Pattingham Road, Perton, WV6 7HD

Proposed: additional storey dwelling built directly above footprint of original 2 storey dwelling to create 3 storey dwelling

Applications returned since previous meeting:

Application no. : 24/00039/FULHH

Location: Longview, Pattingham Road, Perton, WV6 7HD

Proposed: new photovoltaic panels

Comments: Perton Parish Council raised no objections to this proposal

Application no. : 24/00097/FULHH

Location: 29 Hoylake Road, Perton, WV6 7YS

Proposed: first floor extension

Comments: Perton Parish Council raised no objections to this proposal

193/23 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council - 8th April 2024

Annual Parish Meeting - 22nd April 2024

Crime & Disorder Implications

Section 17 of the Crime & Disorder Act 1998, places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to do all that it reasonably can to prevent crime and disorder in its area. Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 12th February 2024, 7.00pm

PRESENT:

Councillors Mrs P Allen, Mrs S Beardsmore, N Caine, P Davis (Vice-Chairman), K Elder, Mrs J Evans, C Evans, D Glynn (Chairman), Mrs R Heseltine, S Payne, C Rathbone, J Sargent, J Turner and Mrs B Walters

Parish Clerk Mrs B Hodgetts

Also in attendance:

4 members of public

160/23 PUBLIC OPEN SESSION

PCSO S Carter attended the meeting via Microsoft Teams. The Council thanked PCSO Carter for attending.

A resident requested the road sweeper in Lytham Road as there is a large tree that loses its leaves and blocks the drains every autumn. This has been requested previously several times, Councillor Mrs R Heseltine to follow this up and make another request. Councillor P Davis will look at it in the Autumn to make sure that the area is part of the street scene program.

Why are the shrubs pruned on the outside of the Parkway and not the inner? Some of the footpaths have been reduced to half their width due to overgrowth. District Councillors will follow this up.

Cllr N Caine stated that it would be beneficial if there was a definitive map of owners.

SSDC Councillor Mrs K Perry addressed the council regarding heritage assets. A list of heritage assets to be compiled by the District Council. Items of significance could be considered in any future planning applications. This doesn't mean it needs to be a new asset. The following were suggested: A41 sandstone wall, Navigation building at Brownies, Kingswood Common, buildings on farms, Cranmoor, Wrottesley observatory, other archaeological items of interest underground etc. This could be good for Perton as a lot of residents won't know the history that Perton has.

SSDC would look at the list and categorise it.

161/23 APOLOGIES FOR ABSENCE

No apologies received.

162/23 REPORTS – received for information

- a) A written report from PCSO S Carter was made available to members.
- b) Weekly Clerks reports – previously distributed.

Reports are available on the Parish Council website.

163/23 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

168/23 a) Payment 5210 – Cllr N Caine

168/23 c) Repair/replacement of grass roller - Cllr N Caine

164/23 REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

No requests received.

165/23 MINUTES

- a) **Resolved** that the minutes of the Parish Council Meeting held on 8th January 2024 were a true and correct record.
- b) **Resolved** that the minutes of the Parish Council Precept Meeting held on 15th January 2024 were a true and correct record.
- c) **Resolved** that an error in the Parish Council minutes held on 11th December 2023 were corrected as follows:

Councillor J Sargent removed from present list as apologies had been received.

- d) Noted for information the draft minutes of the following committees/working parties:
- i. Allotment Committee meeting held on 17th January 2024
 - ii. Health & Safety working party held on 18th January 2024
 - iii. Pavilion & Playing Fields working party held on 31st January 2024
 - iv. Finance meeting held on 6th February 2024

166/23 FINANCE

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

Resolved payments approved.

Payment Reference	Date Paid	Tn no	Gross	Details
DD	02/01/24	5204	£265.20	ASH Waste Services Ltd General Waste & Recycling
DD	02/01/24	5205	£1,248.00	South Staffordshire Council Business Rates - January
Reimburse	02/01/24	5206	£79.52	Pitchcare.Com Line marking Paint
Bacs	04/01/24	5207	£534.00	S G S Systems Limited Fire Alarm Additions
DD	05/01/24	5208	£11.69	Brightpay Brightpay Connect Monthly Subscript
DD	05/01/24	5209	£191.11	Ricoh Rental Charges: 01/12/23 - 29/02/24 and Copies
Bacs	08/01/24	5210	£85.99	N P Caine Playing Fields - Grass Cutting
Bacs	08/01/24	5211	£60.00	B Osagie Pavilion - Cleaning
DebitCard	09/01/24	5212	£89.88	Home & Motorsave Paint and Decorating Equipment for
DebitCard	10/01/24	5213	£23.00	South Staffordshire Council Premises Licence Amendment
DebitCard	11/01/24	5214	£10.17	The Range3 x A3 Frames
Bacs	12/01/24	5215	£58.94	AmazonBar Refurb Supplies
Bacs	12/01/24	5216	£126.12	ESPO Stationery and Cleaning Products
Bacs	12/01/24	5217	£233.47	Citron Hygiene UK Limited Sanitary/Nappy Bin Ann. contract
Bacs	12/01/24	5218	£3,404.60	Staffordshire County Council Pension - December
Bacs	12/01/24	5219	£3,363.76	Inland Revenue Tax & NI - December
DD	17/01/24	5220	£93.93	British Telecom Telephone & Broadband
Bacs	18/01/24	5221	£1,080.00	D L S Electrical Removal of Christmas Lights
CHG	21/01/24	5222	£10.05	HSBC UK Bank Charges
Bacs	22/01/24	5223	£117.31	Waterplus Civic Centre - Water Charges
Bacs	25/01/24	5224	£216.00	Vendaidd Drinks Machine Filter Change x2
Bacs	25/01/24	5225	£13.50	AmazonA4 Frames x3
Bacs	25/01/24	5226	£492.00	FAAC Entrance Solutions UK Ltd Annual Contract
Bacs	25/01/24	5227	£336.00	Integrity Surveying Limited Heating Pipes Survey
Bacs	25/01/24	5228	£84.00	Acquiesce Environmental Compliance Ltd
Bacs	25/01/24	5229	£142.62	ESPO Stationery and Cleaning Products 128
Bacs	25/01/24	5230	£1,487.00	South Staffordshire Council Legal Fees for Land Transfer
DD	25/01/24	5231	£940.93	Total Energies Gas & Power Ltd Gas Charges - December
DD	25/01/24	5232	£873.22	Total Energies Gas & Power Ltd Electricity Charges - Dec
Bacs	26/01/24	5233	£12,374.07	Salaries M10
CreditCard	26/01/24	5234	£497.99	E Catering Drinks Fridge for Bar
DebitCard	26/01/24	5235	£15.95	Easy Frame Replacement Acrylic for Council Pho
Bacs	29/01/24	5236	£4,000.00	Enovert Management Ltd 10% Donation - Solar Panel Grant
PettyCash	30/01/24	5243	£109.72	Home & Motorsave Various
PettyCash	30/01/24	5244	£64.89	Sainsbury's Various
PettyCash	30/01/24	5245	£5.00	Martyns Paper for Display Boards
PettyCash	30/01/24	5246	£16.00	Angus Dunphey History Book
PettyCash	30/01/24	5247	£16.76	Codsall Glass Limited Replacement Picture Glass

