

**Minutes of the Meeting of
PERTON PARISH COUNCIL
held at the Perton Civic Centre on
Monday 10th June 2019 at 7:00pm**

Present Mrs P Allen (Chairman)
D Glynn (Vice Chairman)
AA Bourke R Bradley N Caine
PE Davis Mrs L Dew K Elder
Mrs R Heseltine C Rathbone J Sherlock
J Turner B Walters S Wilkes
Parish Clerk - Becky Hodgetts
Members of the Public - Two

26/19 **PUBLIC OPEN SESSION**
No questions were raised by the public present.

7.00pm The Chairman imposed Standing Orders

27/19 **APOLOGIES FOR ABSENCE**
No apologies required, all Councillors present.

28/19 **POLICE MATTERS**
PARISH COUNCIL MEETING CRIME REPORT

Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it.

The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent.

The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of in a secure manner.

- Main headlines since the last meeting:

Over the past month we have had four burglaries, one attempt burglary where offenders were disturbed and no entry was gained. One entry gained from the rear of the property camera equipment was taken. One shed break fishing equipment was taken. One store room was broken into nothing was taken.

We have had five theft from motor vehicles where four of these were from last night, tools taken from two of the vans. The other incident money was taken from an insecure vehicle.

We have had two theft of motor vehicles, both were taken from their respective drives without the keys, one Landrover and one BMW.

We also had one criminal damage to property a neighbour has chopped down a tree without permission.

We have also had 2 thefts one a number plate has been stolen and used up north and the second 35 sheep were stolen from a field.

- ASB hotspots: we have had 13 calls re issues this month, two of these were youth related, four related to cars on carparks not Sainsburys. Seven Neighbour disputes

Any questions that haven't been covered please drop me an email and I will get back to you as soon as I can?

PCSO 16722 Ashley Tooth

Other comments

Clerk to repost on Facebook and Website a poster from Staffordshire Police regarding car security and the use of faraday bags or steering wheel locks if available.

A Councillor also reported a tracking system he uses which could be of interest.

29/19 **DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

Declarations of Personal and Prejudicial Interest received from the following

32/19 c) **Perton Playing Fields Association** - Cllrs Mrs P Allen, D Glynn, Mrs L Dew, K Elder, Mrs R Heseltine, C Rathbone, J Sherlock and Miss S Wilkes

44/19 **Perton Lower Lake** - Cllr Mrs A James

30/19 **REQUESTS FOR DISPENSATION**

No requests for dispensations received.

31/19 **MINUTES**

a) **Resolved** that the minutes of the Annual Parish Council Meeting held on 13th May 2019 having previously been distributed, were signed by the Chairman as a true and correct record.

b) **Resolved** that the draft minutes of the Management Committee meeting held on 22nd May 2019 were accepted for information.

32/19 **FINANCE**

a) **Resolved** that the income statement for May 2019 and 2019/20 Budget update were accepted for information.

b) **Accounts for Payment**

Payments made since the last Parish Council meeting

01/05/19	DD	South Staffordshire Council	1412.00
01/05/19	SO	Kaleidoscope	30.00
02/05/19	100191	Down to Earth Grounds Maintenance	108.00
06/05/19	100192	Acquiesce Environmental Compliance Ltd	84.00
07/05/19	100193	Refunded deposit and room hire cancelled	155.00
07/05/19	100194	ESPO	397.64
10/05/19	100195	Refundable deposit	100.00
10/05/19	DD	CNG Ltd - gas	463.74
14/05/19	DD	Waterplus	109.53
15/05/19	BACS	Arts alive	300.00
16/05/19	100196	Wolverhampton Olympics u7	600.00
16/05/19	100197	Royal Wolverhampton NHS Staff Choir	100.00
16/05/19	100198	Codsall Community High School	5000.00
17/05/19	BACS	Inland Revenue - M01	2830.64
17/05/19	BACS	Staffordshire County Council - Superannuation M01	2847.31
17/05/19	BACS	BT	519.74
20/05/19	100199	Ricoh UK	254.75
22/05/19	100200	S Jenkinson	1875.00
23/05/19	BACS	BrightPay employment software - subscription upgrade	60.00
23/05/19	BACS	Halls SMS	134.26
28/05/19	100201	Fenland Leisure products Ltd	123.60
28/05/19	100202	Black Rose Solutions Ltd	161.27
29/05/19	BACS	R Hodgetts - Expenses re-imbursed new computer min. ref: 18/19	725.95
30/05/19	DD	Veolia	117.29
30/05/19		Petty Cash top up	236.87
31/05/19	BACS	Wages / Salary month 2	9367.84
31/05/19	BACS	Members Allowance month 2	1067.35

