



PERTON PARISH COUNCIL

4th September 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, 9th September 2024 at 7.00pm.

Yours faithfully

**Mrs Becky Hodgetts,
Clerk to the Council**

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

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

AGENDA

72/24 - Public Open Session

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

Presentation from Perton Kingsway Foodbank representative

73/24 Apologies for Absence – to note apologies received from Councillors

74/24 To receive reports for information

- a) Police, Fire and Crime reports – previously distributed also available on the website
- b) To discuss use of Police resources within Perton
- c) Weekly Clerk's reports – previously distributed also available on the website

75/24 Declaration of Interest To receive Declarations and Other Interests from the Agenda. Councillors are reminded of their responsibility to declare any disclosable pecuniary and other interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.

76/24 Code of Conduct – Dispensation - To approve requests for Code of Conduct Dispensations. (A request for a dispensation must be made in writing to the Clerk and be granted by decision of the Council)

77/24 Minutes

- a) To approve minutes of the Parish Council meeting held on 8th July 2024
- b) To approve minutes of Extra Ordinary Parish Council meeting held on 27th August 2024
- c) To receive for information draft minutes or notes from the following committees/working parties:
 - i. Pavilion and Playing Fields Working Party meeting held on 15th July 2024
 - ii. Allotment Committee meeting held on 24th July 2024
 - iii. Finance meeting held on 3rd September 2024
 - iv. Allotment Committee meeting held on 4th September 2024 – to follow

78/24 Finance

- a) To approve list of Payments for July and August 2024
- b) To receive the Cash Book to date for information
- c) To receive the Income Statement to date for information
- d) To receive the Expenditure and Budget to date for information
- e) To consider the purchase of new line marker for playing fields
- f) To consider the grant request from Perton Table Tennis Club to help with the cost of insurance £150
- g) To consider taking over management of the foyer hot drinks machine at a cost of £13 + vat per week
- h) To consider cost options for the annual inspection of gym equipment.
- i) To approve the cost of annual insurance renewal LTA agreement until October 2027 £4,796.17
- j) To approve application to the Climate Action Fund for upgrade lighting at Civic Centre £1,500

79/24 Audit:

- a) To receive the External Audit Report for the year ended 31st March 2023
- b) To consider appointment of internal audit arrangements for 2023/24 - Black Rose Solutions Ltd at £35 per hour plus mileage and VAT

80/24 Prinses Irene Brigade

- a) To consider the cost of new memorial stone
- b) To consider purchase of manure and bulbs for the memorial garden
- c) To consider the arrangements for hosting the Brigade on 8th November 2024

81/24 War memorial

- a) To consider compiling a residents survey on the current war memorial stone
- b) To consider investigating the installation of an airfield marker from the Airfields of Britain Conservation Trust.

82/24 Christmas

- a) To consider costs for Christmas Tree (to follow)
- b) To consider costs for installation and removal of Christmas lights £2058

83/24 Pavilion and Playing Fields

- a) To receive an update on lease discussions
- b) To discuss options and application for s106 funding
- c) To update on appointment of an architect for the extension options at the Pavilion
- d) To receive an update on the Playing fields

84/24 Allotments -

- a) To consider new structure for management as recommended by the Allotment Committee
- b) To consider the installation of pedestrian gate as recommended by the Allotment Committee

85/24 Health & Safety

- a) To receive and update
- b) To consider Key Performance Indicators (KPI's)
- c) To receive the Play Area Inspection report for information.

86/24 Staffordshire County Council

- a) To receive for information written report from the County Councillor
- b) To discuss the safety of residents crossing to Wrottesley Village on Wrottesley Park Road.

87/24 South Staffordshire Council

- a) To receive for information written reports from District Councillors
- b) To consider and discuss maintenance of Inner South Island
- c) To receive an update on the replacement upper lake boardwalk
- d) To consider residents correspondence regarding the fence/barrier around the upper lake
- e) To consider planting trees as part of the SSDC 50th anniversary celebration

- f) To receive an update on meadows within South Staffordshire and fostering more biodiversity under Biodiversity Net Gain (Environment Act).
- g) Planning Applications:

Applications for consideration previously distributed:

Application no. : 24/00644/COU

Location: Land to the North of Bradshaws Farm Shop, Wrottesley Park Road, Perton, WV8 2HS

Proposed: Change of use of agricultural land to a fenced dog walking and exercising facility with associated parking.

Application no. : 24/00650/FULHH

Location: 1 Perton Court Farm Cottage, Pattingham Road Perton, WV6 8DD

Proposed: alteration to front boundary wall

Application no. : 24/00739/FULHH

Location: 2 Turnberry Close, Perton, WV6 7RE

Proposed: Retrospective planning application for the erection of single storey side extension to form garden equipment store.

Applications returned since previous meeting:

Application no. : 24/00576/FULHH

Location: The Haven, Newport Road, Kingswood, WV7 3AJ

Proposed: Single storey side extension.

Comments: Perton Parish Council raised no objections to this proposal

Application no. : 24/00562/FULHH

Location: Moorland House, Pattingham Road, Perton, WV6 7HD

Proposed: Demolition of existing dwelling and replacement with new 4 bedroom detached dwelling, along with landscaping works to include external below ground swimming pools to rear.

Comments: Perton Parish Council raised no objections to this proposal

Application no. : 24/00619/FULHH

Location: 1 Wastwater Court, Perton, WV6 7PQ

Proposed: Single storey side and rear extension (in lieu of conservatory) with pitched roof.

Comments: Perton Parish Council raised no objections to this proposal

88/24 Date and time of next meeting – Perton Civic Centre, Board room 7pm

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

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 8th July 2024, 7.00pm

PRESENT:

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

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Members of the public – 2

Also in attendance was County Councillor J Abrahams (Part of the meeting)

46/24 PUBLIC OPEN SESSION

No questions raised by the public present.

47/24 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs P Allen and J Turner.

48/24 WASTE SAVVY SAFFORDSHIRE – presentation

Unfortunately, this had to be postponed.

49/24 REPORTS – received for information

- a) Police, Fire and Crime Reports – Report from Chief Inspector Tim Norbury and PCSO Tooth were circulated prior to the meeting. Concerns were raised regarding the level of information provided in the new quarterly reports. The reports need interpretation, what is the evidence giving that wasn't given before? All reports of incidents MUST be reported to the Police. There are unmarked police cars visiting the village. **Resolved** to organise a public meeting with The Police and Crime Commissioner Ben Adams.
- b) Weekly Clerks reports – previously distributed. Reports are available on the Parish Council website.

50/24 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

53/24a) Transactions 5383 and 5384 – Cllr N Caine

53/24 j) Perton Library grant – Cllrs P Davis and K Elder

53/24 k) Table Tennis Club concessionary room rate - Cllrs P Davis and Mrs R Heseltine

53/24 l) Cuppa Club grant - Cllrs K Elder and Mrs A James

56/24 c) Architect appointment - Cllr Mrs J Evans

51/24 CODE OF CONDUCT DISPENSATIONS REQUESTS

A request received from Cllr P Davis to speak about the proposed new table tennis club. **Resolved** to approve the dispensation until the end of the term in 2027

52/24 MINUTES

- a) **Resolved** that the minutes of the Parish Council Meeting held on 10th June 2024 were a true and correct record.
- b) Noted for information the draft minutes of the following committees/working parties:
 - i. Management Committee meeting held 19th June 2024
 - ii. Pavilion and Playing Fields Working Party meeting held on 1st July 2024
 - iii. Finance meeting held on 2nd July 2024
 - iv. Allotment Committee meeting held on 3rd July 2024

53/24 FINANCE

- a) **Paid Expenditure Transactions** between paid between 01/05/24 and 30/05/24

Resolved payments approved.

Payment Reference	Paid Date	Tn no	Gross	Details
Debit Card	03/06/24	5379	£39.98	Suregreen Ltd Steel Fencing Pins

DebitCard	03/06/24	5380	£21.96	Home & Motorsave Turpentine and paint brushes
CreditCard	03/06/24	5381	£239.00	Aldorr Ladders & Steigers 2.5m Teleopic Folding Ladder
DD	03/06/24	5382	£1,248.00	South Staffordshire Council Business Rates - June
Bacs	03/06/24	5383	£341.25	N P Caine Playing Fields - Grass Cutting
Bacs	03/06/24	5384	£30.00	B Osagie Pavilion - Cleaning
DD	04/06/24	5385	£239.09	Ash Waste Services General Waste & Recycling Collection
DD	05/06/24	5386	£12.65	Brightpay Connect Monthly Subscription
DebitCard	05/06/24	5387	£180.00	Draintech Ladies Toilet Investigation
Bacs	06/06/24	5388	£9.00	Sainsbury's Planter
Bacs	07/06/24	5389	£32.69	Vendaid Drinks Machine Supplies
Bacs	07/06/24	5390	£116.40	Down to Earth Play Area - Grass Cutting
Bacs	07/06/24	5391	£66.00	S G S Systems Limited Replacement fire call point glass
Bacs	07/06/24	5392	£79.53	Pitchcare.Com Line Marking Paint
DD	07/06/24	5393	£111.52	Total Energies Gas & Power Ltd Civic Centre - Gas
DD Ricoh	07/06/24	5417	£281.84	Ricoh Office - Rental Charges and Copies 01/05/24-31/07/24
DD PF	12/06/24	5394	£232.29	Opus Energy Limited Pavilion - Electricity
Bacs	14/06/24	5395	£3,367.15	Staffordshire County Pension Fund Pension - May
Bacs	14/06/24	5396	£3,088.08	Inland Revenue Tax & NI - May
Bacs	17/06/24	5397	£50.00	Lesley the Window Cleaner Civic Centre - Window Cleaning
Bacs	17/06/24	5398	£5,000.00	Staffordshire CC Traffic management Wrottesley Park Rd
Bacs	17/06/24	5399	£1,500.00	Staffordshire County Council -Health & Safety Annual subscription
Bacs	17/06/24	5400	£792.00	S G S Systems Limited Annual Maintenance Contract
Bacs	17/06/24	5401	£198.00	Ultimate Temperature Solutions Ltd Leak Repair in Boiler House
Bacs	17/06/24	5402	£144.00	P W Banks Manure
DD	17/06/24	5403	£93.14	British Telecom Telephone & Broadband
Bacs	19/06/24	5404	£500.00	F C Perton Grant - Minute no. 32/24 f)
Bacs	20/06/24	5405	£300.00	Arts Alive Flicks in the Sticks - 'Vindication Swim'
Bacs	20/06/24	5406	£200.00	Silver Poplars Grant - Minute no. 32/24 e)
Bacs	20/06/24	5407	£1,697.99	AEDdonate Debrillator and Cabinet
DebitCard	20/06/24	5408	£56.60	Home & Motorsave Electrical Supplies for Solar Panels
CHG	21/06/24	5409	£12.99	HSBC UK Bank Charges
Bacs	24/06/24	5410	£125.40	R B (Services) Ltd Portable Appliance Testing
Bacs	24/06/24	5411	£20,629.74	Ecovision Asset Final payment for Solar Installation
Bacs	24/06/24	5412	£84.00	Acquiesce Environmental compliance Ltd Legionella Monitoring
Bacs	24/06/24	5413	£13,800.00	MDG Construction Ltd Roof Repairs
Bacs	28/06/24	5414	£12,151.88	Salaries M03
CreditCard	28/06/24	5415	£231.95	Trade Paints UK Ltd Paint for Bus Shelters
CreditCard	28/06/24	5416	£288.00	Wonderwall Products Ltd Allotments Noticeboard
PettyCash	28/06/24	5418	£18.85	Sainsbury's Tea, Coffee & Milk
PettyCash	28/06/24	5419	£102.35	Home & Motorsave Various
PettyCash	28/06/24	5420	£59.00	Just Keys Ltd Citizen of the Year Award
PettyCash	28/06/24	5421	£5.20	Post Office Limited Postage
PettyCash	28/06/24	5422	£20.00	S Horrobin Manure Delivery
PettyCash	28/06/24	5423	£2.00	Martyns Drain Cleaner