Bacs	31/01/24	5237	£291.00	South Staffordshire Council Pavilion Business Rates
Bacs	31/01/24	5238	£1,755.00	The UK Firework Co. Ltd 45% Deposit Firework Display
Bacs	31/01/24	5239	£95.97	Halls SMS - Toilet Rolls and Centrefeed Rolls
Bacs	31/01/24	5240	£4,317.72	Ecovision Asset 10% Deposit for Solar Panel Install
Bacs	31/01/24	5241	£108.00	S G S Systems Limited Batteries for Fire System
Bacs	31/01/24	5242	£236.56	EDF Energy Pavilion - Electricity (final bill)

Total £39,576.64

- 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) A request has been received from Kingsway Foodbank for £1,000 towards the half term Café 29 £1 meals. **Resolved** to grant £500. All further applications must include a copy of the accounts.

Councillors P Davis, S Payne and J Sargent voted against this decision; they felt a precedent would be set as the accounts were not included. All other applications would require a copy of the accounts.

167/23 FUNDING OPPORTUNITIES

- a) UK Prosperity Fund through the District Council. An expression of interest has been submitted for remedial work to be completed should the Parish Council wish to apply. The fund will only offer 70% of the costs. The only condition to this fund is it needs spending before 31st March 2024. **Resolved** to apply for a maximum of £7,500 which will include repairs to 3 ceilings, a new external door and making electrics safe. This will enable the pavilion to open for hiring. The Clerk along with the Chairman and Chairman of the Playing Fields working party.
- b) FCC Communities Foundation grants. Grants are available from £2,000 - £100,000. **Resolved** the Playing Fields Working Party to investigate this funding stream in time for submission before 19th June 2024.

168/23 PAVILION AND PLAYING FIELDS

- a) An update on the lease discussion with the District Council was given. It was a very productive meeting. The Parish Council needs to consider the heads of terms in the first instance and needs to consider adding the building, access and permission for additional access points into the lease. The boundaries will need looking at in more detail. The maintenance provision of the open spaces will remain the same with the Parish Council taking responsibility for the pitches. **Resolved** the working party to meet to start the discussion.
- b) An update on the Pitch Power funding was given. Unfortunately, the pitch analysis has not been completed for various reasons. **Resolved** to put a hold on this for now.
- c) The roller for the football pitches has broken. County Councillor Abrahams has agreed to part fund a replacement. **Resolved** to purchase a roller for a maximum of £400.

169/23 SOLAR PANELS

Planning approval has been received. The structural survey of the roof will be completed on 4th March. Unfortunately, due to delays with the planning application to the Climate Change Fund from the County Council had closed.

170/23 ALLOTMENTS

The section 106 monies for £93,539.92 has been received from SSDC. The water pipes are now in place and the central path is currently being laid. Plots have been marked out.

Resolved to pay half the contract cost of £43,250.

A resident has offered to control the rabbit population on the site but needs landowner's consent. **Resolved** to grant permission as long as control methods are ethical and legal.

171/23 CLERKS OFFICE

The workload in the office has increased due to additional responsibilities with the allotments, pavilion and playing fields. There is a duty of care to look after the health of all staff. **Resolved** that Councillors will not visit the office on a Monday unless necessary, and at all other times will make an appointment if the visit requires more than 5 minutes. Clerk to create a protocol giving a standard approach.

Other suggestions included delegating work to the Bookings Clerk, leaving the monthly meeting packs in the reception office, calls to be triaged and to use Microsoft Teams for working party meetings which can be transcribed by any member of staff.

172/23 FUTURE DATES

- a) **Resolved** to approve the dates for Full Council meeting for 2024/25
- b) **Resolved** to approve the dates for Flicks in the Sticks for 2024/25

173/23 HEALTH & SAFETY

An update on the risk assessments required, all current risk assessments have policies, there are 9 missing risk assessments, but these are currently being worked on. The Fire Risk assessment report has been received from the County Council.

174/23 POLICIES

The following policies were reviewed:

- a) Document retention – **Resolved** no amendments
- b) Email & use of internet – **Resolved** no amendments
- c) Media - **Resolved** no amendments

175/23 - STAFFORDSHIRE COUNTY COUNCIL

- a) No report received from the County Councillor. Cllr Abrahams has agreed by email to part fund a new grass roller for the football pitches.
- b) Severn Trent – **Resolved** to write to the Chairman or Managing Director highlighting our request and concerns.
- c) Forest of Mercia have sourced a Silver Birch for the centre of the inner north traffic island. District Council have confirmed the island forms part of the adopted highway/verge cutting program.

176/23 - SOUTH STAFFORDSHIRE COUNCIL

- a) District Council written report presented from Cllrs Mrs P Allen, P Davis, C Evans and Mrs R Heseltine. The reports were noted for information. Reports are available on the Parish Council website.
- b) Speed Impact Devices (SID)- SSDC have informed that a list of sites for the placement of SID's has been passed to the tactical meeting group to see which sites have issues and will be prioritised.

177/23 – DATE AND TIME OF NEXT MEETING – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council - 11th March 2024

Meeting closed at 9.42pm

Signed
Chairman

Date:

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/23 and 31/01/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Co-operative Bank	£1,441.07
HSBC Current Account	£14,270.44
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	£171,961.51

RECEIPTS	Net	Vat	Gross
Parish Council	£243,310.77	£0.00	£243,310.77
Civic Centre	£74,499.68	£0.00	£74,499.68
Pavilion & Playing Fields	£1,015.00	£0.00	£1,015.00
Total Receipts	£318,825.45	£0.00	£318,825.45

PAYMENTS	Net	Vat	Gross
Parish Council	£168,331.38	£3,721.22	£172,052.60
Civic Centre	£114,136.46	£5,784.84	£119,921.30
Allotments	£2,043.70	£399.34	£2,443.04
Pavilion & Playing Fields	£3,207.46	£117.39	£3,324.85
Total Payments	£287,719.00	£10,022.79	£297,741.79

Closing

Ordinary Accounts

Co-operative Bank	£441.07
HSBC Current Account	£21,354.10
Petty Cash Account	£250.00
Public Sector Deposit Fund	£171,000.00
	£193,045.17
Total	£193,045.17

Uncleared and Unpresented

Statement Closing

Ordinary Accounts

Co-operative Bank	£441.07
HSBC Current Account	£21,354.10
Petty Cash Account	£250.00
Public Sector Deposit Fund	£171,000.00
Total	£193,045.17

Minutes of the meeting of Perton Parish Council

Management Committee held on Wednesday 21st February 2024 7.00pm

Present:

Councillors: N Caine, P Davis, D Glynn, Mrs R Heseltine (Chairman),
Parish Clerk: Mrs B Hodgetts

M12/23 - APOLOGIES FOR ABSENCE

Apologies were received and noted for Councillors K Elder

M13/23 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No Declarations received.