Month end total 29181.78

- c) **Application for Grant - Perton Playing Fields Association**
Resolved to approve the half yearly grant of £2,000
- 33/19 **FINAL ACCOUNTS 2018/19**
- a) **Internal Auditors report**
Resolved to approve the Internal Auditors report received for 2018/19, minor observations were noted but no concerns and nothing significant to report.
- b) **Accounts for Year Ending 31st March 2019**
Resolved that the Annual Accounts for year ending 31st March 2019, having previously been distributed be approved.
- c) **Annual Governance Statement**
Resolved that the annual governance statement having previously been distributed be approved. The Chairman and Clerk to sign the statement.
- d) **Annual Accounting Statement**
Resolved that the annual accounting statement having previously been distributed be approved. The Chairman and Clerk to sign the statement.
- 34/19 **COMMITTEES/WORKING PARTIES**
- a) **Resolved** to form a Planning Committee. Members to include Cllrs Mrs P Allen, N Caine, K Elder, D Glynn, A James, and J Sherlock. Clerk to email members to agree the most convenient day and time to hold future meetings.
- b) **Resolved** to form an Allotment Committee. Members to include Cllrs PE Davis (appointed Chairman), Mrs P Allen, AA Bourke, D Glynn, Mrs R Heseltine, C Rathbone. To also invite non councilors to join the committee where possible.
- c) **Resolved** to form a Youth Working Party - members to include Cllrs J Sherlock, R Bradley, Mrs L Dew, Miss S Wilkes. To also invite PCSO A Tooth.
- 35/19 **STAFFORDSHIRE COUNTY COUNCIL**
- a) Severn Drive chicane priority. A meeting was held with the Community Infrastructure Liaison Manager from Staffordshire County Council, Highways Department. The cost to change the priority would be £20,000 - £25,000 and there is no evidence of accidents or incidents. **Resolved** to request a feasibility study, with costs to be covered by the County Councillors Highway budget. Also suggested that additional crossing signs could be funded through the County Councillor. The installation of Speed Indicator Devices (SID's) could be considered by the Parish Council with possible funding through the Staffordshire Safer Roads Partnership.

The meeting with the Community Infrastructure Liaison Manager raised several other issues, including Parkway chicane, Bus link, Heath House Lane, Wrottesley Park Road and Fallowfield. **Resolved** to add Bus lane - 3rd Exit to the next agenda.

A meeting was also held with a representative from South Staffordshire Council regarding the A41 footpath.

- b) Bus lane Barrier. The County Councillor to fund an engineer to visit the site to look at options for repair/replacement of the barrier.
- c) Street lighting provision. The lack of street lighting near to Sedgefield Grove and also Meon Grove was raised. Cllr N Caine in discussion with District Council. Funding could be looked at through the Police and Crime Commissioner Fund, the Parish Council may need to contribute. Residents will be consulted.
PCSO A Tooth is in discussion with District Council regarding additional lighting at the footpath entrance to the Pavilion.
- d) Pedestrian crossing Stephenson Drive. A resident has commented that it is difficult to cross the Parkway from Stephenson Drive. Following discussion it was agreed there was no easy solution to this problem. A meeting with the resident will be arranged to discuss their concerns.
- e) Request to upgrade A41 traffic lights under s106. **Resolved** to request that the upgrade takes place immediately, the hope is that this will alleviate the morning traffic issues.

f) **Written report from County Councillor AK James**
Member for the Perton Division of Staffordshire County Council

The County Council have arranged for a meeting in connection with the Local Community Fund that is being looked at for ways to distribute funding more effectively. The date for County Councillors to gather details for the changes to be explained is on 3/06/19 at the County Buildings in Stafford. A report will be sent covering the way the amount allocated to each Division is to be dealt with.