Total £67,799.52

- b) Cash book to date received and noted for information.
- c) Income statement to date received and noted for information.
- d) Revised expenditure and budget to date, **Resolved** to approve

- e) **Resolved** to replace petty cash with a pre-paid Equals card up to the value of £250.
- f) **Resolved** to purchase a new desktop computer for the reception office up to the value of £700

Resolved Order of business changed due to technology issues Standing order 10 v i)

- h) Grant request of £600 from The Kingsway Food Bank towards £1 meals.

The meeting was temporarily interrupted with a fire drill.

Following a full discussion, it was **Resolved** to provide a grant of £300 but this must be used for food parcels for Perton. The council would like an update on the service and how it is operating.

- g) The option for IT support and iPad/tablet for councillors was discussed. **Resolved** to defer to September and the Clerk to contact District Council to gather further information.

CLLrs K Elder and Mrs A James left the meeting

- i) Grant request of £500 from Perton Cuppa Club. **Resolved** to purchase their insurance at a cost of no more than £160.

CLLrs Mrs A James rejoined the meeting. Cllr P Davis left the room.

Cllr C Evans took the Chair for this item.

- j) Grant request from Perton Library for £500. **Resolved** to provide a grant of £200 towards the History and Heritage Fair.

Cllr P Davis and K Elder rejoined the meeting.

Cllr Mrs R Heseltine left the meeting. Cllr P Davis remained in the room as a grant of dispensation had been approved but did not vote.

- k) Concessionary room hire rate was requested for a new Table Tennis group due to start in September. **Resolved** to approve concessionary rate with a review in 6 months, January 2025.

Mrs R Heseltine rejoined the meeting.

Resolved to change order of business as per Standing Order 10 vi)

61/24 STAFFORDSHIRE COUNTY COUNCIL

- a) County Cllr J Abrahams – updated the council on matters including:
 - Open Reach issues – Highways have not been helpful.
 - County Council has a fund for small projects. The crossing point from Bluebell Walk on Wrottesley Park Road, to look at other surfaces to reduce mud has been highlighted.
 - The Cycle route along Wrottesley Park Road needs cutting back
 - The petition for reduction of speed and weight limit on Wrottesley Park Road from outer South and North islands has been presented. Highways have said no to this proposal. To request a site visit.
 - Jenny Walker Lane at the traffic lights on the A454 the surface is cracking and has potholes but the whole of the lane is in poor repair.
 - Resurface of A41 – the resurfacing recently done is having to be repeated due to a problem with the bitumen. The white lines for the left-hand filter lane need to be extended when repainted.
 - Several drain covers have been removed. Highways are aware, this is a problem across the country.

54/24 POLICIES FOR REVIEW

- a) Scheme of Delegation – **Resolved** no amendments
- b) Grant Policy – **Resolved** to approve the amendments recommended by the Finance Committee.

55/24 PRINSES IRENE BRIGADE

- a) A draft design was presented. **Resolved** to approve the design and to obtain quotes once the design has been approved by the Dutch Brigade. This will be designed on a plaque.
- b) The Dutch Brigade would be happy to come to Perton on Friday 8th November. Perton First School are interesting in hosting the visitors and the possibility of them planting some bulbs in the Dutch memorial garden had been suggested. – **Resolved** to consider further hospitality.

56/24 PAVILION AND PLAYING FIELDS

- a) There is a meeting to discuss the lease further with the district council on 16th July 2024.

- b) An update of the pavilion was given. The work as part of the levelling up grant 1 is due to start this week.

The option for a nursery was moved to the Confidential section as per standing order 10 xi

Cllr Mrs J Evans left the meeting

- c) As part of the pavilion refurbishment additional structures are being considered. **Resolved** to appoint an architect. Clerk and Chairman to have make recommendations and will email all Councillors as this project are time critical.

Cllr Mrs J Evans rejoined the meeting

- d) An update on the playing fields was given. A quote to improving part of the route for the Community Walk has been received for approximately £15,500. **Resolved** that this is quite expensive, and the walk should be delayed while other options are explored.
- e) Merchandise for the Community Walk, as per item d) **Resolved** to put on hold.
- f) Skips are required for cleaning up the outdoor space of the pavilion. It was **Resolved** to hire a skip from Wolverhampton Skips.

57/24 CIVIC CENTRE

- a) A quote for electric heating/air conditioning has been received. The equipment is a fully serviced and rented for 8 years. For all rooms in the Civic Centre it would be £2954 per month, £35,448 per annum plus electricity costs. **Resolved** to not progress this proposal.

58/24 ALLOTMENT SITE

An update on the allotment was given. There are a couple of concerns on the site which the committee will have to look at. The weeds on the additional plots being created are to be strimmed and not rotovated.

59/24 HEALTH & SAFETY

- a) An update on the health and safety was given. COSHH now complete and need to establish regular updates as part of a routine.
- There are 22 risk assessments required. The most urgent ones will be completed first and this is gauged from the frequency and number of people impacted.
- It would be good to share expertise and test the risk assessments. **Resolved** Cllrs P Davis and Mrs J Evans meet with Cllr Mrs B Walters.
- b) KPI's -there are three categories, incidents, Professional Association – ongoing development and upskilling.

60/24 CORRESPONDENCE

Safety bill for lithium batteries. **Resolved** to support in principle but cannot support the bill due to the dissolution of Parliament.

61/24 STAFFORDSHIRE COUNTY COUNCIL

- a) Item discussed earlier in the meeting.
- b) A site visit with Highways has been requested to ensure the position of the Speed Indicator Device is approved by Staffordshire County Council.

62/24 SOUTH STAFFORDSHIRE COUNCIL

- a) District Council written report presented from Cllr P Davis, Cllr C Evans and Mrs R Heseltine. The reports were noted for information. All reports are available on the parish website.
- b) CCTV Installation near the Youth Shelter in Anders Square - CCTV has now been installed and is recording.
- c) Planning Applications:

Applications for consideration previously distributed:

Application no.: 24/00514/FULHH

Location: Far Park, Pattingham Road, Perton WV6 7HD

Proposed: New ground mounted photovoltaic panel array

Resolved: No objections raised by Perton Parish Council

63/24 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 9th September 2024

Parishioners left the room

CONFIDENTIAL AGENDA

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

64/24 Civic Centre Full Time Caretaker/Handyman Interview Process

Both posts were filled following successful interviews.

65/24 Pavilion Car Park

The applicant has been informed of the Parish Councils requirements.

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.

Meeting closed at 9.30pm

Signed
Chairman

Date:

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 30/06/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

HSBC Current Account		£8,153.66
Petty Cash Account		£250.00
Public Sector Deposit Fund		£161,000.00
Total		£169,403.66

RECEIPTS	Net	Vat	Gross
Parish Council	£136,908.46	£0.00	£136,908.46
Civic Centre	£59,886.76	£0.00	£59,886.76
Allotments	£1,604.00	£0.00	£1,604.00
Pavilion & Playing Fields	£695.00	£0.00	£695.00
Total Receipts	£199,094.22	£0.00	£199,094.22

PAYMENTS	Net	Vat	Gross
Parish Council	£83,117.94	£478.24	£83,596.18
Civic Centre	£46,722.98	£3,611.57	£50,334.55
Allotments	£3,427.59	£500.02	£3,927.61
Pavilion & Playing Fields	£3,648.19	£137.30	£3,785.49
Total Payments	£136,916.70	£4,727.13	£141,643.83

Closing

Ordinary Accounts

HSBC Current Account	£15,604.05
Petty Cash Account	£250.00
Public Sector Deposit Fund	£211,000.00
Total	£226,854.05

Uncleared and Unpresented

Statement Closing

Ordinary Accounts

HSBC Current Account	£15,604.05
Petty Cash Account	£250.00
Public Sector Deposit Fund	£211,000.00
Total	£226,854.05

77/24 b)

Minutes of the Extra Ordinary meeting of Perton Parish Council, held at Perton Civic Centre on Tuesday 27th August 2024, 7.00pm

PRESENT:

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

Parish Clerk Mrs B Hodgetts

Members of the public – 0

67/24 PUBLIC OPEN SESSION

No public present.

68/24 APOLOGIES FOR ABSENCE

Apologies received and noted from Cllrs Mrs P Allen and S Payne.

69/24 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations received.

70/24 LOCAL COUNCIL AWARD

Councillors suggested additional material be added to the submission. It was **Resolved** that following inclusion of the suggested material all the documentation and information are in place for the Quality Award submission.

71/24 - Date and time of next meeting – Perton Civic Centre, Board room 7pm

Full Council Meeting of Perton Parish Council – 9th September 2024

Meeting closed at 7.10pm

Signed
Chairman

Date:

Working Party for the Pavilion & Playing Fields

Minutes of the Meeting

held on 15th July 2024 at 19.00 a.m.

1. Present

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

2. Approval of Minutes

2.1. Minutes of the Meeting held 30 April 2024: approved.

2.2. Records of Site Meetings, Discussions and Consultations held in June and July: approved

3. Matters arising

3.1. *Park Walk/Run pathway*: have asked SSDC if it can install this.