M14/23 - MINUTES

Resolved that the minutes of the Management Committee meeting held on 18th October 2023 were a true and correct record.

Meeting due to be held on 29th November 2023 was cancelled as there was no business to conduct.

M15/23 – CIVIC CENTRE

a) Management report

- Annual safety check of the heating system - advertised for a plumber
- New outside lights along the side of the building have been fitted
- Annual fire extinguisher check completed
- Clerk, Assistant Clerk and Caretaker – attended Fire Marshall training on 27th November
- Locking mechanism in one of the ladies cubicles broken – replaced
- Roof leaking into the Clerk's office repaired
- CCTV cameras installed in the kitchen, bar room and cellar
- Plyvine cleared the bar on Wednesday 29th November. Brewery removed pumps on 18th December
- Bar redecorated and different lighting installed
- Dangerous Sheep now managing the Civic Centre bar services
- Health & Safety and Fire risk assessments have been completed by Staffordshire County Council. The health & safety working party to look at the outcome and report any actions necessary to full council
- Covenantal lights installed in toilets
- Sink in the bar area needs repairing – tap and stop tap leaking
- Carpet Bowls Club repaired the front of the stage – the mat trolley caused some damage

b) Room hire Charges – **Resolved** to recommend to Full Council the following increases from April 2024:

- I. Regular room hire - £1 an hour for all hirers, refundable deposits to remain the same.
- II. Lakeside Community Church - £3 per week increase, suggested a three year fixed price
- III. Production package – Harlequin requirements. Based on their requirements the proposed cost is £5300, this includes the use of the kitchen and any additional hire will be charged at the concessionary rate. Suggested a three year fixed price.

- c) Evacuation Chair refresher training – a quotation from Evac+chair will cost £477 for up to 4 people. **Resolved** to look at alternative providers to see if it can be delivered more cost effective.
- d) Possible oil leak in the lift - **Resolved** to investigate at a cost of £480 + vat.
- e) Costs for locking into utility contracts from 2025 were discussed. **Resolved** to wait six months and look again.
- f) The survey of the heating pipes was discussed. **Resolved** to obtain a quotation for replacing all the pipe work and also look into options of replacing all gas heating with electric.

M16/23 – DANGEROUS SHEEP

- a) New Years Eve – Dangerous sheep would like to consider providing a function for families . They have confirmed that SIA approved security. Resolved to agree to the hire if caretakers can be provided. The charge would be £55 per hour to help cover the additional cost of the caretakers.
- b) Snap frames to be installed in the toilet cubicles. All events would be advertised including Dangerous Sheep events. **Resolved** to purchase 10 frames at a cost of £41.66.
- c) The theatre lights to be tested and possibly hung on the lighting rigs.

M17/23 - DATE AND TIME OF NEXT MEETING - Wednesday 19th June 2024 at 7.00pm.

Meeting closed at 8.33pm

Signed
Chairman

Date:

Working Party for the Pavilion & Playing Fields
Minutes of the Site Meeting at the Playing Fields
held on 28 February 2024 at 11.00 a.m.

1. Present

1.1. Penny Allen, Phil Davis, Keith Elder, Judith Evans

2. Areas to be included in the new lease.

2.1. We discussed all the areas suitable for use as playing fields and considered the extent of boundary we wanted to recommend for the new lease.

2.2. We recommend that the '**Top Field**' (AKA Billson's field) be included in the new lease.

2.2.1. It is currently not in the lease, but it is used as part of the general recreational area. It was once earmarked for allotment use but access for that was unsuitable. Our uses can realistically overcome access problems.

2.2.2. It will be a good asset for our new playing fields strategy. It is a good size and well drained. It offers several opportunities for uses consistent with our strategy for improving our provision of playing fields.

2.3. We recommend that the '**Games Field**' should be kept in the lease.

2.3.1. This is the area lying on the Gainsborough Drive side of our current security fence beside the car park and River Penk.

2.3.2. It is a very large space, capable of providing several contemporaneous uses. It is little used now but strategic planning for its use would greatly enhance our provision of multi-purpose playing areas.

2.3.3. It is well drained and flat. There appear to be no significant obstacles to laying it out for designated games uses. These can be arranged to ensure that neighbouring houses are not disturbed. More hedge and tree planting has been in the hoped for box for some time and can now be rejuvenated as part of this project.

2.3.4. We believe the current security fence is stopping its proper use. There are plans to alter the security fence and that project can be done to open into this field in the ways required to make it fully usable.

2.4. We recommend that the **existing boundaries** around the other playing field areas should be kept as they currently are in the lease.

3. Car parks

3.1. The existing car park off Gainsborough Drive is in our current lease. We think that having an interest in it is beneficial and propose that no alteration be made in the new lease.

3.2. It would be beneficial to have a car park on the Richmond Drive side of the playing field. We propose this be included in the upcoming new lease discussions with the District Council. We recommend that we seek to include it within our lease with similar provision as for the Gainsborough Drive car park.

4. Permissions for hedging and netting

- 4.1. Permission for these would need to be added in the new lease. We recommend that this is included with the proposed Heads of Terms for SSDC.
- 4.2. We should consider putting netting at the Beverston side of the fields.
- 4.3. We would include new hedges in the proposals for the Games Field.
- 4.4. We think that some extra bits of hedge are required to delineate new pitch areas on the football fields.
- 4.5. Enhancement hedges and tree planting would benefit the visual aspect of the existing pavilion and scout buildings.

5. Uses for the 'Top Field'.

- 5.1. We will start calling it this, rather than Billson's field.
- 5.2. Several uses are possible. For the time being we will explore having a 'Park Run' track around the perimeter and the centre area designated for dog walkers.
- 5.3. ***Reasons for having the centre area designated for dog walkers.***
 - 5.3.1. The fields are popularly used by dog walkers. At present, dogs must always be on a lead. On the present layout and use, this remains a requirement to preserve its use as football pitches.
 - 5.3.2. A designated area for dogs to be off the lead is required. The Top Field will let us provide for it without having to remove one of the pitches. It is likely to attract the dog walkers to use it rather than elsewhere because it is already where they often choose to go.
 - 5.3.3. It is a good choice for maintenance and ease of use. It offers a flat, well drained area. There is suitable access to it for dog walkers. In conjunction with the Park Run, it can be enclosed to provide a secure space for dogs off the lead.