I have been in touch with the Highways Manager concerning the Bus Lane barrier that is not working, an amount of my DHP money will be used to fund an inspection of the problem to look at the problem and report findings to the Parish Council.

The allocation of a further £20,000. to focus on highway work which is important to local communities was welcomed for tackling pothole issues in Staffordshire, It is hoped that with the cooperation of Parish Councils reporting those in their areas an improvement of road maintenance can be achieved.

36/19 **SOUTH STAFFORDSHIRE DISTRICT COUNCIL**

a) **Report from District Councillors**

Written report from Cllr Mrs R Heseltine - Member for Perton Lakeside Ward of SSDC
Since the last Parish Council meeting I have attended the following:

14.05.2019 Induction Programme (Welcome)

This session was not only for newly elected members to attend, but was open to all members. This was led by the Corporate Leadership Team. This was the opportunity to put names to faces and to be informed about how the Council is run, its progress, challenges and aspirations for the future. An introduction to the next four years.

16.05.2019 I met with Andy Aston for an inspection of the footbridges in Bluebell Walk. The feedback I have received from residents about the new footbridges is very positive - particularly from those who use mobility scooters who now feel much safer negotiating the bridges and can now access more areas of Bluebell Walk. However, there are still some issues. The 2 wooden bridges will remain, with repairs being carried out as necessary but will be reviewed again. I raised the issue with the unsatisfactory way that areas around the bridges had been left - it almost looked like flytipping. Andy will address this issue. We also discussed the state of the Upper and Lower Lakes and the continuing maintenance.

21.05.2019 Annual Council: The new Chairman of the Council for 2019-2020 is Councillor Mrs. Kath Williams and I had the privilege to second her nomination. I'm also pleased to report that Councillor Keith James was made an Alderman.

23.05.2019 Standards and Resources Committee: We received a report from the Assistant Director Democratic & Regulatory Services to inform and update Members in respect of the implementation of and compliance with the General Data Protection Regulation (GDPR). GDPR is complex and so the regulations need to be in place and followed so that the Council and its Members are compliant. The Committee also received a report from the Monitoring Officer with respect of Code of Conduct and Complaint matters and to set out the proposed work programme for the year.

A training session on IT and CMIS App User Guide. I have attended such sessions previously but find it helpful to revisit in order to improve my knowledge and skills.

24.05.2019 District Tour: A most interesting and informative day. Those of us who took the tour had the opportunity to see just how diverse South Staffordshire is - it's not only green fields and leafy lanes but also a district that is held in high regard by businesses who want to take advantage of locating here to sites such as i54 and to the well run and maintained industrial units owned by SSC. However, it was really sobering to view the

extent/size of the site which the Rail Freight Interchange want to develop - a proposal which the Council is opposed to.

28.05.2019 Planning Protocol: A “whistlestop tour” of Planning and Planning Protocol. Regular training sessions will be held throughout the year. This is a very complicated subject with serious repercussions if wrong decisions are made.

30.05.2019 Licensing Training - Alcohol, entertainment and taxis: A very interesting training session on what is a complex subject. Lots of information condensed into easy to understand sections to give a working understanding of Licensing.