3.2. *Scout utility meters*: their own meters for both electric and water are needed if the Pavilion is used by the Nursery or any other similar long-term hirer. We will get quotes for the work to present to Council in September. We currently believe that this type of work does not fall within any of the criteria for grant funding.

3.3. *Pavilion showers*: we will investigate whether a temporary method of providing cheaper hot showers can be introduced or whether we need to wait until a new building is done. If it is reliant on the latter, we will consider whether to remove showers from the pitch hire.

3.4. *Pavilion heating*: the existing radiators are good and economical but would be much more efficient if they were on an independent thermostat and timer. We will get quotes.

3.5. *Pavilion electricity*: we will get three quotes for this and for a condition test and certificate.

3.6. *New building / architect plans*: we will get at least 2 more architect proposals. Otto's ideas for a simple extension to update the changing areas and release space for the Nursery seems a good way forward and within a cost we can raise.

4. Strategic plan and next steps

4.1. *Shared Prosperity Fund*: new arrangements are in place following the General Election. We will put in a more generally worded request for funds to cover all the works planned for the Pavilion interior. This is probably about an £18 to 20,000 application.

4.2. *Other applications*: source these for the new building works, including fees for designs and planning. E.g. Locality 4, Support Staffs, Lloyd's Foundation, Cadbury Trust.

4.3. *Future meetings*: HR & HSW meeting with Brenda; Football Coaches in Sept; site meeting with Groundworks.

4.4. *Friends of Perton Playing Fields*: Judith and Becky to set up Facebook Page.

4.5. *Football Presentations*: hold in Civic Centre to award Trophies, Certificates, Vouchers.

77/24
C ii)

Minutes of the Allotment Committee meeting of Perton Parish Council Held at Perton Civic Centre Wednesday 24th July 2024 at 5pm

Present:

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

Residents - Mrs S Horrobin, J Powell & R Snape

1 Member of the public

Other: Mrs B Hodgetts (Parish Clerk)

A17/24 - APOLOGIES FOR ABSENCE

No apologies received

A18/24 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declaration of disclosable pecuniary and other interests received.

A19/24 - MINUTES OF MEETING

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

A20/24 –ALLOTMENT REPORT

- All plot holders emailed regarding keeping paths and front of plots tidy
- Plot holders emailed where it looks like the plots have not been cultivated for a while
- Bays have been labelled
- Area in front of raised beds has been strimmed and weedkiller applied. Covered in bark chippings where possible. Further chippings required.
- 16 residents on the waiting list

There are still a small number of plots not being cultivated.

A21/24 – SITE

- a) Management of the site.

One plot holder has blocked access to the woodland area at the far corner of the site. The plot holder has been told to remove the fence.

Is there a path within the trees? It appears there is a shed erected in this gap. This to be looked at. The committee needs to agree on access at the rear of the plots. Clerk to visit the site and report to the next meeting.

- b) New plot allocation – 3 new plots have been created and allocated. Plot holders will help to maintain the path alongside the new plots.
- c) Swaps table - It was agreed to have a swaps table that everyone can use. It was suggested that Men in Sheds may be able to make something.
- d) There is a gap in the hedge where the services were brought through. **Resolved** It was agreed to plant either Hawthorne or pyracantha. Clerk to organise.
- e) Best Plot Competition, **Resolved** to agree the following categories;
- Best Design
 - Best environmental ideas
 - Best companion planting
 - Best use of space
 - Best Raised bed

Suggested 1st, 2nd and 3rd prizes. Rosette for all and £25, £15 and £10 garden vouchers for winners.

Best scarecrow, children's section and overall winner can be looked at next year.

- f) Social Day – the committee also discussed item h as part of the social day. The use of disposable bbq’s is still not resolved. There is an issue with fire and insurance on the communal areas which is insured by the council. A possible designated site for bbq’s/picnics could be considered. **Resolved** to discuss the options for management of the site at the next meeting.
Social day to be combined with the judging on Saturday 24th August.
- g) Additional gate in the fencing - unfortunately no quotes have been received.
- h) BBQ - already discussed at f)
- i) New water trough - committee members have agreed to install the new trough. Requirements to be given to the Clerk to purchase.

A22/24 – PRESENTATION

Unfortunately the Lakeside Hall has been double booked on Friday 13th September, the presentation can still be held but will be in the Terry Harding room. All plot holders will be asked prior to the presentation to gauge numbers.

A23/24 – ITEMS FOR NEXT AGENDA

The following suggestions were received:

- Cutting back of hedges
- Land at the rear of the carpark - to discuss options for the land

An A frame notice board to be donated to the allotments.

A24/23 – DATE AND TIME OF NEXT MEETING

Resolved - Committee meeting to be held on Wednesday 4th September 2024 at **6pm**

Meeting closed at 5.58pm

Signed
Chairman

Date:

Minutes of the meeting of Perton Parish Council

77/24 (iv)

Finance Committee meeting held on Tuesday 3rd August 2024 at 10.00am

Present:

Councillors Mrs P Allen, C Evans, D Glynn (Chairman) P Davis and C Rathbone

Parish Clerk Mrs B Hodgetts

F23/24 - APOLOGIES FOR ABSENCE

Apologies were received from Councillors. N Caine, Mrs R Heseltine, S Payne

F24/24 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations received.

F25/24 - REQUESTS FOR DISPENSATION

No requests for dispensation received.

F26/24 - MINUTES OF MEETING

Resolved that the minutes of the Meeting held on 2nd July 2024, previously distributed, were a true and correct record and signed by the Chairman.

F27/24 - ACCOUNTS PAID

The Clerk presented a list of payments up to 31st July and 31st August 2024. **Resolved** that all payments were correct and authorised. Payments for Electricity and Draintec were discussed.

F28/24 - INCOME RECEIVED

The schedule of income received up to 31st August 2024 was reviewed and accepted for information.

F29/24 – BUDGET TO DATE & VIREMENTS

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

- £2,000 from Contingency (111) to General Maintenance (212)
- £1,000 from Contingency (111) to Allotment Maintenance (355)

F30/24 - RECONCILIATIONS

The Clerk presented the HSBC bank statement number 284 dated 31st July and 292 dated 31st August 2024 for reconciliation to the cashbook. Also presented for scrutiny was the CCLA Public Sector Deposit Fund and the expenditure invoices and payment authorisation lists for June 2024.

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

F31/24 - DATE AND TIME OF NEXT MEETING

Tuesday 8th October 2024 at 10.00am.

Meeting closed at 10.45am

Signed
Chairman

Date:

Paid Expenditure Transactions

78/24 a)

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

Payment Reference	Paid date	Tn no	Gross	Details
DD ASH06	01/07/24	5424	£294.96	Ash Waste Services General Waste & Recycling Collection
DD Rates07	01/07/24	5425	£1,248.00	South Staffordshire Council Business Rates - July
Bacs Re-	01/07/24	5426	£5.00	Ikea A4 Picture Frame x2 reimburseBH07
Bacs Re-	01/07/24	5427	£42.98	Dimmingsdale Bridge Garden centre Hanging Baskets reimburseBH
Bacs	02/07/24	5428	£182.56	Halls SMS Hand Towels, Toilet Rolls & Centrefeed
Bacs VP06	02/07/24	5429	£75.54	Value Products Ltd Bleed Control Kit
Bacs	03/07/24	5430	£3,814.80	G Burley & Sons Ltd Anders Square Planters
DD BPayCon06	04/07/24	5431	£12.65	Brightpay Brightpay Connect Monthly Subscription
DD PF-ELEC06	04/07/24	5432	£265.22	Opus Energy Limited Pavilion - Electricity
DD Ricoh C-	05/07/24	5433	£198.78	Ricoh Centre - Rental Charges and Copies 01/06/24-31/08/24
Bacs	05/07/24	5434	£177.95	Screwfix Direct Brush Cutter - and Various Maintenance items
Bacs ESPO06	08/07/24	5435	£320.21	ESPO Stationery and Cleaning Products
Bacs DT06	09/07/24	5436	£1,680.00	Draintech Ladies Toilet works
Bacs DTE06	09/07/24	5437	£116.40	Down to Earth Play Area - Grass Cutting
Bacs DOMAIN	09/07/24	5438	£130.00	Kalidescope Domain Name Renewal
Bacs Clean06	09/07/24	5439	£30.00	B Osagie Pavilion - Cleaning
Bacs GC06	09/07/24	5440	£466.15	N P Caine Playing Fields - Grass Cutting
Bacs HAGS06	11/07/24	5441	£1,852.80	HAGS-SMP Ltd Damaged item replacement and wet pour repairs
Bacs PEN06	12/07/24	5442	£3,357.41	Staffordshire County Pension fund June
Bacs IR06	12/07/24	5443	£3,181.83	Inland Revenue Tax & NI - June
Bacs ESPO06a	15/07/24	5444	£28.32	ESPO A3 Laminating Pouches
DebitCard	15/07/24	5445	£9.98	Home & Motorsave Spray Paid for Allotment Bay Signs
DebitCard	16/07/24	5446	£39.98	Amazon Weed Killer allotments
Bacs NASLG	17/07/24	5447	£66.00	National Allotment Society Membership Renewal
DD BT06	17/07/24	5448	£83.16	British Telecom Telephone & Broadband
DD GAS06	19/07/24	5449	£75.89	Total Energies Gas & Power Civic Centre - Gas
CHG HSBC07	21/07/24	5450	£11.58	HSBC UK Bank Charges
DD ELEC06	23/07/24	5451	£29.47	Total Energies Gas & Power Civic Centre - Electricity
Bacs DM07	24/07/24	5452	£5.59	Vendaid Drinks Machine Supplies
Bacs ALK06	24/07/24	5453	£120.00	ALK Print LTD Perton Place Advert
Bacs CCTV06	24/07/24	5454	£487.20	Milbeck Communications Ltd CCTV SIM Card
Bacs AE07	24/07/24	5455	£84.00	Acquiesce Environmental Legionella Monitoring Compliance Limited
Bacs	26/07/24	5456	£12,088.68	Salaries M4
DebitCard	26/07/24	5457	£7.98	Home & Motorsave C Batteries
Bacs MG07	30/07/24	5458	£42.00	Macrome Garage Battery for Mower
Bacs LTWC07	30/07/24	5459	£50.00	Lesley The Window Cleaner Civic Centre - Window Cleaning
Bacs TLMH07	30/07/24	5460	£540.05	The Lawnmower Hospital Ltd Mower Service & Replacement Blades
Bacs MDG07	30/07/24	5461	£6,180.00	MDG Construction Ltd Pavilion Works
Bacs RHS06	30/07/24	5462	£993.01	R Hand Services Ltd Camera Drains Inspection of Ladies
Bacs MPLC	30/07/24	5463	£391.52	MPLC Ltd Motion Picture Licence
PettyCashTop	31/07/24	5464	£24.95	Home & Motorsave Various Maintenance Items
PettyCashTop	31/07/24	5465	£13.50	Sainsbury's Petrol & Fuel Can
Total			£38,826.10	