5.4. *Reasons for a 'Park Run'*

- 5.4.1. Park Runs are popular. There were 385 attendees on the last Wolverhampton Park Run which is held on West Park. Ours would attract residents from Perton and our surrounding villages. We think it realistic to expect good take-up, sufficient to make it viable.
- 5.4.2. We need a name for it! Our favourite of the suggestions is Perton Jogging and Walking Club. This stops it from being viewed only for 'running'.
- 5.4.3. Key objectives.
 - 5.4.3.1. Attract older people, an objective for the SSDC Health and Inequality fund. There can be such as 'Walking for Fun' sessions, events, challenges etc.
 - 5.4.3.2. Attract children. We will involve our Scout Group and schools. Perton 1st School has a programme promoting daily exercise. We hope to join up with them to use our Park Run in term-time for badge/achievement certificates.
- 5.4.4. Other incentives for use include: Award Days, Parish Cup, Framed Certificates.

5.4.5. Anticipated cost.

5.4.5.1. It costs about £6,000 to lay out a designated Park Run area. We expect this to be near to true cost for our planned one on the Top Field.

5.4.5.2. We provide Markers (currently £30 each). This is an ongoing cost for replacement as required.

5.4.5.3. We provide the computer equipment with specialist software for recording runners progress, and wrist bands for each runner. It may be possible to attract a sponsor(s) for helping with purchase and ongoing provision of this.

5.4.6. Potential funding.

5.4.6.1. There are several reasons why it will fall within objectives for grants and SSDC funds. Particularly, the provision of an off-road facility, and the 'safety in numbers' it offers. Also, it's usage by all types of persons. In addition to attracting the fit and healthy population, the facility will be wholly suitable for elderly, disabled, and young, and for groups promoting wellbeing.

5.4.6.2. A Park Run falls within the grant objectives of the SSDC Health and Inequality Fund. There is also a maximum £3,000 grant available from the Park Run Fund. We will start looking into these funding sources and hopefully have useful information in time for the Parish Council meeting on 11 March.

5.4.7. Sponsors.

5.4.7.1. Getting sponsors for the Park Run is a strong possibility. This can be for running it or for the main equipment but can also be from e.g. sports shops to give a voucher to our users for gear, T-shirts, etc.

5.4.7.2. Also sponsors for prizes for challenges held at the Park Run.

6. Uses for the 'Games Field'.

6.1. We spent some time on this field discussing the several potential uses for it. We highly recommend improving its use and making it a key part of our provision of playing fields.

6.2. Access

6.2.1. Access to it directly off the back of the Pavilion is easy to achieve by turning one fence panel into a gateway.

6.2.2. Potentially, this could become the main entrance to the Pavilion and Scout Hut on that side which would solve the problem of the current unsuitable side access.

6.3. New storage area

6.3.1. The fence on the Pavilion kitchen side can be opened to give access to a new storage space area. It is possible the fence can be moved as part of the new security fence project. This would coincide well with providing the extra space needed there for the longer-term project for adding another games room to the pavilion building.

6.3.2. The proposed storage area is an ideal space for container storage and large enough to take two comfortably. There is no direct view into it from any houses. It is easy to securely enclose by a combination of fence that is surrounded by hedge to maintain

good visual aspect. There is already fully grown hedge on two sides. The planting on the other two sides can follow the line already used for planting new trees.

6.4. Possible game activities.

6.4.1. Volleyball. An outdoor pitch requires 16m x 8m (smallest) or 18m x 9m (preferred). Can be supplemented by an indoor pitch if we get the proposed new extension and that would keep it as a year-round activity. Require a 9m x 9m pitch indoors.

6.4.2. Badminton. Requires a pitch 13.4m in length and 5.18m wide for a singles game / 6.1m wide for doubles. Badminton can also be played indoors so is another sport that can be run all year round if we do the building extension.

7. Trainer at the Pavilion

7.1. We recognise the need to put some management in place for the Park Run on the Top Field and for the new games being proposed for the Games Field.

7.2. We recommend moving forward to having a resident Trainer at our new Perton Pavilion, Sports, and Community Hall. We envisage this person as being part-time and able to do longer hours in school holidays. In school holidays, there is also opportunity for increased help from the Sports Academy.

7.3. We resolved to make this a part our strategy planning for consideration of how a trainer can be funded and managed.

8. Climbing wall

8.1. The Scouts have a climbing wall facility on their back wall. The current access to the site and the position of the security fence makes it inconvenient and stop full potential use of it.

8.2. We propose joining with the Scout Group to provide a Climbing Wall Club. This will tie in with the proposed security fence project and the new access to the Games Field project.

9. Date of next meeting

9.1. We will have a meeting next week to discuss these ideas.

9.2. A map of the whole area would be useful.

9.3. We will try to have more on the funding for a Park Run by then too.

Minutes of the Allotment Committee meeting of Perton Parish Council

183/23

Held at Perton Civic Centre Wednesday 28th February 2024 at 6pm

b)iii

Present:

Councillors – P Davis (Chairman), Mrs R Heseltine, K Elder, D Glynn,
Residents, Mrs S Horrobin, R Snape, J Powell

Other: Mrs B Hodgetts (Parish Clerk)
One member of public

A08/23 - APOLOGIES FOR ABSENCE

No apologies received.

A09/23 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declaration of disclosable pecuniary and other interests received.

A10/23 - MINUTES OF MEETING

Resolved that the minutes of the allotment meeting held on 17th January 2024 having previously been distributed, were signed by the Chairman as a true and correct record.

A11/23 – SITE

- a) An update was given on the allotments. The troughs are in position and the raised beds are being constructed.

Acceptable fencing around each plot was discussed. It was agreed that it should be no more than 2ft high and made of conventional fencing material eg, chicken wire, wooden stakes, or panels but not doors, pallets or plastic barrier fencing.

It was **Resolved** to hold a public meeting to answer any questions.

- b) Residents on the waiting list have been offered a plot. Plot numbers have not been released
c) The Parish Council have agreed that the control of rabbits can be carried out in line with legislation.

A12/23 – TENANTS

A lot of work has been done revising the terms and conditions to ensure there is no repetition or conflict of terms.

