

**Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 17th January 2019 at Lapley and Wheaton Aston Village Hall**

**In Attendance:** Cllr T Noblett Wheaton Aston (Chairman)

 Cllr W Millington Wheaton Aston

 Cllr. M. Griffiths Lapley

 Cllr M Fox Lapley (Vice-Chairman)

 Cllr P Timson Wheaton Aston

 Cllr A Anderson Stretton

Cllr Sue Whittingham Wheaton Aston

 Cllr S Whittingham Wheaton Aston

**Also in Attendance:** Mrs A Watson Parish Clerk

 A member of the press

 PCSO Lloyd Staffordshire Police

 Cllr R Wright South Staffordshire Council

**Apologies:**

 Cllr P Elson Wheaton Aston

 Cllr Mrs B Cox Wheaton Aston

 Cllr M Sutton Staffordshire County Council

 Cllr B Cox South Staffordshire Council

  Cllr B Wells Stretton

**Absent:**

Public Forum

No public in attendance

**Standing Orders were imposed 7.30pm**

**155. To consider apologies**

Apologies were received and accepted from Cllr Mr B Cox, Cllr Wells and Cllr M Sutton

**156.Vice Chairman Election**

**Resolved** Cllr Griffiths is to act as Vice Chairman for the February meeting, proposed by Cllr Millington and

seconded by Cllr Noblett

**157. Declaration of Interest/Dispensation**

Cllr Sue Whittingham declared an pecuniary interest in agenda item 171

**158. Signing of the minutes**

The minutes of the meeting of the Parish Council meeting held on 6th December 2018 were signed

as a true and correct copy.

**159. Clerks Report**

**Lapley, Stretton and Wheaton Aston**

**Parish Council**

**Clerks Report**

**January 2019**

**Information**

Grounds maintenance spec sent to Dittons Services, Bloomin Gardens, SSC and Perennial Landscapes

for return by 11th Feb for three year contract starting April 2019

3.12.18 reported loose concrete around sign at Primrose Close play park to SSDC to repair.

4.12.18 – Concrete Slab on Primrose Close Play Area. Email sent to Came and Company to check legal implications of covering over the slab. 8.1.19 work completed

8.1.19 Sign at Primrose playarea has been reported as missing

Over the Christmas break there have been a number of fires at Marston Field, police are aware incident 3738/1/19

10.1.19 Moles at Marston Field reported

**Consultations**

<https://www.sstaffs.gov.uk/doc/179763/name/70618-Locality%20Data%20Profile%202018%20DRAFT%20COPY.pdf/> Draft Locality Profile

yourstaffordshirecard@staffordshire.gov.uk

**Meetings/Events**

10.1.19 Lapley Green with Penk Arb

14.1.19 Stafford Contingency Officer

15.1.19 Police accountability forum

16.1.19 Maintenance meeting 9.30am

St Mary’s School 29th January 10am

Electrical contractor

**Training/CPD**

GDPR-ongoing

CILCA

**Items emailed to councillors**

3.12.18 (Planning) Application 18/00880/FUL

5.12.18 H Marshall Police accountability forum

5.12.18 planning ref 18/00981/FUL

6.12.18 SPCA News bulletin

7.1.19 Planning ref 18/00392/REM

8.1.19 Planning ref 18/00945/FUL

10.1.19 SPCA newsbulletin

**Enforcement** –

**Use of devolved powers**

Planning ref 18/00392/FUL ‘no objection’

**Decisions issued**

**160. Police Report**

**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.

This Police Report covers the dates from 07/12/2018 – 17/01/2019.

Over this period of time there have been no crime trends to report or any burglaries or thefts that have taken place.

I’m happy to report that we have had no reported anti-social behaviour incidents involving youths within the parish. Although there have been a number of complaints on Facebook/social media sites regards youths causing issues off dirty lane next to the canal (these have not been reported to us).

Also speaking with the parish clerk we’re aware of the fires that have been set in Marston Road playing fields.

Local patrols will be monitoring these locations to identify any persons causing issues.

Pcso Lloyd & Price have Police Surgeries in place over the next month.

The following surgeries are…

23/01/2019: St Marys Church – 10:30hrs – 11:30hrs.

13/02/2019: St Marys Church – 10:30hrs – 11:30hrs

28/02/2019: Wheaton Aston Village Hall (parish & Police) 18:30hrs – 19:30hrs

PCSO Lloyd and PSCO Price monitor social media for concerns, these concerns need reporting to 101 or 999 in addition to social media. Without an official report these incidents not get logged. Police respond to what is called in

Due to numerous fires at Marston Field there has been an increase in patrols

A PC and PCSO joint surgery to be held on 28th February 2019 at 6.30pm

Concerns raised about the safety of carers in the parish, police area aware of these issues

**PCSO Lloyd left the meeting**

**161. District Report**

Cllr Brian Cox has been appointed as cabinet member

Budget is almost complete, awaiting final figures from the Government.