78/24 a)

Paid Expenditure Transactions

paid between 01/08/24 and 31/08/24

Payment Reference	Paid date	Tn no	Gross	Details
DD ASH07	01/08/24	5466	£244.01	Ash Waste Services Waste & Recycling Collection
DD Rates08	01/08/24	5467	£1,248.00	South Staffordshire Council Business Rates - August
DebitCard	05/08/24	5468	£8.29	Sainsbury's Coffee & Sugar
DD BPayCon07	05/08/24	5469	£13.15	Brightpay Connect Monthly Subscription
Bacs DTE07	06/08/24	5470	£116.40	Down to Earth Play Area - Grass Cutting
Bacs Clean07	07/08/24	5471	£45.00	B Osagie Pavilion - Cleaning
Bacs GC07	07/08/24	5472	£300.82	N P Caine Playing Fields - Grass Cutting
DebitCard	07/08/24	5473	£2.98	Home & Motorsave Batteries
Bacs PEN07	16/08/24	5474	£3,328.15	Staffordshire County Pension Fund - July
Bacs IR07	16/08/24	5475	£3,152.60	Inland Revenue Tax & NI - July
Bacs MDG08	16/08/24	5476	£522.00	MDG Construction Ltd Pavilion Works
DD BT07	16/08/24	5477	£83.16	British Telecom Telephone & Broadband
DebitCard	19/08/24	5478	£102.72	Screwfix Direct Paint for Subways
DebitCard	20/08/24	5479	£28.08	Amazon Ribbon and Rosettes for allotment awards
Bacs TPIC08	21/08/24	5480	£196.20	The Play Inspection Company Annual Inspection
Bacs TS08	21/08/24	5481	£100.00	Tactical Services First Aid Provision for Fireworks
CHG HSBC08	21/08/24	5482	£9.44	HSBC UK Bank Charges
DD ELEC07	23/08/24	5483	£61.69	Total Energies Gas & Power Ltd Civic Centre - Electricity
DebitCard	23/08/24	5484	£91.38	Apecs Consult Ltd Additional Keys for Pavilion
DebitCard	23/08/24	5485	£250.00	Codsall & Wergs Garden Vouchers for Allotment Comp
DebitCard	23/08/24	5486	£81.43	Nothing But Padlocks Replacement Padlock
DD DM08	23/08/24	5487	£169.87	SiemensQtly Rental Aug-Nov
Bacs SCC08	29/08/24	5488	£200.00	Staffordshire County Perton Library Grant - 53/24 j)
Bacs AE08	29/08/24	5489	£84.00	Acquiesce Environmental Compliance Ltd Legionella Monitoring
Bacs TTS08	29/08/24	5490	£130.01	The Training Society (JLR Staff Training - Working at Height
Bacs TC08	29/08/24	5491	£792.30	TutorCare Staff Training - First Aid
Bacs	30/08/24	5492	£13,200.14	Salaries M5
DebitCard	30/08/24	5493	£77.94	First Rescue Training and Supplies Ltd Replacement Defib Pads
DrCr MPLC	30/08/24	5494	-£391.52	MPLC Ltd Motion Picture Licence - REFUND

Total £24,248.24

78/24 b)

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 31/08/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

HSBC Current Account	£8,153.66
Petty Cash Account	£250.00
Prepayment Card	£0.00
Public Sector Deposit Fund	£161,000.00
Total	<u>£169,403.66</u>

RECEIPTS

	Net	Vat	Gross
Parish Council	£139,389.45	£0.00	£139,389.45
Civic Centre	£74,032.81	£0.00	£74,032.81
Allotments	£1,654.00	£0.00	£1,654.00
Pavilion & Playing Fields	£5,126.26	£0.00	£5,126.26
Total Receipts	<u>£220,202.52</u>	<u>£0.00</u>	<u>£220,202.52</u>

PAYMENTS

	Net	Vat	Gross
Parish Council	£111,223.58	£1,847.85	£113,071.43
Civic Centre	£70,583.18	£4,168.36	£74,751.54
Allotments	£4,056.91	£570.18	£4,627.09
Pavilion & Playing Fields	£10,857.37	£1,410.74	£12,268.11
Total Payments	<u>£196,721.04</u>	<u>£7,997.13</u>	<u>£204,718.17</u>

Closing Balances

Ordinary Accounts

HSBC Current Account	£3,638.01
Petty Cash Account	£0.00
Prepayment Card	£250.00
Public Sector Deposit Fund	£181,000.00
Total	<u>£184,888.01</u>

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

HSBC Current Account	£3,638.01
Petty Cash Account	£0.00
Prepayment Card	£250.00
Public Sector Deposit Fund	£181,000.00
Total	<u>£184,888.01</u>

Signed _____

Chair

Clerk / Responsible Financial Officer

Income 2024-25

78/24 c)

Summary of Income April 2024 - March 2025															
Community Centre & Parish Receipted and BACS Income															
	Room Hire	Refund Deposit	Allotments	Precept	Interest	Scouts utilities	PPC events	Grants	Commission	Business Income			Total Income 2024/25	Income 2023/24	Notes
										Photo copies	Pitch hire	Agency Fee			
Apr	£ 7,530.00	£ 200.00	1,406.00	£ 124,000.50	£ 751.51		52.00	£ 3,605.00	82.33		£ 387.00	£ 306.77	134,716.11	£ 115,199.62	£11500.50 increase in precept + allotment rent
May	4,870.00	-542.00	211.00		660.28				22.18		81.00	319.55	5,624.51	8,452.89	Diabetic eye screening /additional Pulmonary
June	7,424.50	300.00	-13.00		989.66		36.00	40,000.00	15.25		209.00	332.33	49,293.74	11,586.60	received grant payment
July	5,831.00	-150.00	50.00		916.56						138.00	319.55	7,105.11	7,164.94	
Aug	8,366.25	50.00			899.77	300.26			47.55		388.00	345.11	14,003.19	8,101.55	Increased room hire
Sept													0.00	120,963.65	
Oct													0.00	6,481.99	
Nov													0.00	7,060.23	
Dec													0.00	13,900.41	
Jan													0.00	12,423.92	
Feb													0.00	103,384.78	
Mar													0.00	14,802.79	
=	34,021.75	-142.00	1,654.00	124,000.50	4,217.78			43,605.00	167.31		1,203.00	1,623.31	210,742.66	142,404.05	
Increase of £13,233 to date													YTD +/-	To Date	
													68,338.61	210,742.66	

Financial Budget Comparison

78/24 d)

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions.

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

	2024/2025	revised	Actual Net	Balance	
INCOME					
Parish Council					
1	Precept	£248,001.00	£248,001.00	£124,000.50	-£124,000.50
2	VAT reclaimed	£5,000.00	£5,000.00	£0.00	-£5,000.00
3	Litter - Agency Fee	£3,850.00	£3,850.00	£1,316.54	-£2,533.46
4	Public Sector Deposit Fund Interest	£4,000.00	£4,000.00	£4,217.78	£217.78
5	Events	£100.00	£100.00	£88.00	-£12.00
6	Funding	£0.00	£0.00	£0.00	£0.00
7	Miscellaneous	£0.00	£0.00	£0.00	£0.00
8	Perton Walkers Map	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£260,951.00	£260,951.00	£129,622.82	-£131,328.18
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	£0.00	£0.00
54	Drinks Machine (hot)	£200.00	£200.00	£167.31	-£32.69
55	Funding	£0.00	£0.00	£40,000.00	£40,000.00
56	Hire of Rooms	£60,000.00	£60,000.00	£30,117.25	-£29,882.75
57	Photocopies	£10.00	£10.00	£3.75	-£6.25
Total Civic Centre		£60,210.00	£60,210.00	£70,288.31	£10,078.31
Allotments					
301	Plot Rent	£1,750.00	£1,750.00	£1,000.00	-£750.00
302	NSALG Membership Fee	£0.00	£0.00	-£30.00	-£30.00
303	s106 Funding	£0.00	£0.00	£0.00	£0.00
304	Misc	£0.00	£0.00	£684.00	£684.00
Total Allotments		£1,750.00	£1,750.00	£1,654.00	-£96.00
Pavilion & Playing Fields					
401	Pitch Hire	£2,500.00	£2,500.00	£1,221.00	-£1,279.00
402	Room Hire	£0.00	£0.00	£0.00	£0.00
403	Scouts Utilities	£500.00	£500.00	£300.26	-£199.74
404	Funding	£0.00	£0.00	£3,605.00	£3,605.00
Total Pavilion & Playing Fields		£3,000.00	£3,000.00	£5,126.26	£2,126.26
Total Income		£325,911.00	£325,911.00	£206,691.39	-£119,219.61

Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions.