- The allotment site must have gardens in its title otherwise it falls into agricultural tenancy legislation.
- The tenancy to commence 1st May which allows time from precept to contract renewal to agree increases should it be necessary.
- All joint tenants will be required to have liability insurance

It was **Resolved** to use one of the compost bays for wood chippings and another one for some soil conditioner if the parish council agree to purchase some for tenants to use. Clerk to look into costs.

A13/23 – SPEAKERS

A list of speakers are on the NSALG website. Members to research options and let the Clerk know.

A13/23 – ITEMS FOR NEXT AGENDA

No suggestions were made.

A07/23 – DATE AND TIME OF NEXT MEETING

Resolved Committee meeting to be held on Wednesday 27th March 2024 at 6pm
Public meeting to be held on Monday 18th March 2024 at 7pm

Meeting closed at 7.05pm

Signed
Chairman

Date:

183/23 b) iv

Minutes of the meeting of Perton Parish Council

Finance Committee meeting held on Tuesday 5th March 2024 at 10.00am

Present:

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

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

F75/23 - APOLOGIES FOR ABSENCE

No apologies received.

F76/23 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

A declaration of pecuniary or other interests received from Cllr N Caine for expenditure transactions 5253 and 5254.

F77/23 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

F78/23 - MINUTES OF MEETING

Resolved that the minutes of the Meeting held on 6th February 2024, previously distributed, were a true and correct record and signed by the Chairman.

F79/23 - ACCOUNTS PAID

The Assistant Clerk presented a list of payments up to 29th February 2024. **Resolved** that all payments were correct and authorised. Payments for Enville Ales Limited was explained.

F80/23 - INCOME RECEIVED

The schedule of income received up to 29th February 2024 was reviewed and accepted for information.

F81/23 - BUDGET TO DATE

The budget to date was reviewed and noted. **Resolved** to look into how best to show the expenditure of the £106 money for Allotments.

F82/23 - RECONCILIATIONS

The Assistant Clerk presented the HSBC bank statement number 260 dated 29th February 2024 for reconciliation to the cashbook. Also presented for scrutiny the Co-op bank, Lloyds 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.

F83/23 - DATE AND TIME OF NEXT MEETING

Thursday 4th April 2024 at 10.00am.

Meeting closed at 10.42am

Signed
Chairman

Date:

184/23 a)

Paid Expenditure Transactions

paid between 01/02/24 and 29/02/24

Payment Reference	Paid date	Tn no	Gross	Details
DD ASH01	01/02/24	5248	£226.10	ASH Waste Services Ltd General Waste & Recycling Collection
DD BPayCon01	06/02/24	5249	£11.69	Brightpay Connect Monthly Subscript
Bacs	07/02/24	5250	£43.01	AmazonPicture Hooks and Replacement LED
Bacs JWS01	07/02/24	5251	£312.00	J Whittingham & Son Christmas Tree for Anders Square
Bacs EDGE02	07/02/24	5252	£1,471.14	Edge IT Systems Ltd Annual Licence Fee
Bacs Clean01	07/02/24	5253	£45.00	B Osagie Pavilion - Cleaning
Bacs GC01	07/02/24	5254	£165.09	N P Caine Playing Fields - Grass Cutting
Bacs ESPO02	12/02/24	5255	£74.34	ESPO Cleaning Products and Equipment
DD PF-	12/02/24	5256	£74.56	Waterplus Pavilion - Water Charges
DD PF-ELEC01	12/02/24	5257	£1,133.21	Opus Energy Limited Pavilion - Electricity Charges
Bacs	13/02/24	5258	£122.81	Halls SMS Hand Towels & Centre feed Rolls
Bacs FCL01	14/02/24	5259	£51,900.00	Fairways Contracting Allotment Works - 50% Payment
Bacs ESPO02a	16/02/24	5260	£96.00	ESPO Cleaning Products & Bin Bags
Bacs PEN01	16/02/24	5261	£3,560.12	Staffordshire County Pension Fund - January
Bacs IR01	16/02/24	5262	£3,463.39	Inland Revenue Tax & NI - January
Bacs KFB01	16/02/24	5263	£500.00	Kingsway Food Bank Grant Payment - 166/23 e)
DD BT01	19/02/24	5264	£122.38	British Telecom Telephone & Broadband
DD CC-	20/02/24	5265	£117.31	Waterplus Civic Centre - Water Charges
DD GAS01	20/02/24	5266	£1,291.28	Total Energies Gas & Power Ltd Gas Charges - January
CHG HSBC02	21/02/24	5267	£10.41	HSBC UK Bank Charges
DD ELEC01	22/02/24	5268	£979.00	Total Energies Gas & Power Ltd Electricity Charges - January
Bacs	23/02/24	5269	£12,203.94	Salaries M11
DD WATER02	23/02/24	5270	£421.79	Everflow Limited Civic Centre & Pavilion Water Charges
DD DM02	26/02/24	5271	£169.87	Siemens Qrtly Lease - Feb-Apr
CreditCard	26/02/24	5272	£77.92	Temu - Whaleco UK Allotment Plot Markers
CreditCard	26/02/24	5273	£329.99	The Green Reaper Ltd Grass Roler
Bacs Film02	28/02/24	5274	£300.00	Arts Alive Film Screening - The Great Escaper
Bacs EAL02	28/02/24	5275	£270.00	Enville Ales Limited Glasses for Bar
Bacs NALC02	28/02/24	5276	£60.00	National Association Of Local Council Awards Scheme
Total			£79,552.35	

Financial Summary - Cashbook

184/23 b)

Summary of receipts and payments between 01/04/23 and 29/02/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Co-operative Bank	£1,441.07
HSBC Current Account	£14,270.44
Petty Cash Account	£250.00
Public Sector Deposit Fund	£156,000.00
Total	<u>£171,961.51</u>

RECEIPTS	Net	Vat	Gross
Parish Council	£244,629.72	£0.00	£244,629.72
Civic Centre	£80,818.59	£0.00	£80,818.59
Allotments	£95,539.92	£0.00	£95,539.92
Pavilion & Playing Fields	£1,222.00	£0.00	£1,222.00
Total Receipts	£422,210.23	£0.00	£422,210.23

PAYMENTS	Net	Vat	Gross
Parish Council	£180,794.88	£4,028.06	£184,822.94
Civic Centre	£126,152.12	£6,356.74	£132,508.86
Allotments	£45,589.57	£9,108.53	£54,698.10
Pavilion & Playing Fields	£4,902.98	£361.26	£5,264.24
Total Payments	£357,439.55	£19,854.59	£377,294.14

Closing Balances

Ordinary Accounts

Co-operative Bank	£41.07
HSBC Current Account	£45,586.53
Petty Cash Account	£250.00
Public Sector Deposit Fund	£171,000.00
	<u>£216,877.60</u>
Total	<u>£216,877.60</u>

