# **Minutes of the meeting of Perton Parish Council, held at Perton Civic Centre on Monday 11th April 2022, 7.00pm**

## **PRESENT:**

Councillors Mrs P Allen, A A Bourke, R Bradley, N Caine, P Davis, K Elder (Chairman), D Glynn (Vice- Chairman), Mrs R Heseltine, C Rathbone and Mrs B Walters,

Parish Clerk Mrs B Hodgetts

Assistant Clerk Mrs L Higgins

Members of the public – 2

Also in attendance was PCSO S Fryer and Sgt Aaron Evans

## 176/21 - PUBLIC OPEN SESSION

No questions raised by the public present.

## 177/21 - APOLOGIES FOR ABSENCE

Apologies received and noted from Councillors Mrs L Dew, J Sherlock and J Turner.

## 178/21 - POLICE, FIRE AND CRIME REPORT

A written report received from PCSO A Tooth was made available for members.

## 179/21 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

The following Declaration of other interests were received;

Cllr Mrs A James 182/21 h) Insurance cover

Cllr D Glynn 183/21 a) & 184/21 c) Wrottesley Park Development allotments and firework event

Cllr N Caine 183/21 a) & 184/21 c) Wrottesley Park Development allotments and firework event

Cllr K Elder 184/21 d) & 190/21 b) Playing Fields tree planting and Perton Volunteers Day

## 180/21 - REQUESTS FOR CODE OF CONDUCT DISPENSATIONS

The following dispensations were received;

Barrier on Pavilion car park

Cllrs Mrs P Allen, P Davis, K Elder, D Glynn, Mrs R Heseltine, C Rathbone and N Caine 186/21 d)

Wrottesley Park Development allotments

Cllrs N Caine and D Glynn 183/21 a)

## 181/21 - MINUTES

1. **Resolved** that the minutes of the Parish Council Meeting held on 14th March 2022 and the Extra Ordinary meeting held on 31st March 2022 were agreed as a true and correct record.
2. Noted for information the draft minutes of the following committees/working parties:
* Allotment Committee meeting held on 23rd March 2022
* Queens Platinum Jubilee working party meeting held on 4th April 2022
* Finance Committee held on 5th April 2022
* Youth working party meeting held on 6th April 2022

## 182/21 - FINANCE

1. **Paid Expenditure Transactions** between paid between 01/03/22 and 31/03/22.

**Resolved** payments approved.

**Payment**

**Reference Paid date Tn no Gross Details**

DD 01/03/22 4570 £149.16 Ash Waste Services General & Recycle Waste

Bacs 10/03/22 4571 £202.80 Brightpay Payroll Licence 2022-23

Bacs 14/03/22 4572 £100.00 Refunded Deposit 05/03/22

Bacs 14/03/22 4573 £100.00 Refunded Deposit 02/04/22

Bacs 14/03/22 4574 £3,078.76 Staffordshire County Pension Fund - February

Bacs 14/03/22 4575 £2,736.51 Inland Revenue Tax & NI - February

Bacs 17/03/22 4576 £72.54 BT Telephone & Broadband

Bacs 18/03/22 4577 £20.37 Amazon Envelopes and PIR Motion Light Sensor

CHG 21/03/22 4578 £11.76 HSBC UK Bank Charges

Bacs 21/03/22 4579 £95.16 Halls SMS Toilet Rolls, Hand Towels & Centre Feed

Bacs 22/03/22 4580 £469.44 Eon Next Electricity Supply - February

Bacs 23/03/22 4581 £400.00 Perton Carnival Grant - Minute Ref: 160/21 e)

Bacs 25/03/22 4582 £12,397.39 Salaries

Credit Card 30/03/22 4583 £69.99 Norton Anti Virus Software Subscription

Credit Card 30/03/22 4584 £277.76 Blinds To Go Ltd Blinds for Boardroom & Terry Harding Room

Credit Card 30/03/22 4585 £53.96 Toolstation Gardening Tools

Bacs 30/03/22 4586 £100.00 Refunded Deposit 26/03/22

Bacs 30/03/22 4587 £30.00 SPCA Staff Training - Legal Powers, Policies and Committees

PettyCashTop 30/03/22 4588 £41.93 Sainsbury's Refreshments for Parish Meeting & Centre Staff

PettyCashTop 30/03/22 4589 £62.89 Home & Motorsave Various Maintenance Items

PettyCashTop 30/03/22 4590 £1.49 Martyns Tape

PettyCashTop 30/03/22 4591 £1.53 Post Office Limited Postage

Bacs 31/03/22 4592 £3,840.00 A.C. Contracts (Codsall) Ltd Replacement of Electric Board

Bacs 31/03/22 4593 £84.00 Acquiesce Legionella Monitoring & Testing - March

**Total** £24,397.44

1. Cash book to date received and noted for information.
2. Income statement to date received and noted for information.
3. Expenditure and budget to date received and noted for information.
4. Concessionary room hire request received from Perton Middle School for presentation evening on 18th July 2022. **Resolved** to allow the room hire free of charge.
5. £500 Staffordshire County Council Climate Change Fund grant received. **Resolved** that the grant money be used towards upgrading the lighting in the Terry Harding room.
6. Staffordshire Parish Council Association Annual subscription. **Resolved** to approve the subscription for 2022/23 at a cost of £775.89.

Councillor A James left the room.

1. The Parish Council have been asked to consider allowing their insurance to cover the liability for the Tea & Cake not for profit group. **Resolved** Cllr Mrs P Allen agreed to pay the cost personally, once Public Liability Insurance is arranged by the hirer.

Councillor A James re-entered the room.

1. Kingsway Food Bank. The Parish Council were asked to consider additional funding to the food bank from the Covid Fund balance of £2544.22. A total of 91 food parcels were delivered to Perton last year and in the last 3 months they have delivered 63. It was suggested that members consider options for local provisions, to be reviewed at the next available meeting. **Resolved** to donate £500 to Kingsway Food Bank.

## 183/21 WROTTESLEY PARK DEVELOPMENT

1. **Allotments**
2. Update on site.

The Architect plans for the site have been received and were displayed for Councillors and public to view. The plans include 60 half plots (25m x 5.5m) with a 3.5m path down the centre and 60cm path between each plot, 5 water troughs, 16 accessible plots with raised beds, compost area, 54 car parking spaces and 3 disabled spaces. **Resolved** that the Allotment Committee to look at the plan in more detail.

1. Arrangement for paying of additional items.

Severn Homes have advised that South Staffordshire Council have requested the S106 fund to be paid in full to them, they will then forwarded to the Parish Council, so the cost of the works can not be deducted from the fund and the remaining amount sent. As some works are time critical and may need to be paid in advance of the parish receiving the funds, the Parish Council were asked if they would be willing to pay for the works from reserves and then replenish when funds are received or enter into a legal agreement with Severn Homes for the works to be paid once funds received. **Resolved** that further information required to bring to next meeting for decision.

1. **Housing Development**
2. Update on site. No further updates have been received.
3. Proposals for names for the development

There was a discussion about suggested names for the development and was noted that the Parish would like the development to feel part of Perton so were not keen on it having a separate name. **Resolved** that suggestions to be submitted before the next meeting for decision.

1. Proposals for road names on the development

Discussions were had regarding Perton’s wartime heritage and names relating to that, to celebrate Perton’s history. **Resolved** to look into in more detail and suggestions to be submitted before the next meeting for decision.

## 184/21 – QUEENS PLATINUM JUBILEE

1. Perton Jubilee Rose Garden. The Parish Council were advised that they were not awarded the full amount of £1,000 from the Jubilee Fund due to over subscription but received £750. Approximately 64 roses are required for the garden at a cost of £21.50 each, however the Elizabeth Rose is only available in potted version at a cost of £33.50 but would need to be ordered soon as stock is running low. David Austin Roses have given 15% discount. **Resolved** to order the roses at the best price available.
2. The National Big Lunch is to be held on Sunday 5th June 2022. Funding application to the Arts Council for specific Jubilee Events was not successful. An amended draft day of events has been received from the events company Dangerous Sheep totalling a reduced cost of £2,300. With some of the entertainment being provided for free. **Resolved** to accept this proposal and book Dangerous Sheep for the event.
3. A proposed firework event for November was discussed but awaiting costing.
4. An update on the tree planting on the playing fields was received. The trees on the upper field are starting to bud. The trees planted adjacent to Peverill Road have been vandalised and approx. 75 trees have been destroyed. Some tidy up works will commence over the next few days with possible replanting next year.

## 185/21 - STAFFORDSHIRE COUNTY COUNCIL

1. No County Councillor report received
2. Flooding at Dippons Lane.

Staffordshire County Council would be willing to provide permission for the Parish Council to carry out works to clear the ditches, with an approved contractor. The Parish Council are awaiting further information to see if this can be funded by the County Councillors Divisional Highways Program fund.

1. Severn Drive speed survey

A speed survey was carried out by Staffordshire County Council which shows that there doesn’t appear to be a speeding problem in this area. Figures were submitted to Perton Parish Council for information.

1. Speed humps at the chicane, The Parkway and St Andrews Drive. No further updates have been received.

## 186/21 - SOUTH STAFFORDSHIRE COUNCIL

1. District Council written report presented from Cllr Mrs R Heseltine and Cllr P Davis. Verbal reports presented by Cllrs P Allen, N Caine and AA Bourke. The reports were noted for information.
2. Purchase of CCTV for Anders Square. The Parish Council were advised that current CCTV cameras used by South Staffordshire Council are public space CCTV and have to be deployable to hot spots around the district. There could be charges for maintenance of the camera and if they are viewed (only viewable by District Council and the Police). District council are to check with their legal team to see if it is possible to add a fixed camera under their scheme, awaiting response.
3. Meadow grass along Wrottesley Park Road and traffic islands. **Resolved** for the traffic islands and grass verges along Wrottesley Park Road to be mowed and not left as meadow grass.
4. Barrier on the Pavilion car park. The Parish Council were asked for financial support to install a barrier to stop HGV and large vehicles entering the playing fields car park. The District Council have quoted approximately £3,000 to install a height restriction barrier and have asked for a donation towards this from the Parish **Resolved** to discuss further after the Playing Fields Committee have met.
5. **Applications for consideration previously distributed:**

 **Application no**.: 22/00299/FUL

 **Location:** 12 Formby Avenue, Perton, WV6 7YU

**Proposed**: First floor side extension.

**Resolved** No objections received

**Planning Applications returned since last meeting:**

 **Application no**. : 22/00239/FUL

 **Location:** 15 Guthrum Close, Perton, WV6 7NN

 **Proposed**: Single storey rear extension

**Comments**: No objections received

 **Application no**. : 22/00224/FUL

 **Location:** 5 Deepmere Cottages, Wrottesley Road West, Perton, WV6 7LE

**Proposed**: Ground and first floor extension to create ground floor family room and first floor bedroom

**Comments**: No objections received

**Application no**. : 22/00247/FUL

 **Location:** 24 Reynolds Grove, Perton, WV6 7NY

 **Proposed**: Two storey side extension

**Comments**: No objections received

**187/21 – BEST KEPT VILLAGE**

To consider entry into the competition for 2022 at an entry cost of £27.50. **Resolved** to enter this years competition at a cost of £27.50.

**188/21 – POLICES FOR REVIEW**

Appraisal Policy – to agree the proposed amendment to section 3.4. **Resolved** to approve the amendment.

**189/21 – WASTE SAVVY STAFFS**

**Resolved** to invite Waste Savvy Staffs to hold a 30 minute presentation at the Annual Parish Meeting on 25th April 2022.

**190/21 – REPORTS - TO NOTE AND RECEIVE FOR INFORMATION**

1. Weekly Clerk’s Reports previously distributed
2. Perton Volunteers Day 2nd May 2022

A stall will be at Perton Carnival to engage with the public to promote volunteering with local groups and organisations to recruit volunteers, especially the new youth club.

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

**191/21 - DATE AND TIME OF NEXT MEETING**

Annual Parish Meeting – 25th April 2022

Full Council Meeting of Perton Parish Council – 9th May 2022

**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.

**192/21 – Staffing**

To Consider and agree staffing matters to include HR support from South Staffordshire District Council

**Resolved** to approve occupational health referral and use South Staffordshire District Council legal services when needed.

**Meeting closed at 9.38pm**

Signed ………………………………………………………………… Date: …………………………………………

Chairman