

Minutes of the meeting of Perton Parish Council
held on Monday 13th July 2020, 7.00pm
Meeting held virtually via Microsoft Teams

Members were informed that the meeting would be recorded and deleted once minutes were approved.

Present: Councillors Mrs PA Allen (Chairman), D Glynn (Vice- Chairman), AA Bourke, R Bradley, N Caine, P Davis, Mrs L Dew, K Elder, Mrs R Heseltine, C Rathbone, J Sherlock, J Turner, Mrs B Walters, S Wilkes

Parish Clerk Mrs B Hodgetts
Admin Assistant Mrs L Higgins
PCSO A Tooth - part of the meeting
Members of the public - None

7.00pm Chairman imposed standing orders

01/20 **PUBLIC OPEN SESSION**

No public present

02/20 **STANDING ORDERS**

Resolved to accept the amendment to standing orders to meet statutory requirement for holding of remote meetings until 7th May 2021 or repeal of legislation, whichever comes first.

03/20 **ELECTION OF CHAIRMAN**

Resolved that the current Chairman remain in post until May 2021

04/20 **ELECTION OF VICE-CHAIRMAN**

Resolved that the current Vice-Chairman remain in post until May 2021

05/20 **APOLOGIES**

No Apologies for absence were received.

Resolved to move item 08/20 Police report as per standing order 10 a) vi

08/20 **POLICE MATTERS AND REPORTS** -written report from PCSO Tooth

Parish Council meeting Crime report was accepted and a copy attached to these minutes for information.

The report covers 4 months. The burglaries happened before May including during lockdown, additional patrols were carried out.

Perton were part of Operation Cable and Operation Lightening which are looking at ASB and vehicles.

A suspect has been arrested and reminded in connection with the criminal damage to Sainsburys and Wrottesley Arms.

An invitation to meet with the Parish Council has been extended to the new Chief Inspector David Wain.

06/20 **COMMITTEE MEMBERS AND APPOINTMENT OF CHAIRMAN**

- a) Election of Management Committee: **Resolved** that there be no changes to the members of the Management Committee:

Cllr Mrs P Allen (Ex-Officio)
Cllr D Glynn (Ex-Officio)
Cllr P Davis
Cllr Mrs R Heseltine (Committee Chairman)
Cllr N Caine
Cllr Mrs A James
Cllr AA Bourke
Cllr Mrs B Walters

- b) Election of Finance Committee: **Resolved** that there be no changes to the members of the Finance Committee:

Cllr Mrs P Allen (Ex-Officio)

Cllr D Glynn (Ex-Officio) (Committee Chairman)

Cllr P Davis

Cllr Mrs R Heseltine

Cllr J Sherlock

Cllr Ms S Wilkes

One vacancy

- c) Election of Members to sign cheques: **Resolved** no changes to cheque signatories

Cllr Mrs P Allen

Cllr D Glynn

Cllr Mrs R Heseltine

Cllr P Davis

Cllr N Caine

Cllr K Elder

Mrs R Hodgetts (Parish Clerk)

- d) Election of Representatives: Perton Playing Fields Association: **Resolved** no changes to membership

Cllr Mrs P Allen (Trustee)

Cllr D Glynn

Cllr Mrs R Heseltine

Cllr K Elder

Cllr J Sherlock

Cllr C Rathbone

Cllr Mrs L Dew

Cllr Ms S Wilkes

07/20 **HUMAN RESOURCES COMMITTEE**

- a) **Terms of Reference**

Terms of Reference have been drawn up with the support of the Human Resources at South Staffordshire District Council. Following discussion, it was **Resolved** to approve the Terms of Reference previously distributed, with an amendment of members to increase to 9.

- b) **Resolved** that the Human Resources Committee will comprise of the following members:

Cllr Mrs B Walters

Cllr D Glynn

Cllr K Elder

Cllr P Davis

Cllr Mrs P Allen

Cllr Mrs L Dew

Cllr AA Bourke

Cllr Mrs R Heseltine

Cllr J Turner

Resolved Cllr Mrs B Walters be appointed as Chairman.

09/20 **DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

Declarations of personal and prejudicial interest received for the following agenda items;
15/20 b) SSDC Flooding Cllr AA Bourke

10/20 **REQUESTS FOR CODE OF CONDUCT DISPENSATIONS**

Request for dispensation received from Cllr AA Bourke for item 15/20 b) SSDC Flooding.
Resolved to approve dispensation until May 2023 this being the term of office.

11/20 **MINUTES**

- a) **Resolved** that the minutes of the Parish Council Meeting held on 9th March 2020, previously distributed, were a true and correct record and signed by the Chairman.
- b) **Resolved** that the minutes of the Extra Ordinary Parish Council Meeting held on 18th March 2020, previously distributed, were a true and correct record and signed by the Chairman.