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

Co-operative Bank	£41.07
HSBC Current Account	£45,586.53
Petty Cash Account	£250.00
Public Sector Deposit Fund	£171,000.00
Total	<u>£216,877.60</u>

Signed _____

Chair

Clerk / Responsible Financial Officer

184/23 C)

Summary of Income April 2023 - March 2024																				
Community Centre & Parish Receipted Income										Community Centre & Parish BACS Income										
Business Income										Business Income										
	Room Hire	Refund Deposit	Other	Photo Copies	Drinks	PPC events	Pitch hire	Room Hire	Refund Deposit	Precept	Interest	Grant	Commission	Pitch hire	Agency Fee	Total Income 2023/24	Total Income 2022/23	Refunded Deposits 2023/24	Notes	
Apr	£ 318.50	£ 100.00	£ 5.00	£ 1.50	£	£ 16.00	£	£ 1,630.91	100.00	£ 112,500.00	£ 527.71	£		£	£ 266.41	£ 115,199.62	£ 111,563.69	409.00	£5k precept increase on 22/23	
May	500.50			0.60		25.00		7,260.00	-100.00		500.38				8,452.89	7,030.77	7,030.77	100.00	NHS one outstanding invoice paid	
June	660.50	100.00		3.20		28.00		9,733.50	-50.00		817.98			15.43	277.99	11,586.60	7,349.24	200.00	NHS two outstanding invoices paid	
July	397.50							5,537.50	110.00		809.73			9.05	301.16	7,164.94	5,123.92	0.00	additional room hire	
Aug	376.00							6,379.36	200.00		845.03				301.16	8,101.55	5,288.00	100.00	additional room hire	
Sept	711.50		20.00					6,677.75	-60.00	£ 112,500.00	774.08			39.16	301.16	120,963.65	114,724.48	160.00	additional room hire + precept increase £5k	
Oct	542.50	50.00		1.50				4,858.14	50.00		678.69				301.16	6,481.99	8,734.43	50.00		
Nov	779.50	100.00						4,563.00	-200.00		1,122.62			34.95	301.16	7,060.23	7,239.68	350.00	NHS outstanding invoices paid up to date 2024	
Dec	446.50					50.00		11,991.50	-150.00		1,030.65			32.43	332.33	13,900.41	5,382.40	150.00		
Jan	777.50							9,670.00	300.00		944.66				242.86	12,423.92	17,928.20	0.00	Several NHS invoices paid from 2021 - 2023	
Feb	543.50					132.00	54.00	5,989.00	-250.00		854.62	95,539.92		36.41	332.33	103,384.78	12,659.36	350.00	S106 funding £95,539.92	
Mar																0.00	20,225.22			
=	6,054.00	350.00	25.00	6.80	0.00	251.00	216.00	74,290.66	-50.00	225,000.00	8,906.05	95,539.92	167.43	1,006.00	2,957.72	414,720.58	303,024.17			
																YTD +/-	To Date			
																111,696.41	414,720.58			
																year to date +£16156.49				

184/23 d)

Financial Budget Comparison

Comparison between 01/04/23 and 29/02/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
INCOME					
Parish Council					
1	Precept	£225,000.00	£225,000.00	£225,000.00	£0.00
2	VAT reclaimed	£0.00	£0.00	£19,284.85	£19,284.85
3	Litter - Agency Fee	£3,578.00	£3,578.00	£2,957.72	-£620.28
4	Public Sector Deposit Fund Interest	£1,000.00	£1,000.00	£8,906.05	£7,906.05
5	Events	£200.00	£200.00	£256.00	£56.00
6	Funding	£0.00	£0.00	£0.00	£0.00
7	Miscellaneous	£0.00	£0.00	£0.00	£0.00
8	Perton Walkers Map	£0.00	£0.00	£20.00	£20.00
10	Co-op Bank - Community Support	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£229,778.00	£229,778.00	£256,424.62	£26,646.62
Civic Centre					
51	Bar Commission	£0.00	£0.00	£0.00	£0.00
52	Bar Charges	£0.00	£0.00	£0.00	£0.00
53	Deposit - Room Hire (Refundable)	£0.00	£0.00	-£960.00	-£960.00
54	Drinks Machine (hot)	£150.00	£150.00	£226.04	£76.04
55	Funding	£0.00	£0.00	£0.00	£0.00
56	Hire of Rooms	£55,000.00	£55,000.00	£76,531.25	£21,531.25
57	Photocopies	£0.00	£0.00	£6.80	£6.80
Total Civic Centre		£55,150.00	£55,150.00	£75,804.09	£20,654.09
Allotments					
301	Plot Rent	£0.00	£0.00	£0.00	£0.00
302	NSALG Membership Fee	£0.00	£0.00	£0.00	£0.00
303	s106 Funding	£0.00	£0.00	£95,539.92	£95,539.92
Total Allotments		£0.00	£0.00	£95,539.92	£95,539.92
Pavilion & Playing Fields					
401	Pitch Hire	£0.00	£0.00	£1,222.00	£1,222.00
402	Room Hire	£0.00	£0.00	£0.00	£0.00
403	Scouts Utilities	£0.00	£0.00	£0.00	£0.00
Total Pavilion & Playing Fields		£0.00	£0.00	£1,222.00	£1,222.00
Total Income		£284,928.00	£284,928.00	£428,990.63	£144,062.63