Additional verbal report

An interesting and informative time was spent at the Forest of Mercia at Hilton Green. Various projects and activities are held throughout the year. In fact, events are being held at Perton Library on June 17th, June 24th, July 8th and July 15th. This facility at Hilton Green is quite inspiring and is well worth a visit. We also visited the cemetery at Strawberry Lane, Great Wyrley which is well maintained and very peaceful. I was pleased to see that the tree I planted there when I officially opened the site in 2013 is thriving! Our last port of call was to Wombourne Leisure Centre. This is very well used and does have some new equipment but it's clear to see that the updating of facilities is required in order to maintain the viability of SSC leisure centres.

04.06.2019 I attended an Overview and Scrutiny Committee meeting which was followed by Overview and Scrutiny member training.

05.06.2019 There was a member session on the Local Plan. I can't give any details as this is a highly confidential matter.

I met with representatives from SCC - along with 3 other parish councillors- with regards to safety issues at the Severn Drive chicane. Along with Councillor Philip Davis I litter picked along the A41 and assessed the amount of leaf mould ,etc.

Written report from Cllr P Davis - Member for Perton Dippons Ward of SSDC

During the past month I have attended the following meetings.

- Annual meeting of SSDC
- Standards and Resources Committee
- IT and CMIS training
- Tour of South Staffordshire District
- Planning and Protocol training
- Licensing training
- Perton Playing Fields Association AGM as District Council representative
- Attended a meeting for SSDC Local Plan
- Working with other members and officers to improve A41 footpath from Perton Traffic lights to Stafford Lane

Verbal report from Cllr P Allen - Member for Perton Lakeside Ward of SSDC

There is training at least twice a week for new Councillors

District Council have predicted a budget shortfall in 2022. In preparation they have been investing in commercial properties and making more space available to rent within the council offices.

The proposed rail hub is causing controversy in the local area. The District Council want to resist the application unfortunately large applications are determined by inspectors. The M54/M6 link is being scrutinized by SSDC and the preferred option goes through Hilton Park.

All public documents are available on the district council website or at the council offices in Codsall.

Cllr AK James has been made an Alderman at South Staffordshire Council. Resolved to send a letter of congratulations.

- b) Nominations for Standards and Resources Committee - **Resolved** to nominate Cllr D Glynn.
- c) Provision of litter and dog bins. **Resolved** clerk to request additional bins at the following locations;
 - Footpath from Parkway to Lytham Road at the end of Cloverdale.
 - Chartley Close
 - Auden Court

37/19 **CLERK'S REPORT**

Email Distribution

SPCA weekly bulletins

16/05/19 Land Fund documents

16/05/19 SSDC DPI information

21/05/19 Land Fund clarification for access road at the proposed Wrottesley Park Road development

Other Matters

- Perton Parish Council logo supplied to the Christmas Fair committee to be added to their banners
- SSDC litter pick boards being offered through District Council are for hire for one month, due to demand Perton has been put on the waiting list and should receive one in June. Graffiti kit has also been supplied by SSDC.
- PPC cleared Church Road of weeds from lakeside Surgery to the Civic Centre
- Wet pour repair kit ordered for play area
- Gym equipment maintenance and inspection report received. All equipment adjusted and lubricated where necessary. Slight rusting is noted on dips leg raise and fitness bike, no remedial action advised.
- The Vice chairman and wife represented Perton parish Council at Codsall Parish Council Chairman's Civic Sunday service on Sunday 2nd June 2019
- The youth shelter refurbishment is complete
- PPC reported overgrown shrubbery at the bus lane. Reference: 4159095
- Requested Staffordshire Police show a presence at the bus lane to stop illegal use
- Codsall bus shelter survey response end date is the 31st May - awaiting notification of results
- Summer Sussed booked, four sport sessions through SSDC plus one with Helen O'Grady Drama and one with Elite Dance Academy.
- NHS Staff Choir will charge £120 to attend the Christmas Fair, to take to the Christmas Fair committee for a decision
- A thank you card has been received from Mrs Worley for her Citizen of the Year nomination
- SSDC have explained that all main roads are swept twice a year, Perton was swept in December and is due to be completed again at the end of June, beginning of July, although they are behind a little at the moment. The currently only have one HGV driver and are trying to recruit another
- Chairman and Vice chairman officially opened the Wrottesley Arms Pub
- Vice Chairman and his wife represented Perton Parish Council at Codsall Civic Sunday on Sunday 2nd June
- Chairman and Vice Chairman to represent Perton Parish Council at Penkridge Civic Sunday on Sunday 23rd June
- Copy of a letter from resident regarding the obstruction of public footpath at Cranmoor Lodge Farm (PF22). Staffordshire Rights of Way Officer responded, and resident has clarified the footpath is now open