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

		2024/2025	revised	Actual Net	Balance
EXPENDITURE					
Parish Council					
101	Salaries	£106,310.00	£106,310.00	£40,264.45	£66,045.55
102	Litter Salaries	£16,000.00	£16,000.00	£6,558.92	£9,441.08
103	Members' Allowances	£14,000.00	£14,000.00	£5,816.50	£8,183.50
104	Advertising & Signage	£300.00	£300.00	£0.00	£300.00
105	Audit	£1,200.00	£1,200.00	£197.47	£1,002.53
106	Bus Shelter Maintenance	£2,500.00	£2,500.00	£213.26	£2,286.74
107	CCTV - Anders Square	£5,000.00	£5,000.00	£406.00	£4,594.00
108	Christmas Decorations	£3,000.00	£3,000.00	£0.00	£3,000.00
109	Civic Functions/Civic Sunday	£750.00	£750.00	£0.00	£750.00
110	Civic Awards	£200.00	£200.00	£59.00	£141.00
111	Contingency	£15,000.00	£15,000.00	£239.00	£14,761.00
112	Events	£6,000.00	£6,000.00	£660.57	£5,339.43
113	Flowers tubs & hanging baskets	£3,750.00	£3,750.00	£3,221.98	£528.02
114	Graffiti Removal	£100.00	£300.00	£285.59	£14.41
115	Grants & Donations	£4,000.00	£3,800.00	£700.00	£3,100.00
116	H&S Consultancy Services	£2,000.00	£2,000.00	£1,500.00	£500.00
117	Insurance Renewal	£2,100.00	£2,100.00	£0.00	£2,100.00
118	Litter Supplies	£150.00	£150.00	£76.84	£73.16
119	Newsletter	£400.00	£400.00	£100.00	£300.00
120	Notice Boards	£1,000.00	£1,000.00	£0.00	£1,000.00
121	Office Equipment	£2,500.00	£14,300.00	£350.28	£13,949.72
122	Partnership Working	£5,000.00	£5,000.00	£5,000.00	£0.00
123	Photocopier	£650.00	£650.00	£259.06	£390.94
124	Play Area / Outdoor Activities	£2,000.00	£3,600.00	£2,095.50	£1,504.50
125	Premises Licence Fee	£180.00	£180.00	£0.00	£180.00
126	Skatepark	£0.00	£0.00	£0.00	£0.00
127	Staff Training	£2,000.00	£2,000.00	£1,425.59	£574.41
128	Stationery & Postage	£500.00	£500.00	£59.70	£440.30
129	Subscriptions	£1,900.00	£1,900.00	£1,356.50	£543.50
130	Telephone & Broadband	£600.00	£600.00	£195.58	£404.42
131	Website	£300.00	£300.00	£108.33	£191.67
132	Walkers Map	£0.00	£0.00	£0.00	£0.00
133	War Memorial Maintenance	£5,000.00	£5,000.00	£0.00	£5,000.00
134	*Ringfenced Items*	£81,000.00	£69,000.00	£40,073.46	£28,926.54

Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions.

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

	2024/2025	revised	Actual Net	Balance
Total Parish Council	£285,390.00	£286,790.00	£111,223.58	£175,566.42
Civic Centre				
201 Salaries	£105,157.00	£105,157.00	£41,973.70	£63,183.30
202 Advertising	£100.00	£100.00	£0.00	£100.00
203 Automatic Doors	£1,500.00	£1,500.00	£0.00	£1,500.00
204 Bank Charges	£150.00	£150.00	£59.71	£90.29
205 Boilers	£1,000.00	£1,000.00	£0.00	£1,000.00
206 CCTV - Civic Centre	£500.00	£500.00	£0.00	£500.00
207 Consumables	£1,500.00	£1,500.00	£716.82	£783.18
208 Drinks Machine (Foyer)	£700.00	£700.00	£283.12	£416.88
209 Electrical Inspection	£200.00	£200.00	£104.50	£95.50
210 Fire & Security Alarms	£1,500.00	£1,500.00	£721.65	£778.35
211 Fire Extinguisher Maintenance	£500.00	£500.00	£0.00	£500.00
212 General Maintenance	£2,000.00	£14,000.00	£14,861.28	-£861.28
213 Insurance Renewal	£2,100.00	£2,100.00	£0.00	£2,100.00
214 Legionella Monitoring	£1,000.00	£1,000.00	£350.00	£650.00
215 Lifts	£1,500.00	£1,500.00	£480.00	£1,020.00
216 Miscellaneous CC	£500.00	£500.00	£0.00	£500.00
217 Office Equipment	£500.00	£500.00	£0.00	£500.00
218 Performing Rights Society & PPL	£1,000.00	£1,000.00	£0.00	£1,000.00
219 Photocopier	£600.00	£600.00	£288.03	£311.97
220 Power (Gas & Electricity)	£18,000.00	£18,000.00	£3,062.82	£14,937.18
221 Rates	£15,000.00	£15,000.00	£6,235.00	£8,765.00
222 Refreshments	£200.00	£200.00	£22.49	£177.51
223 Refuse & Hygiene Services	£3,000.00	£3,000.00	£1,114.06	£1,885.94
224 Staff Uniforms	£100.00	£100.00	£0.00	£100.00
225 Telephone & Broadband	£600.00	£600.00	£190.58	£409.42
226 Water & Sewerage	£1,500.00	£1,500.00	£119.42	£1,380.58
Total Civic Centre	£160,407.00	£172,407.00	£70,583.18	£101,823.82
Allotments				
351 NSALG Membership Fee	£60.00	£60.00	£55.00	£5.00
352 Annual Licence Fee	£500.00	£500.00	£0.00	£500.00
353 Electric	£0.00	£0.00	£0.00	£0.00
354 Maintenance	£1,000.00	£1,000.00	£55.11	£944.89
355 Miscellaneous	£0.00	£3,000.00	£3,461.80	-£461.80
356 S106	£0.00	£20,000.00	£485.00	£19,515.00
357 Water	£1,000.00	£1,000.00	£0.00	£1,000.00

Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions.

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

	2024/2025	revised	Actual Net	Balance
Total Allotments	£2,560.00	£25,560.00	£4,056.91	£21,503.09
Pavilion & Playing Fields				
451 Cleaning	£1,170.00	£1,170.00	£240.00	£930.00
452 Grass Cutting	£1,560.00	£1,560.00	£1,458.48	£101.52
453 Line Marking	£1,560.00	£1,560.00	£66.28	£1,493.72
454 Insurance	£1,500.00	£1,500.00	£0.00	£1,500.00
455 Maintenance	£6,150.00	£6,150.00	£6,111.19	£38.81
456 Utilities	£4,000.00	£6,000.00	£1,459.47	£4,540.53
457 Rates	£1,600.00	£1,600.00	£1,521.95	£78.05
Total Pavilion & Playing Fields	£17,540.00	£19,540.00	£10,857.37	£8,682.63
Total Expenditure	<u>£465,897.00</u>	<u>£504,297.00</u>	<u>£196,721.04</u>	<u>£307,575.96</u>
Total Income	£325,911.00	£325,911.00	£206,691.39	-£119,219.61
Total Expenditure	£465,897.00	£504,297.00	£196,721.04	£307,575.96
Total Net Balance	-£139,986.00	-£178,386.00	£9,970.35	



Perton Parish Council

Application for Grant

Name of Organisation	PERTON TABLE TENNIS
Name and Address of Applicant	Philip Davis [REDACTED] Perton WV6 7RZ
Telephone No.	01902- [REDACTED]
Email address:	[REDACTED]
Position in Organisation	FOUNDER / CHAIRMAN
Type of organisation	Local Group / Registered Charity / National Charity (delete as appropriate)
Are you affiliated to other groups?	NO
Aims of Organisation:	TO PROVIDE TABLE TENNIS AS A PASTIME & EXERCISE
Numbers in Organisation:	Adult members: 8 Under 16:
Please provide the number residing in:	South Staffordshire: Perton: 7
Subscriptions/charges to members	Yes / NO
Brief description of why the grant is required	TO HELP COVER COST OF P.L. INSURANCE + TABLE INSURANCE.
Total cost of scheme	£ 156 - 80
What has been done to raise money yourselves?	I HAVE PURCHASED A NEW TABLE TO OFFER COSTS.
Have you applied for other grants? If so, where from?	YES. S.C.C. FOR EQUIPMENT.
Amount of grant requested	£ 150 - 00
Any other supporting information	THIS IS A BRAND NEW PROJECT. I HAVE USED PERSONAL FUNDS TO PURCHASE EQUIPMENT.

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

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

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

I HOPE TO PROGRESS THE TABLE TENNIS CLUBS IN THE SAME WAY AS THE BOWLS CLUBS.

IT WOULD BE GOOD TO SEE THE T.T. CLUBS CONTINUE FOR YEARS TO COME WHEN I AM NOT INVOLVED. THE VISION IS TO INVOLVE ALL AGE GROUPS AS HAS HAPPENED IN CUES WITH U.A.P.

JOHN QUINN HAS RUN THE CLUBS HERE FOR 30 YEARS.

I WOULD HOPE TO LOOK UPON OUR CLUB AS A FORM OF LEGACY FOR THE WILLAGH OF PERSON.

WE ARE MOST GRATEFUL TO COUNCILLOR PENNY AHERN FOR DONATING OUR FIRST TTT/TABLE FROM THE TOWN CLUB EQUIPMENT LEFT IN THE PAVILION BEFORE THE REFURB.

78/24 h)



Maintenance Plans - 2024

What we will deliver in a visit:

During the course of an operational inspection, the following will be carried out:

- 1) Joints and parts would be lubricated with an appropriate lubricating oil.
- 2) Each item of equipment would be looked at in detail checking that all components are present, secure, and functional.
- 3) Check that all plastic caps etc (if fitted) are in place.
- 4) Check chains and connectors (if fitted) are not worn.
- 5) Where limiters are incorporated check that they are functioning correctly.
- 6) Tighten bolts and nuts if loose.
- 7) Check for any damage, establish whether or not it is due to vandalism, report this to TGO and action where appropriate. TGO may recommend that the facility is closed before the fault or damage is rectified.
- 8) Ensure that the equipment is left safe.
- 9) Touch up small paint chips as necessary.
- 10) Scan all smart equipment

Bronze £450 + VAT	1 x Operational Maintenance Inspection to fully check and diagnose any issues with the equipment with a full report and a plan for any additional work required.
Silver £1,000 + VAT per year	This service would complement your own maintenance to validate the warranty. 1 x Operational Maintenance Inspection to fully check and diagnose any issues with the equipment with a full report and a plan for any additional work required. 1 x TGO annual safety inspection (RPII) and full report showing compliance to EN16630 A full report will be provided following each of the 2 visits above.
Gold £1,900 + VAT per year	This level of service validates TGO's warranty 3 x Operational Maintenance Inspections to fully check and diagnose any issues with the equipment with a full report and a plan for any additional work required. 1 x TGO annual safety inspection (RPII) and full report showing compliance to EN16630 Full reports provided following each of the 4 visits above
Platinum £3,200 + VAT per year	This level of service validates TGO's warranty 3 x Operational Maintenance Inspections to fully check and diagnose any issues with the equipment with a full report and a plan for any additional work required. 1 x TGO annual safety inspection (RPII) and full report showing compliance to EN16630 Full reports provided following each of the 4 visits above Additional service at each visit: Application of anti-viral spray Replacement signage (if the need is identified during an inspection) Replacement moving parts (if the need is identified during an inspection) Equipment cleaned with anti-graffiti wipes

Any parts that are required outside of the warranty period or which are due to damage caused by vandalism would be chargeable.

t: 01795 373301 e: enquiries@tgogc.com w: www.tgogc.com

The Great Outdoor Gym Company is a trading name of The Great Outdoor Gym Company Ltd. Incorporated in England and Wales under company no: 6041524
Registered address: 2 Jubilee Way, Faversham, Kent ME13 8GD, UK

Perton Parish Council
Perton Community Centre
Church Road
Perton
Wolverhampton
West Midlands
WV6 7PD

Zurich Town, Parish and
Community Council Team
PO Box 726
Chichester
PO19 9PS

Invoice

Invoice Date: 31st August 2024

Invoice No: 536737770

Client ref: 3704761

Policy	Policy Term	(£) Premium
YLL-2720861843	01/10/2024-30/09/2025	3,654.20
Inspection Contract (If Applicable)		586.22
Sub total		4,240.42
Inspection Contract VAT @ prevailing rate		117.24
Insurance Premium Tax (IPT) @ prevailing rate		438.51
TOTAL		£4,796.17

Payment is due before your cover starts, or immediately if your cover is already in place.