Financial Budget Comparison

Comparison between 01/04/23 and 29/02/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
EXPENDITURE					
Parish Council					
101	Salaries	£97,997.00	£97,997.00	£100,451.68	-£2,454.68
102	Litter Salaries	£14,000.00	£14,000.00	£13,694.95	£305.05
103	Members' Allowances	£15,000.00	£15,000.00	£12,822.22	£2,177.78
104	Advertising & Signage	£300.00	£300.00	£0.00	£300.00
105	Audit	£1,200.00	£1,200.00	£1,015.80	£184.20
106	Bus Shelter Maintenance	£1,000.00	£1,000.00	£855.00	£145.00
107	CCTV - Anders Square	£4,000.00	£7,000.00	£0.00	£7,000.00
108	Christmas Decorations	£3,000.00	£3,000.00	£2,993.81	£6.19
109	Civic Functions/Civic Sunday	£250.00	£250.00	£95.00	£155.00
110	Civic Awards	£200.00	£200.00	£102.31	£97.69
111	Contingency	£16,000.00	£5,720.00	£229.33	£5,490.67
112	Events	£1,250.00	£2,750.00	£4,765.94	-£2,015.94
113	Flowers tubs & hanging baskets	£4,000.00	£3,750.00	£3,454.01	£295.99
114	Graffiti Removal	£300.00	£300.00	£0.00	£300.00
115	Grants & Donations	£6,700.00	£12,700.00	£14,783.50	-£2,083.50
116	H&S Consultancy Services	£1,500.00	£2,000.00	£1,680.00	£320.00
117	Insurance Renewal	£2,000.00	£2,000.00	£1,967.08	£32.92
118	Litter Supplies	£150.00	£150.00	£83.64	£66.36
119	Newsletter	£400.00	£400.00	£200.00	£200.00
120	Notice Boards	£1,000.00	£1,000.00	£0.00	£1,000.00
121	Office Equipment	£2,500.00	£2,500.00	£2,154.52	£345.48
122	Partnership Working	£9,500.00	£9,500.00	£915.76	£8,584.24
123	Photocopier	£500.00	£649.00	£459.19	£189.81
124	Play Area / Outdoor Activities	£1,700.00	£1,700.00	£1,402.51	£297.49
125	Premises Licence Fee	£200.00	£200.00	£180.00	£20.00
126	Skatepark	£10,000.00	£1,000.00	£0.00	£1,000.00
127	Staff Training	£2,250.00	£2,250.00	£949.58	£1,300.42
128	Stationery & Postage	£500.00	£500.00	£431.37	£68.63
129	Subscriptions	£1,500.00	£1,900.00	£1,431.44	£468.56
130	Telephone & Broadband	£600.00	£600.00	£437.04	£162.96
131	Website	£250.00	£250.00	£258.33	-£8.33
132	Walkers Map	£0.00	£0.00	£0.00	£0.00
133	War Memorial Maintenance	£10,000.00	£10,000.00	£0.00	£10,000.00
134	*Ringfenced Items*	£78,000.00	£78,000.00	£11,580.87	£66,419.13

Financial Budget Comparison

Comparison between 01/04/23 and 29/02/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
140	Co-op Bank: Community Support	£1,544.22	£1,544.22	£1,400.00	£144.22
Total Parish Council		£289,291.22	£281,310.22	£180,794.88	£100,515.34
Civic Centre					
201	Salaries	£91,000.00	£91,000.00	£79,669.87	£11,330.13
202	Advertising	£0.00	£0.00	£0.00	£0.00
203	Automatic Doors	£1,500.00	£1,500.00	£410.00	£1,090.00
204	Bank Charges	£200.00	£200.00	£134.91	£65.09
205	Boilers	£1,000.00	£1,000.00	£0.00	£1,000.00
206	CCTV - Civic Centre	£500.00	£500.00	£985.00	-£485.00
207	Consumables	£1,200.00	£1,200.00	£1,707.21	-£507.21
208	Drinks Machine (Foyer)	£700.00	£700.00	£664.05	£35.95
209	Electrical Inspection	£500.00	£500.00	£150.10	£349.90
210	Fire & Security Alarms	£1,500.00	£1,500.00	£1,614.85	-£114.85
211	Fire Extinguisher Maintenance	£250.00	£250.00	£467.80	-£217.80
212	General Maintenance	£2,000.00	£7,000.00	£6,082.07	£917.93
213	Insurance Renewal	£1,900.00	£1,900.00	£1,967.07	-£67.07
214	Legionella Monitoring	£1,000.00	£1,000.00	£700.00	£300.00
215	Lifts	£1,000.00	£1,000.00	£178.08	£821.92
216	Miscellaneous CC	£500.00	£500.00	£130.00	£370.00
217	Office Equipment	£700.00	£700.00	£323.36	£376.64
218	Performing Rights Society & PPL	£750.00	£975.00	£974.08	£0.92
219	Photocopier	£500.00	£649.00	£522.74	£126.26
220	Power (Gas & Electricity)	£13,000.00	£17,600.00	£13,054.71	£4,545.29
221	Rates	£16,000.00	£16,000.00	£12,475.00	£3,525.00
222	Refreshments	£200.00	£200.00	£56.13	£143.87
223	Refuse & Hygiene Services	£2,200.00	£2,200.00	£2,260.90	-£60.90
224	Staff Uniforms	£100.00	£100.00	£0.00	£100.00
225	Telephone & Broadband	£600.00	£600.00	£437.03	£162.97
226	Water & Sewerage	£2,000.00	£2,000.00	£1,187.16	£812.84
Total Civic Centre		£140,800.00	£150,774.00	£126,152.12	£24,621.88
Allotments					
351	NSALG Membership Fee	£0.00	£55.00	£55.00	£0.00
352	Annual Licence Fee	£0.00	£750.00	£953.90	-£203.90
353	Electric	£0.00	£0.00	£0.00	£0.00
354	Maintenance	£0.00	£10,000.00	£0.00	£10,000.00
355	Miscellaneous	£0.00	£0.00	£1,311.92	-£1,311.92
356	S106	£0.00	£95,539.92	£43,268.75	£52,271.17

Financial Budget Comparison

Comparison between 01/04/23 and 29/02/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	revised	Actual Net	Balance
357	Water	£0.00	£0.00	£0.00	£0.00
Total Allotments		£0.00	£106,344.92	£45,589.57	£60,755.35
Pavilion & Playing Fields					
451	Cleaning	£0.00	£500.00	£165.00	£335.00
452	Grass Cutting	£0.00	£500.00	£574.07	-£74.07
453	Line Marking	£0.00	£1,000.00	£145.79	£854.21
454	Insurance	£0.00	£0.00	£0.00	£0.00
455	Maintenance	£0.00	£10,000.00	£280.00	£9,720.00
456	Utilities	£0.00	£2,000.00	£3,155.95	-£1,155.95
457	Rates	£0.00	£0.00	£582.17	-£582.17
Total Pavilion & Playing Fields		£0.00	£14,000.00	£4,902.98	£9,097.02
Total Expenditure		<u>£430,091.22</u>	<u>£552,429.14</u>	<u>£357,439.55</u>	<u>£194,989.59</u>
Total Income		£284,928.00	£284,928.00	£428,990.63	£144,062.63
Total Expenditure		£430,091.22	£552,429.14	£357,439.55	£194,989.59
Total Net Balance		-£145,163.22	-£267,501.14	£71,551.08	

PERTON PARISH COUNCIL

184/23 f)

APPLICATION FOR CONCESSIONARY ROOM RATE

NAME OF CLUB/ORGANISATION: SUPPORT STAFFORDSHIRE

.....

PRINCIPAL HIRER (Name and Address) ... ANNE SAXON SENIOR LOCALITY OFFICER

.C/O CIVIC CENTRE RIVERSIDE STAFFORD ST16 3AQ

.....

PURPOSE OF CLUB/ORGANISATION. QUARTERLY VCSE LOCALITY: . FORUM FOR THE BENEFIT OF COMMUNITIES. . .