New benefits system- people who are currently receiving Child benefit for more than two children will continue to do so.

**162. County Report**

No report

**163. Financial matters**

a)**Resolved**to accept the financial budget comparison to 9th January 2019

b) **Resolved**to accept the financial summary to 9th January 2018

c) **Resolved**to approve the expenditure for December2018/January 2019

d) **Resolved** to approve the payments noted under delegated powers as noted on the Clerks report

e) **Resolved** to accept the interim internal auditors report

**164. Planning Recommendations: Resolved:**

a) Planning application: 18/00945/ FUL- ‘No objections’

b) Planning application after papers sent

c) Planning decisions: None received

d) Enforcement Cases: None received

e) Delegated responses sent: 18/00392/REM- ‘No objections’

**165. Working Group reports:**

* Christmas Lights**:** meeting 19th Feb 5pm
* HR: not required
* Maintenance/Forward Planning and Finance: Covered under agenda item 171

**166. Event at Weston Park**

Weston Park are due to hold a festival in July 2019**.** Cllr Anderson queried if the PC have received any information on scale, traffic plans etc , Parish Council have not had any involvement. Clerk to contact and query

**167.CCTV installation**

 The Council considered installing CCTV Marston Field. ASB has been particularly high. Currently SGS have been advising the PC. Following the recent Police Forum it was suggested that the PC contact SSC and purchase the equipment compatible with the SSC CCTV system, Clerk to investigate further and report back

**168. Container application**

 Item deferred until a response has been received from alternative venues

**169. Birkenshaw Lane**

No new information. Clerk has written to the Secretary of State (Environment and Rural Affairs) for support and is awaiting a response, MP Jeremy Lefroy has also contacted for a response.

**170. Litter**

Update from Cllr Anderson: concern have been raised about litter picking along the A5, recently this has been tackled, thanks to Street Clean, it is hoped that this is continued

**171. Lapley Green**

**Cllr Sue Whittingham left the meeting**

It has been difficult to obtain quotes to complete the works inclusively with several contractors declining to quote.

Three inclusive quotes have been received and one partial:

* Afeb (tree work only) £5250 plus vat
* Penkridge Arboriculture £11,005 (plus vat)
* Four Seasons £17998.00
* The Eden Company £29950.00 (plus Vat)

All contractors were given the same specification and plan (as previously approved with the exception of the central pine which will now be removed due to safety concerns) and asked to advise the PC on the best use of material/ tree removal and to quote as appropriate.

*Penkridge Arboriculture did not quote to plant any trees (with the exception of the Christmas tree) or wild flowers due to the time of year in submitting the quote(January) whereas all other contractors did.*

**Resolved** to appoint Penkridge Arborists for £11,005 plus vat and an additional £20% (£2201) for contingency based on the work as specified in the quote, subject to a signed Small Works Contract.

Additional work to be considered and completed once the work has been done: tree planting, wild flower planting and the possible installation of a flag pole and installation of the notice board. These will be an agenda item when relevant.

Turnock LTD have sourced contractors to quote to install an electrical supply to the Christmas tree. Clerk is awaiting quote. **Resolved to** budget £1500 and devolve powers to the Clerk to appoint a contractor and complete the work ahead of the renovation work

**Cllr Sue Whittingham returned to the meeting**

**172. Equal opportunity Policy**

**Resolved** to accept the policy which has been updated during the Clerks CILCA training

**173. Primrose Play Area Sign**

Over the Christmas period the new play area sign (funded by Cllr M Sutton SCC) warning drivers to be

considerate of children playing has been removed. Clerk has been unable to locate it.

**Resolved** Clerk to purchase a replacement, expected cost £150.00

**174. Items for future**

Community Speed Watch

Police forum update

Update freight hub

**175. Date of next meeting**

The next meeting will be Thursday 28th February 2019 at 7.30pm, Lapley and Wheaton Aston Village Hall.