Please make cheques payable to **Zurich Municipal** and send to **Zurich Town, Parish and Community Council Team, PO Box 726, Chichester, PO19 9PS**

If paying by BACS, please note our new bank details and amend your records accordingly.

Acc Name: Zurich Town & Parish, Insurer Trust Account Acc Number: 23110249
Sort Code: 20 – 65 - 82 Bank: Barclays Bank PLC

Please quote your Client Reference on all BACS transactions

Invoice Queries

Phone: 0800 917 9426

Email: accounts.team@uk.zurich.com

Our VAT registration number is: 107 8316 77

Zurich Municipal is a trading name of Zurich Insurance Company Ltd. A public limited company incorporated in Switzerland. Registered in the Canton of Zurich, No. CHE-105.833.114, registered offices at Mythenquai 2, 8002 Zurich. UK Branch registered in England and Wales no BR000105. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance Company Ltd is authorised and regulated in Switzerland by the Swiss Financial Market Supervisory Authority FINMA. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Our firm reference number is 959113.

Communications may be monitored or recorded to improve our service and for security and regulatory purposes.

WOMBOURNE & KINVER MEMORIALS

Customer Proof

Ref: Dutch

80/24 a)



£2,000 inc VAT

**IN 1941 THE FREE DUTCH FROM EUROPE
AND ACROSS THE WORLD GATHERED AT
WROTTESELEY PARK, PERTON TO PREPARE
FOR THE LIBERATION OF
THE NETHERLANDS.**

**IN 1945, THE ROYAL DUTCH PRINSES IRENE BRIGAD
CREATED AT WROTTESELEY PARK
JOINED THE ALLIED FORCES FOR D DAY
AND WENT ON TO LIBERATE THE
NETHERLANDS IN 1945.**



LEST WE FORGET

INSCRIPTION PROOF

PLEASE CHECK CAREFULLY, SPELLING, ETC., AND TICK AS REQUIRED

A. THE DETAIL OF THIS PROOF IS CORRECT. PLEASE PROCEED

B. HAVING MADE ALTERATIONS I REQUIRE A FURTHER PROOF

**MOST IMPORTANT - THIS IS HOW THE INSCRIPTION WILL APPEAR
ONCE APPROVED. RECTIFICATION OF ANY ERRORS WILL BE CHARGEABLE.**

CLIENTS SIGNATURE.....DATE.....

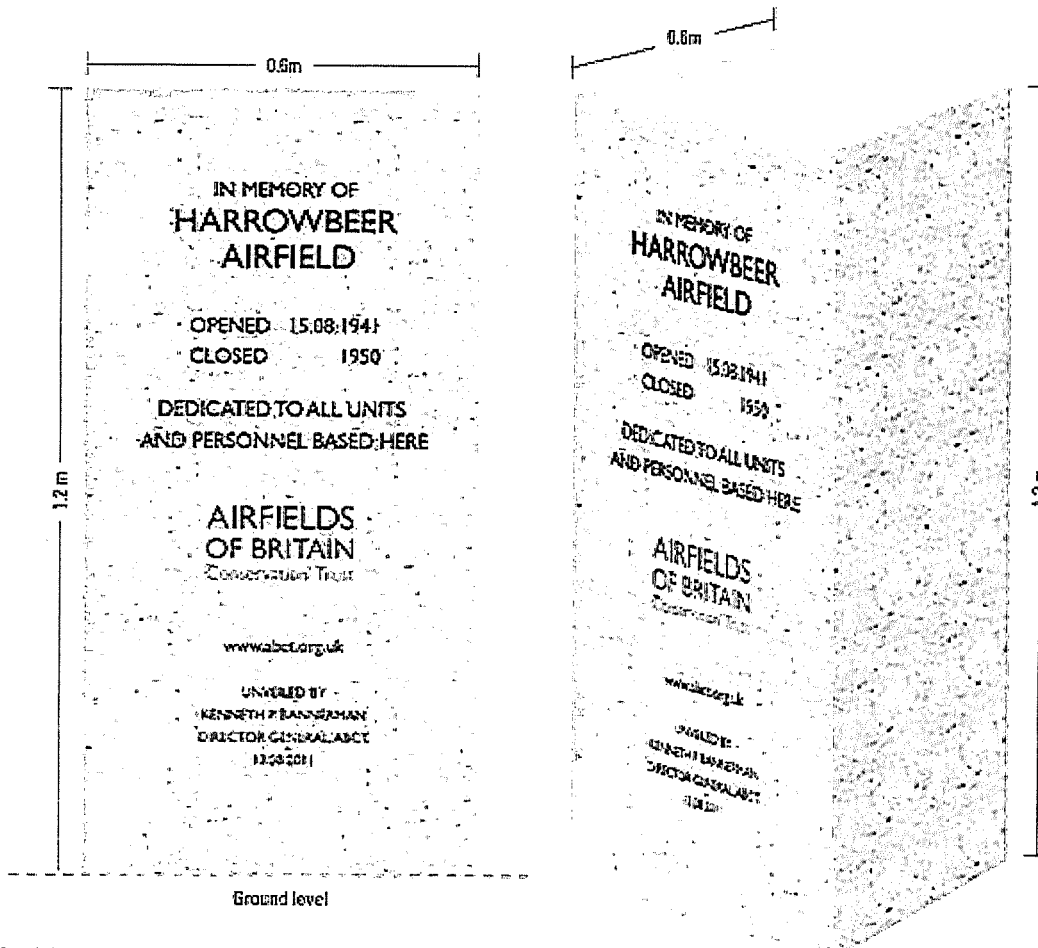
81/24 b)

The charity has been erecting airfield markers across Britain since 2009. Some places commemorated by ABCT include:

1. Fambridge (</airfields/airfield-finder/fambridge-essex/>) and Leysdown (</airfields/airfield-finder/leysdown-shellbeach/>), the UK's first airfields associated with aviation pioneers
2. Scotland's first airfield, Lanark (</airfields/airfield-finder/lanark/>).
3. Leavesden (</airfields/airfield-finder/leavesden/>), now home to the Warner Bros. Studios, where parts of the Harry Potter films were shot

We work all year round planning the marker programme and enjoy meeting a wide range of interesting people of all ages at our events. You can see more of our memorials in this section (</airfield-markers/marker-locations/>).

- memorials made of top quality granite
- weight: approximately 1.4 tons
- negligible foundations required
- generally do not require planning permission owing to their size
- only a tiny piece of redundant/unused ground at the airfield itself needed: no obstruction caused
- already received highly favourable feedback from the general public
- plan to erect 400 memorials by 2030



Scale: 1:8.73



85/24 c)

The Play Inspection Company Ltd
Unit 5 Glenmore Business Park
Blackhill Road
Poole
Dorset
BH16 6NL
01202 590675

Perton Parish Council Play Area

Inspection Ref: 2438107

Site Ref: 45225

Inspected: 5-August-2024 - 06:26 by Martin Lawrence (RPII Annual Inspector)

Risk Assessment: **12 Moderate Risk**



Location:

The site is located in an area of public open space and is overlooked by a number of properties in the local community.

Disabled Access:

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.



0 - Risk Assessment not Undertaken

Item: Site General
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

NOTE - There is a body of water or a water basin in close proximity to the playground. Risk assessment of this is a specialist field and outside the scope of our inspection. - Contact our official water safety partner the RLSS (Royal Life Saving Society) at www.rlss.org.uk and / or ensure that the appropriate risk assessment is in place

4 - Very Low Risk

Item: Sign
Manufacturer: Owner/Operator
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

This item is satisfactory - no work required -



i 8 - Low Risk

Item: Gate - Self Closing
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 3
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 7

Finding 1

The rubber buffer is missing from the latch plate - Replace rubber buffer

Finding 3

The gate is not operating correctly - Take effective action to ensure the gate closes between 4 and 8 seconds

Finding 5

The area under the gate has eroded leaving uneven areas, or the concrete foundations exposed, resulting in trip hazards at the entrance/exit to the playground - Reinststate to level with surrounding surfaces

Finding 7

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

Finding 2

There are trip hazards at the edges of the surface - Remove trip hazard


Finding 4

Cable ties have been used on the item and there are sharp projecting ends - Remove

Finding 6

The adjacent foliage is overhanging - Cut back and maintain



 9 - Low Risk

Item: Fence - Bow Top
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A

Total Findings: 8



Finding 1

There is some damage to the fence sections - Monitor for any further deterioration and repair as required

Finding 2

There is a bike lock attached to the fence - Remove

Finding 3

Cable ties have been used on the item and there are sharp projecting ends - Remove

Finding 4

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

Finding 5

Parts of the steel on this item have corroded excessively and the metal has perforated in places - Ensure all affected areas are treated and repaired

Finding 6

The adjacent foliage is overhanging - Cut back and maintain

Finding 7

There are missing fence sections exposing projecting brackets - Replace

Finding 8


There are a number of loose posts around the fence - Monitor for any further deterioration and reset as required



6 - Low Risk

Item:	Maintenance Gate
Manufacturer:	Owner/Operator
Surface Type:	N/A
Item Quantity:	1
Equipment Compliance:	N/A
Surface Area Compliance:	N/A

Total Findings: 5



Finding 1
The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate - Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant

Finding 2
The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

Finding 3
The drop bolt is damaged - Replace


Finding 4
The gate has no drop bolt sleeves and/or drop bolts fitted - Provide drop bolt sleeves and/or drop bolts

Finding 5
The gate is loose on its hinges - Investigate and take appropriate action to rectify

6 - Low Risk

Item:	Bench
Manufacturer:	Owner/Operator
Surface Type:	Concrete
Item Quantity:	2
Equipment Compliance:	N/A
Surface Area Compliance:	N/A

Total Findings: 1




Finding 1
The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint



9 - Low Risk

Item:	Litter Bin
Manufacturer:	Owner/Operator
Surface Type:	Grass
Item Quantity:	2
Equipment Compliance:	N/A
Surface Area Compliance:	N/A

Total Findings: 2




Finding 1	Finding 2
Parts of the steel on this item have corroded excessively and the metal has perforated in places - Ensure all affected areas are treated and repaired	The lid or door of the litter bin is not secured - Ensure the lid or door is kept locked

8 - Low Risk

Item:	Bench
Manufacturer:	Owner/Operator
Surface Type:	Grass
Item Quantity:	3
Equipment Compliance:	N/A
Surface Area Compliance:	N/A

Total Findings: 3



Finding 1	Finding 2
The area around the item has eroded and may become slippery - Reinstate eroded area	There are projecting bolt thread(s) present - Remove excess thread length and deburr or provide cap
Finding 3	
There are trip hazards present - Remove trip hazard	

8 - Low Risk

Item: Picnic Table
Manufacturer: Owner/Operator
Surface Type: Grass
Item Quantity: 2
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 2

Finding 1

The area around the item has eroded and may become slippery - Reinststate eroded area

Finding 2

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

4 - Very Low Risk

Item: Perch Seat
Manufacturer: Owner/Operator
Surface Type: Bitmac
Item Quantity: 2
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

This item is satisfactory - no work required -



8 - Low Risk

Item: Teenage Shelter
Manufacturer: Owner/Operator
Surface Type: Bitmac
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A

Total Findings: 7



Finding 1

There is some graffiti present - Remove the graffiti

Finding 3

The item is slightly loose in its foundations - Monitor for any further deterioration and repair as required

Finding 5

The item has been damaged - Monitor for any further deterioration and replace as required

Finding 7

The weld(s) on this item have failed - Repair item

Finding 2

There are trip hazards at the edges of the surface - Remove trip hazard

Finding 4

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

Finding 6

There is or are fixings missing on the item - Replace all missing fixings



8 - Low Risk

Item: Teenage Shelter
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 8

Finding 1

There is weed / vegetation growth on, between, or around the edges of the surfacing - Remove weed / vegetation growth

Finding 3

There is some graffiti present - Remove the graffiti

Finding 5

There are trip hazards present - Remove trip hazard

Finding 7

The item has missing component(s) - Consider replacing missing components

Finding 2

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

Finding 4

The item has been damaged - Monitor for any further deterioration and replace as required

Finding 6

There is rope attached to the framework - Remove

Finding 8

The paint is flaking off the metalwork - Rub down and re-paint



10 - Low Risk	
Item: 2 Bay 2 Flat 1 Basket Seat	
Manufacturer: Unknown	
Surface Type: Wet Pour	
Item Quantity: 1	
Equipment Compliance: No	
Surface Area Compliance: Yes	
Total Findings: 11	
Finding 1 There are trip hazards at the edges of the surface - Remove trip hazard	Finding 2 The seat clearance from finished surface level to the underside of the seat is too low and does not meet the requirements of BS EN 1176 Part 2 (400mm minimum clearance required from rigid part of seat in most onerous position) - Adjust seat clearance
Finding 3 The bushes are worn or missing - Replace worn or missing bushes	Finding 4 The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint
Finding 5 The seat has minor damage or wear - Monitor for any further deterioration and replace as required	Finding 6 The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended
Finding 7 There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn	Finding 8 There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn
Finding 9 The split pins are missing from the shackles - Insert split pins to secure the shackles	Finding 10 The swing seat connectors have some wear present - Monitor for further deterioration and replace when 40% worn
Finding 11 The swing seat connectors are loose - Tighten to secure	

8 - Low Risk

Item: Climbing Frame
Manufacturer: S M P (Playgrounds Ltd)
Surface Type: Wet Pour
Item Part Number:
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes
Total Findings: 9



Finding 1

The surface is lifting at the edges and creating trip points - Repair perimeter of surfacing to remove trip points

Finding 3

The connecting links are in excess of 8.6mm and less than 12mm and fail the requirements of BS EN 1176 Part 1; clause 4.2.13, Chains - Monitor - No remedial work recommended

Finding 5

The surface has subsided in some areas - Monitor for any further deterioration and repair as required

Finding 7

There is/are finger entrapment/s in the framework due to missing inserts and the item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.6 Entrapment of fingers - Replace missing inserts to remove entrapments

Finding 9

The ropes/nets are worn/damaged in places - Monitor for any further deterioration and repair or replace as required

Finding 2

The connecting lugs are worn - Replace lugs or all affected components

Finding 4

The connecting lugs are showing signs of wear - Monitor for any further deterioration and repair as required

Finding 6

The item has been damaged - Monitor for any further deterioration and replace as required

Finding 8

There is surface corrosion / rust present on the item - Consider treating the item

8 - Low Risk

Item: Freeride
Manufacturer: S M P (Playgrounds Ltd)
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes

Total Findings: 7



Finding 1
 The surface is lifting at the edges and creating trip points - Repair perimeter of surfacing to remove trip points

Finding 2
 There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

Finding 3
 The chain links are worn excessively and require renewing - Replace worn chains

Finding 4
 The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

Finding 5
 The suspension fixings are showing signs of wear - Monitor for any further deterioration and replace as required

Finding 6
 The swing seat connectors are worn more than 40% and require replacement - Replace swing seat connectors if possible or replace seat

Finding 7
 The shackles are worn in excess of 40% and require renewing - Replace worn shackles

6 - Low Risk

Item: Spinning Disc
Manufacturer: S M P (Playgrounds Ltd)
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes

Total Findings: 2




Finding 1
 The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

Finding 2
 The item has been damaged - Monitor for any further deterioration and replace as required

6 - Low Risk

Item:	Talk Tubes
Manufacturer:	Unknown
Surface Type:	Grass
Item Quantity:	2
Equipment Compliance:	Yes
Surface Area Compliance:	N/A

Total Findings: 1




Finding 1
 The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

6 - Low Risk

Item:	Roundabout
Manufacturer:	Hags
Surface Type:	Wet Pour
Item Quantity:	1
Equipment Compliance:	No
Surface Area Compliance:	Yes

Total Findings: 3



Finding 1
 There are gaps opening between the surfacing and the edging surround or between the joints in the surfacing - Monitor for any further deterioration and repair as required


Finding 2
 The distance between the underside of the roundabout platform and the playing surface is less than 60mm and contravenes the requirements of BS EN 1176 Part 5 which requires that the distance be maintained between 60mm-110mm for the entire circumference of the roundabout - Monitor - No remedial work recommended

Finding 3
 The paint is flaking off the metalwork - Rub down and re-paint

6 - Low Risk

Item: Somersault Bars
Manufacturer: Unknown
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes

Total Findings: 4




Finding 1 The paint is flaking off the metalwork - Rub down and re-paint	Finding 2 The timber stain is in poor condition - Prepare all affected parts and re-stain with an appropriate preservative
Finding 3 A number of fixing(s) have worked loose - Secure all loose fixings	Finding 4 The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process - Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

8 - Low Risk


Item: Overhead Rotator
Manufacturer: S M P (Playgrounds Ltd)
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes

Total Findings: 2



Finding 1 There are trip hazards at the edges of the surface - Remove trip hazard	Finding 2 The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint
---	---



 8 - Low Risk

Item: See Saw
Manufacturer: Hags
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes



Total Findings: 5

Finding 1

There are trip hazards at the edges of the surface - Remove trip hazard

Finding 3

There is surface corrosion / rust present on the item - Consider treating the item

Finding 5

The bushes are showing signs of wear - Monitor for any further deterioration and replace as required

Finding 2

There is some minor damage to the surface - Monitor for any further deterioration and repair as required

Finding 4

The seat has minor damage or wear - Monitor for any further deterioration and replace as required



8 - Low Risk

Item: Multi Play (Junior)
Manufacturer: Hags
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes



Total Findings: 17

Finding 1

The surface is lifting at the edges and creating trip points - Repair perimeter of surfacing to remove trip points

Finding 3

There are gaps opening between the surfacing and the edging surround or between the joints in the surfacing - Monitor for any further deterioration and repair as required

Finding 5

The connecting lugs are worn - Replace lugs or all affected components

Finding 7

There is/are finger entrapment/s in the framework and the item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.6 Entrapment of fingers - Monitor - No remedial work recommended

Finding 9

There is / are post or end caps missing / damaged on the item - Replace missing / damaged post or end caps

Finding 11

There is or are fixings missing on the item - Replace all missing fixings

Finding 13

The connecting lugs are showing signs of wear - Monitor for any further deterioration and repair as required

Finding 15

A number of fixing(s) have worked loose - Secure all loose fixings

Finding 2

The surface has subsided in some areas - Monitor for any further deterioration and repair as required

Finding 4

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

Finding 6

The chain links are worn excessively and require renewing - Replace worn chains

Finding 8

The item has missing component(s) - Consider replacing missing components

Finding 10

There is/are inserts missing - Replace missing inserts

Finding 12

A number of fixing(s) have worked loose - Secure all loose fixings

Finding 14

Fixings are damaged and/or have sharp edges - Repair or replace as required

Finding 16

There is algae or moss on the surface of the equipment - Clean and treat appropriately



Finding 17

There is/are finger entrapment/s in the framework due to missing fixings and the item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.6 Entrapment of fingers - Replace missing fixings to remove entrapments

8 - Low Risk

Item: Multi Play (Junior)
Manufacturer: Hags
Surface Type: Wet Pour
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes



Total Findings: 7

Finding 1

There are trip hazards at the edges of the surface - Remove trip hazard

Finding 2

The surface is lifting at the edges and creating trip points - Repair perimeter of surfacing to remove trip points

Finding 3

There are a number of dents in the slide surface - Monitor for any further deterioration and repair as required

Finding 4

There is some graffiti present - Remove the graffiti

Finding 5

There is/are bolt cap covers missing or damaged on the item - Replace missing or damaged bolt cap covers

Finding 6

There is or are fixings missing on the item - Replace all missing fixings

Finding 7

There is/are finger entrapment/s in the slide starting section and the item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.6 Entrapment of fingers - Monitor - No remedial work recommended

4 - Very Low Risk

Item:	Misc Item
Manufacturer:	Hags
Surface Type:	Wet Pour
Item Quantity:	1
Equipment Compliance:	Yes
Surface Area Compliance:	Yes