- Wooden troughs have been placed and planted at the Jubilee signs
- Codsall High School - thank you letters received for the grant of £5,000

Facebook/Website

- Various Smart Alerts and Crime prevention posters
- Photograph of Wrottesley Arms opening
- Perton Library 'what's on'
- Wooden planters in situ

On-going matters

1. Lower Lake de-silting
2. Civic Centre Renewable Energy
3. Allotments
4. Bus shelter - Kingswood
5. Skatepark

38/19 PLANNING

Planning Applications received from South Staffordshire District Council and reviewed by the Parish Council since the last council meeting.

Application No. 19/00331/FUL	Proposals Two storey side extension and conservatory – 6 Buttermere Court, Perton WV6 7PP
19/00385/FUL	Retrospective Planning Consent (following Approval 17/00664/FUL) 1 Perton Court Cottages, Pattingham Road, Wightwck, WV6 8DD

Perton Parish Council raised no objections to the above applications

DECISIONS - The following decision received from South Staffordshire Council

19/00037/FUL	Replacement of existing Annexe to Southfork- Southfork, Holyhead Road, Kingswood	Refused
19/00188/FUL	Extension and conversion of existing garage, first floor extension over and porch extension – 2 Harald Close	Granted

39/19 SKATEPARK

There is currently no further update from the working party.

40/19 FREE TREES FROM WOODLAND TRUST

Councillors were asked to consider possible sites. It was suggested that the existing orchard in Gainsborough Drive could be extended or to plant a small line of trees in front of bare walls around the Parkway. **Resolved** Councillors to bring suggestions to the next meeting.

41/19 COMMUNICATION AND NOTICEBOARDS

The possibility of paying for advertising was discussed. **Resolved** to find out costs in the local magazines.

The notice board in Anders Square is in need of refurbishment. **Resolved** clerk to obtain a quote. A digital notice board could be considered in the future.

42/19 COUNCILLOR SURGERIES

Following discussion regarding hire charges for Councillors, it was **Resolved** to defer the decision to the Management Committee.

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

- 43/19 **SOCIAL MEDIA POLICY**
A reminder that Councillors need to be mindful of interacting in controversial issues posted on social media.
- 44/19 **PERTON LOWER LAKE**
The fishing club papers are being independently scrutinized. There is currently no lease in place for fishing. There has been a lot of talk about desilting and work will be necessary before any fishing can recommence. This needs to be a multi-agency approach and Councillors were reminded that the lakes are part of a river system, not just fishing lakes. **Resolved** Parish Council to take this issue forward.
- 45/19 **CARERS ASSOCIATION (CASS)**
Resolved to invite a representative of the organisation to give a presentation at the October meeting
- 46/19 **DATE & TIME OF NEXT MEETING**
Monday 15th July 2019 @ 7.00pm

Meeting closed at 9.49pm

CONFIDENTIAL AGENDA

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

In pursuance of the powers contained in section 1 of the above act the press and public may now 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

- 47/19 **COIUNCILLOR REMUNERATION**
Resolved request that South Staffordshire District Council consider remuneration for Parish Councillors at the next SSDC review.

Crime and Disorder Implications

Section 17 of the Crime and 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 is it reasonably can to prevent crime and disorder in its area.

Where relevant any decisions noted herein have taken this duty of care into consideration.

Signed
Chairman

Date: 15th July 2019