6.30pm start for Pc and PCSO surgery

**Meeting closed 8.30 pm**

**Signed………………………………………………………………………..Chairman**

**………………………………..Date**

**Bank Account Reconciled Statement**

 28/11/18 fp323477250 Eastern Shires Purchasing 150.35 0.00 86,632.58

 Organisation

 28/11/18 fp372713043ssdc South Staffordshire District 260.00 0.00 86,372.58

 Council

 28/11/18 fp39376709scp Staffordshire County Council 526.09 0.00 85,846.49

 Superannuation Fund

 28/11/18 FP457909090181127 Turnock Ltd 2,896.80 0.00 82,949.69

 TLT

 28/11/18 fp598262297ri Ricoh U K Limited 392.97 0.00 82,556.72

 28/11/18 fp631457675mb Mr. Malcolm Bissell 0.00

 28/11/18 FP639832696181127 WOLVERHAMPTON 150.00 0.00 82,148.95

 WANDERERS FOUNDATION

 28/11/18 fp694680314kd Mrs Karen Daker 0.0

 28/11/18 fp747275562bg Bloomin Gardens & 1,930.20 0.00 79,999.23

 Landscapes Ltd

 28/11/18 fp801419055mb Mr. Malcolm Bissell 3.15 0.00 79,996.08

 28/11/18 fp804772675of Office Furniture Online 198.00 0.00 79,798.08

 28/11/18 fp83179976ta Toplis Associates Ltd 252.42 0.00 79,545.66

 28/11/18 fp871479794jm Mrs. Josie Morris 0.00

 28/11/18 fp877639038kd Mrs Karen Daker 0.00

 28/11/18 fp925558897aw Mrs Amy Watson 0.00

 28/11/18 fp97720326ssdc South Staffordshire District 600.00 0.00 77,396.05

 Council

 28/11/18 fp990953521 A F E B Limited 2,695.00 0.00 74,701.05

 28/11/18 HMRC Contra HMRC 417.21 0.00 74,283.84

 28/11/18 pf82056825ln LexisNexis 110.99 0.00 74,172.85

 29/11/18 fp764470509 Paul Woodhall Welder 480.00 0.00 73,692.85

 13/12/18 fp707980445 Barclays savings 27,151.87 0.00 46,540.98

 31/12/18 bacs311218 Untity Trust 29.55 0.00 46,511.43

 31/12/18 Chq 300070 Sound Junkies 1,050.00 0.00 45,461.43

 31/12/18 chq300072 Salvation Army 100.00 0.00 45,361.43

 31/12/18 DD20181214MSD Mainstream Digital Ltd. 10.18 0.00 45,351.25

 31/12/18 DD20181217EE EE 19.20 0.00 45,332.05

 31/12/18 fp162345393tn Turnock Ltd 312.00 0.00 45,020.05

 31/12/18 fp16347312jrb JRB Enterprises Ltd 137.22 0.00 44,882.83

 31/12/18 fp177111971aw Mrs Amy Watson 0.00

 31/12/18 fp191716276kd Mrs Karen Daker 0.00

 31/12/18 fp27681156bg Bloomin Gardens & 201.00 0.00 43,119.89

 Landscapes Ltd

 31/12/18 fp402846926ws Weston Sawmill & Nursery 180.00 0.00 42,939.89

 31/12/18 fp585369287ad Mrs. Alexa Davies 0.00

 31/12/18 fp60327747ssc South Staffordshire District 260.00 0.00 42,624.91

 Council

 08/01/19 02:30 PM Vs: 8.11.02 ***Lapley Stretton & Wheaton Aston Parish Council*** ***Page 2 of 3***

**Bank Account Reconciled Statement**

 31/12/18 fp624376216spf Staffordshire County Council 571.56 0.00 42,053.35

 Superannuation Fund

 31/12/18 fp631311204ms Microshade Business 88.68 0.00 41,964.67

 Consultants Ltd

 31/12/18 fp705070696jm Mrs. Josie Morris 0.00

 31/12/18 fp71161889hmrc HMRC 476.99 0.00 41,415.43

 31/12/18 fp76866617mb Mr. Malcolm Bissell 4.45 0.00 41,410.98

 31/12/18 fp770007998sja St. John Ambulance 220.80 0.00 41,190.18

 31/12/18 fp780857496aw Mrs Amy Watson 20.20 0.00 41,169.98

 31/12/18 FP818094361 HMRC 19.71 0.00 41,150.27

 31/12/18 fp824357958kd Mrs Karen Daker 8.10 0.00 41,142.17

 31/12/18 fp866644413jpd J P D Security 288.00 0.00 40,854.17

 31/12/18 fp866899150mb Mr. Malcolm Bissell 0.00

 07/01/19 239903576/7460484 Turnock Ltd 937.20 0.00 39,707.26

 90

 Uncleared and unpresented effects

 27/11/18 fp160066732ms Microshade Business 88.68 39,378.58

 Consultants Ltd

 04/12/18 correction181204 A F E B Limited 539.00 38,839.58

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**Bank Account Reconciled Statement**

 **Fair FX prepaid card** **5116561022250691**

 Statement Number 15

 Statement Opening Balance £287.87 Opening Date 01/10/18

 Statement Closing Balance £155.28 Closing Date 08/01/19

 True/ Cashbook Closing £155.28

 Balance

 Date Cheque/ Ref. Supplier/ Customer Debit (£) Credit (£) Balance (£)