DOES YOUR CLUB/ORGANISATION EXIST TO MAKE A PROFIT .. WE'RE A CHARITY AND PARTNER ORGANISATION TO SOUTH STAFFS COUNCIL AND ALSO COMMISSIONED BY STAFFORDSHIRE COUNTY COUNCIL TO SUPPORT NOT FOR PROFIT GROUPS AND ORGS.

WHAT HAPPENS WITH EXCESS FUNDS . GOES TO SUPPORTING COMMUNITIES.

NUMBER OF ADULT MEMBERS 85 APPROX.

NUMBER OF MEMBERS 16 AND UNDER .N/A

NUMBER RESIDING IN PERTON PARISH

PLEASE STATE THE REASON YOU NEED A CONCESSIONARY RATE. ... IT BENEFITS THE COMMUNITY AND HELPS TO KEEP GROUPS SUSTAINABLE.

.....

HOW MUCH DO YOUR CLIENTS PAY PER SESSION/VISIT. N/A

.....

ARE YOU ABLE TO INCREASE THIS CONTRIBUTION PER SESSION/VISIT ... ONE OFF AS WE MOVE OUR FORUMS AROUND THE LOCALITIES AS PART OF OUR AGREEMENT WITH SCC AND SSDC ...

ARE YOU AFFILIATED TO ANY OTHER ORGANISATION? IF SO, GIVE NAME

NO.

ANY OTHER FACTS YOU WOULD LIKE CONSIDERED

.....

.....

.....

PLEASE ATTACH A STATEMENT OF YOUR LATEST ACCOUNTS

Website supportstaffordshire.org.uk.





Perton Parish Council

Perton Civic Centre, Church Road
Perton, Wolverhampton WV6 7PD
Phone: 01902 745971
Email: bookings@pertonparishcouncil.gov.uk
Website: pertonparishcouncil.gov.uk

Room Hire Application Form – One-off Event

Name of hirer	Anne Saxon Support Staffordshire
Contact number(s)	Tel:07956 446505
Email address	anne.saxon@supportstaffordshire.org.uk
Address of hirer	C/O Civic Centre, Riverside, Stafford ST16 3AQ
Room(s) required	The Lakeside Room
Date of hire	Thursday 20 th June 2024
Type of function	VCSE Locality Forum to incorporate Celebration event and Roll Call of Volunteers
Type of entertainment	None

ACCESS TIME REQUIRED

Room preparation time	From 13:30	To 14:00
Function time	From 14:00	To 16:00
Room clearance time	From 16:00	To 16:30

NB The Council's entertainment license only covers the following times:
9:00 am to 10:30 pm Monday to Thursday / 9:00 am to 12 midnight Friday and Saturday

Is your function of a domestic/family nature whereby guests are admitted by personal invitation and without charge	No			
Will any charge be made for admission If YES please give details	No			
Maximum numbers attending	ADULTS	35-40	CHILDREN	0

NB For safety reasons the Lakeside Hall has a set maximum number of people depending on layout. The hirer must not under any circumstances allow this maximum number to be exceeded.

Do you require Bar services If YES, please complete Bar Contract Note attached	No
Is use of the stage required	No



PERTON PARISH COUNCIL ROOM HIRE RATES

186/23 b)i

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.

2023-24 ROOM	MONDAY to FRIDAY PER HOUR (1 hour minimum hire)	FRIDAY EVENING (from 6pm onwards) & SATURDAY* PER HOUR (3 hours minimum hire)	DEPOSIT	21st / 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	—	—

2024-25 ROOM	MONDAY to FRIDAY PER HOUR (1 hour minimum hire)	FRIDAY EVENING (from 6pm onwards) & SATURDAY* PER HOUR (3 hours minimum hire)	DEPOSIT	21st / Teen Parties DEPOSIT
Lakeside Hall	£31.00 / £21.00	£38.00 / £28.00	£100.00	£250.00
Terry Harding	£17.00 / £13.00	£23.00 / £18.00	—	—
Madeline Moore Bar (as meeting room) Ken Bott New Room	£15.00 / £12.00	£19.00 / £15.00	—	—
Boardroom	£17.00 / £13.00	£23.00 / £18.00	—	—

Harlequin 2025 requirements

186/23 b)iii

Day	Date	Room	Times	Room Hire Cost £	dates required	Total cost £
Rehearsals						
Wednesday	4th Sept '24 – 8 th Jan '25	LSH	19.45pm – 22.00pm (2.25 hours)	45	17	765
Tuesday	10th Sept '24 – 7th Jan '25	TH	19.30 – 21.30 (2 hours)	24	16	384
Set up & Shows						
Friday	10th January	LSH	12.00pm - 9.00pm (9 hours)	180	1	180
Saturday	11th January	LSH/TH/MM	9.00am - 7.00pm (10 hours)	580	1	580
Sunday	12th January	LSH/TH/MM	9.00am - 7.00pm (10 hours)	580	1	580
Monday - Friday	13th - 17th January	LSH/TH/MM	5.00pm - 11.00pm (6 hours)	258	5	1290
Saturday	18th January	LSH/TH/MM	12.00pm - 12.00am (12 hours)	696		696
Sunday	19th January	LSH/TH/MM	12.00pm - 12.00am (12 hours)	696		696
TOTAL						£5171

paid £5181 2023/24

Civic Centre Intruder Alarm

There are two telephone lines for the civic centre.

The first line is linked to the cloud – Voice Over IP (VoIP) this is for the telephone number 745971 and broadband.

There is also a fixed line for the alarm which is monitored.

In January and February there have been issues with network failure on Dualcom signalling via mobile. This causes the alarm system to dial into the communication centre which is a premium rate number. Every call cost 62p. January calls charged were £23.42. February charges were £8.11.

There is an option to upgrade the signalling to a Dualcom Radio Radio system Grade 2. This will cost £220 plus vat. There would be no requirement to have the additional fixed line. Termination of the fixed line would cost £88 to end the contract.

Would it be possible to raise the issue of how the outdoor space next to my house is done this year again before they start cutting the grass this Spring. I have raised this several times and have appreciated your replies, however, the issue remains. I am only asking for a corridor to be left along my boundary hedge to ensure the safety of the wildlife and also to prevent those using the field from sitting close to my house. There is no reason the majority of the field cannot be mown for the use of other residents to enjoy. Myself and the other residents who's properties are adjacent to this field do not have private gardens and so this also our shared outdoor space for us to enjoy. But with strategic mowing it will help prevent antisocial gatherings outside of our properties.

If this can be trialled this year it would help maintain the privacy of myself and my neighbours and it could be reviewed again next year. I would be a happy to meet with a council member to show them the area of concern.