Total Findings: 1

Finding 1
 This item is satisfactory - no work required -

8 - Low Risk

Item:	2 Bay 3 Seat (Cradle)
Manufacturer:	Unknown
Surface Type:	Wet Pour
Item Quantity:	1
Equipment Compliance:	No
Surface Area Compliance:	Yes



Total Findings: 7

Finding 1 There are trip hazards at the edges of the surface - Remove trip hazard	Finding 2 The chain links are worn excessively and require renewing - Replace worn chains
Finding 3 The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended	Finding 4 There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn
Finding 5 The shackles have been overtightened or seized transferring wear to the chain links below - Loosen shackles to ensure free movement at the pivot	Finding 6 The swing seat connectors have some wear present - Monitor for further deterioration and replace when 40% worn
Finding 7 The Anti Wrap bearings are dry and not moving freely - Lubricate bearings in accordance with the manufacturers recommendations	



! 12 - Moderate Risk

Item: Multi Use Games Area (MUGA)
Manufacturer: Unknown
Surface Type: Bitmac
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: N/A

Total Findings: 14



Finding 1

There is algae, silt or moss growth on the surface resulting in slippery conditions - Clean and treat appropriately

Finding 3

The item fails to meet the requirements of BS EN 15312 4.4.2.1 head and neck entrapment in the framework - Monitor - No remedial work recommended

Finding 5

Cable ties have been used on the item and there are sharp projecting ends - Remove

Finding 7

Fixings are damaged and/or have sharp edges - Repair or replace as required

Finding 9

There is weed / vegetation growth on, between, or around the edges of the surfacing - Remove weed / vegetation growth

Finding 11

There is or are fixings missing on the item - Replace all missing fixings

Finding 13

The bitumen surface is worn or damaged - Repair the bitumen to provide a uniform surface

Finding 2

There are projecting bolt thread(s) present - Remove excess thread length and deburr or provide cap

Finding 4

The weld(s) on this item have failed exposing damaged projecting steel - Repair item

Finding 6

There are sharp edges on the sign bracket - Remove any sharp edges

Finding 8

There is/are finger entrapments in the fence and the item fails to meet the requirements of BS EN 15312 Clause 4.4.2.2 Entrapment of fingers - Monitor - No remedial work recommended

Finding 10

There is some graffiti present - Remove the graffiti

Finding 12

There is/are finger entrapments in the framework due to missing inserts and the item fails to meet the requirements of BS EN 15312 Clause 4.4.2.2 Entrapment of fingers - Replace missing inserts to remove entrapments

Finding 14

The item is slightly loose in its foundations - Monitor for any further deterioration and repair as required

78/24 Finance

- a) To approve list of Payments for July and August 2024
- b) To receive the Cash Book to date for information
- c) To receive the Income Statement to date for information
- d) To receive the Expenditure and Budget to date for information
- e) To consider the purchase of new line marker for playing fields
- f) To consider the grant request from Perton Table Tennis Club to help with the cost of insurance £150
- g) To consider taking over management of the foyer hot drinks machine at a cost of £13 + vat per week
- h) To consider options for the annual inspection of gym equipment.
- i) To approve the cost of annual insurance renewal LTA agreement until October 2027 £4,796.17
- j) To approve application to the Climate Action Fund for upgrade lighting at Civic Centre £1,500

79/24 Audit:

- a) To receive the External Audit Report for the year ended 31st March 2023
- b) To consider appointment of internal audit arrangements for 2023/24 - Black Rose Solutions Ltd at £35 per hour plus mileage and VAT

80/24 Prinses Irene Brigade

- a) To consider the cost of new memorial stone
- b) To consider purchase of manure and bulbs for the memorial garden
- c) To consider the arrangements for hosting the Brigade on 8th November 2024

81/24 War memorial

- a) To consider compiling a residents survey on the current war memorial stone
- b) To consider investigating the installation of an airfield marker from the Airfields of Britain Conservation Trust.

82/24 Christmas

- a) To consider costs for Christmas Tree (to follow)
- b) To consider costs for installation and removal of Christmas lights £2058

83/24 Pavilion and Playing Fields

- a) To receive an update on lease discussions
- b) To discuss options and application for s106 funding
- c) To update on appointment of an architect for the extension options at the Pavilion
- d) To receive an update on the Playing fields

84/24 Allotments -

- a) To consider new structure for management as recommended by the Allotment Committee
- b) To consider the installation of pedestrian gate as recommended by the Allotment Committee

85/24 Health & Safety

- a) To receive and update
- b) To consider Key Performance Indicators (KPI's)
- c) To receive the Play Area Inspection report for information.

86/24 Staffordshire County Council

- a) To receive for information written report from the County Councillor
- b) To discuss the safety of residents crossing to Wrottesley Village on Wrottesley Park Road.

87/24 South Staffordshire Council

- a) To receive for information written reports from District Councillors
- b) To consider and discuss maintenance of Inner South Island
- c) To receive an update on the replacement upper lake boardwalk
- d) To consider residents correspondence regarding the fence/barrier around the upper lake
- e) To consider planting trees as part of the SSDC 50th anniversary celebration

87/24 d)

I'd like to express concern for the upcoming decisions to be made on whether there should be a fence or barrier around the Perton upper lake now that the trees have been cut down. (Which looks better but doesn't feel safe)

Whilst I understand the lower lake in Perton doesn't have a barrier, the upper lake has a lot more foot traffic due to getting in the centre of the village and a popular walk to get to the shops, schools and doctors as well as the recently added nature trail which is an attraction for families and children.

Leaving the lake exposed without a barrier is an accident waiting to happen. It's situated next to a park and a pub too.

I fear leaving it exposed is dangerous to people especially vulnerable, elderly, children and in adverse weather conditions.

We've heard in the news just this week of a 2-year-old that has tragically fallen into a river off a footpath and died and we cannot risk that happening in our village too. Once is too many times.

There's been many reports of a group of youths damaging property in that area and also starting fires. It won't take long before things are thrown into the lake too. There doesn't seem to be any benefit of leaving it exposed. For future maintenance, access can be factored in and designed in advance to allow for that via a gate etc.

We want to see children outdoors playing more and socialising safely with friends and their families rather than in front of screens, make this area safe with a barrier so they can do just that.

Please protect our children and all residents by advocating for a barrier to be put in place.

Thanks in advance

87/24e)

Subject: 50th anniversary tree planting

Good afternoon members – I hope you are all well?

As you will be aware, South Staffordshire Council is celebrating it's 50th anniversary this year and we're currently working on various plans to mark this occasion.

As part of the celebration, we've been awarded 200 saplings from the Woodland Trust which we'd like to gift to groups across the district. The saplings are all native species and should be delivered to us at the Hub in autumn time.

I'd be very grateful if you could let me know of any groups / organisations who you think would be interested in hosting a small planting event, and I'll contact them directly to discuss. I'd like to run these over autumn / winter and promote them across our communications and social media channels.

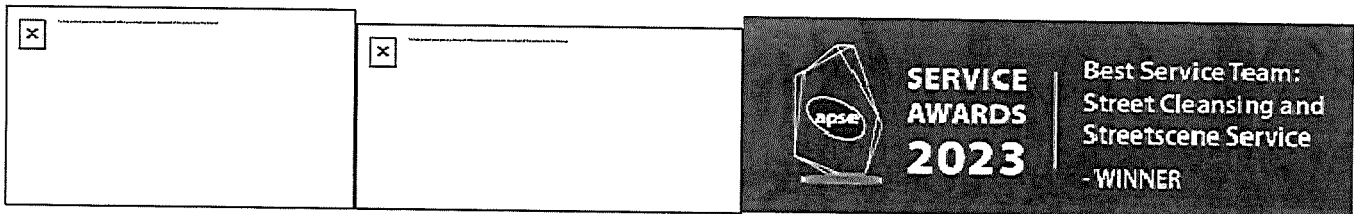
I hope this is ok and I look forward to working with you on this mini project. Please don't hesitate to contact me if you require any further information.

Regards
Ryan

Ryan Taylor

Street Scene Performance & Climate Change Manager
Street Scene
South Staffordshire Council

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87/24 f)

Perton Parish Council: 9th September Parish Council meeting

Update on Perton's Meadows

Background: There are five areas of Perton's extensive green space which are managed as meadows in contrast to routinely cut amenity green space. Perton's meadows, which are managed to encourage biodiversity require an annual cut, with the cut removed to maintain low soil fertility and to discourage dominating grasses. Biodiversity has been aided by the scattering of yellow rattle seed in the late autumn, because the yellow rattle plant as a semi-parasite weakens dominating grasses allowing in other wildflowers. In addition, certain wildflower has been introduced through cuttings, plugs & bulbs. For example, Fritillary, Ox-eye daisy, Cowslip & Devils Bit Scabious.

July 2023 Bioblitz: In July 2023, Wild About Perton undertook a bioblitz in Penk Meadow which included a botanical survey led by Professor Ian Trueman. Although the survey took place during a long period of continuous heavy to light rain and as a result the survey was probably not definitive some forty-two species of plant were identified. Two plants in particular: Greater Burnet and both red and white varieties of Red Bartsia were found and which are associated with habitats considered to be of high merit for conservation. The botanical survey concluded that Penk Meadow was species rich, and characteristic of unimproved grassland.

Walk through Five Perton Meadows in August 2024: In August, this year just before the annual cut, South Staffordshire Councils Senior Ecologist, Mathew Wall along with Ryan Taylor, Cynthia Tilley & Keith Elder walked all five Perton meadows areas to review progress.

The spread of Yellow Rattle (yellow flowered), and Red Bartsia (red & white flower varieties) was noted, because Red Bartsia is also a semi parasitic which weakens dominating grasses and allowing in wildflower. In contrast to introduced Yellow Rattle Red Bartsia seem to have spread naturally throughout the meadows. Also noted was the spread of Broad Leaved Helleborine (light green flower), the successful introduction of Fritillary (both purple and white flowered) and the presence of colourful Ragged Robin (pink flowered), Meadow Cranesbill (purple flowered) & Common Toadflax (yellow flowered).

Biodiversity Net Gain: It was concluded that all Perton's meadows are developing well and that there is the potential for additional management support through Biodiversity Net Gain now enacted under the Environment Act 2021, by an amendment to the Town & Country Planning Act. This requires all planning applications to show a post-development biodiversity net gain, be it on-site or off, or a mixture of both.

Keith Elder
23rd August 2024