 24/10/18 fp815569141 0.00 110.49 398.36

 01/11/18 fxcard20181026 Multiple Suppliers/ Customers 221.79 0.00 176.57

 13/11/18 Transfer 0.00 263.18 439.75

 22/11/18 fxcard20181112 Cusack Tools Ltd 319.66 0.00 120.09

 28/11/18 fccard20181121 Amazon 23.98 0.00 96.11

 28/11/18 fxcard20181018 Amazon -79.65 0.00 175.76

 28/11/18 fxcard20181026 Post Office Limited 9.37 0.00 166.39

 31/12/18 FC20181213 Post Office Limited 11.11 0.00 155.28

 Uncleared and unpresented effects

**Bank Account Reconciled Statement**

 **Barclays savings account** **73219496** **20-08-64**

 Statement Number 11

 Statement Opening Balance £57,545.73 Opening Date 29/06/18

 Statement Closing Balance £84,783.72 Closing Date 09/01/19

 True/ Cashbook Closing £84,783.72

 Balance

 Date Cheque/ Ref. Supplier/ Customer Debit (£) Credit (£) Balance (£)

 09/10/18 recd barrclays Barclays Bank 0.00 28.71 57,574.44

 13/12/18 fp707980445 0.00 27,151.87 84,726.31

 09/01/19 credit260618 Barclays Bank 0.00 28.69 84,755.00

 09/01/19 credit31218 Barclays Bank 0.00 28.72 84,783.72

 Uncleared and unpresented effects

**Financial Summary - Cashbook**

 Summary between 01/12/18 and 09/01/19 inclusive.

 Balances at the start of the year

 **Ordinary Accounts**

 Barclays savings account £57,545.73

 Fair FX prepaid card £75.65

 Unity Trust - Current Account £18,490.99

 Total £76,112.37

 Balances at start of period

 **Ordinary Accounts**

 Barclays savings account £57,574.44

 Fair FX prepaid card £166.39

 Unity Trust - Current Account £73,364.17

 Total £131,105.00

 RECEIPTS Net Vat Gross

 Parish Council £57.41 £0.00 £57.41

 Total Receipts £57.41 £0.00 £57.41

 PAYMENTS Net Vat Gross

 Parish Council £6,402.45 £981.38 £7,383.83

 Total Payments £6,402.45 £981.38 £7,383.83

Closing Balances

**Ordinary Accounts**

Barclays savings account £84,783.72

Fair FX prepaid card £155.28

Unity Trust - Current Account £38,839.58

Total £123,778.58

**Financial Budget Comparison**

 Comparison between 01/12/18 and 09/01/19 inclusive.

 Excludes transactions with an invoice date prior to 01/12/18

 **2018/2019** **Actual Net** **Balance**

 **INCOME**

**Parish Council**

 10 Precept £103,088.00 £0.00 -£103,088.00

 20 Grants £0.00 £0.00 £0.00

 32 Unity Trust Bank Interest £0.00 £0.00 £0.00

 40 Miscellaneous £0.00 £0.00 £0.00

 50 Barclay's Savings Account £0.00 £28.72 £28.72

 90 Prizes and Awards £0.00 £0.00 £0.00

**Total Parish Council** £103,088.00 £28.72 £103,059.28

**Total Income** £103,088.00 £28.72 -£103,059.28

 **EXPENDITURE**

 **Parish Council**

 100 General Administration £22,645.00 £373.35 £22,271.65

 110 Salaries £40,190.00 £2,967.14 £37,222.86

 120 Repairs & Grounds Maintenance £31,096.00 £281.85 £30,814.15

 130 Villages' Improvements £1,050.00 £0.00 £1,050.00

 140 Play Areas £6,846.00 £0.00 £6,846.00

 150 Subscriptions £764.00 £0.00 £764.00

 160 Christmas Celebrations £10,501.00 £1,988.00 £8,513.00

 170 Debit Card - General Expenses £310.00 £11.11 £298.89

 180 Donations £2,700.00 £0.00 £2,700.00

 190 Key Holder Salary £0.00 £0.00 £0.00

 200 Capital Expenditure £0.00 £0.00 £0.00

 **Total Parish Council** £116,102.00 £5,621.45 -£110,480.55

 **Total Expenditure** £116,102.00 £5,621.45 £110,480.55

Total Income £103,088.00 £28.72 -£103,059.28

Total Expenditure £116,102.00 £5,621.45 £110,480.55

Funded by reserves £0.00

**Total Net Balance** **-£13,014.00** **-£5,592.73**