12/20 **FINANCE**

- a) Draft minutes of the Finance Committee held on 3rd March 2020, together with income statement for April, May and June along with budget to date were noted for information.
- b) **Accounts for payment**
Payments made since the last Parish Council meeting attached to these minutes.
- c) **Revised Budget**
Resolved to accept the revised budget as previously distributed. Copy attached for information.

- d) Grant requests
- I. **Resolved** to approve a grant of £750 to the Kingswood Trust
 - II. **Resolved** to obtain further information for the grant request from FC Perton Pride U10's.
- 13/20 **FINAL ACCOUNTS 2019/20**
- a) Internal Auditors report
No concerns raised by the auditor. **Resolved** to approve the Internal Auditors report received for 2019/20.
 - b) Accounts for Year Ending 31st March 2020
Resolved that the Annual Accounts for year ending 31st March 2020, 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.
- 14/20 **STAFFORDSHIRE COUNTY COUNCIL**
No report received from Cllr AK James. Thanks were given to County Councillor Mrs Wilson who was very helpful. Information from the County Councillor is becoming very difficult. **Resolved** to write to the Chairman of the County Council to express our concerns.
- 15/20 **SOUTH STAFFORDSHIRE COUNCIL**
- a) District Councillor written reports were accepted for information, copy attached to these minutes.
 - b) Flooding report presented by the Chairman. A meeting with County Council and Severn Trent is to be held on 14th July via Zoom. Cllr K Elder has kindly completed a flood map for this meeting. The recent flooding in Gainsborough Drive/ Hepworth Close very difficult time for residents. It is believed the River Penk is not the origin of the water in this case. Clerk to forward video of flooding.

There was also a discussion on the requirement of clearing the river Penk. **Resolved** that the Clerk would request that SSC routinely clear the area by the grill on Gainsborough Drive.
- 16/20 **GENERAL POWER OF COMPETENCE**
Members were advised that the Parish Council is eligible to adopt the General Power of Competence provided that: a) The number of Councillors elected at the last ordinary election, or at a subsequent by-election, equals or exceeds two thirds of its total number of Councillors (does not include co-options since the election) b) The Parish Clerk holds at least one of the sector specific qualifications. **Resolved** to accept GPC on the basis that the Clerk holds the relevant qualifications and the number of councillors elected exceeds the requirements
- 17/20 **POLICIES**
- a) Scheme of Delegation
Resolved to accept the policy as previously distributed
 - b) High Consequence of Infectious Disease
Resolved to accept the policy as previously distributed
 - c) Business Continuity
Resolved to accept the policy as previously distributed
- 18/20 **CLERK'S REPORT**
Report accepted for information; copies attached to these minutes.
Additional information
SSDC have applied for some funding towards digital projects, the Parish Council are happy to support this and also to confirm that Perton is willing to take part in the trial if required.

Resolved to continue forwarding the Clerk's report weekly.
- 19/20 **CIVIC CENTRE RE-OPENING**
A programme of decoration is underway at the centre. A questionnaire has been sent to all hirers to assess requirements. **Resolved** to reopen centre no earlier than September following government guidelines.

20/20 **PLAY AREA RE-OPENING**

SSDC are hosting a webinar on 15th July covering the re-opening of play areas which may give further clarity on the government guidance. There will be requirements for risk assessments and clear signage. The Clerk has asked for further clarification from the Insurers. **Resolved** Clerk to re-open when satisfied that Perton Parish Council can fulfil the requirements to an acceptable level.

21/20 **FLOWER DISPLAYS**

The display of flowers on the Wrottesley Park Road outer island was glorious, it was unfortunate that the display was at its best during lockdown and fewer people would have seen it. Thank you to the volunteers that planted all the bulbs.

There have been comments regarding the lack of grass cutting on the outer island, both positive and negative. If visibility gets to be a problem District Council would have to re-evaluate. The wildflower meadows will take time to grow, probably years.

22/20 **CHRISTMAS TREE**

Resolved to order the Christmas Tree for Anders Square from Weston Sawmill

23/20 **EMPLOYMENT OPPORTUNITIES**

South Staffordshire District Council and the Work Clubs are looking into employment issues. **Resolved** Clerk to suggest the work club liaises the Steps to Work Charity who may be able to help.

24/20 **DATE AND TIME OF NEXT MEETING**

Monday 20th April 2020 at 7.00pm

Crime & Disorder Implications Section 17 of the Crime & Disorder Act 1998

Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

CONFIDENTIAL

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.

25/20 **COMMUNITY SUPPORT**

A Community Support Hub had been formed with the support of The Church At Perton at the beginning of Lockdown. The telephone line for this will close at the end of July. £5,000 has been received in grants to help with the crisis. The Hub have supported foodbank charities that deliver to Perton.

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

The Chairman will look at building an umbrella group with local agencies as previously agreed by full council (minute ref: 183/19)

26/20 **STAFFING UPDATE**

Update given for information.

The Chairman formally thanked the Civic Centre staff for their hard work during the lockdown.

Meeting closed at 9.42pm

Signed
Chairman

Date:

